



UNITED STATES  
NUCLEAR REGULATORY COMMISSION  
WASHINGTON, D.C. 20555-0001

(FSME-09-067, August, Training, G-108)

August 5, 2009

ALL AGREEMENT STATES, MICHIGAN, NEW JERSEY

**ACCEPTANCE TO THE INSPECTION PROCEDURES COURSE (G-108) (FSME-09-067)**

**Purpose:** To provide the list of students selected for the NRC Inspection Procedures Course (G-108).

**Background:** NRC provides the list of students and instructions to the States to help ensure that States with candidates on waiting lists will have an opportunity to fill vacated slots that may open up after this notification letter has been sent.

**Discussion:** Enclosure 1 is the list of students from the States selected to attend the September 21-24, 2009 Inspection Procedures Course (G-108). This course is to be held in Orlando, Florida. Please provide the list of students and the instructions (Enclosure 2) to each individual from your program that is on the list. Enclosed for your information is a tentative schedule for the course (Enclosure 3). Travel expenses for Students attending this course will be paid for by the U.S. Nuclear Regulatory Commission (NRC). Students should make their travel arrangements through Carlson Wagonlit Travel at 1-866-250-2160 immediately and then submit their travel information needed for NRC to issue their travel authorization (Appendix A) to Brenda Usilton (Fax 301-415-3502). (See invitational travel information in AD-500 at: <http://nrc-stp.ornl.gov/procedures/ad500.pdf>)

We ask that you inform us of any cancellations 30 days prior to the course starting date or as soon as you are aware that the student cannot attend the course.\*

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\*This information request has been approved by OMB 3150-0029, expiration 08/31/2010. The estimated burden per response to comply with this voluntary collection is approximately 8 hours. Send comments regarding the burden estimate to the Records and FOIA/Privacy Services Branch (T-5F52), U.S. Nuclear Regulatory Commission, Washington, DC 20555-0001, or by Internet e-mail to [infocollects@nrc.gov](mailto:infocollects@nrc.gov), and to the Desk Officer, Office of Information and Regulatory Affairs, NEOB-10202 (3150-0029), Office of Management and Budget, Washington, DC 20503. If a means used to impose an information collection does not display a currently valid OMB control number, the NRC may not conduct or sponsor, and a person is not required to respond to, the information collection.

If you have any questions regarding this correspondence, please contact me at 301-415-3340 or the individual named below.

POINT OF CONTACT: Brenda G. Usilton  
TELEPHONE: (301) 415-2348

INTERNET: Brenda.Usilton@NRC.GOV  
FAX: (301) 415-3502

Robert J. Lewis, Director **/RA/**  
Materials Safety and State Agreements  
Office of Federal and State Materials  
and Environmental Management Programs

Enclosures:  
As stated

INSPECTION PROCEDURES COURSE (G-108)  
 ORLANDO, FLORIDA  
 SEPTEMBER 21-24, 2009

STATE	PARTICIPANT
CALIFORNIA Dept. of Health Services P.O. Box 997414, MS -7610 Sacramento, CA 95899-7414	Eugene Forrer
FLORIDA Dept. of Health 4052 Balt Cypress Way, Bin C21 Tallahassee, FL 32399-1741	Brian Crawford Eric Kunz Wayne Kynk James Stokes Richard Beauman Hector Serano Douglas Carter
GEORGIA Dept. of Natural Resources 4220 International Parkway, Suite 100 Atlanta, GA 30354	Quintena Tinson
KENTUCKY Cabinet for Health & Family Services 275 East Main Street, HS1C-A Frankfort, KY 40621-0001	James Pendergrass
LOUISIANA Emergency & Radiological Services Div. Office of Environmental Services P.O. Box 4312 Baton Rouge, LA 70821-4312	Ashley Ayoub
MISSISSIPPI Division of Radiological Health State Department of Health 3150 Lawson Street P.O. Box 1700 Jackson, MS 39215-1700	Brandy Fraiser
NEVADA Bureau of Health Care Quality & Compliance 4510 Technology Way, Suite 300 Carson City, NV 89706	Tharon Sheen
NEW YORK Dept. of Environmental Conservation 625 Braodway, 9 <sup>th</sup> Floor Albany, NY 12233-7255	Tiffany Fischer
OHIO Dept. of Health 246 North High Street Columbus, OH 43215	Charlene Graham
OREGON Dept. of Human Services 800 NE Oregon Street, Suite 640 Portland, OR 97232-2162	Sudhir Oberoi
VIRGINIA Dept. of Health James Madison Bldg. 109 Governor Street, RM 730 Richmond, VA 23219	Leo Meire

## **INSTRUCTIONS TO STUDENTS**

**ACCEPTANCE:** This is to advise you that those individuals in Enclosure (1) have been accepted for participation in the training course Inspection Procedures (G-108). This course is scheduled to be presented September 21-24, 2009 at the Embassy Suites Hotel, 8100 Lake Avenue, Orlando, Florida 32836. The hotel has set aside sleeping rooms to accommodate attendees at a rate of \$99.00 per night (plus tax). Those who stay at the hotel and attend the training will also receive complementary lunch Monday-Thursday. Attendees must make their reservations for this rate by September 6, 2009. The group rate is under the name RAD or radiation control. Contact information is 407-239-1144 or 1-800-embassy. For State specific course or location information please contact Debbie\_Gilley@doh.state.fl.us or 850-245-4266.

**COURSE:** This course will be conducted beginning at 8:00 a.m. and end at 5:00 p.m. each day.

**LODGING AND TRAVEL:** You should plan to arrive on Sunday, September 20, 2009, and depart on Thursday, September 24, 2009 or early morning on September 25, 2009. No rental cars will be authorized for travel. If traveling by air, you need to contact Carlson Travel at 1-866-250-2160 for airline reservations. The per diem for Orlando, Florida is 109/49/158. Please complete the invitational travel authorization request as described in FSME Procedure AD-500, "Invitational Travel Authorization and Voucher" and return it to Brenda Usilton at Brenda.Usilton@nrc.gov or fax it to 301-415-3502. If you have any questions regarding the travel form please contact Brenda on 301-415-2348. You will receive a travel voucher for reimbursement after the course ends.

Cellular phones and similar devices with audible capability should be disabled while classes are in session. Normal office/business attire is appropriate for students attending training.

**INSPECTION PROCEDURES COURSE**  
**Tentative Schedule for September 21-24, 2009**

	<b>START</b>	<b>STOP</b>	<b>TOPIC</b>	<b>PRESENTER</b>
<b>MONDAY</b>	8 AM	- 9 AM	<b>WELCOME AND ADMIN</b>	Griffis
	9 AM	- 10 AM	Overview	LaFranzo
	10 AM	- 11 AM	Overview	LaFranzo
	11 AM	- 12 PM	Overview	LaFranzo
	12 PM	- 1 PM	<b>LUNCH</b>	
	1 PM	- 2 PM	Overview	LaFranzo
	2 PM	- 3 PM	Overview	LaFranzo
	3 PM	- 4 PM	Incident Response & Reporting	Parker
	4 PM	- 5 PM	Laboratory R&D	Parker
<b>TUESDAY</b>	8 AM	- 9 AM	Laboratory R&D	Parker
	9 AM	10 AM	Laboratory R&D	Parker
	10 AM	- 11 AM	Medical	LaFranzo
	11 AM	- 12 PM	Medical	LaFranzo
	12 PM	- 1 PM	<b>LUNCH</b>	
	1 PM	- 2 PM	Medical	LaFranzo
	2 PM	- 3 PM	Medical	LaFranzo
	3 PM	- 4 PM	Industrial Sources	Thompson
	4 PM	- 5 PM	Industrial Sources	Thompson
<b>WEDNESDAY</b>	8 AM	- 9 AM	Industrial Sources	Thompson
	9 AM	- 10 AM	Industrial Sources	Thompson
	10 AM	- 11 AM	Exercise Prep	Staff
	11 AM	- 12 PM	Exercise Prep	Staff
	12 PM	- 1 PM	<b>LUNCH</b>	
	1 PM	- 2 PM	Exercise	Staff
	2 PM	- 3 PM	Exercise	Staff
	3 PM	- 4 PM	Exercise	Staff
	4 PM	- 5 PM	Exercise	Staff
<b>THURSDAY</b>	8 AM	- 9 AM	Debrief and Exit Meeting	Staff
	9 AM	- 10 AM	Debrief and Exit Meeting	Staff
	10 AM	- 11 AM	Debrief and Exit Meeting	Staff
	11 AM	- 12 PM	Debrief and Exit Meeting	Staff
	12 PM	- 1 PM	<b>LUNCH</b>	
	1 PM	- 2 PM	Industrial Radiography	Thompson
	2 PM	- 3 PM	Industrial Radiography	Thompson
	3 PM	- 4 PM	Industrial Radiography	Thompson
	4 PM	- 5 PM	Industrial Radiography	Thompson
			<b>CLASS OVER</b>	

**NOTE:** Scheduled lecturers or the sequence of lectures may change due to circumstances beyond our control.