



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

(FSME-13-013, January, Training, G-108)

January 17, 2013

ALL AGREEMENT STATES

**ACCEPTANCE TO THE INSPECTION PROCEDURES COURSE (G-108) (FSME-13-013)**

**Purpose:** To provide the list of students selected for the U.S. Nuclear Regulatory Commission's (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 March 4-8, 2013, Inspection Procedures Course (G-108). This course is to be held in Chattanooga, TN. 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). Students attending this course will be paid travel and per diem by the 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). Please go to the following website to download the Travel Application Form: <http://nrc-stp.ornl.gov/training.html> and then send it to [Brenda.Usilton@nrc.gov](mailto:Brenda.Usilton@nrc.gov) or fax it to 301-415-3502.

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 11/30/2013. 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 or the individual named below.

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

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

**/RA/ Duncan White for/**

Brian J. McDermott, Director  
Materials Safety and State Agreements  
Office of Federal and State Materials and  
Environmental Management Programs

Enclosures:

1. List of students
2. Instructions to students
3. Tentative Schedule

INSPECTION PROCEDURES COURSE  
 March 4-8, 2013  
 Chattanooga, Tennessee

STATE	PARTICIPANT(S)
<b>CALIFORNIA</b> Dept. of Health Services P.O. Box 997414, MS-7610 Sacramento, CA 95899-74 14	Tanya Ridgle Julie Miller
<b>COLORADO</b> Dept. of Public Health & Environment 4300 Cherry Creek Drive South Denver, CO 80246-1530	Cheri Hall Shiya Wang
<b>FLORIDA</b> Dept. of Health Bureau of Radiation Control 4052 Bald Cypress Way, Bin C21 Tallahassee, FL 32399-1741	Rebekah LeJeune
<b>GEORGIA</b> Dept. of Natural Resources 4220 International Parkway, Suite 100 Atlanta, GA 30354	Frank Nederhand David Crowley Jenna Odom
<b>ILLINOIS</b> Bureau of Radiation Safety 1035 Outer Park Drive Springfield, IL 62704	Nathan Albrecht
<b>LOUISIANA</b> Emergency & Radiological Services Div. P.O. Box 4312 Baton Rouge, LA 70821-4312	Natalie Lonsberry
<b>MISSISSIPPI</b> Dept. of Health 3150 Lawson Street Jackson, MS 39213	James Daniels
<b>NEW YORK STATE HEALTH</b> 547 River Street Troy, NY 12180-2216	Samuel Plesac William Hom
<b>OHIO</b> Dept. of Health 246 North High Street Columbus, OH 43215	Rochelle Smith
<b>OREGON</b> Radiation Protection Services 800 NE Oregon Street, Suite 640 Portland, OR 97232-2162	Erin DeSemple
<b>SOUTH CAROLINA</b> Dept. of Health & Environmental Control 2600 Bull Street	Benjamin Sease

STATE	PARTICIPANT(S)
Columbia, SC 29201	
<b>TENNESSEE</b> Division of Radiological Health L&C Annex, Third Floor 401 Church Street Nashville, TN 37243-1532	William Barnett
<b>TEXAS</b> State Health Services P.O. Box 149347 Austin, TX 78714-9347	Keel Curtis
<b>TEXAS Commission on            Environmental Quality</b> MC 233 P.O. Box 13087 Austin, TX 78711-3087	Philip Shaver
<b>WASHINGTON</b> Dept. of Health 111 Israel Road, SE P.O. Box 47827 Olympia, WA 98504-7827	Jeff Kulp
<b>WISCONSIN</b> Dept. of Health Services P.O. Box 2659 Madison, WI 5370 1-2659	Krista Kuhlman

## INSTRUCTIONS TO STUDENTS

**ACCEPTANCE:** This is to advise you that those individuals in Enclosure 1 have been accepted for participation in the training course (G-108) "Inspection Procedures." This course is scheduled to be presented March 4-8, 2013, at the U.S. Nuclear Regulatory Commission Technical Training Center (TTC). The TTC is located at 5746 Marlin Road, Suite 200, Osborne Office Center (near Eastgate Shopping Center) Chattanooga, Tennessee 37411-5677. The facility's telephone number is (423) 855-6500.

**COURSE:** This course will be conducted beginning at 8:00 a.m. on Monday, March 4, 2013, and end at noon on Friday, March 8, 2013. Enclosed is a tentative schedule for the course (Enclosure 3). 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 TTC courses.

**LODGING AND TRAVEL:** You should plan to arrive on Sunday, March 3, 2013, and depart on Friday, March 8, 2013. 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. Participants must make their own lodging and travel arrangements. Individuals should request a Federal government rate at the hotel of their choice. The per diem for Chattanooga, Tennessee is 94/56/150. This means lodging/meals/not to exceed total per day. Tax is a separate line item on your voucher. Effective January 1, 2013 reimbursement for mileage is 56.5 cents per mile. Please be sure to choose a hotel within the Chattanooga vicinity and within per diem. There is no suitable lodging within walking distance, nor reliable public transportation, from the hotels to the Training Center; therefore, students should coordinate with students who have cars or take a taxi to and from the training center. To find hotels in Chattanooga, TN please conduct an internet search. Please complete the Travel Application Form <http://nrc-stp.ornl.gov/training.html> and return it to Brenda Usilton at [Brenda.Usilton@nrc.gov](mailto:Brenda.Usilton@nrc.gov) or fax it to 301-415-3502. You will also need to go to the same website to receive a copy of the travel instructions and voucher for reimbursement.

**INSPECTION PROCEDURES COURSE**  
**Tentative Schedule for March 4-8, 2013**

	<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	Gattone
	10 AM	11 AM	Overview	Gattone
	11 AM	12 PM	Overview	Gattone
	12 PM	1 PM	<b>LUNCH</b>	
	1 PM	2 PM	Overview	Gattone
	2 PM	3 PM	Overview	Gattone
	3 PM	4 :30 PM	Overview	Gattone
	4:30 PM	5 PM	Q&A Session	Staff
<b>TUESDAY</b>	8 AM	9 AM	Laboratory R&D	Ullrich
	9 AM	10 AM	Laboratory R&D	Ullrich
	10 AM	11 AM	Radiopharmacy	Ullrich
	11 AM	12 PM	Radiopharmacy	Ullrich
	12 PM	1 PM	<b>LUNCH</b>	
	1 PM	2 PM	Medical	Gattone
	2 PM	3 PM	Medical	Gattone
	3 PM	4 :30 PM	Medical	Gattone
	4:30 PM	5 PM	Hands-on/Q&A Session	Staff
<b>WEDNESDAY</b>	8 AM	9 AM	Industrial Gauges & Sources	Razo
	9 AM	10 AM	Industrial Gauges & Sources	Razo
	10 AM	11 AM	Industrial Gauges & Sources	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 :30 PM	Exercise	Staff
	4:30 PM	5 PM	Prepare for Debriefs	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	Razo
	2 PM	3 PM	Industrial Radiography	Razo
	3 PM	4 :30 PM	Well Logging	Razo
	4:30 PM	5 PM	Hands-on/ Q&A Session	Staff

**INSPECTION PROCEDURES COURSE (G-108)**  
**March 4-8, 2013**

	<b>START</b>	<b>STOP</b>	<b>TOPIC</b>	<b>PRESENTER</b>
<b>FRIDAY</b>	8 AM	- 9 AM	Industrial Irradiators	Ullrich
	9 AM	- 10 AM	Industrial Irradiators	Ullrich
	10 AM	- 11 PM	Incidents & Allegations	Ullrich
	11 AM	- 12 PM	Inspections of Events	Ullrich
			<b>CLASS OVER</b>	

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