



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

(FSME-14-006, January, Training, H-308)

January 23, 2014

ALL AGREEMENT STATES

ACCEPTANCE TO THE TRANSPORTATION OF RADIOACTIVE MATERIALS COURSE  
(H-308) (FSME-14-006)

**Purpose:** To provide the list of students selected for the U.S Nuclear Regulatory Commission (NRC) Transportation Radioactive Materials Course (H-308).

**Background:** The 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 Agreement States selected to attend the March 17-21, 2014, Transportation of Radioactive Materials Course (H-308). Please provide the list of students and the instructions (Enclosure 2) to each individual from your program that is on the list. Students attending this course will be reimbursed for lodging and meals by the NRC. Students should make their travel arrangements through Carlson Wagonlit Travel at 1-800-453-8396 immediately and then submit their travel information needed for NRC to issue their travel authorization. Please go to the following Web site to download the Travel Application Form <http://nrc-stp.ornl.gov/training.html> and then send it to [Astrainingandtravel.Resource@nrc.gov](mailto:Astrainingandtravel.Resource@nrc.gov). Information should not be sent directly to Brenda Usilton. In addition, we are requesting that you do not send any training applications, travel forms and vouchers by fax. Processing of your requests sent by fax could result in significant delays.

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 previously been approved by OMB 3150-01029 and was resubmitted to OMB for review of continued approval of information collection. 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 Information Services Branch (T-5F53), U.S. Nuclear Regulatory Commission, Washington, DC 20555-0001, or by Internet e-mail to [infocollects.resource@nrc.gov](mailto:infocollects.resource@nrc.gov), and to the Desk Officer, Office of Information and Regulatory Affairs, NEOB-10202 (3150-0200), 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)

**/RA Duncan White for/**

Laura A. Dudes, Director  
Division of Materials Safety and State Agreements  
Office of Federal and State Materials  
and Environmental Management Programs

Enclosures:

1. List of students
2. Instructions to students and agenda

TRANSPORTATION OF RADIOACTIVE MATERIALS COURSE (H-308)  
 CHATTANOOGA, TN  
 March 17-21, 2014

STATE	PARTICIPANT(S)
<b>ARKANSAS</b> 4815 W. Markham St, Slot 30 Little Rock, AR 72205-3867	Kendra Christian
<b>CALIFORNIA</b> Dept. of Health Services P.O. Box 997414, MS-7610 Sacramento, CA 9499-7414	Donelle Krajewski
<b>FLORIDA</b> Dept. of Health Bureau of Radiation Control 4052 Bald Cypress Way, Bin C21 Tallahassee, FL 32399-1741	Gan Preamplume
<b>OREGON</b> Dept. of Human Services 800 NE Oregon Street, Suite 640 Portland, OR 97232-2162	Todd Carpenter
<b>PENNSYLVANIA</b> DEP – Bureau of Radiation Protection Rachel Carson State Office Bldg. P.O. Box 8469 Harrisburg, PA 17105-8469	Robert Wickline
<b>TEXAS</b> Dept. of State Health Services P.O. Box 149347 Austin, TX 78714-9347	Jason Callahan Art Tucker
<b>WISCONSIN</b> Dept. of Health Services P.O. Box 2659 Madison, WI 53701-2659	Andrew Turner

## INSTRUCTIONS TO STUDENTS

**ACCEPTANCE:** This is to advise you that those individuals in Enclosure 1 have been accepted for participation in the training course (H-308), Transportation of Radioactive Materials. This course is scheduled to be presented March 17-21, 2014, at the U.S. Nuclear Regulatory Commission (NRC) Technical Training Center (TTC), 5746 Marlin Road, Suite 200, Osborne Office Center, Near Eastgate Shopping Center, Chattanooga, Tennessee 37411-5677, Telephone (423) 855-6500, Fax (423) 855-6543.

**COURSE:** This course will be conducted beginning at 8:00 a.m. and end at 5:00 p.m. each day except for Friday, March 21, 2014, when the class is scheduled to end at 3:00 p.m. A course outline is below. Students should bring an engineering or scientific calculator with them. Normal office/business attire is appropriate for students attending NRC courses. Cellular phones and similar devices with audible capability should be disabled while classes are in session.

**LODGING & TRAVEL:** You should plan to arrive on Sunday, March 16, 2014, and depart on Friday March 21, 2014. Participants must make their own lodging and travel arrangements. Please be sure to choose a hotel within the Chattanooga vicinity and within per diem. Individuals should request a Federal government rate at the hotel of their choice. The per diem for Chattanooga, Tennessee is 95/56/151. This means lodging/meals/not to exceed total per day. Tax is a separate line item on your voucher. No rental cars will be authorized for travel. If traveling by air, contact Carlson Wagonlit Travel at 1-800-453-8396 to book reservations. Effective January 1, 2014, the reimbursement for mileage has changed to 56 cents per mile. 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. Please complete the Travel Application Form which is located at <http://nrc-stp.ornl.gov/training.html> and return to [ASTrainingandtravel.Resource@nrc.gov](mailto:ASTrainingandtravel.Resource@nrc.gov). Information should not be sent directly to Brenda Usilton. In addition, we are requesting that you do not send any training applications, travel forms and vouchers by fax. Processing of your requests sent by fax could result in significant delays. If you have any questions regarding the travel form please contact Brenda at 301-415-2348. You will also go to the same web Site above to receive a copy of the travel instructions and voucher reimbursement.

Below are a few suggestions for lodging in the Chattanooga area:

Residence Inn

[Book a room at Residence Inn Chattanooga Near Hamilton Place at the Nuclear Regulatory Commission rate >>](#)

Hampton Inn

[www.chattanoogaairporti75.hamptonInn.com](http://www.chattanoogaairporti75.hamptonInn.com)

The Hampton Inn has free shuttle service to and from the Airport, local shopping and to and from the training center.

Course Outline:

1. Introduction to Hazardous Materials Transportation Regulations
2. Radioactive Materials Packaging
3. Hazardous Materials Communications
4. Unusual Shipments
5. Emergency Response
6. Regulatory Actions and Historical Documents
7. Classroom Exercises
8. Miscellaneous