



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

(STC-15-017, March, Training, H-308)

March 31, 2015

ALL AGREEMENT STATES, WYOMING

**NOTIFICATION OF ACCEPTANCE TO TRANSPORTATION OF RADIOACTIVE  
MATERIALS (H-308) COURSE (STC-15-017)**

**Purpose:** To provide notification to the States of students selected to attend the U.S. Nuclear Regulatory Commission's (NRC's) Transportation of Radioactive Materials (H-308) course to be held June 8-12, 2015, in Chattanooga, Tennessee.

**Background:** The NRC provides funding to the Agreement States for training and the associated travel.

**Discussion:** Students selected to attend the June 8-12, 2015 Transportation of Radioactive Materials (H-308) course in Chattanooga, Tennessee are provided in Enclosure 1. Please provide this notification to each individual from your program that has been accepted to this course. Students selected to attend this course will be paid travel and per diem by the NRC. Detailed guidance for students is provided in Enclosure 2. Please inform us of any withdrawals immediately so that individuals on the waiting list have an opportunity to attend.

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

POINT OF CONTACT: Marcia Casby  
TELEPHONE: (301) 415-6525

E-MAIL: [Marcia.Casby@nrc.gov](mailto:Marcia.Casby@nrc.gov)

***/RA Chris Einberg for/***

Laura A. Dudes, Director  
Division of Material Safety, State, Tribal  
and Rulemaking Programs  
Office of Nuclear Material Safety  
and Safeguards

Enclosures:

1. List of Students
2. Instructions for Students
3. Tentative Schedule

**Transportation of Radioactive Materials (H-308)**

June 8-12, 2015  
Chattanooga, TN

<b>STATE</b>	<b>PARTICIPANTS</b>
ARKANSAS	David Stephens
CALIFORNIA	Taibi Gaetano Scott Landry
FLORIDA	Brent Herring
IOWA	Stuart Jordan
MINNESOTA	Matthew Duff
NEW JERSEY	Nadia Akbar Joseph Power
OHIO	Erick Ziegler
PENNSYLVANIA	Carl Livermore
UTAH	Philip Goble
VIRGINIA	Asfaw Fenta
WASHINGTON	Jeffrey Kulp
WISCONSIN	David Lara

## INSTRUCTIONS TO STUDENTS

**ACCEPTANCE:** This is to advise you that those individuals in Enclosure 1 have been accepted for participation in the Transportation of Radioactive Materials (H-308) course. This course is scheduled to be presented June 8-12, 2015, at the U.S. Nuclear Regulatory Commission (NRC) 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. If you are unable to attend this course, please contact Marcia Casby immediately at 301-415-6525.

**COURSE:** Please see our Web site, <http://nrc-stp.ornl.gov/training.html> for the tentative course schedule and note that the course begins at 8:00 a.m. on Monday, June 8, 2015 and ends at 4:00 p.m. on Friday, June 12, 2015.

**LODGING AND TRAVEL:** Please plan to arrive on Sunday, June 7, 2015, and depart on Friday, June 12, 2015. Students must make their own lodging and travel arrangements. If traveling by air, please contact Carlson Travel at 1-800-453-8396 for airline reservations, and indicate that the travel is "Invitational" for the NRC. Please select a fully refundable Government fare and make sure Carlson Travel correctly direct bills your fare to credit card ending 1299. Flights may be converted by Marcia Casby to less costly, non-refundable tickets, so please select carefully. If the need arises and you must make a change, please contact Marcia Casby at (301) 415-6525.

Please complete the Travel Application Form, located at <http://nrc-stp.ornl.gov/training.html> and submit to Marcia Casby, [AStrainingandtravel.Resource@nrc.gov](mailto:AStrainingandtravel.Resource@nrc.gov), at your earliest opportunity, but no later than Friday, April 10. Individuals should request the Federal government rate at the hotels. The per diem for Chattanooga, Tennessee is 94/56/150. This means that lodging/meals/not to exceed the total. No rental cars will be authorized for travel. A complimentary shuttle has been arranged for transportation between the hotel and the training center for individuals staying at the Residence Inn hotel listed below. Please contact the front desk for details upon arrival. Those students who elect to stay at an alternate hotel will be responsible for their own transportation between the hotel and the training center. If you are authorized to drive, the Federal mileage reimbursement is 57.5 cents per mile. Note that a block of rooms has been set aside for you at the Federal Government rate, link provided below. If calling the hotel, please specify that your reservation is with the NRC group block.

### **Residence Inn Chattanooga**

2340 Center Street

Chattanooga, TN 37421

Phone: 1-423-468-7700

Link to NRC Room Block:

<http://cwp.marriott.com/chahp/nrctransportationofram/>

**DIRECT DEPOSIT:** We recommend [Direct Deposit](#) for travel reimbursements. If you prefer this method, please complete the form located on our Web site. Follow the instructions on the form, and return to Mary Matheson at [Mary.Matheson@nrc.gov](mailto:Mary.Matheson@nrc.gov). Once you have signed up for Direct Deposit, you are in the system and will not need to complete a new form unless your banking information changes. When it is time to complete your voucher for reimbursement, in the address box enter "Enrolled for Direct Deposit." If you have any questions regarding direct deposit, please contact Mary Matheson at 301-415-8748.

Enclosure 2