



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

(STC-15-024, April, Training, G-205)

April 7, 2015

ALL AGREEMENT STATES, WYOMING

NOTIFICATION OF ACCEPTANCE TO THE ROOT CAUSE WORKSHOP (G-205)
COURSE (STC-15-024)

Purpose: To provide notification to the States of students selected to attend the U.S. Nuclear Regulatory Commission's (NRC's) Root Cause Workshop (G-205) course scheduled to be held June 15-19, 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 15-19, 2015, Root Cause Workshop (G-205) 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

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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

ROOT CAUSE WORKSHOP (G-205)
June 15-19, 2015
Chattanooga, TN

STATE	PARTICIPANT
CALIFORNIA	Bradley Loomis Robert Custodio
COLORADO	Phillip Peterson
FLORIDA	Giles Toole
OHIO	Kim Anderson
OREGON	Hillary Haskins
PENNSYLVANIA	Tracy Swinger Lisa Forney
TEXAS (DHS)	Scott Houchin
UTAH	David Edwards

INSTRUCTIONS TO STUDENTS

ACCEPTANCE: Individuals listed in Enclosure 1 have been accepted for participation in the Root Cause Workshop (G-205) course. This course is scheduled to be presented June 15-19, 2015, at the U.S. Nuclear Regulatory Commission's (NRC's) Technical Training Center (TTC). Please contact Marcia Casby at (301) 415-6525 immediately if you are unable to attend this course. 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: Please see our website, <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 15, 2015, and ends at 2:00 p.m. on Friday, June 19, 2015.

LODGING AND TRAVEL: Please plan to arrive on Sunday, June 14, 2015, and depart on Friday, June 19, 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 if one is available, and make sure that Carlson Travel correctly direct bills your fare to credit card ending 1299. Flights may be converted 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, at your earliest opportunity, but no later than April 13. 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. Students will be reimbursed for transportation between the airport and hotel. 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 provide below.

Residence Inn Chattanooga
2340 Center Street
Chattanooga, TN 37421
Phone: 1-423-468-7700
Link to NRC Room Block:
<http://cwp.marriott.com/chahp/nrcrootcause3/>

DIRECT DEPOSIT: We are very pleased to be offering [Direct Deposit](#) for travel reimbursements. If you prefer this method, please complete the form located on our Web site and follow the instructions on the form. 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.