



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

January 23, 2017

ALL AGREEMENT STATES, VERMONT, WYOMING

NOTIFICATION OF ACCEPTANCE TO THE VISUAL SAMPLING PLAN (H-500) COURSE
(STC-17-008)

Purpose: To provide notification to the States of students selected to attend the U.S. Nuclear Regulatory Commission's (NRC) Visual Sampling Plan (H-500) course scheduled to be held April 4-7, 2017, in Trenton, NJ.

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

Discussion: Students selected to attend the April 4-7, 2017, Visual Sampling Plan (H-500) course in Trenton, NJ 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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Daniel S. Collins, 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

VISUAL SAMPLING PLAN (H-500)
April 4-7, 2017
Trenton, NJ

STATE	PARTICIPANT
NEW JERSEY	Karen Flanigan Jenny Goodman James McCullough Joseph Power
OKLAHOMA	Libby McCaskill
TEXAS (DSHS)	Richard Lamboi
UTAH	Phillip Goble
WYOMING	Ryan Schierman

INSTRUCTIONS TO STUDENTS

ACCEPTANCE: Individuals listed in Enclosure 1 have been accepted for participation in the Visual Sampling Plan (H-500) course. This course is scheduled to be presented April 4-7, 2017, at the New Jersey Department of Environmental Protection, located at 401 E State Street, Trenton, NJ 08625. The training will take place in the NJEMS Training Room. Please contact Marcia Casby at 301-415-6525 immediately if you are unable to attend this course. The on-site training contact is Jenny Goodman, (609) 984-5498.

COURSE: Please see our website, <https://scp.nrc.gov/training.html> for the Tentative Course Schedule and note that the course begins at 8:00 a.m. on Tuesday, April 4 and ends at 12 noon on Friday, April 7.

LODGING AND TRAVEL: Please plan to arrive on Monday, April 3 and depart on Friday, April 7. Students must make their own lodging and travel arrangements. If traveling by air, please contact El Sol Travel at 844-244-6694 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 El Sol Travel correctly direct bills your fare to credit card ending 2835. 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 which will be provided to you and submit to Marcia Casby, ASTrainingandtravel.Resource@nrc.gov, no later than Friday, February 3. Individuals should request the Federal government rate at the hotels. The per diem for Trenton, NJ is \$127 hotel and \$59 meals and incidentals. Rental cars are not reimbursable. If you are authorized to drive your personal vehicle, mileage reimbursement is 53.5 cents per mile. A parking pass is required for anyone parking at the training site. Please let Marcia Casby know if you will require a parking pass. NJ Department of Environmental Protection employees will provide transportation between the hotel and the training center for individuals staying at the hotels listed below.

<p>Residence Inn Princeton at Carnegie Ctr. 3563 US Route 1 Princeton, NJ 08540 609-799-0550</p> <p><i>Complimentary shuttle service within a 5 mile radius</i></p>	<p>Hyatt Place Princeton 3565 US Route 1 Princeton, NJ 08540 608-720-0200</p> <p><i>Complimentary shuttle service within a 5 mile radius</i></p>
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DIRECT DEPOSIT: We recommend Direct Deposit for travel reimbursements. If you prefer this method, please complete the form located on our website and return to Lindsey Hawkins at Lindsey.Hawkins@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 Lindsey Hawkins at 301-415-6268.