



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

September 9, 2019

ALL AGREEMENT STATES, VERMONT

NOTIFICATION OF ACCEPTANCE TO THE INSPECTION PROCEDURES (G-108) COURSE
(STC-19-056)

Purpose: To provide notification to the States of students selected to attend the U.S. Nuclear Regulatory Commission's (NRC) Inspection Procedures (G-108) course scheduled to be held October 21-25, 2019, in Chattanooga, Tennessee.

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

Discussion: Students selected to attend the October 21-25, 2019, Inspection Procedures (G-108) 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: Karen Meyer
TELEPHONE: (301) 415-0113

E-MAIL: AStrainingandtravel.Resource@nrc.gov

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Andrea L. Kock, Director
Division of Materials Safety, Security, State
and Tribal Programs
Office of Nuclear Material Safety
and Safeguards

Enclosures:

1. List of students
2. Instructions for students

INSPECTION PROCEDURES (G-108)

October 21-25, 2019

Chattanooga, TN

STATE	PARTICIPANT
FLORIDA	Wendy Gann John Jordan
GEORGIA	David Matos Stacy Allman
LOUISIANA	Clayton Smith
MARYLAND	David Fabricante
NEBRASKA	Rebecca Harisis
NEVADA	Corey Creveling
NEW YORK (CITY)	Anwar Hossian
OKLAHOMA	Chelsea Smith Anna Fernow
OREGON	Joseph Enger
SOUTH CAROLINA (MATERIALS)	Katy Ringbloom Tawny Morgan
TENNESSEE	Amy Mckenna Matthew Greenwood
TEXAS (DSHS)	Richard Lamboi Matt Kennington
WISCONSIN	Connor Brennan Diego Saenz

INSTRUCTIONS TO STUDENTS

ACCEPTANCE: Individuals listed in Enclosure 1 have been accepted for participation in the Inspection Procedures (G-108) course. This course is scheduled to be presented October 21-25, 2019 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.

COURSE: Please see our Web site, <http://scp.nrc.gov/training.html> for the Tentative Course Schedule and note that the course begins at 8:00 a.m. local time on Monday, October 21st, and ends at noon local time on Friday, October 25th.

LODGING AND TRAVEL: Please plan to arrive on Sunday, October 20th, and depart on Friday, October 25th. 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 the NRC credit card. If the need arises and you must make a change, contact Karen Meyer at (301) 415-0113.

Please complete the Travel Application Form which will be provided to you and submit to ASTrainingandtravel.Resource@nrc.gov, at your earliest opportunity, but no later than Friday, October 4th. Individuals should request the Federal government rate at the hotels. The per diem for Chattanooga, Tennessee is \$112 for hotel and \$61 for meals and incidentals. The first and last day of travel is calculated at 75 percent. 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 .58 cents per mile. Rental cars are not authorized for reimbursement. Note that a block of rooms at the Residence Inn Chattanooga has been set aside for you at the Federal government rate.

Residence Inn Chattanooga

2340 Center Street
Chattanooga, TN 37421
Phone: 1-423-468-7700

[Book your group rate for NRC OCT 20-25, 2019 Residence](#)

DIRECT DEPOSIT: If you prefer this method of reimbursement, please complete the form located on our Web site (<https://scp.nrc.gov/training.html>) and follow the instructions on the form and submit to NRC_VendorRequest@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 in Direct Deposit." If you have any questions regarding direct deposit, please contact NRC_VendorRequest@nrc.gov.