



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

September 22, 2024

ALL AGREEMENT STATES  
CONNECTICUT, INDIANA, WEST VIRGINIA

NOTIFICATION OF ACCEPTANCE TO THE FUNDAMENTAL HEALTH PHYSICS LABS  
(H-122L) COURSE (STC-24-055)

**Purpose:** To provide notification to the States of students selected to attend the U.S. Nuclear Regulatory Commission's (NRC) Fundamental Health Physics Labs (H-122L) course scheduled to be held November 18-22, 2024, in Chattanooga, TN.

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

**Discussion:** Students selected to attend the November 18-22, Fundamental Health Physics Labs (H-122L) course in Chattanooga, TN 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 the individual named below:

POINT OF CONTACT: Karen Meyer  
TELEPHONE: (301) 415-0113

E-MAIL: [AStrainingandtravel.Resource@nrc.gov](mailto:AStrainingandtravel.Resource@nrc.gov)

A handwritten signature in cursive script, appearing to read "Adelaide S. Giantelli".

Signed by Giantelli, Adelaide  
on 09/22/24

Adelaide S. Giantelli, Branch Chief  
State Agreement Liaison Programs  
Division of Material Safety, Security, State  
and Tribal Programs  
Office of Nuclear Material Safety  
and Safeguards

Enclosures:

1. List of students
2. Instructions for students

**Fundamental Health Physics Labs (H-122L)**

November 18-22, 2024

Chattanooga, TN

<b>PARTICIPANT(S)</b>	<b>STATE</b>
Kaamilya Najeeullah	Georgia
Matthew Hanselman	Iowa
Becky Hartman	Illinois
Drake Burri	Minnesota
Chris Miler	North Dakota
Bryce Davidson	Nebraska
Ian Christoferson	New York DEC
Candace Krout	Pennsylvania
Lesley Jones	South Carolina Materials
Emilie Hawkins	Tennessee
Molly Coffman	Texas CEQ
Carol Stark	Wyoming

## INSTRUCTIONS TO STUDENTS

**ACCEPTANCE:** Individuals listed in Enclosure 1 have been accepted for participation in the Fundamental Health Physics Labs (H-122L) course. This course is scheduled to be presented November 18-22, 2024, 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.

As a reminder, each student **must** complete the Fundamental Health Physics (H-122S) self-study course 4 weeks prior to attending the Lab course. You must complete **no later than October 18th** or you may be automatically withdrawn from this offering.

**COURSE:** Please note that the course begins at 8:00 a.m. eastern time on Monday, November 18th and ends at 12:00 p.m. eastern time on Friday, November 22nd.

**LODGING AND TRAVEL:** Please plan to arrive on Sunday, November 17th, and depart on Friday, November 22nd. Please plan to attend the course through the stated end time of 12:00 p.m. If there are no flights available that would allow you to arrive home before midnight on Friday, you may elect to depart early on Saturday, November 23rd. In this event, NRC will provide reimbursement for hotel on Friday night and per diem on Saturday. Students need to make their lodging and air travel arrangements through El Sol Travel at (844) 244-6694 and indicate that the travel is "Invitational" for the NRC. Please select a fully refundable government fare, El Sol Travel will direct bill the NRC for the flight. Traveler is responsible for providing a personal credit card to El Sol to reserve the hotel at the federal rate or lower, hotels are not direct billed to NRC. If the need arises and you must make a change and/or cancel, contact Karen Meyer at (301) 465-0791 at least 2 weeks prior to the course.

Please complete the Travel Application Form which will be provided to you and submit to [Astrainingandtravel.Resource@nrc.gov](mailto:Astrainingandtravel.Resource@nrc.gov), at your earliest opportunity, but **no later** than, Friday, November 1st. The per diem for Chattanooga, Tennessee is \$117 for hotel and \$74 for meals and incidentals. The first and last day of travel is calculated at 75 percent. Students are responsible for their own transportation (taxi/uber/subway, etc.) between the hotel and the training center. If you are authorized to drive your personal vehicle, the Federal mileage reimbursement is 67 cents per mile.

- State vehicles are not authorized for mileage reimbursement.
- Rental cars are not authorized for reimbursement.
- Airport parking is allowed for personal and State vehicles; however, we will only reimburse up to the standard rate (i.e., no valet parking).

In addition, you will need complete the attached NRC-64 voucher for reimbursement upon return from travel, **no later** than, Friday, November 29th. Review the itemized list for accuracy, including hotel, hotel tax and any additional authorized expenses. Additional expenses that were not included may be denied on a case-by-case bases. Sign the NRC-64 and e-mail back to [Astrainingandtravel.Resource@nrc.gov](mailto:Astrainingandtravel.Resource@nrc.gov) as one document with your hotel (individual days & a zero balance), taxi/uber (tip not to exceed 15%), flight receipt, and any other receipts over \$75.

Further instructions, including course agenda, will be provided via email or on the first day of the course to selected students.

Specific questions about the course can be sent directly to the NRC's Course Manager, Henry Lynn ([henry.lynn@nrc.gov](mailto:henry.lynn@nrc.gov)).

RECOMMENDED CHATTANOOGA, TN HOTELS

**MUST BOOK THROUGH EL SOL**

Aloft Chattanooga Hamilton Place  
2090 Hamilton Place Blvd  
Chattanooga, TN 37421  
(423) 206-5400

Homewood Suite by Hilton  
2250 Center St  
Chattanooga, TN  
(423) 510-8020

Hampton Inn  
2014 Hamilton Place Blvd  
Chattanooga, TN 37421  
(423) 602-7840

Residence Inn, Hamilton Place  
2340 Center St  
Chattanooga, TN 37421  
(423) 468-7700

TownPlace Suites  
6801 Ringgold Rd  
East Ridge, TN 37412  
(423) 933-2700

Hampton Inn, East Ridge  
623 Camp Jordan Parkway  
Chattanooga, TN 37412  
(423) 269-6600

STC24055 Notification of Acceptance to the Fundamental Health Physics Labs H122L Course  
Chattanooga TN November 1822 2024 DATE September 22, 2024

DISTRIBUTION:

**ADAMS Accession No.: ML24266A005**

OFFICE	NMSS/MSST/SMPB			
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DATE	Sep 22, 2024			

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