



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

July 17, 2025

ALL AGREEMENT STATES
CONNECTICUT, INDIANA, WEST VIRGINIA

**NOTIFICATION OF ACCEPTANCE TO THE INSPECTION PROCEDURES (G-108) COURSE
(STC-25-040)**

Purpose: To provide notification to the States of students selected to attend the U.S. Nuclear Regulatory Commission's (NRC's) Inspection Procedures (G-108) Course to be held September 8-12, 2025, in Chattanooga, Tennessee.

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

Discussion: Students selected to attend the September 8-12, 2025, Inspection Procedures (G-108) Course in Chattanooga, Tennessee is 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

A handwritten signature in dark ink, appearing to read "Adelaide Giantelli", is positioned above the typed name and title.

Signed by Giantelli, Adelaide
on 07/17/25

Adelaide Giantelli, Branch Chief
State Agreement and 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

INSPECTION PROCEDURES (G-108)

September 8-12, 2025

Chattanooga, TN

PARTICIPANT(S)	STATE
Andrew Haner	Arkansas
Quinn Hinman	Arizona
Frank Tuck	Connecticut
Heather Pitman	Georgia
Becky Hartmen	Illinois
Jamie Woo-Beam	Kentucky
Rowlando Garrett	Mississippi
William Putnam	New Mexico
Issac Caad	Nevada
Ellen Isbell	Oklahoma
Jared Brokke	Rhode Island
Jake Kirby	Tennessee
Peter Sprenger	Texas CEQ
Desirae Walker	Texas DSHS
Bailey Anderson	Utah
Jim Greene	Washington

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 September 8-12, 2025, 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 note that the course begins at 8:00 a.m. eastern time on Monday, September 8th, and ends at 1:00 p.m. eastern time on Friday, September 12th.

LODGING AND TRAVEL: Please plan to arrive on Sunday, September 7th, and depart on Friday, September 12th. If there are no flights available that would allow you to arrive home before midnight on Friday, you may elect to depart on Saturday, September 13th. In this event, NRC will provide reimbursement for hotel on Friday night and per diem on Saturday. Students **must** make their lodging (recommended hotels listed below) 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 if one is available, and make sure that El Sol Travel correctly direct bills your fare to the NRC. 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, August 29th. The per diem for Chattanooga, TN 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 70 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, September 19th. Review the itemized list for accuracy, including hotel, hotel tax and any additional authorized expenses. Then sign the NRC-64 and e-mail back to me as one document with your hotel (individual days & a zero balance), flight receipt, and any other receipts over \$75.

Specific questions about the course can be sent directly to the NRC's Course Manager, Carmen Dykes (carmen.dykes@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

STC-25-040 Notification of Acceptance to the Inspection Procedures (G-108) Course - Chattanooga, TN:
September 8-12, 2025 DATE July 17, 2025

DISTRIBUTION:

ADAMS Accession No.: ML25198A353

OFFICE	NMSS/MSST/SMPB			
NAME	AGiantelli AG			
DATE	Jul 17, 2025			

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