Project Number_____

Battelle
Pacific Northwest Laboratories

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Date November 15, 1982

To O&EP Technical Staff

From Harold Larson Harold

Subject Health Physics Society Annual Meeting

The 1983 Health Physics Annual Meeting has been announced, and I want to remind those who plan to present papers to allow sufficient time for their abstracts to get through the clearance procedure. The absolute final date for submission of abstracts for clearance is December 29. This will allow the minimum 7 working days for clearance and allow the abstracts to be placed in the mail by January 10 in order to reach the HPS Program Committee by their January 15 cutoff date. If at all possible, clearance should be started earlier, as it sometimes takes longer than the 7 day minimum (especially for SAP work).

As only a limited number of staff members can attend (I wish we could fund all who want to go) presentation of a paper will enhance your chances of being on the list of those who will be sent. In preparing your abstracts and papers, please take advantage of the departmental resources available to you. Specifically, you should obtain peer review of your abstracts and papers prior to submitting your clearance form to your section manager for approval. Ron Kathren and Mary Ann McKinney will be available to provide you with technical assistance and review, editing, and guidance through the clearance maze.

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