



DEPARTMENT OF THE NAVY

U.S. NAVAL SUPPORT ACTIVITY

PSC 817 BOX 1

FPO AE 09622-0001

NAVSUPPACT NAPLES INST 5800.2C
N01J

5 APR 2011

NAVSUPPACT NAPLES INSTRUCTION 5800.2C

From: Commanding Officer, U.S. Naval Support Activity, Naples,
Italy

Subj: PROCEDURES FOR RESTRICTED PERSONNEL

Ref: (a) Manual for Courts-Martial (MCM) United States (2000
Edition)

Encl: (1) Sample Restriction Order

1. Purpose. To establish guidance for management of personnel placed into a restricted status on board U.S. Naval Support Activity (NAVSUPPACT), Naples, Italy.

2. Cancellation. NAVSUPPACT NAPLES INST 5800.2B

3. Scope. This instruction applies to all personnel placed into a restricted status following an Article 15 hearing (NJP) or Court-Martial (CM) when the restriction is to take place onboard a NAVSUPPACT Naples installation. This instruction does not apply to those individuals in a pretrial restriction status or who are serving their restriction at another location.

4. Procedures. All commands and detachments requesting NAVSUPPACT Naples to manage their restrictees must abide by the following procedures:

a. Provide a written request for management of restrictee at least 24 hours prior to the NJP or CM which may lead to restriction. Requests should be sent to the office of the Staff Judge Advocate (SJA).

b. Upon adjudication of punishment, the newly restricted service member should be immediately escorted to the SJA Office. The restrictee's escort should have a copy of the NJP or CM results for use in preparing the restriction order. A member of the SJA Office will brief the restrictee on the rules and guidelines contained in this instruction. A restriction order will be issued by the SJA detailing the parameters of the restriction.

c. The restrictee must have a complete sea bag prior to reporting to the SJA Office. No restrictee will be accepted and issued restricted orders without a full sea bag.

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d. Upon issuance of the restriction order, the restrictee will be turned over to the custody of the NAVSUPPACT Naples, Security Office for management. Daily management of restricted personnel is the responsibility of the NAVSUPPACT Naples, Command Duty Officer (CDO).

5. Action

a. All area commands and detachments wishing NAVSUPPACT Naples to manage their restricted personnel shall comply with this instruction. Any questions on this instruction should be directed to the Office of the Staff Judge Advocate for interpretation.

b. Enclosure (1) is a standard restriction order and is subject to additions or modifications. The guidelines established in enclosure (1) are effective upon issuance. Violation of enclosure (1), after it has been issued, is a violation of a lawful general order and is a punishable offense under the Uniform Code of Military Justice.



R. B. RABUSE

Distribution:

NAVSUPPACT NAPLES INST 5216.4Y

Lists: I through V

Electronic via NAVSUPPACT Naples Web site:

<https://www.cnic.navy.mil/Naples/Departments/Administration/Instructions/index.htm>

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SAMPLE RESTRICTION ORDER

From: Commanding Officer, U.S. Naval Support Activity, Naples,
Italy

To: Restrictree's Name, USN

Subj: RESTRICTION, EXTRA DUTY ORDERS

1. You have been placed on restriction for the following reason:
[Captain's Mast (NJP) held on DATE; Court-Martial held on DATE].
2. Restriction was awarded at that [NJP/CM] for a period of ___ days.
Your last day of restriction will be at: 2400 hours on
_____.
3. You are hereby ordered to obey the following rules:

WORKING HOURS AND MUSTER TIMES

4. Working hours are as follows: Mon-Fri 0745 - 1600
5. You will muster at the following times at the Quarterdeck with the NAVSUPPACT Naples Command Duty Officer (CDO) or Assistant Command Duty Officer (ACDO), unless otherwise directed:

Monday through Friday:

0630
0730
1300
1600
1715
1800
2000
2145

Saturdays, Sundays & Holidays

0630
0800
1000
1300
1600
1715
1800
2000
2145

6. At 1600 Monday, Wednesday, and Friday, you will muster in your physical training uniform. You may wear physical fitness clothing only during this time.

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7. At 0630 and 2145 you will muster in full seasonal service dress uniform. All other musters will be in the Navy Working Uniform (NWU). All Sunday and holiday musters will be conducted in the dress uniform of the day. At any muster you may be subject to a personnel uniform and hygiene inspection.
8. At 0730 you will muster at the restricted rooms. A room inspection will be conducted every morning at 0730 by the CDO or their designee. You will be escorted as a group to the courtyard for morning colors in the uniform of the day.
9. You will NOT be late for muster. Late arrival at muster is considered an unauthorized absence and a violation of Article 86 of the UCMJ.
10. Restricted personnel will remain at the muster until all restricted personnel are present.
11. You may not talk or loiter on the quarterdeck during your restriction period. Per the direction of the CDO or their designee, you will stand at attention or parade rest only.

RESTRICTIONS OF MOVEMENT

12. The limits of your restriction are to the confines of U.S. Naval Support Activity, Naples, Italy, (Capodichino). You may not leave the base without permission of the CDO.
13. You are not to be in and are not allowed to drive a private vehicle while on restriction. You may not operate an official vehicle but you may be a passenger in an official vehicle if performing official duties or with the permission of the CDO.
14. You will be assigned a bunk in one of the restricted rooms, and you will not be allowed in any other room while on restriction. No guests are allowed in the restriction rooms, including other restricted personnel
15. When not engaged in a work assignment or eating, you will remain in your room at all times.
16. The following establishments are off limits to you at all times: Capo Landing (when not eating meals), NEX Video, Subway and NEX Café (when not eating meals). The NEX Mini-mart and Barber Shop are off-limits without escort by the CDO or their designee during normal working hours. The NEX mini-mart will be used only for purchases of uniform items and toiletries with an escort.

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17. The CDO or their designee will provide transportation to the Support Site (if necessary) for the purpose of going to Navy Federal Credit Union (NFCU) every payday and any immediate personnel issues, if needed.

18. Restricted personnel will be escorted to and from all scheduled appointments, ATM, and classes.

TOBACCO PRODUCTS AND SMOKING

19. During normal working hours, you ARE NOT ALLOWED the use of tobacco products.

20. Smoke breaks are only allowed after working hours between 1600 to 2145. You are allowed to smoke once an hour, on the hour.

21. You will be allotted a ten-minute (10) window in which to smoke. You will check in and out with the CDO or their designee and use designated smoking areas.

22. You may NOT use the smoke deck outside BEQ 1.

23. You may NOT smoke after 2145 or before 0630

APPEARANCE

24. You are not permitted to have facial hair.

25. With the exception of physical fitness clothing while exercising, you may not wear civilian clothing.

26. If assigned a restriction vest, you must wear your restriction vest at all times.

MISCELLANEOUS

27. You may have visitors on board only on Sundays and holidays between the hours of 1300 and 1500. All visitors will be logged into the Quarterdeck with the CDO or designee, and visiting will be conducted in the first deck lounge of the BEQ. No guests are allowed in the restricted rooms.

28. You may not make personal calls except in an emergency or as authorized by the CDO or their designee.

29. All cellular phones will be turned into the CDO or their designee during the restriction period.

30. You may not use a computer during your restriction period.

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31. The consumption and/or purchase of alcoholic beverages is prohibited at all times while on restriction.

32. Carry-out food is not allowed in the restricted rooms.

<<IF EXTRA DUTY IS ASSIGNED, THE FOLLOWING WILL BE ADDED>>

33. You have been ordered to perform __ days extra duty by the punishment you received at [CO's NJP date / CM date].

34. Your hours of extra duty are: 1800 through 2000. (Extra Duty will exclude Sundays and holidays and shall not be more than two hours per day outside normal working hours).

35. On weekends, you will report to CDO/SMAA or their designee at 0800 for work assignments as pre-arranged by your chain-of-command, the CDO, or their designee.

NAME

By direction

I hereby acknowledge I have received a copy of this order and that I understand its contents. Further, I recognize this to be a lawful general order and understand my failure to abide by this order may result in further disciplinary action under Article 92 of the UCMJ.

(Signature of Legalman Witness)

(Signature of Restrictree)