



DEPARTMENT OF THE NAVY

U.S. NAVAL SUPPORT ACTIVITY
PSC 817 BOX 1
FPO AE 09622-0001

NAVSUPPACTNAPLESINST 5216.4CC
N12
16 OCT 2018

NAVSUPPACT NAPLES INSTRUCTION 5216.4CC

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

Subj: U.S. NAVAL SUPPORT ACTIVITY, NAPLES, ITALY DISTRIBUTION LISTS

Encl: (1) NAVSUPPACT Naples Distribution Lists

1. Purpose. To issue U.S. Naval Support Activity, Naples (NAVSUPPACT), Naples, Italy Distribution List.

2. Cancellation. NAVSUPPACTNAPLESINST 5216.4BB

3. Distribution. Copies of documents of general applicability will be electronically distributed per enclosure (1).

4. Methods of Distribution. As instructions are implemented or changed, they will be first placed on the G2 Portal at:

<https://g2.cnlic.navy.mil/tscnreurafswa/NSANAPLESIT/N1>

Following posting to the G2 portal, a link will be sent out via e-mail as per distribution lists. Then instructions will be placed under CNIC Naples Admin page:

https://www.cnlic.navy.mil/regions/cnreurafswa/installations/nsa_naples/about/departments/administration_n1/administrative_services.html

5. Department Heads, Special Assistants, and Tenant Commands will ensure that their respective codes/offices are provided with a system for internally distributing and routing directives, special interest correspondence, and other official correspondence.

6. Use of Distribution List. All addressees for whom correspondence is action in nature shall be listed under the "Distribution" line. Those for information only shall be listed under the "Copy to" line.

7. Point of contact is the NAVSUPPACT Naples Administration Office, Support Service Division, at e-mail: nsanplesadminoffice@eu.navy.mil.

8. Records Management. Records created as a result of this instruction, regardless of media and format, must be managed per SECNAV M-5210.1.

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9. Review and Effective Date. Per OPNAVINST 5215.17A, NAVSUPPACT Naples will review this instruction annually on the anniversary of its effective date to ensure applicability, currency, and consistency with Federal, Department of Defense, Secretary of the Navy, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will automatically expire five years after effective date unless reissued or canceled prior to the five-year anniversary date, or an extension has been granted.



T. A. ABRAHAMSON

Releasability and distribution:

NAVSUPPACTNAPLESINST 5216.4CC

Lists: I through IV

Electronic via NAVSUPPACT Naples website:

https://www.cnic.navy.mil/regions/cnreurafswa/installations/nsa_naples/about/departments/administration_n1/administrative_services/instructions.html

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NAVSUPPACT NAPLES DISTRIBUTION LISTS

LIST I - NAVSUPPACT NAPLES DEPARTMENTS

- | | |
|---------------------------------------|---|
| 1. N00 - Commanding Officer | 11. N5 – Installation Business Management |
| 2. N01 - Executive Officer | 12. N6 - Information Technology |
| 3. N00E - Command Master Chief | 13. N7 - Training |
| 4. N0IG - NSAND Gaeta | 14. N91 - Fleet and Family Support |
| 5. N00R - Religious Ministries | 15. N92 - Morale, Welfare & Recreation |
| 6. N1 - Administration | 16. N93 - Housing |
| 7. N3AT - Security | 17. NSE - JFC |
| 8. N3 - Operations | 18. NSE - Latina |
| 9. N35 - Occupational Safety & Health | 19. NSE SHAPE - Belgium |
| 10. N4 - Public Works | |

LIST II - NAVSUPPACT NAPLES SPECIAL ASSISTANTS

- | | |
|-----------------------------------|-----------------------------------|
| 1. N00A - Executive Assistant | 5. N01J - Staff Judge Advocate |
| 2. N00L - General Counsel | 6. N01P - Public Affairs Officer |
| 3. N01A - Protocol | 7. N16 - Command Career Counselor |
| 4. N01E - Command Eval and Review | 8. HRO - Human Resources Office |

LIST III – MAJOR TENANTS/SUPPORTED COMMANDS

- | | |
|---|--|
| 1. NAVSUP FLC NAPLES | 23. Forward Deployed Regional
Maintenance (FDRMC) |
| 2. NCTS Naples | 24. FOB EUCOM DET |
| 3. NAVHOSP/Dental Clinic Naples | 25. NMCRS |
| 4. Navy Exchange Naples | 26. AFN Naples Super Station, Italy |
| 5. Navy Exchange European District | 27. SPAWARSYSCEN Atlantic Naples |
| 6. RLSO EURAFSWA | 28. PHCD – SE Naples Branch Vet Services |
| 7. CUS DET Naples | 29. NOASW DET Naples |
| 8. Defense Service Office (DSO) North | 30. DEF.DIST.MAPP.ACT.(DDMA-NGI) |
| 9. Navy College Office Program, Naples | 31. Motorola Solutions |
| 10. NCIS Europe & Africa Field Office | 32. NAVEURBAND |
| 11. USO Naples | 33. Defense Logistics Agency (DLA)
Europe and Africa |
| 12. AMREDCROSS | 34. Defense Logistics Agency (DLA),
Troop Support EURAF |
| 13. DODEA Naples Middle/ High School | 35. HSC-28 DET 1 |
| 14. DODEA Naples Elementary School | 36. Community Bank |
| 15. Defense Commissary Agency (DECA) | 37. Navy Federal Credit Union |
| 16. MSCEURAF | 38. Navy Public Affairs Support Element
East Det Europe (NPASE) |
| 17. MSC SHIP SUPPORT UNIT (SSU) Naples | |
| 18. Fleet Logistics Center Sig Contr. | |
| 19. PERSUPPDET/NAVPTO | |
| 20. NAVFACEURAFSWA | |
| 21. ONI RSSO Naples | |
| 22. Navy Marine Corps Spectrum Office
Europe (NMCSO EUR) | |

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LIST IV - ECHELON/NATO COMMANDS/MOBILE/FLEET UNITS (TENANTS/SUPPORTED)

1. CNE-CNA-C6F (CTF63, CTF64, CTF65, CTF69, COMDESRON60)
2. COMSUBGRU8
3. CNREURAFSWA
4. U.S. ARMY, JFC
5. U.S. AIR FORCE, JFC
6. USS MOUNT WHITNEY (LCC 20)