



DEPARTMENT OF THE NAVY

U.S. NAVAL SUPPORT ACTIVITY

PSC 817 BOX 1

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NAVSUPPACT NAPLES NOTE 5215  
N12

- 7 NOV 2013

NAVSUPPACT NAPLES NOTICE 5215

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

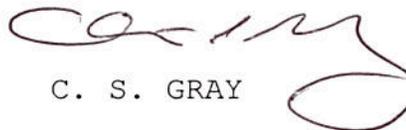
Subj: NUMERICAL INDEX OF CURRENT U.S. NAVAL SUPPORT ACTIVITY,  
NAPLES, ITALY DIRECTIVES

Encl: (1) NAVSUPPACT Naples Instructions  
(2) NAVSUPPACT Naples Policies  
(3) NAVSUPPACT Naples Notices  
(4) NAVSUPPACT Naples Instructions Cancelled  
(5) NAVSUPPACT Naples Notices Cancelled

1. Purpose. To issue a numerical index of current U.S. Naval Support Activity, (NAVSUPPACT), Naples, Italy directives.

2. Information. Enclosure (1) is a listing of NAVSUPPACT Naples instructions in effect. Instructions listed in enclosure (1) can be viewed at the NAVSUPPACT Naples website: [http://www.cnic.navy.mil/regions/cnreurafswa/installations/nsa\\_naples/about/departments/administration\\_n1/administrative\\_services/instructions.html](http://www.cnic.navy.mil/regions/cnreurafswa/installations/nsa_naples/about/departments/administration_n1/administrative_services/instructions.html). Enclosure (2) is a listing of NAVSUPPACT Naples policies, and enclosure (3) is a listing of NAVSUPPACT Naples notices. Enclosure (4) and (5) are list of cancelled NAVSUPPACT Naples instructions and notices.

3. Cancellation contingency. This notice is cancelled upon issuance of the next numerical index of current NAVSUPPACT Naples directives.



C. S. GRAY

Distribution:

NAVSUPPACT NAPLES INST 5216.4AA

Lists: 1 I through VII

Electronic via NAVSUPPACT NAPLES web site:

[https://www.cnic.navy.mil/regions/cnreurafswa/installations/nsa\\_naples/about/departments/administration\\_n1/administrative\\_services/instructions.html](https://www.cnic.navy.mil/regions/cnreurafswa/installations/nsa_naples/about/departments/administration_n1/administrative_services/instructions.html)

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**NAVSUPPACT NAPLES INSTRUCTIONS**

<b>NUMBER</b>	<b>DATE</b>	<b>SUBJECT</b>	<b>ORIG.</b>
1050.1P	25-May-11	COMMAND LEAVE AND LIBERTY POLICY	N1
1300.4K	25-May-11	PROCEDURES FOR PROCESSING SPECIAL REQUESTS AND GUIDELINES FOR COMMUNICATING WITH THE COMMANDING OFFICER	N1
1500.5H	29-Mar-02	MILITARY TRAINING	N7
1601.4G	8-Jul-13	COMMAND WATCH ORGANIZATION AND STANDING ORDERS	N01
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1626.1D	19-Jul-10	EXTRA MILITARY INSTRUCTION (EMI)	N01J
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1700.12B	18-May-05	U.S. NAVAL SUPPORT ACTIVITY, NAPLES, ITALY, CHILD DEVELOPMENT HOME (CDH) PROGRAM	N923
1710.6E	29-Mar-10	U.S. NAVAL SUPPORT ACTIVITY, NAPLES, ITALY AUTO SKILLS CENTER	N92
1710.8E	29-Sep-11	POLICY AND PROCEDURES FOR THE UTILIZATION OF U.S. NAVAL SUPPORT ACTIVITY (NAVSUPPACT), NAPLES, ITALY, CAPODICHINO SPORTS COMPLEX AND CARNEY PARK COURTS/FIELDS	N92
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1710.11C	11-Apr-11	GUIDELINES FOR THE OPERATION OF PRIVATE ORGANIZATIONS	N01J
1710.14	10-May-06	SKATE PARK OPERATIONS MANUAL	N93
1710.15	8-Apr-11	GUIDELINES FOR FUNDRAISING ACTIVITIES	N01J
1710.16	15-Nov-11	NAPLES AREA, WELFARE AND RECREATION ASSOCIATION (WRA) FOR NON-U.S. CIVILIAN EMPLOYEES	N01J
1720.1	12-Mar-12	COMMAND SUICIDE PREVENTION PROGRAM	N01R
1730.1M	21-Apr-09	CHAPEL CENTER USAGE INSTRUCTION	N01R
1740.1C	30-Sep-11	FAMILY CARE PLAN (FCP) POLICY	N1
1740.2A	4-Jun-10	U.S. NAVAL SUPPORT ACTIVITY (NAVSUPPACT), NAPLES, ITALY, COMMAND SPONSOR PROGRAM	N00E
1740.3	9-Aug-06	COMMAND INDOCTRINATION (INDOC) PROGRAM	N00E
1740.4	30-Apr-10	COMMERCIAL ACTIVITIES ON BOARD U.S. NAVAL SUPPORT ACTIVITY, NAPLES, ITALY	N01J
1746.18G (CH-1)	21-Jun-93	REGULATIONS AND PROCEDURES FOR THE SALE OF PACKAGED LIQUOR AT THE U.S. NAVY EXCHANGE, NAPLES, ITALY MINI MART	N333
1746.19J	29-Jun-12	REGULATIONS AND PROCEDURES FOR THE SALE OF PACKAGED LIQUOR AND OTHER ALCOHOLIC BEVERAGES AT U.S. AND NATO PACKAGED STORES	N01J
1750.1G	20-Jun-11	NAVY FAMILY OMBUDSMAN PROGRAM	N91
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1752.4A	15-Apr-10	SEXUAL ASSAULT PREVENTION AND RESPONSE (SAPR) PROGRAM	N91
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1900.1A	15-Nov-11	LOCAL SEPARATION OR RETIREMENT TO BECOME A RESIDENT OR DEPENDENT	N1

**NAVSUPPACT NAPLES INSTRUCTIONS**

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3440.2	5-Apr-12	TENANT COMMAND PERSONNEL CATEGORIZATION	N3
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3591.1F	12-Jul-13	SMALL ARMS QUALIFICATIONS REMOVAL/REINSTATEMENT	N3AT
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3750.3	10-Sep-13	BIRD/WILDLIFE AIRCRAFT STRIKE HAZARD PLAN	N3
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4110.1C	25-Sep-07	HAZARD COMMUNICATION (HAZCOM) PROGRAM PLAN	N35
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4250.1D	29-Jan-10	POSTING OF ADVERTISEMENT SIGNS IN NAVY EXCHANGE AREA	NEX
4400.3F	25-Jun-96	TOBACCO PRODUCTS RATIONING	N333
4400.5E	2-Oct-03	ORDERING AND RELEASING OF TAX-FREE TOBACCO PRODUCTS IMPORTED INTO ITALY	N333
4650.10C	28-Aug-06	TRANSIENT PERSONNEL MOVEMENT ATTACHED TO THE OPERATING FORCES	N33
5000.1F (CH-1)	30-Aug-95	SOPA ADMIN MANUAL, NAPLES, ITALY	N3
5030.1CC	6-Nov-13	ASSIGNMENT OF U.S. NAVAL SUPPORT ACTIVITY (NAVSUPPACT), NAPLES, ITALY ORGANIZATIONAL CODES	N1A
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5090.8A	3-Jul-13	ENVIRONMENTAL QUALITY BOARD AND ENVIRONMENTAL COMMITTEE	N4
5090.9	5-Aug-13	NATURAL AND CULTURAL RESOURCES MANAGEMENT USER'S GUIDE FOR U.S. NAVAL SUPPORT ACTIVITY, NAPLES, ITALY	N4
5100.1F	14-Mar-96	OCCUPATIONAL SAFETY AND HEALTH (OSH) PROGRAM	N35
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5100.9B	14-Dec-09	AWARDS FOR ACHIEVEMENT IN SAFETY ASHORE	N35
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5100.11A	19-Jul-10	U.S. NAVAL SUPPORT ACTIVITY, NAPLES, TRAFFIC SAFETY PROGRAM	N35
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**NAVSUPPACT NAPLES INSTRUCTIONS**

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5230.7	24-Jul-06	FACILITIES SERVICES DESIGN AND CONSTRUCTION COMPUTER-AIDED DESIGN (CAD) STANDARDS INSTRUCTION	N4
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5512.5D (CH-1)	12-Jan-06	ACCESS FOR PERSONNEL AND VEHICLES TO U.S. NAVAL SUPPORT ACTIVITY, NAPLES, ITALY	N3AT
C5530.3I	4-Jan-10	U.S. NAVAL SUPPORT ACTIVITY, NAPLES, ITALY, ANTITERRORISM AND FORCE PROTECTION (AT/FP) PLAN	N3AT
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5530.11	24-Oct-12	RESTRICTED AREAS WITHIN NSA NAPLES	N3AT
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**NAVSUPPACT NAPLES INSTRUCTIONS**

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11101.12	26-Sep-06	OCCUPANTS' HANDBOOK FOR GOVERNMENT FAMILY QUARTERS	N93
11103.1C (CH-1)	12-Sep-07	POLICY FOR THE ADMINISTRATION AND OCCUPANCY OF BACHELOR HOUSING	N938
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11103.6	21-Nov-12	BILLET QUARTERS DESIGNATION AND ASSIGNMENT	N93
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11104.2A	7-Sep-12	STANDARD OPERATING PROCEDURES FOR DISTINGUISHED VISITORS ACCOMODATIONS AT NAVSUPPACT NAPLES	N93
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11200.2A	22-Jul-10	MANUAL FOR THE OPERATION OF MOTOR VEHICLES	N01J
11240.14G	12-Mar-12	LOCAL OPERATING GUIDANCE AND PROCEDURES FOR USE OF CIVIL ENGINEERING SUPPORT EQUIPMENT	N433
11240.19G	19-Jul-10	REGULATIONS CONCERNING REGISTRATION OF PRIVATELY OWNED MOTOR VEHICLES	N338
11240.26C (CH-1)	21-Nov-08	INSPECTION OF PRIVATELY OWNED VEHICLES (POVs)	NEX
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11240.30C	16-Nov-11	COMMAND POLICY CONCERNING ACCIDENT AND ABUSE OF GOVERNMENT VEHICLES	N4
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11300.3E	5-Nov-10	PROCEDURES FOR SCHEDULED, URGENT, AND EMERGENCY UTILITY INTERRUPTIONS	N4

**NAVSUPPACT NAPLES INSTRUCTIONS**

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12308.1D (CH-1)	22-May-01	DEPENDENT YOUTH EMPLOYMENT PROGRAM (DYEP)	N13
12315.2A	28-May-02	PROBATION OF INITIAL APPOINTMENT TO SUPERVISORY OR MANAGERIAL POSITIONS	N13
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12430.5A (CH-1)	17-Mar-03	PERFORMANCE APPRAISAL PROGRAM FOR NON-U.S. CITIZEN CIVILIAN EMPLOYEES	N13
12510.4B	22-Feb-02	CLASSIFICATION FOR U.S. AND LOCAL NATIONAL APPROPRIATED FUND POSITIONS	N13
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12711.1	30-Jul-01	JOB ACTION CONTINGENCY PLAN	N13

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**NAVSUPPACT NAPLES POLICIES**

<b>DATE</b>	<b>SUBJECT</b>
24-Aug-11	NAVSUPPACT NAPLES COMMAND PHILOSOPHY AND POLICY STATEMENT
21-Dec-11	OCCUPATIONAL SAFETY AND HEALTH POLICY STATEMENT
27-Dec-11	NAVSUPPACT NAPLES POLICY ON PERSONALLY IDENTIFIABLE INFORMATION (PII) AND PRIVACY ACT DATA
6-Apr-12	NSA NAPLES ANNUAL PERFORMANCE AWARD POLICY STATEMENT FOR LOCAL NATIONAL EMPLOYEES
18-Apr-12	NAVSUPPACT NAPLES SUPPORT POLICY STATEMENT FOR MEMBERS AND THEIR FAMILIES
31-May-12	NAVSUPPACT NAPLES POLICY ON ON-CALL, OVERTIME, CALL-BACK OVERTIME AND LEAVE WITHOUT PAY FOR FOR LOCAL NATIONAL EMPLOYEES
28-Jun-12	NAVSUPPACT NAPLES ESTABLISHES NEW VESUVIUS LEASE-SUSPENSION ZONE
21-Aug-12	NSA NAPLES ENVIRONMENTAL POLICY STATEMENT
24-Oct-12	ALCOHOL AND DRUG POLICY STATEMENT

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## NAVSUPPACT NAPLES NOTICES

NUMBER	DATE	SUBJECT	ORIG.	CANCELLED DATE
1050	9-Jan-13	OBSERVANCE OF HOLIDAYS FOR U.S. NAVAL SUPPORT ACTIVITY (NAVSUPPACT), NAPLES, ITALY IN 2013	N1	Jan-14
1301	25-Jun-13	COLLATERAL DUTY/AUDIT BOARD ASSIGNMENTS		Jun-14
4600	11-Oct-12	POLICY REGARDING CHILDREN IN TRANSIT TO AND FROM DoDDS NAPLES ELEMENTARY SCHOOL	N92	Oct-13
5050	25-Oct-13	HALLOWEEN TRICK-OR-TREATING	N93	Nov-14
5200	29-Mar-13	COMMAND EVALUATION AND REVIEW PLAN FOR FISCAL YEAR (FY) 2013	N01E	Mar-14
5215	7-Nov-13	NUMERICAL INDEX OF CURRENT U.S. NAVAL SUPPORT ACTIVITY, NAPLES, ITALY DIRECTIVES	N12	Oct-14
12000	1-Oct-13	BASE ACCESS FOR LOCAL NATIONAL CONTRACTOR EMPLOYEES	N3AT	Sep-14

NAVSUPPACT NAPLES INSTRUCTIONS CANCELLED

NUMBER	DATE	SUBJECT	ORIG.	CANCELLED DATE
1700.10C	23-Jan-04	NAPLES AREA SAILOR OF THE QUARTER (SOQ) AND SAILOR OF THE YEAR (SPY)	N00E	27-Dec-12
4260.1D	23-Feb-94	COMMERCIALY PURCHASED MATERIAL	N5	7-Feb-13
5090.1B	10-Apr-03	ENVIRONMENTAL POLICY FOR U.S. NAVAL SUPPORT ACTIVITY (NAVSUPPACT), NAPLES, ITALY	N4	27-Aug-13
5200.4A	17-Jul-01	COMMAND EVALUATION AND REVIEW (CE&R) PROGRAM PREPARATION AND ISSUANCE OF U.S. NAVAL SUPPORT ACTIVITY, NAPLES, ITALY, DIRECTIVES	N01E	5-Aug-13
5215.1F	9-Sep-11	GOVERNMENT HOUSING AREA COORDINATOR PROGRAM	N1	18-Sep-13
11101.10B	6-Mar-06	PREPARATION AND USE OF STANDARD FORM 52 (SF-52), REQUEST FOR PERSONNEL ACTION	N93	28-Nov-12
12296.1B	30-Jun-97	PRIORITY PLACEMENT PROGRAM FOR FAMILY MEMBERS RELOCATING TO THE UNITED STATES	N13	2-Jul-13
12306.1A	17-Jul-01	MERIT STAFFING PROGRAM	N13	27-Aug-13
12335.1A	7-Aug-96	WITHIN-GRADE INCREASES FOR U.S. CIVILIAN EMPLOYEES	N13	2-Jul-13

- 7 NOV 2013

NAVSUPPACT NAPLES NOTICES CANCELLED

NUMBER	DATE	SUBJECT	ORIG.	CANCELLED DATE
1301	4-Apr-12	COLLATERAL DUTY/AUDIT BOARD ASSIGNMENTS	N1	Mar-13
5050	19-Sep-13	CELEBRATION OF A CATHOLIC MASS	N01A	Sep-13
5050	9-Sep-13	9/11 REMEMBRANCE CEREMONY	N00	Sep-13
5050	12-Sep-13	CHIEF PETTY OFFICER PINNING CEREMONY	N00E	Sep-13
5050	26-Aug-13	DON - SEXUAL ASSAULT PREVENTION AND RESPONSE OFFICE (DONSAPRO), AREA VISIT 27-29 AUGUST 2013	N01A	Aug-13
5050	7-Aug-13	REMEMBRANCE SERVICE ICO AM2 PHILIP A. BORDEAUX, USN	N3AT	Aug-13
5050	8-Aug-13	RAMP CEREMONY ICO MA2 PHILIP A. BORDEAUX, USN	N3AT	Aug-13
5050	19-Jul-13	AREA VISIT FOR BRIGADIER GENERAL CARPINO, DEPUTY J4 IDGS TO NAVSUPPACT NAPLES, ITALY ON 22-23 JUL 2013	N01A	Jul-13
5050	16-Jul-13	NAVSUPPACT NAPLES ITALY MILITARY FAMILY APPRECIATION DAY AND COMMAND PICNIC	N1	Jul-13
5050	28-May-13	FANFARA DEI BERSAGLIERI	N01P	Jun-13
5050	3-Jun-13	BATTLE OF MIDWAY 71ST ANNIVERSARY MEMORIAL CEREMONY	N01A	Jun-13
5050	13-Feb-13	EARTHQUAKE MUSTERING DRILL	N01A	Feb-13
5050	23-Jan-13	REMEMBRANCE SERVICE ICO GABRIEL BOWEN THORP, DEPENDENT OF MAC (SW/FMF) LEWIS W. THORP, USN	N00	Jan-13
5050	4-Dec-12	2012 PEARL HARBOR REMEMBRANCE CEREMONY	N01A	Dec-12
5050	4-Dec-12	PROGRAM FOR MR. HICKS, DEPUTY ASSISTANT SECNAV FOR ENERGY, INSTALLATIONS AND ENVIRONMENT, AREA VISIT TO NAVSUPPACT NAPLES, ITALY, 12-13 DEC 2012	N01A	Dec-12
5050	11-Dec-12	PROGRAM FOR MR. LUDOVICI, PRINCIPAL DEPUTY ASSISTANT SECNAV (ENERGY, INSTALLATIONS AND ENVIRONMENT), AREA VISIT TO NAVSUPPACT NAPLES, ITALY, 13-14 DEC 2012	N01A	Dec-12
5050	14-Nov-12	PROGRAM FOR ADMIRAL'S SPOUSES TOUR ONBOARD NAVSUPPACT NAPLES, ITALY ON 15 NOV 2012	N01A	Nov-12
5050	15-Oct-12	HALLOWEEN TRICK-OR-TREATING	N00	Nov-12
5050	11-Oct-12	2012 NAVY BIRTHDAY BELL RINGING CEREMONY	N01A	Oct-12
5200	29-Mar-13	COMMAND EVALUATION AND REVIEW PLAN FOR FISCAL YEAR (FY) 2013	N01E	Mar-14
5215	9-Oct-12	NUMERICAL INDEX OF CURRENT NAVSUPPACT NAPLES DIRECTIVES	N12	Sep-13
5530	5-Apr-12	ANTI-TERRORISM/FORCE PROTECTION MILITARY UNIFORM WEAR POLICY GUIDANCE	N3AT	Apr-13
12000	1-Oct-13	BASE ACCESS FOR LOCAL NATIONAL CONTRACTOR EMPLOYEES	N3AT	Sep-14