DEPARTMENT OF THE NAVY
U. S. NAVAL SUPPORT ACTIVITY NAPLES ITALY
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NAVSUPPACT NAPLES INSTRUCTION 11106.1G

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

Subj: REGULATIONS CONCERNING MAINTENANCE AND OPERATION OF U.S. NAVAL SUPPORT ACTIVITY, NAPLES, ITALY SWIMMING POOLS

Ref: (a) OPNAVINST 5100.23E
(b) NAVFACENGCOM Pub MO-210, Water Supply Systems – Water Treatment Manual
(c) NAVMED P-5010-4, Chap 4, Manual of Naval Preventive Medicine Swimming Pools and Bathing Places
(d) American National Red Cross Lifeguarding Manual, r.17. stock #755735
(e) American National Red Cross Water Safety Instructor Manual, R.8/16, stock #751334
(f) CNICINST 1710.3, Chapter 12

Encl: (1) Standard Operating Procedures for Morale, Welfare, and Recreation Aquatic Facilities at Carney Park, Capodichino, and Gricignano Support Site

1. Purpose. To establish the policies governing the operation and maintenance of U.S. Naval Support Activity (NAVSUPPACT), Naples, Italy swimming pools at Morale, Welfare, and Recreation (MWR) aquatics facilities located at Admiral Carney Park, Capodichino, and the Gricignano Support Site per references (a) through (f).

2. Cancellation. NAVSUPPACTNAPLESINST 11106.1F

3. Information

a. In order to provide military training and recreational opportunities to U.S. military personnel, Department of Defense (DoD), state employees and their family members assigned to the Naples area, NAVSUPPACT Naples maintains and operates swimming facilities at the MWR Aquatic facilities of Admiral Carney Park, Capodichino, and the Gricignano Support Site.

b. The aquatic facility at Admiral Carney Park consists of a 50 m swimming pool 163 feet and four inches in length, 77 feet in width having a minimum depth of three and one half feet and a maximum depth of 10 feet, one 1-meter springboard, two large flume slides, one medium recreational slide, and two children's slides. The pool's approximate volume is 82,000 ft^3 (613,403 gallons or 2,322 m^3). In addition, a wading pool with a maximum depth of one foot, with a water mushroom in the center, is included in the facility. Maximum capacity within the pool area, including the wading pool, is 240 people. At no time will capacity within the pool

exceed the lifeguard/swimmer ratio of one to 25 patrons. The bathhouse serving the pool area includes changing and showering facilities and locker rooms.

c. The facility at Capodichino consists of a 25 m swimming pool that is 82.02 ft in length and 45.11 ft in width, having a minimum depth of four feet and a maximum depth of five and a half feet. The volume of the pool is 16,650 ft^3 (124,551 gallons and 471 m^3). In addition, it consists of a jacuzzi with a length and width of 9.84 ft, water depth of 3.44 ft, and volume of 333 ft^3 (2,491 gallons or 9 m^3). Maximum capacity within the pool area, including the jacuzzi, is 150 people. At no time will capacity within the pool exceed the lifeguard/swimmer ratio of one lifeguard to each 25 patrons. The locker rooms serving the pool area include changing and showering facilities, lockers, and sauna.

d. The facility at the Gricignano Support Site consists of a main swimming pool which is 82 feet in length and 62 feet in width, having an all-over depth of four feet, two inches. The attached shallow end is 40 feet by 40 feet, having a minimum depth of two feet and a maximum depth of four feet, with two sets of in-water stairs. The attached deep end is 40 feet by 40 feet, and has a water depth of 12 feet, with a one-meter springboard and one large flume slide. The volume of the pool is 44,336 ft^3 (331,656 gallons or 1255 m^3). In addition, a rectangular wading pool 20 feet long by 15 feet wide with a depth or 1.5 feet and a volume of 450 ft^3 (3366 gallons or 12 m^3) is included in the facility. Maximum capacity in the pool area, including the wading pool is 240 people. At no time will the capacity in the pool exceed the lifeguard/swimmer ratio of one lifeguard to each 25 patrons. The pool has a cabana changing area and men and women's restrooms along with outdoor showers to serve the patrons' needs.

4. <u>Management and Personnel</u>

a. The MWR Aquatic Director and/or their approved delegate will have overall responsibility for pool and bathhouse management and operations. The designated lead lifeguards at each facility will assist the Aquatic Director. Both the Aquatic Director and lead lifeguards will be assisted by lifeguards, summer hires, and any other personnel deemed necessary for the safe and efficient operation of the facility. The Aquatic Director will determine the number of personnel required, with approving authority at the command level.

b. U.S. personnel serving on the pool staff must be at least 16 years of age, and if working as a lifeguard, must possess, as a minimum requirement, a current nationally-recognized Lifeguard Training and First Aid/Cardiopulmonary Resuscitation (CPR)/ Automated External Defibrillator (AED) Certificate. Local National personnel serving on the pool staff must be at least 18 years of age, and if working as a lifeguard, must possess as a minimum requirement, a current and valid equivalent to the Lifeguard Training and First Aid/CPR/AED Certificate. Lifeguards will be re-certified and/or re-tested prior to their employment, and must maintain good physical condition throughout the season.

c. The Aquatic Director must possess a current American Red Cross CPR for the

Professional Rescuer and First Aid Certificate, Water Safety Instructor Certificate, American Red Cross Lifeguard Training Certificate, and American Red Cross Lifeguard Training Instructor Certificate. Aquatics Facility Operator and Certified Pool and SPA Operator certification or equivalent is recommended.

5. Safety and Health Hazards. The Aquatic Director or lead lifeguard is responsible for the safe, efficient operation of the pool and its surroundings. The Aquatic Director ensures compliance with accepted safety and health standards as described below:

a. Safety Practices

(1) Ensure adequate amount of safety/rescue equipment is readily available and in good working order.

(2) Provide lifeguard stands that allow complete visual coverage of swimming pool and bathing areas. These stands will each be equipped with on rescue tube. Shepherd crooks will be located in accessible areas to enable reaching assists.

(3) Ensure emergency equipment for spine immobilization and first aid is available and secluded from the general public.

(4) Assign an adequate number of trained lifeguards for the supervision of swimmers based on the water safety ratio of one lifeguard to 25 swimmers when maximum capacity level is reached.

(5) Control the flow and conduct of patrons.

(6) Restrict admittance of swimmers when maximum capacity level is reached.

(7) Enforce applicable pool rules and regulations.

(8) Periodically check for safety hazards.

b. Health/Sanitation Practices

(1) Test for residual chlorine and pH levels a least once every hour to preserve the quality of the pool water. Maintain a signed record of chemical readings.

(2) Restrict admittance of swimmers known to have skin disease, sore or inflamed eyes, colds, nasal or ear discharge, open sores or blisters, lacerations or incisions to prevent contamination of the pool water. Additionally, any person wearing a bandage of any kind or plaster casts will not be allowed to use the pool.

(3) Prevent contamination of pool water by informing patrons that:

(a) A soap and water shower is required prior to entry or re-entry in the pool or the pool area.

(b) Spitting, blowing the nose, urinating, or otherwise contaminating the pool in any way is prohibited.

(4) Maintain, on a daily basis, the pool and its environs by:

(a) Removing floating debris from the pool.

(b) Washing or hosing down pool decks and deck chairs.

(c) Removing trash and garbage to appropriate receptacles.

(d) Notifying contract labor to drain and refill the wading pool and/or jacuzzi when necessary.

(e) Disinfecting and swabbing the bathhouse areas when contracted labor is insufficient.

6. Pool and Bathhouse Operations. The Aquatic Director and other personnel will be guided by the following for the safe and efficient operation of the facility: Eligible Personnel. U.S. military personnel, DoD employees, and their family members are authorized to use the NAVSUPPACT Naples swimming pools. Authorized personnel are allowed four guests per adult ID card. Dependent children under ten years old will not be admitted to the facility unless accompanied by parent, adult, or other guardian 18 years of age or older. Children 10-17 must possess a current Navy Youth Swim License to enter any aquatics facility unaccompanied. Dependent personnel not accompanied or without a Navy Youth Swim license will be denied admittance. NAVSUPPACT Naples Local National employees and authorized Carney Park privilege cardholders are eligible to use the Carney Park pool only, with adherence to Carney Park entry guidelines.

a. Hours of Operation

(1) The Carney Park and Gricignano Support Site facilities' operations will be determined based on historical data and fiscal and staffing input well in advance of each season. The pools will normally be open from Memorial Day weekend to Labor Day Weekend. Daily hours of operation are dependent on availability of qualified personnel and community utilization/needs. Capodichino facility is open on a daily basis year round.

(2) The Aquatic Director may establish periods at each facility during which only defined

categories of eligible personnel may utilize the facilities. Examples include military training or other command functions, swim instruction classes, and other special activities outside of published/normal operational hours.

b. Admission Fees. Admission fees may be established to offset operating expenses of the facility. Such fees will be determined by considering anticipated staffing, operation and maintenance expenses. The MWR Director will establish and publicize, with the approval of the Commanding Officer and/or Commander, Navy Installation Command guidance, any fees regarding use of the facility.

c. Supervision of Swimmers

(1) A qualified employee lifeguard will be on duty at all times when the pool is open. Lifeguards will be in full charge and have the authority to enforce the rules and regulations.

(2) Lifeguards on duty are responsible for the safety of all persons in the pool area. They will not run errands, nor be distracted from their official duties. Lifeguards will rotate in responsibilities from lifeguard chairs, rover, guard shack watch, and cleaning.

(3) Lifeguards will familiarize themselves with the location and use of all emergency equipment within the area. On-duty lifeguards will wear a distinguishable article of clothing, which identifies themselves as lifeguards.

(4) The Aquatic Director and/or lead lifeguard on duty, may secure the facility if, in his/her opinion, one of the following conditions exist that may endanger the health and safety of patrons:

(a) A lifesaving situation is or has occurred in the pool or around the pool area.

(b) Residual chlorine or pH levels are insufficient or excessive.

(c) Water becomes cloudy or is in unsanitary conditions.

(d) Thunderstorms, electrical storms or inclement weather exist.

(e) Mechanical failures such as electricity, water, etc. If the Aquatic Director or lead lifeguard deems it necessary to secure the facility, he/she will inform the MWR Director or designated representative, Public Works Officer and/or NAVSUPPACT Naples Command Duty Officer. The pool may be re-opened after appropriate clearance has been obtained.

d. Personnel Regulations

(1) Upon entry to the pool, all patrons must present and appropriate pass/I.D., sign in and pay any applicable fee(s).

(2) Bathers must wear, and keep adjusted, appropriate bathing attire, which conforms, to good taste and decency. Females over the age of five must wear a swimsuit top and all female chests and buttocks must be appropriately covered. Street and athletic attire, such as "cut-off" trousers, tee shirts, sports bras or underwear/undergarments will not be worn in the pool.

(3) Swimming is permitted only when qualified lifeguards are on duty.

(4)Swimmers and sunbathers are discouraged from conversation with or disturbing the lifeguards on duty.

(5) Suitable placards embodying the above regulations and instructions will be posted in the pool facility.

(6) The failure of any individual to abide by the regulations may result in loss of pool privileges. The Aquatic Director may, with cause, deny any person access to the facility for a designated time period or require any violator of the regulations to leave the premises for a designated time period.

(7) Complaints of suggestions should be discussed with the Aquatic Director or assigned lead lifeguard. If a satisfactory agreement cannot be reached, the problem will be referred to the Mission Essential Director.

e. Private Party. The Carney Park and Support Site pools may be reserved for private functions or parties, which must be held outside normal operating hours. Persons desiring private pool reservations should follow the procedures below:

(1) Contact the Aquatic Director or designated lead lifeguard either in person or in writing/telephone. Reservations are to be made at least ten working days in advance, and are taken upon payment and signing of the contract on a first come, first serve basis.

(2) Request must include exact date, time, and estimated number of authorized users. One person (individual organizing a party or official representative of an organization) will be responsible for the request, signing of contracts, clean up, and financial obligations.

(3) Upon receipt of a request, the Aquatic Director will ascertain the availability of the pool, determine the approximate cost, and inform the requestor.

(4) After confirmation that the pool is available and the financial requirements have been given, the requestor must finalize the arrangement and make payment in full at the time the reservation is made.

(5) In the event of inclement weather or any emergency condition that may cause cancellation prior to its commencement, the requestor may apply for a partial or full refund according to the written contract. No refunds will be made once the party has commenced.

(6) Normal pool rules and regulations will be adhered to when conducting private pool parties. Any violation of these rules may cause the cessation of the activity. Lifeguards on duty have the authority to determine whether violations have occurred and cease the party. No refunds will be made.

(7) Private pool party users will be held financially responsible for any damage or loss to the facility and/or equipment.

f. Maintenance. The Public Works Officer, in conjunction with the MWR Director, will be responsible for routine maintenance and operation costs, which will be in strict accordance with reference (b).

7. Records Management a. Records created as a result of this instruction, regardless of format or media, must be maintained and dispositioned per the records disposition schedules located on the Department of the Navy Assistant for Administration, Directives and Records Management Division portal page at: https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information Management/Approved%20Record%20Schedules/Forms/AllItems.aspx. b. For questions concerning the management of records related to this instruction or the records disposition schedules, please contact the local records manager or the OPNAV Records Management Program (DNS-16). 8. 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 be in effect for 10 years unless revised or cancelled in the interim and will be reissued by the 10-year anniversary date if it still required, unless it meets one of the exceptions in OPNAVINST 5215.17A, paragraph 9. Otherwise, if the instruction is no longer required, it will be processed for cancellation as soon as the need for cancellation is known following the guidance in OPNAV Manual 5215.1 of May 2016.

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