



DEPARTMENT OF THE NAVY
U.S. NAVAL SUPPORT ACTIVITY NAPLES ITALY
PSC 817 BOX 1
FPO AE 09622-0001

NAVSUPPACTNAPLESINST 1754.6E
N91
3 MAR 2022

NAVSUPPACT NAPLES INSTRUCTION 1754.6E

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

Subj: MILITARY FAMILY READINESS COORDINATING COMMITTEE

Ref: (a) DoD Instruction 1342.22 of 5 August 2021, Military Family Readiness
(b) SECNAVINST 1754.6A, Relocation Assistance Program for Department of the Navy Personnel
(c) OPNAVINST 1900.2C, Transition Assistance Program
(d) OPNAVINST 1754.6, Personal and Family Readiness Support for Individual, Augmentees, and their Families
(e) OPNAVINST 1754.8, Navy Family Readiness Program

1. Purpose. To establish the U.S. Naval Support Activity (NAVSUPPACT), Naples, Italy, Commanding Officer's (CO) Military Family Readiness Coordinating Committee (MFRCC). This committee will provide a forum for cross-organizational review and resolution of individual, family, and installation community issues to include relocation and transition directly impacting military and family readiness per references (a) through (e).

2. Cancellation. NAVSUPPACTNAPLESINST 1754.6D

3. Applicability. All U. S. Department of Defense military and civilian personnel and their family members onboard NAVSUPPACT Naples.

4. Action. The MFRCC will:

- a. Recommend changes in policy or procedures related to family readiness services.
- b. Facilitate pooling of resources for cross-organizational activities to enhance military family readiness.
- c. Review needs, assessments, results and program evaluations and recommend appropriate follow-up actions as needed.
- d. Promote collaboration among helping agencies to identify gaps in service, reduce duplication of effort, and develop and implement internal and external cross-organizational solutions to problems that cannot be resolved by individual organizations or programs.
- e. Join forces with other components and organizations in support of servicemembers and their families.
- f. Prioritize and forward issues to headquarters that cannot be resolved at the installation level.

3 MAR 2022

5. MFRCC Membership

a. Chair: NAVSUPPACT Naples CO or Executive Officer. This responsibility will not be delegated below the second highest ranking authority as directed in reference (a).

b. Fleet and Family Support Center Director

c. Fleet and Family Support Center Counseling and Advocacy Supervisor

d. Fleet and Family Support Center Work and Family Life Counselor Supervisor

e. Fleet and Family Support Center Sexual Assault Response Coordinator

f. School Liaison Officer

g. Department of Defense Dependents School Representative

h. Child and Youth Services

i. Chaplain Religious Enrichment Development Operation

j. U.S. Naval Hospital Representative

k. Housing

l. Ombudsman Assembly Chair

m. Regional Exceptional Family Member Program Case Liaison

n. Navy-Marine Corps Relief Society

o. American Red Cross

p. Morale, Welfare, and Recreation Director

q. United Services Organizations

r. Representatives (CO/ Command Master Chief (CMDCM)) from NAVSUPPACT Naples major tenant commands

(1) Commander, U.S. Naval Forces Europe/Commander, U.S. Naval Forces Africa

(2) Commander, U.S. SIXTH Fleet

(3) Commanding Officer, Naval Computer and Telecommunications Station, Naples, Italy

3 MAR 2022

- (4) Commander, Submarine Group EIGHT
- (5) Commander, Task Force 63
- (6) Commander, Task Force 64
- (7) Commander, Navy Region Europe, Africa, Central
- (8) Commander, Naval Facilities Engineering Command, Europe, Africa, Central
- (9) Commanding Officer, Region Legal Services Office Europe, Africa, Central
- (10) Fleet Logistics Center Sigonella
- (11) Commanding Officer, Fleet Deployed Regional Maintenance Center

s. Other installation organizations as requested by the CO

6. Procedures

a. The MFRCC will meet at least quarterly at a time, date, and place to be designated by the chairperson.

b. Designate, in writing, a command family readiness coordinator. If not the CMDCM, the family readiness coordinator must be in pay grade E-7 or above and appointed, in writing, as a collateral duty. If the family readiness coordinator is deployed with the unit and a remain-behind element is in place, family readiness coordinator duties must be temporarily assigned to an E-7 or above in the remain-behind element.

c. Minutes will be recorded and forwarded to the chairperson for review and address any recommendations made by the MFRCC.

7. The MFRCC shall make appropriate recommendations to represented organizations; however, the MFRCC is not a policy making body and will not direct individual activities of any of the represented organizations.

8. 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).

3 MAR 2022

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 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.



J. W. STEWART^{cc}

Releasability and distribution:

NAVSUPPACTNAPLESINST 5216.4DD

Lists: I through IV

Electronic via NAVSUPPACT Naples website:

https://www.cnic.navy.mil/regions/cnreurfcent/installations/nsa_naples/about/departments/administratio_n_n1/administrative_services/instructions.html