



DEPARTMENT OF THE NAVY

U.S. NAVAL SUPPORT ACTIVITY NAPLES ITALY
PSC 817 BOX 1
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NAVSUPPACTNAPLESINST 5100.10C

N00/N35

31 Oct 24

NAVSUPPACT NAPLES INSTRUCTION 5100.10C

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

Subj: TOBACCO POLICY

Ref: (a) SECNAVINST 5100.13F
(b) NAVSUPPACTNAPLESINST 11101.12A

Encl: (1) NAVSUPPACT Naples Tobacco Policy

1. Purpose. To issue guidance and maintain compliance with references (a) and (b) for the control and reduction of tobacco product use onboard U.S. Naval Support Activity (NAVSUPPACT) Naples, Italy installations.

2. Cancellation. NAVSUPPACTNAPLESINST 5100.10B

3. Scope and Applicability. This policy is applicable to all military, civilian, host nation, contract personnel, dependents, and visitors while in NAVSUPPACT Naples spaces and aboard NAVSUPPACT Naples installations to include all vehicles, buildings, and facilities. The policy does not cancel or supersede other instructions where tobacco use is controlled by fire, explosives, or other safety considerations.

4. Action. Compliance with this program is effective immediately.

5. 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).

6. Review and Effective Date. Per OPNAVINST 5215.17A, NSA 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

NAVSUPPACTNAPLESINST 5100.10C
31 Oct 24

effect for 10 years unless revised or cancelled in the interim and will be reissued by the 10-year anniversary date if it is 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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NAVSUPPACT NAPLES TOBACCO POLICY

1. Background

a. Warfighter readiness is paramount to an effective fighting force. With this in mind, tobacco product use is the leading cause of preventable disease, disability, and death in the United States. The negative impact to Service Members includes reduced physical-performance capability, impaired night vision, increased risk of respiratory illnesses and surgical complications, delayed wound healing, accelerated age-related hearing loss, and negative impacts on oral health. There are also associated long-term health effects such as cancer, stroke, emphysema, and heart disease with tobacco use. Despite these negative effects, Service Members continue to use tobacco products at rates that exceed those in the U.S. adult population. In support of reference (a), and to minimize the adverse effects of tobacco products to personnel readiness, all indoor areas of NAVSUPPACT Naples facilities are designated as “tobacco product-free”, tobacco product use is restricted to specifically designated outdoor areas, and tobacco cessation resources, programs, and treatment are available.

b. The use of tobacco products adversely affects the health of all personnel and prevents attainment of the Navy’s tobacco-free environment objective. It is NAVSUPPACT Naples policy to provide protection from involuntary exposure to tobacco product residue within NAVSUPPACT Naples facilities. Per reference (a), NAVSUPPACT Naples will strive to create a healthy work environment that supports abstinence and discourages use of tobacco products, which includes but is not limited to, both smoking and smokeless tobacco products. NAVSUPPACT Naples will assist those individuals who desire help to quit tobacco use.

c. Environmental Tobacco Smoke (ETS), also referred to as “second-hand” or “passive” smoke, is exhaled and or side-streamed smoke emitted from smokers, burning cigarettes, cigars, pipe tobacco, and other tobacco products and vapor from Electronic Nicotine Delivery Systems (ENDS) products. Per reference (a), ETS is a major source of harmful air pollution designated as a human lung carcinogen, or “Group A” carcinogen by the Environmental Protection Agency EPA and known to cause respiratory illness and heart disease.

2. Policy Requirements

a. Tobacco product use is permitted in Designated Tobacco Use Areas (DTUA) only. DTUAs are outdoor areas established to provide exclusive locations onboard NSA Naples Installations where tobacco products may be used so as to not expose others to ETS. This includes the use of smoking tobacco, smokeless tobacco, ENDS and associated devices to include vaporizers and electronic cigarettes, and any other product that can be used to deliver nicotine or tobacco.

b. DTUAs aboard Capodichino are identified in Appendix A. DTUAs on Support Site, Gricignano, are identified in Appendix B. Reference (b), Resident Handbook for Military Family Housing, paragraph 3054, identifies DTUAs and conditions of tobacco product use

within the Support Site housing area. Any additions or modifications to the appendices require coordination and approval by the NAVSUPPACT Naples Commanding Officer (CO).

c. Tobacco use is specifically PROHIBITED in the following areas:

- (1) All Navy owned, leased, or occupied buildings
- (2) Alleys/passages between buildings
- (3) Stairways, ramps, loading docks leading to building entries and exits
- (4) Within 50 feet of building main entries and exits
- (5) In front of or near air intake ducts
- (6) In common areas within Family Housing buildings (per reference (b))
- (7) Inside all government owned, leased, or rented vehicles
- (8) At least 100 feet away from areas frequented by minors (per reference (a))

d. DTUA guidelines

(1) Personnel are required to dispose of tobacco use products in the appropriate containers/ashtrays available in the DTUAs. Personnel will not dispose of matches, cigarette butts, cigars and tobacco associated products on the ground. Disposal of discarded tobacco use materials around and near designated tobacco use areas not in proper waste receptacles, or in other facilities such as parking garages, is considered littering and is a violation of this policy.

(2) DTUAs are for tobacco product use only. Eating in DTUAs is not permitted.

(3) Report DTUA issues (e.g. broken items, needed repairs, etc.) to Public Works for appropriate action.

3. Responsibilities

a. The NAVSUPPACT Naples CO will ensure tobacco use is consistent with the references.

b. Per reference (a), U.S. Naval Medical Readiness and Training Center, Naples, Italy, and Branch Health Clinic, Capodichino, will offer tobacco cessation programs on a walk-in basis.

c. All levels of NAVSUPPACT Naples leadership will instruct all personnel, contractors and visitors in their area on the requirements of this policy. It is the responsibility of those at all levels of leadership to take appropriate action to address tobacco product use in areas not

specifically designated as such, and to enforce the guidance outlined in this policy – this takes a team effort.

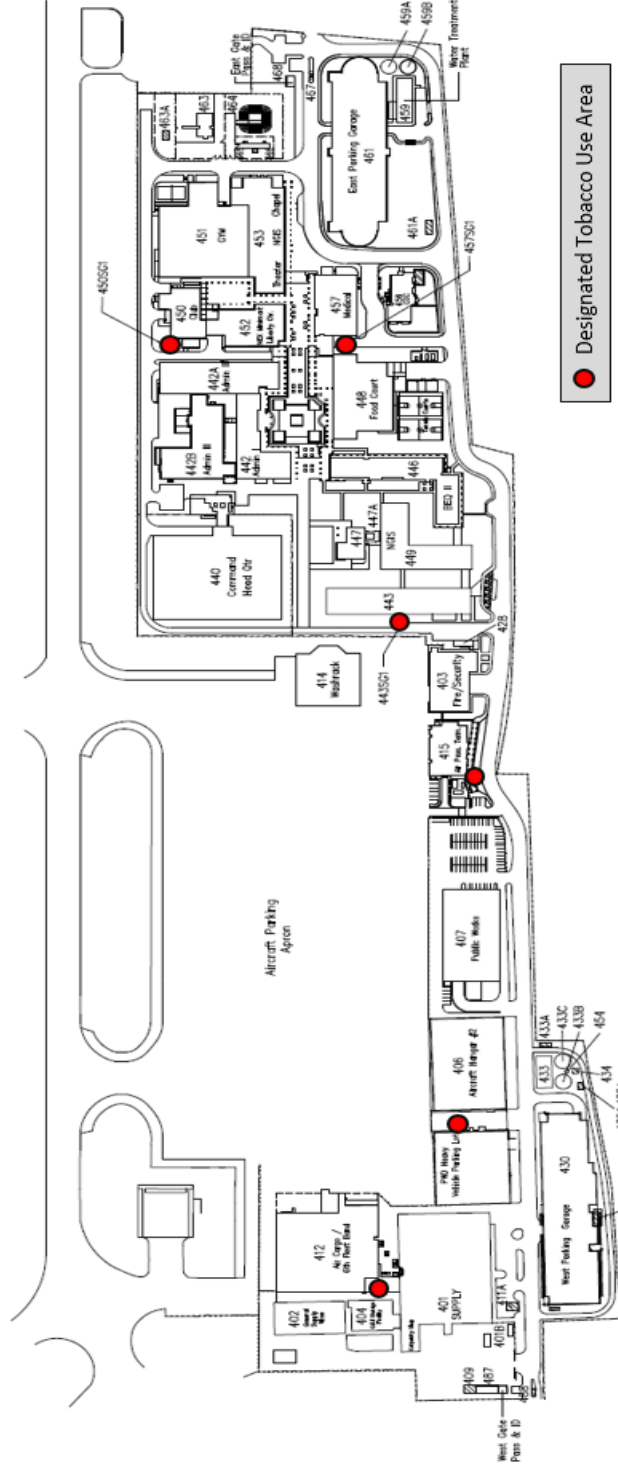
d. All NAVSUPPACT Naples personnel, and those aboard NAVSUPPACT Naples installations, will comply with the requirements of this policy including use of containers/ashtrays for discarded tobacco use materials, and will provide other personnel, contractors, and visitors with directions to DTUAs as necessary.

e. Department Heads and tenant commands will coordinate resolution of all problematic tobacco use-related issues pertaining to civilians, both U.S. and host nation, with the Human Resources Office, Labor and Employee Relations Division.

4. Action. The last Friday of the month will be designated as "Smoke Out" day from 0800-0900 across the installation. Supported commands will assist in providing personnel to police DTUAs. If the last Friday falls on a Day of No Scheduled Activity (DONSA), policing will be completed on the last working day prior to the DONSA.

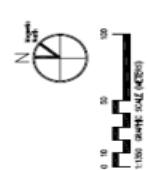
Appendix A

NAVSUPPACT Naples Capodichino
Designated Tobacco Use Areas



● Designated Tobacco Use Area

- 401 SUPPLY WAREHOUSE
- 402 ELECTRICAL SUBSTATION
- 403 FIRE & SECURITY WAREHOUSE
- 404 OFFICE BUILDING
- 405 PUBLIC WORKS FACILITY
- 406 WEST WASHING GARAGE
- 407 ELECTRICAL SUBSTATION
- 408 FIRE PROTECTION WATER TANK
- 409 RETAIL WATER PUMP STATION
- 410 ELECTRICAL SUBSTATION
- 411 PASSENGER TONNAGE
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Public Works Department
Naval Support Activity
Capodichino, Naples, Italy

Appendix B

