



**DEPARTMENT OF THE NAVY**

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

Canc frp: Sep 23

NAVSUPPACTNAPLESNOTE 5040  
N01E  
1 Nov 22

NAVSUPPACT NAPLES NOTICE 5040

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

Subj: INTERNAL OVERSIGHT PLAN FOR FISCAL YEAR 2023

Ref: (a) CNICINST 5040.3A, Office of Inspector General Inspections within Commander, Navy Installations Command Enterprise  
(b) CNREURAFCENTNOTE 5040 of 5 Oct 22, Annual Region Inspector General Oversight Guidance for Fiscal Year 2023

Encl: (1) Internal Oversight Plan – Fiscal Year 2023

1. Purpose. Per reference (a), enclosure (1) promulgates responsibility and inform Department Heads (DHs)/Special Assistants (SAs) of the fiscal year (FY) 2023 Internal Oversight Plan.
2. Background. Per references (a) and (b), the installation inspector generals (IG) provides Commanding Officer (CO) with an in-house, independent capability to assess the efficiency, effectiveness, and integrity of command functions and compliance with instructional guidance, regulations, and laws. The inspection and review process results in recommendations to correct conditions that adversely impact mission accomplishment, command integrity, or the economical use of Navy resources. It also assists managers and fund administrators in determining the adequacy and effectiveness of practices, procedures, and internal controls. Installation IG support the Commander, Navy Region Europe, Africa, Central (CNREURAFCENT) IG during Command Inspection Program inspections.
3. Discussion. Enclosure (1) establishes the compliance inspections that will be performed by the IG inspectors during FY 2023.
4. Action. Installation IG will:
  - a. Conduct inspections per enclosure (1). They may also perform special studies or analyses upon request from installation program managers.
  - b. Notify DHs/SAs in writing at least one week prior to the proposed start of any inspections of any program within their purview.
  - c. Initial and final reports will be forwarded with any findings and recommendations to the CO via the Executive Officer (XO) for comment and/or concurrence.

1 Nov 22

5. Points of Contact. For further information, please contact Ms. Marilena Nevola or Ms. Maria Fiorella, Office of Inspector General, at DSN: 314-626-5624/5860, COMM: +39-081-568-5624/5860, or e-mail: marilena.nevola.it@eu.navy.mil or maria.fiorella.it@eu.navy.mil.

6. Cancellation Contingency. This notice is in effect through September 2023 or until superseded by another notice, whichever occurs first.

7. Records Management

a. Records created as a result of this notice, regardless of format or media, must be maintained and dispositioned per the records disposition schedules located on the Department of the Navy Assistant for Administrative, 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).

J. W. STEWART

Releasability and distribution:

NAVSUPPACTNAPLESINST 5216.4DD

Lists: I and II

Electronic via NAVSUPPACT Naples web site:

<https://cnreurafcnt.navy.afpims.mil/Installations/NSA-Naples/About/Installation-Guide/Department-Directory/N1-Administration-Department/Instructions/>

INTERNAL OVERSIGHT PLAN – FISCAL YEAR (FY) 2023

1<sup>st</sup> Quarter FY 2023

Department    Areas of Inspection

Various            First Quarter Follow-Up on Prior Inspection Findings

2<sup>nd</sup> Quarter FY 2023

N35                Region Directed: Traffic Safety Program

Various            Second Quarter Follow-Up on Prior Inspection Findings

3<sup>rd</sup> Quarter FY 2023

N93                Region Directed: Unaccompanied Housing Program

Various            Third Quarter Follow-Up on Prior Inspection Findings

4<sup>th</sup> Quarter FY 2023

N13                Region Directed: US Civilian Awards and Recognition Program

N00R              Religious Offering Fund

Various            Fourth Quarter Follow-Up on Prior Inspection Findings