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

Canc. Aug 2026

NAVSUPPACTNAPLESNOTE 5060
N00
12 Jun 2026

NAVSUPPACT NAPLES NOTICE 5060

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

Subj: CHANGE OF COMMAND CEREMONY FOR COMMANDING OFFICER, U.S. NAVAL SUPPORT ACTIVITY, NAPLES, ITALY

Encl: (1) Official Party
(2) Ceremony Participants
(3) Sequence of Events
(4) Ceremony Layout - Diagram/Seating
(5) 2026 Change of Command Script

1. Purpose. To promulgate information regarding the U.S. Naval Support Activity (NAVSUPPACT), Naples, Italy, Change of Command ceremony to be held on 23 July 2026.

2. Background. CAPT Benjamin W. Foster will relieve CAPT John L. Randazzo as Commanding Officer, NAVSUPPACT, Naples, Italy. The change of command ceremony will commence at 1000, on 23 July 2026 at NAVSUPPACT, Naples, Capodichino Piazza.

3. Guest Speaker. RDML Brad N. Rosen, Commander, Navy Region Europe, Africa, Central

4. Official Party. Enclosure (1) details the official party. Enclosure (2) details escorts, ushers, sideboys, honors Boatswain, and bell ringer assignments. Enclosure (5) provides the ceremony script.

5. Uniforms

a. Official Party and Ceremony Participants: Full Dress Whites (with large medals).

b. Ushers/Escorts: Summer Whites

c. Guests:

(1) Military: Working Uniform

(2) Civilian: Business Attire

6. Honors. Honors will be rendered by the Bersaglieri Band, Honors Boatswain, and sideboys.

7. Schedule. The sequence of events for this ceremony is contained in enclosure (3).

8. Action

a. Executive Officer

(1) Serve as the primary staff point of contact.

(2) Responsible for planning arrangements, ceremony task completion.

(3) Responsible for the execution of rehearsals associated with the change of command.

(4) Appoint Escort Officers.

(5) Coordinate ICO farewell gift.

b. Administrative Officer

(1) Responsible for all change of command administration functions.

(2) Publish the 5060 Notice for the change of command.

(3) Assist the coordinator with preparation and tracking of the plan of action and milestones.

(4) Prepare associated relieving letters, notices, and messages, and ensure the end of tour award is on hand at the ceremony.

(5) Compile the book for the Master of Ceremonies. This shall be tabbed and include this notice with all enclosures, script, speeches, orders, and award citations.

(6) Procure funding for stage with bunting and three lecterns with microphones and Public Address Systems, three tables with tablecloth and skirt/bunting for programs and awards, 200 chairs, labor for delivery, set up, tear down, cardstock for printing of programs, invitations, and envelopes.

c. Command Master Chief

(1) Coordinate and ensure all support items and personnel are assembled on station for rehearsal the day before at 1000, and no later than 0830 on the day of the ceremony.
Flags, Bell, Red Carpet, and Bullets.

(2) Sideboys, Honors Boatswain, Bell Ringer, Color Guard, and Vocalist.

d. Master of Ceremonies.

(1) Execute the ceremony according to the script.

e. Protocol Officer

(1) Obtain guest list and announcement address list.

(2) Prepare invitations and announcements and serve as the point of contact for "Répondez S'il Vous Plait" (RSVP).

(3) Prepare seating arrangements as per enclosure (4).

(4) Coordinate with vendors on set up, printing, florals, and official representation funds gifts as applicable.

(5) Escort the official party.

(6) Provide overall protocol guidance to the XO.

(7) Coordinate with security for ICO/PCO/DV/VIP Parking.

(8) Coordinate Presiding Officer and Guest Speakers

(9) Plan and Coordinate Post command reception for DVs.

(10) Plan and Coordinate Pre Command reception.

(11) Coordinate with Navy Lodge for guest lodging.

(12) Coordinate ICO, PCO family gifts.

f. Host Nation Community Liaison

(1) Prepare a guest list of host-nation Distinguished Visitors (DV).

(2) Send invitations and track RSVPs of all host-nation DVs.

(3) Escort all host-nation DVs upon arrival.

(4) Provide the Security Department with a Base Access List of local national guests attending the ceremony.

(5) Provide Translation Assistance for Host Nation guests.

g. Public Affairs Officer

(1) Provide photographic and video support

(2) Coordinate media releases of event.

(3) Develop the program for the ceremony and coordinate printing.

(4) Coordinate with AFN for coverage of event.

(5) Coordinate with Public Works and Command and Admin team for removal and replacement of all Command Photos and ICO name plates across all the installation and replacement with PCO information.

(6) Coordinate marquee updates across the installation.

(7) Update all social media, website and any other required mediums with new CO information.

h. Security Department

(1) Provide security plan and security watches for the day of event.

(2) Provide parking spaces for DVs in the East Parking Garage.

(3) Provide entry to NAVSUPPACT Naples Capodichino base for invited DV guests.

(4) Provide one military vehicle and one military working dog with handler.

i. Chaplain. Deliver the invocation and benediction.

j. Public Works Department.

(1) Provide one 220v plug for the Cinquecento Gelato vendor and plugs/power for eight standing circulating fans.

(2) Coordinate with Protocol, PAO and Admin Officer for removal and replacement of ICO/PCO photos and name plates including the large name plate on Support Site roundabout.

k. Branch Medical Clinic, Capodichino. Provide an ambulance with attendants from 0800 until completion of the ceremony.

l. Operations Department. Request for military apron five closure to observe "quiet hours" from 0700 to 1200.

m. Fire Department. Ensure one fire truck is available nearby the ceremony with access to the ceremony area.

9. Information Dissemination. Department Heads and special assistants will ensure widest dissemination, participation, and staff familiarity with this notice.

10. 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.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).

RANDAZZO.JOHN.LUCIAN.1035461376 Digitally signed by RANDAZZO.JOHN.LUCIAN.1035461376 Date: 2026.06.12 14:18:49 +02'00'

J. L. RANDAZZO

Releasability and Distribution:
This notice is cleared for public release and is available via the NSA Naples website: https://cnreurafcent.cnic.navy.mil/Installations/NSA-Naples/About/Installation-Guide/Department-Directory/N1-Administration-Department/Notices/

OFFICIAL PARTY

RDML Brad N. Rosen
United States Navy
Commander, Navy Region Europe, Africa, Central

CAPT John L. Randazzo
United States Navy
Commanding Officer, U.S. Naval Support Activity, Naples Italy

CAPT Benjamin W. Foster
United States Navy
Prospective Commanding Officer, U.S. Naval Support Activity, Naples Italy

CEREMONY PARTICIPANTS

Master of Ceremonies
LCDR Lynn

Navy Band Vocalist
MU3 Devine

DV Escorts
LT Struthers
LT Eaton
LT Tuan
LT James
LT Tucker
LT Taylor
LT Vandermass
ENS Lopera

Color Guard
NSA Naples Color Guard

Sideboys
ET1 Fiedelman
CS1 Tran
MA1 Wall
MA2 Delgado
CS2 Ozelius
MA2 Vesek
MA3 Roach
LSSN Bush

Honors Boatswain
YNC Mitchell

Bell Ringer
BM2 Valdez

Awards
YN2 Perez
YNSA Castellano

Color Guard POC
Essence Addison

Chaplain
LCDR Jean

Medical POC
CDR Riley (NMRTC)

Bersaglieri POC
Mrs. Merola

Fire
Fire Chief Kinlaw

SEQUENCE OF EVENTS

Wednesday - July 22, 2026

Time	Action
1000	Ceremony Rehearsal

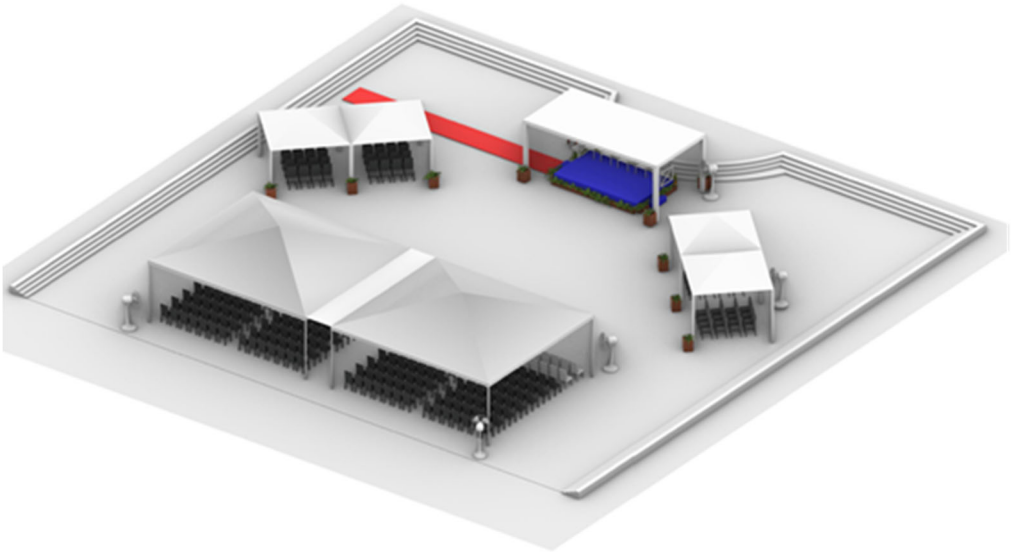
Thursday - July 23, 2026

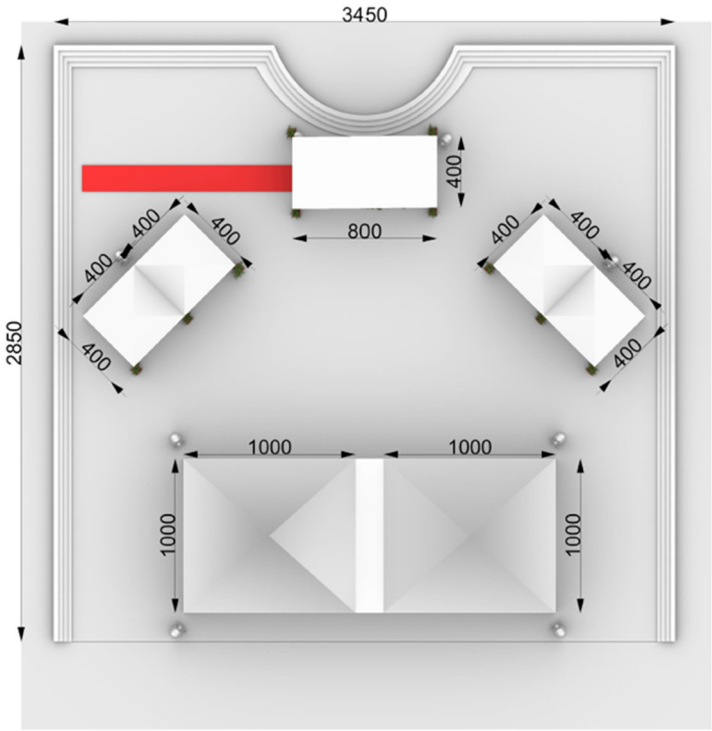
Time	Action	Participants
0800	Military Working Dog Sweep	MWD
0830	Muster at Quarter Deck Pre-brief	Ushers/Protocol
0900	Arrival and Seating of Guests	Ushers
0945	Ceremony Pre-Brief Administration Building II (IVO Quarter Deck)	RDML Rosen CAPT Randazzo CAPT Foster Protocol Officer
0950	En route to Capo Spine Escorted by NSA Protocol	RDML Rosen CAPT Randazzo CAPT Foster Protocol Officer
0955	Official Party in Place Master of Ceremonies in place	RDML Rosen CAPT Randazzo CAPT Foster
1000	Master of Ceremonies Welcome	LCDR Lynn
1002	Arrival Honors	Honor Bos'n Sideboys
1005	National Anthems	U.S. Navy Band Solo Vocalist
1010	Invocation	Chaplain Jean
1012	MC introduces CAPT Randazzo	LCDR Lynn
1013	CAPT Randazzo Welcome remarks and introduction of the Guest of Honor	CAPT Randazzo
1015	Remarks by the Guest of Honor and award presentation	RDML Rosen

1020	CAPT Randazzo remarks and family presentation	CAPT Randazzo
1027	Reading of the orders by departing Commanding Officer	CAPT Randazzo
1030	Reading of the orders by arriving Commanding Officer	CAPT Foster
1033	Reporting Change of Command to Regional Commander	RDML Rosen CAPT Randazzo CAPT Foster
1037	NSA Commanding Officer Remarks	CAPT Foster
1045	Benediction	Chaplain Jean
1050	Departure of Official Party	RDML Rosen CAPT Foster CAPT Randazzo
1100	Ceremony Concludes	LCDR Lynn

*Reception in Bella Napoli

CEREMONY LAYOUT (DIAGRAM-SEATING)





2026 CHANGE OF COMMAND SCRIPT

23 July 2026

0955 Lieutenant Commander Lynn takes his place at lectern 1.

MC: **"THE CEREMONY WILL BEGIN IN FIVE MINUTES. PLEASE SILENCE ALL ELECTRONIC DEVICES AT THIS TIME."**

1000

MC: **"GOOD MORNING, LADIES AND GENTLEMEN. IT IS WITH GREAT PLEASURE THAT WE WELCOME YOU TO THE U.S. NAVAL SUPPORT ACTIVITY, NAPLES, ITALY CHANGE OF COMMAND CEREMONY AT WHICH CAPTAIN JOHN L. RANDAZZO WILL TRANSFER COMMAND TO CAPTAIN BENJAMIN W. FOSTER.**

THE CHANGE OF COMMAND CEREMONY IS A TIME-HONORED NAVAL TRADITION, REINFORCING THE CONTINUITY OF THE AUTHORITY OF COMMAND. IT IS CONDUCTED BEFORE THE ASSEMBLED COMPANY OF THE COMMAND, AS WELL AS OUR HONORED DIGNITARIES AND GUESTS. THANK YOU ALL FOR BEING A PART OF TODAY'S CEREMONY. MILITARY PERSONNEL ARE TO REMAIN COVERED THROUGH THE INVOCATION. AFTER THE CONCLUSION OF THE INVOCATION, MILITARY GUESTS WILL BE DIRECTED TO UNCOVER. AS A MATTER OF COURTESY, PLEASE SILENCE ALL ELECTRONIC DEVICES."

OFFICIAL PARTY ARRIVAL

MC: **"WILL THE GUESTS PLEASE RISE FOR THE ARRIVAL OF THE OFFICIAL PARTY AND REMAIN STANDING FOR THE PRESENTATION OF COLORS AND INVOCATION."**

MC: **"BOS'N POST 4 SIDEBOYS"**

Bos'n will post 4 Sideboys

MC: **"TIME-ORDERLY, STRIKE 4 BELLS"**

Bell Ringer strikes 4 bells.

MC: **"CAPTAIN, UNITED STATES NAVY, ARRIVING."**

Bos'n pipes for Captain Foster's arrival.

MC: **"TIME-ORDERLY, STRIKE 4 BELLS"**

Bell Ringer strikes 4 bells.

MC: **"U.S. NAVAL SUPPORT ACTIVITY, NAPLES, ITALY ARRIVING."**

Bos'n pipes for Captain Randazzo's arrival.

Bell Ringer strikes Stinger.

MC: **"BOS'N POST 6 SIDEBOYS"**

Bos'n will post 6 Sideboys

MC: **"TIME-ORDERLY, STRIKE 6 BELLS"**

Bell Ringer strikes 6 bells.

MC: **"COMMANDER, NAVY REGION EUROPE, AFRICA, CENTRAL, ARRIVING."**

Bos'n pipes for Rear Admiral Rosen's arrival.

Navy Band plays ruffles and flourishes.

Hold salute until honors are completed. Rear Admiral Rosen proceeds to chair and remains standing.

PARADING OF THE COLORS

MC: **"COLOR GUARD, PARADE THE COLORS"** Call **"HAND SALUTE"** when flags pass.

Color Guard posts Colors. Vocalist performs Italian National Anthem and U.S National Anthem.

MC: **"COLOR GUARD, RETIRE THE COLORS"** Call **"READY TWO"** when flags pass.

Color Guard Retires Colors

INVOCATION

MC: **"CHAPLAIN JEAN WILL NOW DELIVER THE INVOCATION."**

Chaplain Jean delivers invocation

MC: **"MILITARY PERSONNEL UNCOVER....TWO. WILL THE GUESTS PLEASE BE SEATED.**

MC: **"LADIES AND GENTLEMEN, THE COMMANDING OFFICER OF U.S. NAVAL SUPPORT ACTIVITY NAPLES, ITALY, CAPTAIN JOHN L. RANDAZZO."**

****ROUND OF APPLAUSE****

Uncovered, Captain Randazzo proceeds to lectern 2 to welcomes guests, provide opening remarks and to introduce Rear Admiral Rosen, then returns to seat. [Recommended runtime max- 5:00]

Uncovered, Rear Admiral Rosen proceeds from seat to lectern 2 for remarks [Recommended runtime max- 5:00]. When finished, remains at lectern 2 and cues MC.

END OF TOUR AWARD PRESENTATION

MC: **"THANK YOU, SIR. REAR ADMIRAL ROSEN WILL NOW PRESENT CAPTAIN RANDAZZO WITH HIS END OF TOUR AWARD."**

RDML **"CAPTAIN RANDAZZO, PLEASE JOIN ME FRONT AND CENTER."**

Awards YN hands award and citation to Rear Admiral Rosen.

Captain Randazzo and Rear Admiral Rosen proceed to center stage, Captain Randazzo at attention.

MC: **"WILL THE GUESTS PLEASE RISE. MILITARY PERSONNEL, ATTENTION TO AWARD."**

MC: **"THE PRESIDENT OF THE UNITED STATES TAKES PLEASURE IN PRESENTING THE LEGION OF MERIT (GOLD STAR IN LIEU OF THE SECOND AWARD) TO CAPTAIN**

JOHN L. RANDAZZO, UNITED STATES NAVY, FOR SERVICE AS SET FORTH IN THE FOLLOWING CITATION:

FOR EXCEPTIONALLY MERITORIOUS CONDUCT IN THE PERFORMANCE OUTSTANDING SERVICE AS COMMANDING OFFICER, U.S. NAVAL SUPPORT ACTIVITY, NAPLES, ITALY FROM JUNE 2023 TO JULY 2026. DEMONSTRATING TRANSFORMATIONAL LEADERSHIP, CAPTAIN RANDAZZO INSTILLED A COMMAND VISION TO "CHALLENGE OURSELVES TO BE THE FLAGSHIP INSTALLATION" REFUSING TO ACCEPT THE STATUS QUO AND EMPOWERING HIS STAFF TO IDENTIFY, ELEVATE, AND REMOVE BARRIERS TO DRIVE IMPROVEMENTS IN INFRASTRUCTURE AND QUALITY-OF-LIFE FOR 10,000 PERSONNEL. HE SHAPED THE NAVY'S MULTI-BILLION DOLLAR "NAPLES 2.0" INVESTMENT DECISION AND SECURED EUROPE'S PRIMARY MARITIME COMMAND AND CONTROL NODE BY DELIVERING A STRATEGIC ACQUISITION PROPOSAL TO THE CHIEF OF NAVAL OPERATIONS AND COMMANDER, NAVY INSTALLATIONS COMMAND. ESTABLISHING DISCIPLINED FRAMEWORK FOR THE NAVY'S LARGEST OVERSEAS LEASE, HE ELIMINATED MULTI-YEAR BACKLOGS, ENFORCED NON-PERFORMANCE DEDUCTIONS, AND COMPELLED HISTORIC UPGRADES. CHAMPIONING QUALITY OF SERVICE, HE RESOLVED A CRITICAL MANNING CRISIS, INCREASING CHILD AND YOUTH PROGRAM STAFFING TO 89 PERCENT TO SECURE NATIONAL ACCREDITATIONS, WHILE DIRECTING 5.5 MILLION DOLLARS IN FACILITY UPGRADES. FURTHERMORE, HE RESTORED CREDIBILITY TO VITAL COMPLIANCE PROGRAMS, EARNING THE REGION'S FIRST WATER TREATMENT CERTIFICATE TO OPERATE, AND LED FIRE AND EMERGENCY SERVICES TO PASS

THEIR FIRST COMPREHENSIVE EVALUATION IN SIX YEARS. BY HIS DYNAMIC LEADERSHIP, KEEN JUDGEMENT, AND LOYAL DEDICATION TO DUTY, CAPTAIN RANDAZZO REFLECTED GREAT CREDIT UPON HIMSELF AND UPHELD THE HIGHEST TRADITIONS OF THE UNITED STATES NAVAL SERVICE.

FOR THE PRESIDENT,

C. S. GRAY

VICE ADMIRAL, U.S. NAVY

COMMANDER, NAVY INSTALLATIONS COMMAND."

****ROUND OF APPLAUSE****

Rear Admiral Rosen presents award to Captain Randazzo. RDML Rosen return to his seat. CAPT Randazzo proceeds to the podium

MC: **"WILL THE GUESTS PLEASE BE SEATED."**

CO REMARKS

MC: **"LADIES AND GENTLEMEN, THE COMMANDING OFFICER, CAPTAIN JOHN"MLP" RANDAZZO."**

****ROUND OF APPLAUSE****

Captain Randazzo proceeds to lectern 2 for CoC remarks. [Recommended Max runtime: 10 minutes]

During remarks at appropriate time, awards YN presents gifts/flowers to Captain Randazzo's family.

After remarks, Captain Randazzo remains at lectern 2 to read orders.

READING OF ORDERS

CO: **"I WILL NOW READ MY ORDERS".**

CO: **"FROM COMMANDER, NAVY PERSONNEL COMMAND, TO, CAPTAIN JOHN L.**

RANDAZZO. SUBJECT: BUPERS ORDERS 0056

WHEN DIRECTED BY THE REPORTING SENIOR, DETACH U.S. NAVAL SUPPORT ACTIVITY, NAPLES, ITALY AND REPORT TO NAVY REGION EUROPE, AFRICA, CENTRAL.

Captain Randazzo returns to seat to don cover then take position on one side of RDML Rosen.

Captain Foster covers then steps up to lectern 2.

PCO: **"I WILL NOW READ MY ORDERS".**

PCO: **FROM COMMANDER, NAVY PERSONNEL COMMAND, TO, CAPTAIN BENJAMIN W. FOSTER. SUBJECT: BUPERS ORDERS 2585**

WHEN DIRECTED BY REPORTING SENIOR, REPORT TO COMMANDING OFFICER, U.S. NAVAL SUPPORT ACTIVITY, NAPLES, ITALY, AS HIS RELIEF.

Rear Admiral Rosen covers then stands to return salutes. RDML Rosen center Stage, ICO and PCO on either Side

PCO: Salutes Captain Randazzo. **"SIR, I RELIEVE YOU AS COMMANDING OFFICER, U.S. NAVAL SUPPORT ACTIVITY NAPLES, ITALY."**

CO: Salutes Captain Foster. **"VERY WELL. I STAND RELIEVED."**

Captain Randazzo reports relief of command to Rear Admiral Rosen

Captain Foster reports assumption of command to Rear Admiral Rosen

Rear Admiral Rosen and Captain Randazzo return to seats.

MC: **"IT IS MY PLEASURE TO INTRODUCE THE COMMANDING OFFICER OF U.S. NAVAL SUPPORT ACTIVITY NAPLES, ITALY, CAPTAIN BENJAMIN W. FOSTER."**

****ROUND OF APPLAUSE****

Commanding Officer remarks. [Recommended runtime max: 5:00]

During remarks at appropriate time, awards YN presents gifts/flowers to Captain Foster's family.

At conclusion of remarks and flowers, Captain Foster returns to seat.

BENEDICTION

MC: **"CHAPLAIN JEAN WILL NOW DELIVER THE BENEDICTION." WILL THE GUESTS BE STAND"**

Chaplain Jean delivers the benediction

MC: **"BOS'N POST 6 SIDEBOYS"**

Bos'n will post 6 Sideboys

MC: **"TIME-ORDERLY, STRIKE 6 BELLS"**

Bell Ringer strikes 6 bells.

MC: **"COMMANDER, NAVY REGION EUROPE, AFRICA, CENTRAL, DEPARTING."**

Bos'n pipes for Rear Admiral Rosen's departure.

MC: **"BOS'N POST 4 SIDEBOYS"**

Bos'n will post 4 Sideboys

MC: **"TIME-ORDERLY, STRIKE 4 BELLS"**

Bell Ringer strikes 4 bells.

MC: **"U.S. NAVAL SUPPORT ACTIVITY, NAPLES, ITALY DEPARTING."**

Bos'n pipes for Captain Foster's departure.

Bell Ringer strikes Stinger.

MC: **"TIME-ORDERLY, STRIKE 4 BELLS"**

Bell Ringer strikes 4 bells.

MC: **"CAPTAIN, UNITED STATES NAVY, DEPARTING."**

Bos'n pipes for Captain Randazzo's departure.

MC: **"LADIES AND GENTLEMEN, THIS CONCLUDES TODAY'S CEREMONY. ON BEHALF OF REAR ADMIRAL ROSEN, CAPTAIN FOSTER AND CAPTAIN RANDAZZO, I WOULD LIKE TO THANK YOU FOR ATTENDING THIS TIME HONORED TRADITION."**

****ROUND OF APPLAUSE****

CEREMONY CONCLUDES