



DEPARTMENT OF THE NAVY

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

NAVSUPPACTNAPLESNOTE 5050

N00/N01G

26 Nov 2025

NAVSUPPACT NAPLES NOTICE 5050

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

Subj: 2025 U.S. NAVAL SUPPORT ACTIVITY, NAPLES, ITALY DETACHMENT,
GAETA PANCAKE BREAKFAST

Encl: (1) Event Schedule
(2) Layout of Event

1. Purpose. To promulgate information regarding the 2025 Pancake Breakfast, and Special Holiday gathering at U.S. Naval Support Activity (NAVSUPPACT), Naples, Italy Department, Gaeta on 13 December, 2025. Enclosure (1) is the schedule of the event. Enclosure (2) is the layout of the event.

2. Uniform. Civilian attire.

3. Location. Gaeta Olde Mill Inn Park, 1000-1200.

4. Foul Weather. Rain, lightning, or dangerous high winds may result in cancellation of event.

5. Media Support. Morale, Welfare and Recreation (MWR) social media via MWR marketing office. MWR staff will contribute in taking photographs throughout the event. The MWR Site manager will collect the photographs and submit them to the MWR Marketing Office.

6. On-Site Event Support

a. NSA Naples N34 Security will check I.D. cards of eligible patrons and authorized guests at the control entry point, front gate of Olde Mill Inn Park.

b. NSA Naples N92 MWR will:

(1) Ensure the MWR Site Manager meet with Chief Stanley Volne to submit Seat Plan.

(2) Set up a pancake breakfast for a special festive holiday gathering for adults and children. Santa Clause will be the special guest.

7. Points of Contact

a. Ms. Clelia Vinario, MWR Gaeta Site Manager at COMM: 081-568-8307,
CELL: 333-460-8733 or e-mail: clelia.vinario.naf@us.navy.mil

b. LCDR Buchanan, Karen, Gaeta Officer in Charge, at COMM: 0081-568-8301 or email: Karen.buchanan2.mil@us.navy.mil

c. Chief Volne Stanely, Gaeta Security, at COMM: 081-568-8364 or email: Stanley.mi.volne.mil@us.navy.mil

d. Eric Stokes, Gaeta Security, at COMM: 081-568-8364 or email erick.r.stokes.mil@us.navy.mil

8. 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 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).

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Releasability and Distribution:

This instruction is cleared for public release and is available via the NSA Naples website: <https://cnreurafcnt.cnid.navy.mil/Installations/NSA-Naples/About/Installation-Guide/Department-Directory/N1-Administration-Department/Notices/>

EVENT SCHEDULE

December 13

0800: Staff sets up decorations and props. Arrange tables and stations for the pancake breakfast, activities, arts & crafts, Santa's photo area. Set up for pancakes and hot chocolate.

1000: Ms. Clelia Vinario, MWR Site Manager and MWR Staff welcomes Sailors, Community members and guests.

1030: Santa Clause enters and meets participants.

Note: During the holiday social, patrons will enjoy a pancake breakfast, hot chocolate, arts & crafts, games and activities. All are invited to take pictures with Santa.

1200: Event ends.

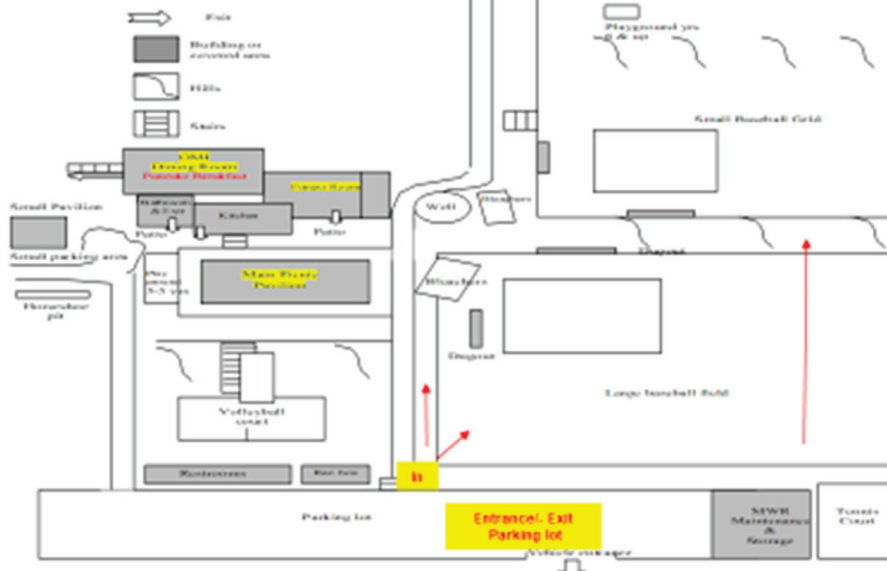
1200-1400: Clean-up of area by MWR staff.



Event Layout



Olde Mill Inn Park Area Map



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Navy Region Europe, Africa, Central