



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

Canc: Mar 2025

NAVSUPPACTNAPLESNOTE 5060
N00/N30
19 Mar 25

NAVSUPPACT NAPLES NOTICE 5060

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

Subj: MEMORIAL SERVICE

Encl: (1) Schedule of Events
(2) Script
(3) Firefighter Prayer (U.S.)

1. Purpose. To provide background and promulgate information for the Memorial service for deceased Firefighter Paolo Mandara. The memorial service will take place at the U.S Naval Support Activity (NAVSUPPACT), Naples, Italy, Capodichino Chapel.

2. Discussion. The memorial service will be conducted at Capodichino Chapel on Thursday, 20 March 2025, beginning at 1000 hours.

3. Points of Contact

a. Assistant Chief Vincenzo Boccolino at DSN: 626-5925, COMM: 081-568-5925, or email vincenzo.boccolino.ln@us.navy.mil.

b. Fire Chief Jason Kinlaw DSN: 626-5222, COMM: 081-568-5222, or email jason.c.kinlaw.civ@us.navy.mil.

4. Uniforms. The prescribed uniform for the ceremony is:

(a) Participants: Officers/Enlisted: Service Dress Blue (uncovered).

(b) Attendees: Uniform of the day or appropriate business attire for civilians.

5. Responsibilities

a. Project Officer: Assistant Chief Vincenzo Boccolino.

(1) Arrange for commemorative display of the firefighter's helmet and turnout gear.

(2) Coordinate family sponsorship on base.

b. Religious Ministries:

(1) Prepare chapel for memorial.

(2) Prepare program for service.

(3) Reserve seats in the chapel for family, Commanding Officer, and participants.

c. PAO: LT Valentine Mulango.

(1) Disseminate through Facebook and PAO notes the Memorial Service information.

(2) Coordinate the memorial post in local newspaper.

d. Master of Ceremonies: ABHC Mayers.

(1) Perform as Master of Ceremony

(2) Coordinate Honor Guard.

(3) Coordinate Last Alarm Bell Ceremony.

(4) Coordinate national anthem singers.

(5) Coordinate bugler for taps.

e. LDC Dispatch Supervisor. Coordinate "Final Radio Call."

6. 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).

RANDAZZO.J
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Electronic via NAVSUPPACT Naples website:

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

SCHEDULE OF EVENTS

Thursday, 20 March

- 0900 Family gain Base Access. POC: AFC Boccolino and Ms. Minieri
- 0915 Family escorted to Capodichino Fire Station with assigned parking space
- 0920 Coffee Break
- 0940 Muster all participants at Capodichino Chapel
- 0945 Honor Guard stands in formation
- 0950 Assemble all attendees at the Capodichino Chapel
- 1000 Memorial service commences
- 1001 Posting of Colors – U.S. and Italian flags presented by Navy Honor Guard
- 1003 U.S. national anthem a cappella sung by ABH Welford
- 1005 Italian national anthem a cappella sung by Mr. Santino Simonetti
- 1007 Chaplain delivers the invocation
- 1010 Commanding Officer's remarks
- 1013 Fire Chief's remarks
- 1016 Eulogy by Assistant Chief Boccolino
- 1019 Assistant Chief Boccolino delivers the Firefighter's Prayer – Italian
- 1021 Fire Chief delivers the Firefighter's Prayer – English
- 1023 Last Alarm Bell Ceremony – Three tolls of the bell to signify their final call
- 1022 Final Radio Call
- 1024 Trumpet Performance "Il Silenzio" (Italian taps)
- 1025 Moment of Silence – In honor of fallen firefighter
- 1026 Presentation of the commemorative firefighter helmet and flags

- 1028 Chaplain Campo delivers the benediction
- 1030 Mr. Santino Simonetti will sing Schubert Ave Maria a cappella
- 1032 Color Guard retires the colors
- 1033 Memorial service ends

*Note: Displayed times are approximate and subject to change.

SCRIPT

MEMORIAL SERVICE FOR FIREFIGHTER PAOLO MANDARA
20 MARCH 2025

0900 FAMILY GAIN BASE ACCESS. POC: AFC BOCCOLINO AND
 MS. MINIERI

0915 FAMILY ESCORTED TO CAPO FIRE STATION WITH ASSIGNED
 PARKING SPACE

0920 COFFEE BREAK

0940 MUSTER ALL PARTICIPANTS AT CAPO CHAPEL

0945 HONOR GUARD STANDS IN FORMATION

0950 ASSEMBLE ALL ATTENDEES AT THE CAPODICHINO CHAPEL

MC **“THE MEMORIAL SERVICE WILL BEGIN IN FIVE MINUTES,
 PLEASE TAKE YOUR SEATS”**

1000 MEMORIAL SERVICE COMMENCES

MC **“PLEASE RISE FOR THE PARADE OF COLORS”**

MC **“COLOR GUARD, POST THE COLORS”**

COLOR GUARD POSTING OF COLORS – U.S. AND ITALIAN FLAGS

WOLFORD SINGS U.S. NATIONAL ANTHEM

SIMONETTI SINGS ITALIAN NATIONAL ANTHEM

MC **“WELCOME TO THE MEMORIAL SERVICE FOR OUR BELOVED,
 FIREFIGHTER PAOLO MANDARA. PLEASE STAND FOR
 CHAPLAIN CAMPO TO DELIVER THE INVOCATION”**

CHAPLAIN DELIVERS THE INVOCATION

CHAPLAIN **“PLEASE BE SEATED”**

MC	“LADIES AND GENTLEMEN, INTRODUCING CAPTAIN JOHN RANDAZZO, COMMANDING OFFICER, U.S. NAVAL SUPPORT ACTIVITY, NAPLES, ITALY”
CO	DELIVERS REMARKS
MC	“NSA NAPLES FIRE CHIEF, JASON KINLAW, WILL DELIVERY REMARKS”
FIRE CHIEF	DELIVERS REMARKS
MC	“ASSISTANT CHIEF VINCENZO BOCCOLINO WILL NOW DELIVER THE EULOGY”
BOCCOLINO	PRESENTS EULOGY
MC	“THE ASSISTANT CHIEF AND FIRE CHIEF AND WILL DELIVER THE ITALIAN AND U.S. FIREFIGHTER PRAYERS”
BOCCOLINO	DELIVERS ITALIAN FIREFIGHTER PRAYER
FIRE CHIEF	DELIVERS U.S. FIREFIGHTER PRAYER
FIRE CHIEF	“FOR GENERATIONS, FIREFIGHTERS HAVE BEEN SUMMONED TO DUTY BY THE RINGING OF A BELL. RINGING THE BELL IN A SERIES OF THREE TOLLS, REPEATED THREE TIMES WAS HISTORICALLY USED TO SIGNAL THE END OF A FIRE CALL. TODAY, WE RING THIS BELL TO MARK THE COMPLETION OF OUR BROTHER’S FINAL CALL. THOUGH THEY HAVE ANSWERED THEIR LAST ALARM, THEIR SPIRIT OF SERVICE WILL LIVE ON FOREVER. CHIEF MAYERS, RING THE BELL FOR FIREFIGHTER MANDARA”
MC	RING THE BELL IN A SERIES OF THREE TOLLS, REPEATED THREE TIMES (3-3-3)
FIRE CHIEF	“DISPATCH, FIRE CHIEF”
DISPATCH	ANSWERS
FIRE CHIEF	“PAGE FIREFIGHTER MANDARA”
DISPATCH	FINAL RADIO CALL – THE DISPATCHER CALLS THE FALLEN FIREFIGHTER’S NAME OVER THE FIRE CHANNEL

DISPATCH “FIREFIGHTER MANDARA” (3-SECOND PAUSE)

DISPATCH “FIREFIGHTER MANDARA” (3-SECOND PAUSE)

**DISPATCH “HAVING HEARD NO RESPONSE, WE KNOW THAT
FIREFIGHTER MANDARA HAS RESPONDED TO HIS LAST CALL
ON EARTH AND IS NOW A GUARDIAN WHO WILL WATCH OUT
FOR ALL FIREFIGHTERS AS THEY RESPOND TO
EMERGENCIES. DISPATCH CLEAR AT __:__HOURS”**

**MC “ALL RISE FOR SOUNDING OF TAPS FOLLOWED BY A MOMENT
OF SILENCE”**

BUGLER PLAYS TAPS AND “IL SILENZIO” (ITALIAN TAPS)

MC OBSERVES A MOMENT OF SILENCE

**MC “YOU MAY BE SEATED. NSA NAPLES WILL PRESENT
FIREFIGHTER MANDARA’S HELMET TO THE FAMILY FOR HIS
DEDICATION TO PUBLIC SAFETY AND THE U.S. AND ITALIAN
FLAGS TO HONOR HIS DEDICATION TO PROTECT THE U.S. AND
ITALIAN COMMUNITY”**

FIRE CHIEF PRESENTS FIRE HELMET TO WIFE

BOCCOLINO PRESENTS ITALIAN FLAG TO WIFE

HONOR GUARD PRESENTS U.S. FLAG TO WIFE

**MC “PLEASE STAND FOR CHAPLAIN CAMPO TO DELIVER THE
BENEDICTION”**

CHAPLAIN DELIVERS BENEDICTION

SIMONETTI WILL SING SHUBERT AVE MARIA A CAPPELLA

MC “HONOR GUARD, RETIRE THE COLORS”

HONOR GUARD RETIRES THE COLORS

**MC “THIS CONCLUDES THE MEMORIAL SERVICE FOR
FIREFIGHTER MANDARA. ONCE AGAIN, THANK YOU FOR
ATTENDING TODAY’S SERVICE AND FOR HELPING US HONOR
THE LIFE OF PAOLO MANDARA”**

Firefighter's Prayer (U.S.)

When I am called to duty, God wherever flames may rage,
give me strength to save a life, whatever be its age.

Help me to embrace a little child before it's too late,
or save an older person from the horror of that fate.

Enable me to be alert to hear the weakest shout,
and quickly and efficiently to put the fire out.

I want to fill my calling and to give the best in me,
to guard my neighbor and protect his property.

And if according to your will I have to lose my life,
bless with your protecting hand my loving family from strife.