



## DEPARTMENT OF THE NAVY

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NAVUSPPACTNAPLESINST 3710.2J  
N3  
24 Jul 23

### NAVSUPPACT NAPLES INSTRUCTION 3710.2J

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

Subj: AIR OPERATIONS MANUAL

Ref: (a) NAVAIR 00-80T-124, CNIC Airfield Operations NATOPS Manual  
(b) NAVAIR 00-80T-114, NATOPS Air Traffic Control Manual  
(c) CNAF 3710.7, NATOPS General Flight and Operating Instruction  
(d) OPNAVINST 4630.25D, Government Air Transportation Eligibility  
(e) NAVSUPPACTNAPLESINST 3750.2D, Pre-Mishap Plan  
(f) Aeronautical Information Publication Capodichino  
(g) Naples Capodichino Airport Operations Letter of 10 Jan 2022

Encl: (1) Air Operations Manual

1. Purpose. To promulgate policy and procedural guidance for the operation of aircraft at U.S. Naval Support Activity (NAVSUPPACT), Naples, Italy. This instruction has been revised extensively and should be read in its entirety.
2. Cancellation. NAVSUPPACTNAPLESINST 3710.2H
3. Applicability. NAVSUPPACT Naples aircraft operating personnel.
4. Scope. This manual has been prepared per references (a) through (g), current instructions and directives issued by the Chief of Naval Operations, International Civil Aviation Organization rules, and applicable host country Air Traffic Control authorities. The contents of this instruction must not be construed as superseding or modifying existing instructions issued by the Department of the Navy, the Federal Aviation Administration, or higher authority, nor does this instruction relieve pilots of their individual responsibility to use good judgment and exercise prudence while operating aircraft at Naples.
5. Administration. The Air Operations Officer, NAVSUPPACT Naples is charged with the administration, maintenance, and enforcement of the provisions of this manual and must act as the direct representative of the Commanding Officer in all matters pertaining to aircraft movement.

6. Responsibility. All personnel involved with the operation of aircraft to or from NAVSUPPACT Naples must familiarize themselves with and adhere to the provisions of this manual.

7. 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/AIIIItems.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).

8. Review and Effective Date. Per OPNAVINST 5215.17A, NAVSUPPACT 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 effect for 10 years unless revised or cancelled in the interim and will be reissued by the 10-year anniversary date if it 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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# AIR OPERATIONS MANUAL





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**U.S. NAVAL SUPPORT ACTIVITY, NAPLES, ITALY  
COMMAND MISSION STATEMENT**

To sustain the Fleet, enable the Fighter, and support the Family. We support U.S. Naval Forces Europe-Africa, U.S. SIXTH Fleet, North Atlantic Treaty Organization (NATO), and Combatant Commander's strategic priorities by providing customer-focused air and port operations, force protection, emergency services, logistical and administrative support, and quality of life products and services to the fleet, joint, and allied forces

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## CHAPTER 1 - GENERAL INFORMATION

### 101. General Rules

a. Controlling Authority. The International Airport of Napoli-Capodichino is a Class 41D International Civil Aviation Organization (ICAO), and is by definition, a State Civilian Airport open to military traffic. The airport is officially named Aeroporto di Napoli-Capodichino "Ugo Niutta" after a decorated WWI pilot.

(1) The Naples Airport primary regulation is established by the airport management company and adopted by the airport Ente Nazionale per l'Aviazione Civile (ENAC) office in a specific ordinance. Other regulations include: the Airport Manual; Management System for Safety, Security, and the Environment; (HSSE-MS); Airport Procedures; ENAC Ordinances; and Aviation Documentation.

(2) The "Ugo Niutta" Command, represented by the Italian Air Force Commandant, is responsible for the clearance and operation of all military aircraft using Apron MIL 4, Italian Air Force parking ramp and Apron MIL 5, U.S. Navy parking ramp.

(3) The U.S. Naval Support Activity (NAVSUPPACT), Naples, Italy, Commanding Officer is responsible for the operation of all aircraft using the "U.S. Navy Military ramp' Apron MIL 5.

b. Regulations. The following regulations must govern operations of all U.S. military and North Atlantic Treaty Organization (NATO) aircraft using the services and apron of NAVSUPPACT Naples. In addition to the instruction, the following publications should be consulted for guidance : "Rules of the air" as defined by ICAO regulations, flight information publication (FLIP) general planning guide, summary of airfield restrictions, foreign clearance guide, the enroute supplement, Italian Aeronautical Information Publications (AIP) and current Notice to Air Mission (NOTAMs). The information contained in this instruction in no way takes the place of or modifies the instructions issued by higher authority.

c. Scope. All personnel operating aircraft from this station must be bound by these regulations. Aircrews permanently or temporarily attached to NAVSUPPACT Naples are required to receive a Designated U.S. Authority (DUSA) course rules brief from an air traffic control representative prior to conducting local flight operations. This brief is given by the Italian Air Force (ITAF) Command and Grazzanise and Naples Air Traffic Controllers. DUSA brief is set up and coordinated by the ITAF OPS via the Operations Liaison.

### 102. Geographical and Dimensional Description

a. Location and Classification. Capodichino airport is located 3.2 nautical miles north-northeast of Naples, Italy and seven miles west-northwest of Mt. Vesuvius. The coordinates for the field are 40° 53'04"N, 140 17'27"E. Field elevation is 294 feet MSL. The magnetic variation is 2 degrees east. The time zone description is UTC +1 (+2 from the last Sunday of March at 0100Z, until the last Sunday of October at 0100Z).

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b. Operations Center for flights outside this time frame 0500Z -2100Z++. The U.S. military ramp and Air Terminal is open from 0500Z -2100Z++. U.S. Passenger service/Cargo hours of operation are 0530Z - 1430Z++ Monday through Friday and Saturday 0800Z -1200Z++.

c. Average Annual Weather Data. During the summer months (June to September) temperatures average between 81-86 degrees with the month of October averaging 71 degrees. From November to March, temperatures range from a high of 62 to a low of 40 degrees. April and May temperatures are in the high 60s to mid-70s. The winter months are characterized by frequent rainfall and thunderstorms. On average, Naples experiences 83 days of rain and 33 thunderstorms per year. Late spring into summer and early fall is mostly bright, clear days, and pleasant nights. Due to the heavy industry around Naples, the surrounding hills and mountains trap emissions, making visibility poor. Thermal conditions in the Gricignano di Aversa and Lago Patria area lead to the formation of dense and extensive fog and make helicopter operations hazardous. This situation is compounded by the fact that these population centers are located in craters. Additionally, the airport is occasionally affected by wind shear phenomena, more frequently occurring between November and April.

d. Runways. The airport has one runway (06/24) constructed of bituminous conglomerate with a pavement strength of PCN 90, flexible pavement strength, medium pavement sub grade category, no tire pressure limit and the runway was technically evaluated. Runway 06 has a displaced threshold of 1,381 feet, leaving 7,313 feet of landing distance available. Runway 24 has a displaced threshold of 696 feet leaving 7,998 feet of landing distance available. The runways are marked per ICAO requirements.

<u>RUNWAY</u>	<u>LENGTH</u>	<u>WIDTH</u>	<u>MAG HDG</u>
06	8,622'	148'	056°
24	8,622'	148'	236°

e. Taxiways. Taxiways and throats are asphalt construction and the runways are bituminous conglomerate construction. The dimensions are as follows:

- (1) Taxiway A, B, C, D, E, F, G, TS – 75’ wide (PCN 88/F/B/W/T)
- (2) Taxiway BC – 75’ wide (PCN 68/F/C/X/T)
- (3) Taxiway H - 75' wide (PCN 58/F/B/Y/U)
- (4) Taxiway L - 75' wide (PCN 61/F/B/X/T)
- (5) Taxiway M – 49’ wide (PCN 62/R/C/W/T)
- (6) Taxiway N – 75’ wide (PCN 78/F/B/X)
- (7) Taxiway P, TN - 75' wide (PCN 74/F/B/W/T)

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**NOTE 1:**

***Single wheel loading capacity for runway, taxiway, and throats is 61,600 pounds.***

**NOTE 2:**

***Painted taxi lines may not provide adequate wingtip clearance when other aircraft are parked near taxiways.***

f. Parking Areas. The U.S. military apron has approximately 575,000 square feet of parking area. It is reinforced concrete, capable of supporting a single wheel load of 61,600 pounds. Apron parking is A1, A2, A3 and A4 for the small body aircraft, BI and B2 for large body aircraft and CI for medium body aircraft. Refer to Apron Diagram Chapter 8 Figure 1.

**103. Hangar and Service Facilities**

a. Hangars. There is one hangar located at the U.S. military parking apron. NAVSUPPACT Naples has a transient maintenance space and will accommodate only small twin-engine aircraft (e.g., C-12, C-26, etc.). A line crew is available during terminal operational hours to assist in aircraft parking and routine servicing of transient aircraft, as well as to provide radio-equipped vehicles for escorting aircraft under tow.

b. Fuel and Oil. Jet A1 (NATO F-35), oil and low pressure oxygen servicing are available. Delays may be experienced during peak traffic periods. Aircraft on a quick turn should notify Naples Base Operations as far in advance as possible. A 24 hour prior notification is required for fuel requests of 50,000 pounds or more to avoid delays. Fueling is available from 0500Z - 2100Z++. Overtime fueling is available if coordinated with ATOC via PPR before 1700Z, but is reserved only for emergency situations. The overtime fueling fee is \$200.00. Defueling is not available at Naples and a commercial air card is required for fuel purchase.

c. Fueling Operations during Inclement Weather. Fueling operations must be suspended when any of the following conditions exist:

(1) Lightning is observed or reported within five miles of the airport.

(2) Weather service reports Thunderstorm Condition I or a significant storm approaching with possible electrical activity.

(3) Fire Chief reports any unsafe condition affecting fueling operations.

(4) During conditions (1) through (3), fueling must be suspended for a minimum of 15 minutes at which time the suspension must be re-evaluated.

d. Oxygen. Gaseous O<sub>2</sub> available with 24 hour prior notice. (W/removable cartridges only).

***NOTE: LOX is NOT available.***

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104. Airport Equipment

a. High Power Turn-Up Area. An Italian high power turn-up area is located opposite the Capodichino hangar. Arrangements for use may be made via the Base Operations/Operations Liaison to the ITAF Base Operations Center (BOC) by calling DSN: 314-626-5223/5235/6305. High power turn-ups are not authorized between the hours of 2100-0400Z due to strict noise abatement procedures.

b. Aircraft Wash Rack. The wash rack is located on the southeast corner of the apron area. Arrangements for its use may be made through the Transient Line Division at DSN 314-626-5382.

c. Emergency Arresting Gear. Not available.

105. Airfield Lighting

a. Runway. Runways are equipped with variable, high intensity runway lights (HIRL). Green threshold lights are located at the approach end of each runway.

b. Approach Lighting System. Runway 24 is equipped with a modified British Calvert I system (first four crossbars) for a total length of 1,500 feet. Runway 06 is equipped with an Approach Light System with Sequenced Flashing Lights in ILS Cat- I configuration (ALSF-I). Precision Approach Path Indicator (PAPI) is available on both runways. PAPI angles are set to 3.33 degrees for runway 24 and 3.5 degrees for runway 06.

c. Taxiway Lights. Taxiway lights are variable intensity blue lights. No centerline lights installed.

**NOTE:**

***All apron lights are blue with white floodlights.***

d. Obstruction Lights. All prominent obstructions on the airfield are marked with red lights. These obstructions are depicted in the DOD FLIP Charts and All). Pilots must be alert for temporary cranes and other objects erected near the airport. These temporary structures are not shown on DOD FLIP Charts or AIP.

e. Rotating Beacon. The rotating beacon is a single green and white light located on top of the tower. The beacon is operated during the following conditions:

(1) Day - Instrument Meteorological Conditions OMC), 1,500 feet ceiling, 5-kilometer (3-1/8 SM) visibility.

(2) Night - From sunset to sunrise.

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106. Communications

a. Automatic Terminal Information Service (ATIS) is provided on frequency 135.975 MHZ or can be reached by 081-707-0072. This service is a continuous broadcast of routine information such as ceiling, visibility, wind, altimeter, runway in use and other pertinent field information. Pilots are required to monitor the ATIS and advise the tower or approach controller on initial contact that they have received the broadcast.

b. Base Operations frequencies are 118.275/341.00. Aircraft commanders must pass estimated time of arrival (ETA), VIP movement information, fuel requirements and other pertinent data a minimum of 20 minutes before ETA.

c. Tower, approach control, and all other applicable frequencies are published in DoD flight Information publication.

107. Navigational Aids

a. Radar. Naples approach control provides radar departure and arrival services for Capodichino Airport. No PAR/ASR available.

b. VOR/DME/NDB. Operated by the Italian Air Traffic Control Agency (ENAV), Naples uses Sorrento, Pomigliano, Teano and Ponza VORs.

Napoli:	DME	110.95MHZ	NAP	CH 46 (Y)
Pomigliano:	DME	117.85MHZ	POM	CH 125 (Y)
Sorrento:	DME	112.20 MHZ	SOR	CH 59 (X)
Teano:	VOR/DME	112.90 MHZ	TEA	CH 76 (X)
Ponza:	VORTAC	114.60 MHZ		CH 93 (X)

c. ILS. This approach is available to runways 24 and 06. All ILS approach procedures are published under ICAO, DOD FLIP, & Jeppesen.

Frequency for:	<u>Rwy 24</u>	<u>Rwy 06</u>
ILS	109.5 MHZ	110.15 MHZ
GP	332.60 MHZ	334.25 MHZ
OM	75 MHZ	75 MHZ
MM	75 MHZ	75 MHZ

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## CHAPTER 2 - FLIGHT PLANNING

### 201. General

a. Base Operations. Located in building 415, on the second deck. Flight planning services include access to relevant up-to-date ICAO/DOD publications, complete NOTAM presentations, unclassified Foreign Clearance Guide (FCG) and limited navigational charts, all of which are available upon request. Charts and publications must not be removed from the Flight Planning / Base Operations office without Base Operations approval.

b. Access to Other Publications. Unclassified FCG is available online at <https://www.fcg.pentagon.mil/fcg.fcm>. Access to the Italian Aeronautical Publications (AIP) is available online at <http://www.aopa.it/docpdf.asp>. Links to other European AIPs are available online at <http://www.eurocontrol.int/articles/ais-online>.

### 202. Flight Plans

a. International Flight Plans. A DID-1801 (ICAO) Flight Plan must be prepared per reference (c) and all current FLIP and Eurocontrol publications for all flights departing Capodichino airport. To ensure timely processing, flight plans should be submitted at least two hours prior to the estimated departure time (ETD) for IFR and 45 minutes prior to ETD for Visual Flight Rules (VFR). On occasion, slot times are given to departing aircraft, and are used by Italian Air Traffic Control (ATC) to manage flow of air traffic. Aircraft must depart within a window of five minutes before or ten minutes after the given time or will experience a delay. Flight plans are retained in the system for one hour after ETD. Updating will eliminate most problems. Delays are easily accomplished with a delay message. Updating for an earlier departure time requires the cancellation of the current flight plan and re-filing with the new departure time. Once the flight plan is dropped from the system, it will be necessary for the pilot to re-file at Base Operations.

### 203. Clearance Requirements

a. Diplomatic Clearance. **All aircraft require diplomatic clearance.** U.S. military and U.S. registered military contractors' aircraft must obtain proper diplomatic clearances prior to flying in foreign countries, per DOD FCG. Diplomatic clearance codes are written in block 18 of the ICAO flight plan (IA W FLIP GP, Chapter 4). In addition, all U.S. military aircraft requesting to land in Italy with DV code one through six must provide DV name, rank, and purpose of visit to United States Defense Attaché Office (USDAO) Rome five days prior to ETA.

**NOTE:**

***Consult the FCG for complete information regarding diplomatic clearances and VIP/DV procedures.***

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b. Prior Permission Required (PPR). Due to limited parking space, a PPR is required for all U.S. aircraft requesting parking and/or transient services on the U.S. military parking apron. A PPR request must be submitted 48 hours in advance to estimated time of arrival. A C-130 or larger aircraft must submit their request 96 hours in advance due to preplanning for apron space. Requests must be made through Base Operations at DSN 314-626-5235/5223 COMM (+39)081-568-5235/5223. PPRs must be sent via email LIRNBASEOPS@eu.navy.mil. All non-U.S. military aircraft must submit a PPR request to the Italian Air Force Command via email at: aeropcapodichino.boc@aeronautica.difesa.it or fax (+39)081-705-5522. To obtain a copy of the PPR form contact NAVSUPPACT Naples.

**NOTE:**

***When requesting a PPR, you will receive an acknowledgement containing your US PPR number and ITAF PPR number.***

204. Weather Minimums

- a. VMC Minimums. 1,500 ceiling, 5 km visibility (3-1/8 SM)
- b. Circling Minimums. As published in Terminal Approach Plates for the respective categories.
- c. Standard/Special instrumental rating. Per CNAF M-3710.7(series) and Squadron policies.

**NOTE:**

***Takeoffs below approach minimums (Special instrumental rating) are not recognized by Italian ATC and will not be approved.***

- d. Special Visual Flight Rules (SVFR). Ground visibility not less than 1.5 km (.93 SM) and clear of clouds.

205. Pilot to Metro Forecaster Service (PMSV)

- a. Request for weather briefing can be made from 21st Operational Weather Squadron (OWS) via <https://www.aviationweather.gov/metar> or COMM (+49) 631-536-2133 (DSN) 314-489-2133.
- b. Weather observations are taken by the local Italian weather service, located at the civilian airport, and are used to determine local field conditions. Aerodrome Reporting Office Meteorology COMM: (+39) 067-908-6733/35.

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## CHAPTER 3 - COURSE RULES

### 301. Pilot Briefing

a. Military aircrew permanently or temporarily based at NAVSUPPACT Naples must receive a Designated U.S. Authority (DUSA) pilot certification given by the ITAF Command, Grazzanise and Naples Air Traffic Control. DUSA brief is set up and coordinated by the ITAF OPS via the Operations Liaison at (DSN) 626-6205.

### 302. Taxi Instructions

a. All aircraft must receive engine start clearance from "Napoli Ground" (VHF 121.9) prior to calling for taxi.

b. Aircraft may taxi on U.S. apron without ground control clearance. Inbound for the ramp is taxiway SB and out bout for the ramp is SA. But must be under the control of a taxi director or "Follow-me" vehicle.

c. Aircraft must not exit the U.S. apron without taxi clearance from "Napoli Ground".

d. All taxiing aircraft must give way to vehicles responding to an emergency.

e. A "Follow-me" vehicle will meet all aircraft at the throat to the U.S. military parking apron area. Due to limited apron space, it is imperative that aircraft commanders follow all taxi signals and marked parking arrival/departure lanes precisely. Aircraft commanders unsure of signals must come to a complete stop until a clear understanding between the aircraft and director is reached.

### 303. Turn-up Area

a. Engine run-ups require prior coordination with ground control and will be conducted at the approach end of the duty runway.

b. Low power maintenance turn-ups may be accomplished on the U.S. military parking apron with approval from the Transient Line Supervisor.

### 304. Visual Flight Rules (VFR) Departure Procedures

a. Aircraft will remain clear of all departure and approach areas.

b. Departing aircraft RWY 24 must not begin right turn before reaching 1000 ft AGL.

c. VFR/Night flights are allowed only for helicopters. Ground visibility must not be less than 8km and ceiling must not be less than 1500 ft for take-off, landing and traffic circuit operations.

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d. Departing aircraft will be instructed by the Tower to follow required route given and information on the exit gate and altitude required.

305. VFR Arrival Procedures. An inbound VFR aircraft must contact "Napoli Radar" (124.35 or 234.05) prior to entering their control area. Aircraft entering the Naples control area must be transponder-equipped and operate per FLIP AP/2.

a. Entry into airport traffic pattern will be as follows:

(1) Traffic originating from North: Capua (RMN2) — Caserta (RNN3) — Aversa (RNN4) at 1000ft AGL.

(2) Traffic originating from West: Casapesenna (RNNWI) — Aversa (RNN4) at 1000ft AGL.

(3) Traffic originating from South: Torre Annunziata (RNSE2) — Torre del Greco (RNSE3) at 1000 ft AGL.

b. Jet aircraft will maintain an altitude of 1,500' on downwind leg.

306. Instrument Flight Rules (IFR) Departure Procedures. All IFR departures are expected to use standard instrument departures (SIDs) or radar vectors.

307. IFR Arrival Procedures. Aircraft arriving on IFR flight plans must contact "Napoli Approach Control" as specified in their IFR clearance.

a. Instrument Approaches Available. Detailed approach procedures and minimums are located in the DOD, Jeppesen and Italian Aeronautical Information Publications (AIP). Italian authorities control all instrument approach procedures.

b. Visual Approaches. Except for aerodrome traffic pattern and final landing phases, jet aircraft executing a visual approach must avoid over flying the town of Naples below 5,000 feet as follows:

(1) (1-1) Sector 120/210 DEG from ARP 5NM Sector

(2) (1-2) 210/270 DEG from ARP 8NM

**NOTE:**

***CAT D aircraft and all other aircraft unable to perform published initial climb procedure from runway 24 are requested to take-off from runway 06.***

308. Helicopter Operations

a. General

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(1) All helicopters, except skid type, must land on runway heading then turn to exit on the taxiway. Landing on taxiways is prohibited unless directed by the tower.

(2) Air taxi is prohibited for all helicopters/V-STOL aircraft except skid type.

(3) Helicopter formation departures & arrivals are not authorized. Sequenced departures & arrivals between elements are authorized for join-up shortly after departure. Flights cannot comprise of more than four helicopters or any V-STOL type aircraft.

b. Arrival and departure procedures. High-density commercial helicopter operations are conducted within the port of Napoli area 0700-1900Z, daily. For safety of flight, all helicopter flights entering or operating within Capodichino will contact Napoli Tower when:

(1) Entering airport traffic zone from Gaeta. Flights from Gaeta to Napoli will fly a maximum altitude of 2,000' until passing Ischia. Ischia to Capodichino or Ischia to Lago Patria Heliport maximum altitude is 1,000'. Contact Napoli Tower after Ischia for advisory control, and provide position, time, altitude and destination.

(2) Departures from within the airport traffic zone and when departing Lago Patria or ship, advise Napoli Tower of position, intended flight operations, route and altitude prior to liftoff. If no radio contact possible, advise Napoli Tower as soon as possible after airborne from Lago Patria Heliport, or relay via shipboard radio prior to departing ship. Advise Napoli Tower of flight termination prior to landing within the Napoli control zone if landing at position other than Capodichino Airport.

***NOTE:***

***JFC helipad is presently not operational due to lack of certification.***

(3) All flights must remain clear of:

(a) The zoo located on POM VOR/DME R240/6.5NM.

(b) Italian Air Force Academy POM VOR/DME R245/7NM

(c) Anchorage Pleasure Boats Area (N40-49.6/E014-14.4)

(d) Over any civilian vessel in the Naples harbor.

c. Shuttle operations from U.S. ships to Capodichino airfield required DD 1801 listing the number of shuttles. Maximum altitude between the airport and the harbor is 500 feet AGL. Requests for higher altitudes must be made with "Napoli Tower". Depart U.S. Ship seaward and then turn left, while in contact with "Napoli Tower".

d. Taxiing and parking of any helicopters, tilt rotator or V-STOL aircraft must maintain clearance of all other aircraft by 30 feet wing tip to wing tip. Aircraft must enter and exit the

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Apron Mil 5 via SB1. In case SB1 is unavailable, aircraft must utilize SA1 with the assistance of a GESAC follow-me vehicle coordinated through the BOC.

**NOTE:**

***Helicopter operations, including engine turn-ups, within the inner harbor are prohibited. This includes ships moored at the Molo Angioino Naples Pier.***

309. Ordnance

a. General. Aircraft carrying class "A", "B", or "C" ordnance are prohibited from landing at Capodichino (except in case of an emergency). USDAO Rome is the approving authority for all waivers. Ordnance on diverted aircraft must be jettisoned in a clear area at sea in international waters (Italian territorial waters extend six miles from shore).

b. Storage. There is no ordnance storage area at Capodichino Airport.

310. Obstructions

a. Local obstructions constitute flight hazards in close vicinity to Capodichino Airport. Elevations are given in feet above mean sea level. Distances are measured from the center of the runway in nautical miles, and bearing is relative to Capodichino Airport. (Plate2)

<u>OBSTRUCTION</u>	<u>DISTANCE</u>	<u>BEARING</u>	<u>HEIGHT</u>
Antenna R.A.I. Camaldoli	5	250	1,745
Antenna R.A.I. Marcianise	8	010	728
Antenna VV.F. Camaldoli	5	263	1,617
Campanile Camaldoli	5	263	1,577
St. Elmo Castle	3	220	1,161
Torri a Traliccio Mt.Faito	15	145	4,404
Mt. Camaldoli	5	250	1,503
Mt. Avella	17	070	5,220
Mt. Faito	15	146	4,738
Mt. Taburno	20	041	3,970
Mt. Tifata	13	358	1,982
Mt. Vesuvio	7	123	4,203

**NOTE:**

***Due to the large number of terrain hazards, pilots should make themselves familiar with the Naples area. Obstructions listed above do not constitute a complete listing of all obstructions within the Naples flying area.***

311. Pedestrian and Vehicular Traffic on the Apron Area

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a. Pedestrian traffic. At no time must personnel use the apron unescorted unless in possession of an NAVSUPPACT Naples access badge with picture I.D.

b. Vehicular traffic. To operate a vehicle on the apron, personnel are required to complete the Airfield Vehicle Operator Course (AVOC) and be in possession of an access badge as indicated in paragraph (a). To schedule an AVOC course, contact Base Operations at DSN 314-626-5223/5235. The course must be conducted annually to maintain apron driving privileges. Security badges can be updated to allow access to the vehicle gates only after completing the AVOC course. To update the access badge contact the Ground Electronic Maintenance Division (GEMD) at DSN 314-626-5331.

**NOTE:**

***All vehicles operating on the apron must be radio equipped and display either the required checkered flag or amber rotating beacon.***

c. Support vehicle access. Only in response to an emergency, authorized drivers of the following vehicles are exempt from paragraph (b):

(1) Crash and firefighting equipment

(2) Ambulances

(3) Security vehicles

d. All personnel/pedestrians must not have hats or loose items on the flight line.

e. Per Italian military regulations, vehicular traffic departing the U.S. military parking ramp for other locations on the airfield require authorization and escort services coordinated via the BOC.

f. Pedestrian traffic on the airfield outside the U.S. military parking apron is strictly prohibited.

g. Rules of the road. Except for emergency response vehicles, aircraft have the right of-way over all vehicles. At night, vehicles must use low beam headlights and flashing yellow beacons/four way flashers. Use of low beam headlights and flashing yellow beacons/four way flashers will assist to avoid collision with parked aircraft, exposed chocks and fire bottles in parking areas. Right-side vehicular operation rules apply.

h. Vehicle speed is established as follows:

Follow-me	Safe speed in front of taxing aircraft or 5 mph/8 kph
Line areas and Aprons Taxiways	25 mph/40 kph
Runways	30 mph/48 kph

i. Smoking. Smoking or use of open flame on U.S. military parking apron is prohibited per NAVSUPPACTNAPLES INST 5100.10B.

j. Photographs. Photographs of NAVSUPPACT Naples and Italian Military apron areas, runways, or of specific aircraft are strictly prohibited without the permission of the Air Operations. Two days are required to coordinate all photography.

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## CHAPTER 4 - INSPECTIONS

401. Inspections. All inspections are scheduled and conducted as per references (a) through (f).

402. Operations Management

a. CNIC Airfield inspections are conducted every 18-24 months.

b. Air Traffic Control and Ground Electronics NATOPS inspections are conducted every 18-24 months.

c. Station aircraft

(1) The NATOPS inspection is conducted every 18-24 months.

(2) Aviation Maintenance Inspections are conducted as per CNAF M-310.7 and COMNAVAIRFORINST 4790.2.

d. Fire Department:

(1) Fire inspections are in accordance with the NAVSUPPACT NAPLES INST 11320.2G.

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## CHAPTER 5 - AIR TRAFFIC CONTROL

### 501. General Information

a. Regulatory Procedures. Procedures for the control of air traffic at Capodichino Airport are contained in the Italian Aeronautical Information Publication (All), FLIP, and ICAO rules.

b. Air Traffic Control Tower. All air traffic and ground traffic is controlled from the Italian control tower located on the south side of the field (call sign: "Napoli Tower"). The airfield is under positive control, and it is mandatory that all aircraft monitor appropriate frequencies.

### 502. Airspace Definitions and Descriptions

a. Naples Class "C" Restricted/Unrestricted areas. These are divided into six zones; three are depicted as NOTAM restricted areas and three are unrestricted. Listed below are the upper/lower limits of each zone.

- (1) LIR62      FL600/1,500 feet (QNH Naples)
- (2) LIR63A    FL95/GND
- (3) LIR63B    1,500feet (QNH Naples) GND
- (4) ZONE 1    FL145/GND
- (5) ZONE2    FL245/FL145
- (6) ZONE3    FL145/FL95

**NOTE:**

***Transition altitude: Consult Flip approach plates and monitor ATIS.***

b. Naples Class "C" Aerodrome. The Naples Class "C" Aerodrome is a 3.2 NM circle whose radius is centered on the airport reference point (ARP) 40 ° 53' 04"N 140 17' 27"E (midpoint of runway 06/24) with a maximum altitude of 2,000 feet MSL.

### 503. Radar

a. Napoli Radar" operates 24 hours a day, except on Wednesdays from 0800Z to 1000Z for preventive maintenance which will be conducted only when VMC conditions exist and with traffic load permitting. Lost communication procedures are published in the All) for each airport and are not usually provided by the controller. If not thoroughly familiar with published procedures, pilots should request lost communication procedures from the controller. Consult NOTAMs for up to date information.

504. Frequencies. All frequencies needed for the Naples area are contained in the current edition of the AIP and FLIP. The only frequencies available for U.S. military coordination are Naples (U.S.) Base Operations on 341.0 MHz 118.275 MHz.

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**NOTE:*****These are advisory frequencies only.***

505. Aircraft Emergencies. No specific rules cover all types of emergencies, nor is there any substitute for sound judgment on the part of the pilot in command. As Italian authorities have controlling authority, pilots with aircraft emergencies should pass all pertinent information as clearly as possible to the Italian controllers. If time permits, pass information to Naples Base Operations on 341.0 MHz / 118.275 MHz. Naples Base Operations will immediately advise the appropriate authorities. Once safe on deck, all pilots of emergency aircraft must proceed to Base Operations and file required ITAF Flight Safety Reporting forms and emergency (and/or bird strike) paperwork.

506. Reporting Damage to Life or Property. A report must be made immediately to Base Operations by any pilot who:

- a. Drops a bomb, fires a gun, rocket, or any missile outside the designated areas.
- b. Upon return from a flight, discovers that there are parts missing from the aircraft (TFOA).
- c. Causes an incident that might possibly involve local, national or international authorities/agencies.

507. Electronic Testing and Tuning

a. Aircraft Radios/Transponders. Testing and tuning of transmitters should be kept to a minimum while on the ground. Aircraft aboard ships in the harbor are subject to the same restrictions, especially with reference to IFF equipment, including ship's systems. Squawk low at all times in the harbor.

b. Emergency Radio Signal Equipment. Inadvertent activation of emergency bailout beacon or other emergency location transmitter (ELT) causes unnecessary alerting of air traffic control and search and rescue facilities. Local ATC equipment picks up all ELT transmissions from the Naples bay area. All squadrons and associated ship's company testing of ELTs must be accomplished during the first five minutes of each hour, with no more than three audio sweeps. If open testing is required, contact Naples Base Operations via UHF radio or by phone at DSN 314626-5235/5223, and an attempt will be made to coordinate with local authorities for approval.

## CHAPTER 6 - TRANSIENT AIRCRAFT

601. Transient Personnel. All transient aircrews arriving at Naples by aircraft may seek information and service, including further transportation, from the Naples Air Terminal Passenger Service Desk or Air Terminal Operations Center (ATOC). Commanders of remaining-over-night (RON) aircraft must keep Naples Base Operations and the Air Terminal Operations Center (ATOC) informed at all times of their recall information. Flight engineers or loadmasters of logistics aircraft must check in with the air terminal to provide load and space available information.

602. Accommodations. Hotel reservations will be made by ATOC for transient crewmembers upon request by message, telephone or in person. On-base lodging is limited but available for personnel traveling on temporary additional duty or flight crew orders. If no quarters are available on Capodichino or Support Site, a certificate of non-availability will be authorized and provided.

603. Messing. There is a food court available on base. There is no Navy provided mess hall or galley on Capo.

604. Transportation. Transportation assets are limited. A scheduled bus runs from NAVSUPPACT Naples Capodichino to Support Site at Gricignano and to NATO Joint Forces Command (JFC) in Lago Patria. Transient aircrew transportation is available during operating hours. Transportation will be provided for one round trip to/from lodging and on base dining locations at Gricignano. Copy of orders and crew list are required to receive this service. Temporarily based detachments should make transportation arrangements in advance through their hosting command. Taxicabs are available and can be arranged through the air terminal passenger service desk during normal working hours.

605. Dress. Flight clothing may be worn in all facilities on board NAVSUPPACT Naples. Officer and enlisted personnel should wear appropriate civilian attire off base, unless transiting to/from lodging facilities.

606. Customs and Immigration. Aircraft Commanders arriving from or departing to points outside Italy are responsible for clearance of their crews and passengers. Completed documents will be given to Air Terminal personnel during operating hours. Point of contact for coordination of Customs Officials is ATOC at (+39)081-568-5224.

607. Manifesting. Eligible passengers will be manifested at the Air Terminal Passenger Service Desk. Passengers must be in proper attire and must present travel authorization (orders, leave papers, I.D. Card, etc.). Reservations will not be made for any category of space available passenger. The space available manifest will be started two hours prior to the estimated departure time and priority will be established on first come, first-serve basis dependent on category.

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608. Conduct. Passengers who are unruly, or under the influence of narcotics/alcohol, who may create a hazard to the safety of the aircraft or passengers, or who are otherwise a disruptive influence will not be manifested or permitted to board an aircraft.

609. Final Approval. The Aircraft Commander is vested with final approval authority for carrying passengers.

610. Baggage. All baggage is subject to search at the discretion of the Command Duty Officer (CDO), appropriate Air Terminal personnel and/or the Aircraft Commander. Baggage weight restrictions are issued in OPNAVINST 4660.3B dated Mar 2019.

611. Very Important Person (VIP)/Distinguished Visitor (D V) Procedures. All arriving VIP/DV aircraft will be parked in close proximity to the VIP Lounge if possible. Inbound VIP/DV aircraft must contact Naples Base Operations on 118.275/341.0 MHz at least 20 minutes prior to arrival and confirm block times and special handling requirements (i.e., boarding ladder, power unit, etc.).

612. Endorsement of Orders. The air terminal will endorse orders for flight crews and passengers.

613. Parking Facilities. Transient Aircraft Commanders are advised that frequent thunderstorm activity with accompanying high winds and wind shifts are characteristic of the Naples area during the winter and spring months. Therefore, it is imperative that Naples Base Operations be able to contact all Aircraft Commanders in the event weather conditions necessitate re-spotting of aircraft. The apron area is patrolled 24 hours a day. Apron access is restricted. Individual guards for aircraft are the responsibility of transient aircraft commanders.

614. Flight Rations. Flight rations (box lunches) are available from EURO Catering 0730-1800 with a 24-hour notice. Requests are to be made by calling (+39) 081-780-4022, FAX (39) 081-780-2949, or e-mail [eurocatering@gemeaz.it](mailto:eurocatering@gemeaz.it)

615. Special Requests. A request for handling, parking, VIP/DV drop off or pick up must be coordinated via a PPR form or via e-mail to Base Operations at [LIRNBASEOPS@eu.navy.mil](mailto:LIRNBASEOPS@eu.navy.mil). Aircraft dropping off or picking up VIP/DVs will normally do so at the DV Drop off spot and re-position to a designated parking spot as per parking plans on page 27 and 28 of this manual.

616. Telephone Numbers

a. Commercial prefix for the extensions listed is +39 081-568-XXXX. Commercial access from the United States is 011-39-081-568-XXXX. DSN prefix for Italy is 314-626-XXXX.

Operations Officer	314-626-5216
Air Operations Officer	314-626-5490
Naples Base Operations	314-626-5235/5223
Naples Base Operations Duty Cell	(+39)-335- 735-1617
Air Terminal Operations Center	314-626 5224/5226/5256/5269

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Passenger Services	314-626-5283
Air Terminal Manager	314-626-5066

617. Registered Publications Necessary for Flight

a. Publications are provided at Base Operations including the FCG.

618. Temporary Stowage of Classified Material, Registered Material, and Weapons

a. NAVSUPPACT Naples will not provide secure storage or sentry for the purpose of storing classified materials. All crews carrying such materials must provide their own sentry and storage.

b. Weapons may be stored at the armory, for information call NAVSUPPACT Naples, Security Department, DSN 314-626-5245.

619. Aircraft Detachments

a. Request for shore basing must be made at least seven working days in advance DSN 314-626-5583 or COMM (+39) 081-568- 5583. Message requests must be directed to COMNAVREG EURAFSWA NAPLES IT// and NAVSUPPACT NAPLES IT//N3/N32// per reference (d) and DOD Foreign Clearance Guide, a request should include the following:

- (1) Date of arrival - estimated departure date
- (2) Number/type of aircraft
- (3) Operations expected to conduct during shore-basing
- (4) Special handling/servicing requirements

b. Each shore-based detachment will submit to Base Operations the name and recall of the Officer-in-Charge (OIC). Additionally, the OIC is to provide the following to Base Operations daily:

- (1) Flight Schedule
- (2) Any expected changes to flight schedule.

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## CHAPTER 7 - CRASH AND RESCUE

701. Aircraft Crash and Rescue Bill. The Pre-mishap Plan, reference (e), promulgates responsibilities and establishes guidelines for crash and rescue operations.

702. Search and Rescue (SAR) Bill. SAR control for central Italy is Martina Franca.

**NOTE:**

*Naples does not have a designated SAR aircraft.*

703. Aircraft Salvage. NAVSUPPACT Naples does not have salvage equipment onboard and will only act as a liaison for coordination with an Aviation Mishap Investigation Board. The Aviation Safety Officer will serve as the representative to coordinate with the senior member of the Aviation Mishap Investigation Board before moving or disturbing any aircraft wreckage or releasing it for salvage. The NAVSUPPACT Naples Fire Chief and Public Works Officer must provide any assistance required.

704. Emergency Response

a. The Naples International Airport Fire Department, Host Nation (Vigili del Fuoco), will respond to all aircraft emergencies. All emergencies must be relayed to the NAVSUPPACT Naples Emergency Dispatch Center.

b. Upon notification of an airfield emergency, the following NAVSUPPACT Naples Fire Department assets will respond upon request from Vigili del Fuoco:

(1) HAZMAT Response Vehicle (provide available logistical support in fuel spills, etc.)

(2) Structural Pumper with four personnel (water supply, equipment and manpower)

(3) Command vehicle with Duty Assistant Chief

c. Notification to the Fire Chief (if actual crash or other working emergency)

d. Notification /recall of off-duty personnel as warranted (if actual crash or other working emergency).

705. Emergency Procedures

a. In the event of an aircraft emergency, the Italian control tower will activate a siren that is located in the Vigili del Fuoco Fire Station and ITAF Base Operations Center. The Italian control tower will relay all pertinent emergency information in English by radio via emergency frequency 440.725 MHZ. The emergency information will include aircraft call sign, type, location, nature of emergency, souls on board, fuel on board and pilot's intentions. Additionally, in the event of a military aircraft, the ITAF Base Operations Center will notify the

NAVSUPPACT Naples Emergency Dispatch Center who in turn will notify the following stations:

- (1) NAVSUPPACT Naples Fire Department.
- (2) USNH Naples Quarterdeck.
- (3) NAVUSPPACT Naples Base Operations.
- (4) NAVSUPPACT Naples Quarterdeck.

b. During aircraft emergency operations, the Vigili del Fuoco Airport Detachment is responsible for the command and control of operations up until securing the accident scene. NAVSUPPACT Naples will coordinate a representative and Italian liaison to the scene to form/integrate a unified command and relay information to the NAVSUPPACT Naples Emergency Dispatch Center and Emergency Operations Center.

c. Once accident scene is secured and until the status of accident is over, the Airport Duty Manager of the managing company is responsible, via his mobile post command and GESAC's Control Room, for all necessary actions related to the accident. The Airport Duty Manager will keep contact with the Emergency Operations Committee (COE), who in turn will keep contact with external airport authorities.

d. NAVSUPPACT Naples Base Operations must notify the following command personnel immediately:

- (1) Command Duty Officer.
- (2) Base Operations Officer.
- (3) Air Operations Officer.
- (4) Aviation Safety Officer.
- (5) Assistant Operations Officer.
- (6) Operations Department LCPO.

706. Duty Medical Crew

a. Emergency Medical Services (EMS) is provided by the USNH Naples and is available 24 hours a day, seven days a week. Both Capodichino and Support Site in Gricignano are equipped with an ambulance. In addition, a Mass Casualty Incident Ambulance is available at the Support Site in Gricignano (24hours a day seven days a week) for use in major incidents. Each ambulance crew consists of two Emergency Medical Technicians. In the event of a medical evacuation (MEDEV AC) EMS crews, in coordination with the NAVSUPPACT Naples CDO,

will utilize the VIP lounge as a medical triage/staging area for patients. The USNH Naples Emergency Room is appropriately staffed by medical personnel. To activate EMS, dial DSN 911 or COMM (+39) 081-568-4911/5639.

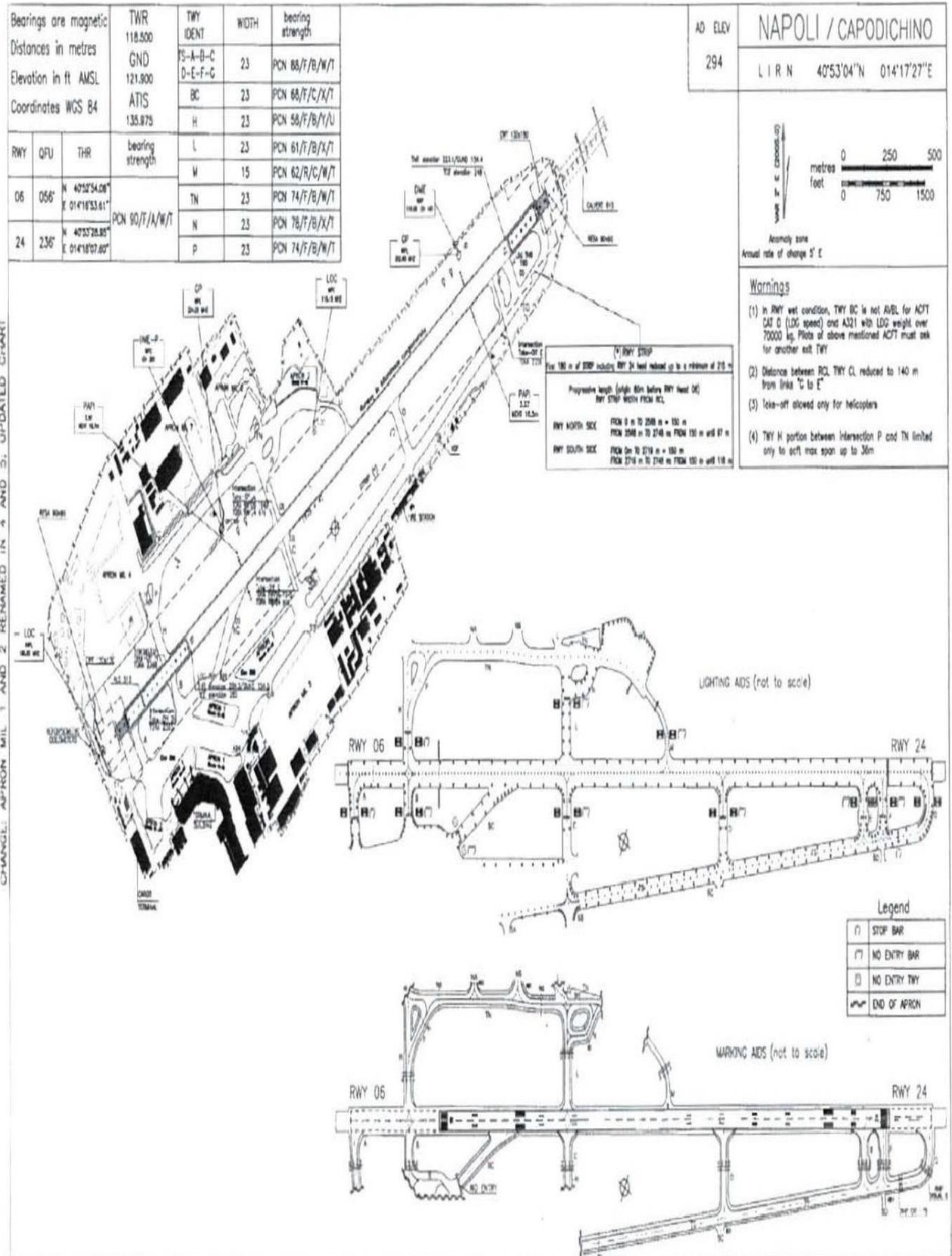
***NOTE:***

***All MEDEVAC operations must have priority over all other movements.***





Figure 3: Aerodrome Chart



**Figure 3: Hot Spot Map**

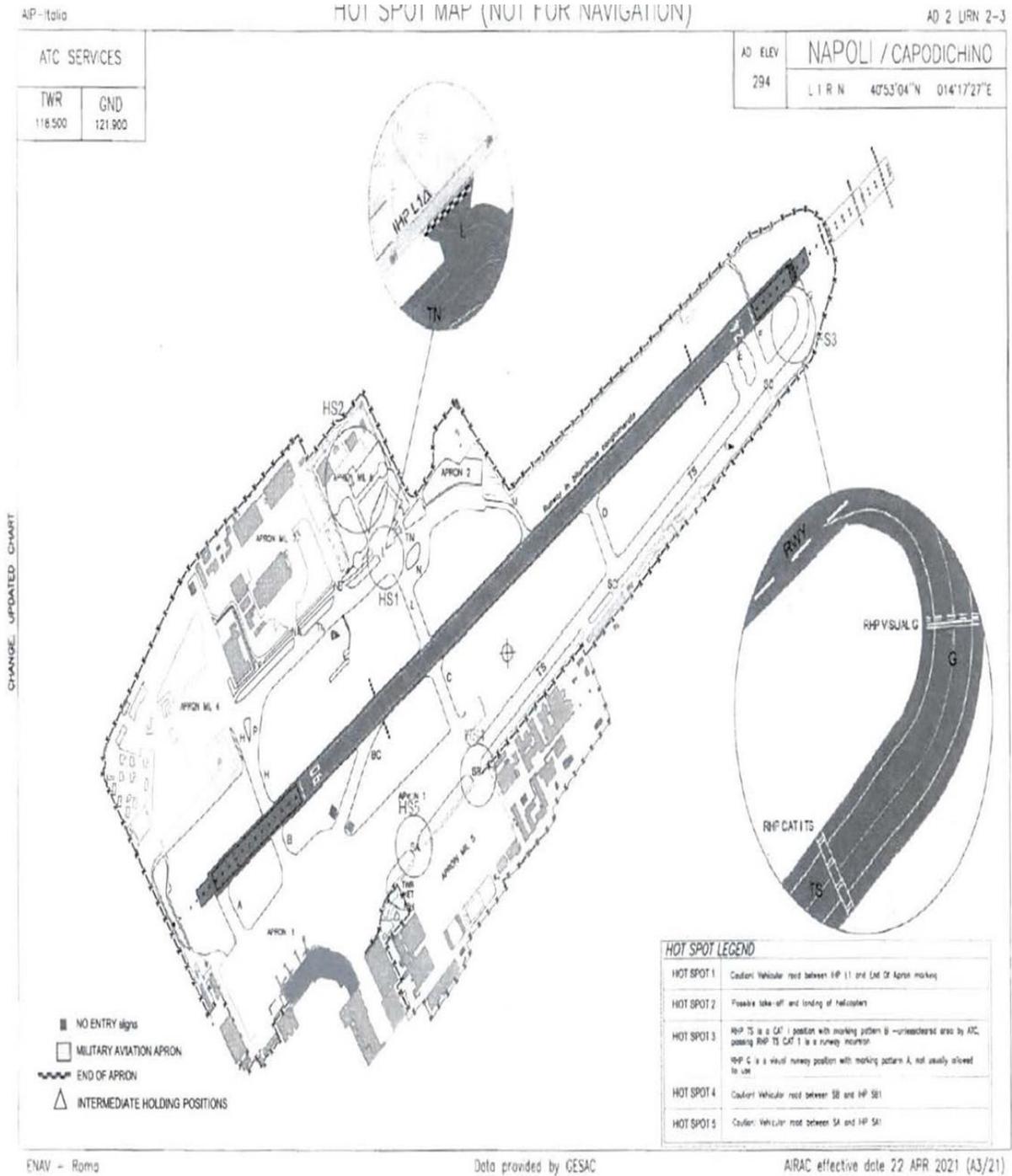


Figure 5: Bus Schedule

# NAVSUPPACT SHUTTLE BUS SYSTEM

Effective date:  
19 December 2022

Single sailors living in the barracks and PC3 transiting personnel have boarding priority. All others ride space available only.

MONDAY TO FRIDAY (US WORKDAYS)										WEEK-ENDS & US HOLIDAYS									
LEAVE S.SITE	BUS	ARRIVE CAPO	LEAVE CAPO	BUS	ARRIVE S.SITE	LEAVE S.SITE	BUS	ARRIVE JFC	LEAVE JFC	BUS	ARRIVE S.SITE	LEAVE S.SITE	BUS	ARRIVE CAPO	LEAVE CAPO	BUS	ARRIVE S.SITE		
0530	2	0555	0530	1	0600							0530	1	0600	0600	1	0630		
0610	1&1A	0645	0600	2	0630							0645	1	0715	0730	1	0800		
0630	2A	0700	0650	1	0720	0720	3	0750				0800	1	0830	0900	1	0930		
0645	2	0715	0730	2	0800							0930	1	1000	1230	1	1300		
0710	1A	0745	0900	1	0930							1330	1	1400	1515	1	1545		
0725	1	0800	1030	1	1100	1100	1	1130	1135	1	1215	1545	1	1615	1730	1	1800		
0800	2	0835	1300	1	1330							1900	1	1930	2100	1	2130		
0935	1	1015	1505	1	1535							2130	1	2200	2330	1	2400		
1220	1	1300	1615	1	1650														
1335	1	1415	1615	1A	1650														
1535	1	1615	1645	2	1710														
1650	1	1730	1730	1	1800				MON - THURS ONLY										
1715	2	1745	1900	1	1930				1715	3	1745								
1805	1	1845	2100	1	2130				FRIDAY ONLY										
1935	1	2010	2200	1	2240				1515	3	1545								
2130	1	2200	2330	1	2400														
2300	1	2330																	

**BUS STOP LOCATIONS:**

Capodichino: NGIS (at all times) - and Supply at curb curbside by west gate (after 06am - outbound only) - JFC: Passengers Support  
 exit on the first roundabout, third exit adjacent to the JFC Main Complex; passengers board the bus on the parking lot adjacent to the Motor Pool.  
 Site (Six stops): just behind single sailor housing (Bus Stop F) - West end of Main Entrance road (Bus Stop A) - across from CDC on main road as you exit (Bus Stop B) - NEX (Bus Stop D) - Hospital (Bus Stop E) - T1A (Bus Stop C). All departure times on schedule are from single sailor housing (Bus Stop F).

**PLEASE, NO STANDING ALLOWED DUE TO SAFETY REGULATIONS.**

**Be at the desired bus stop 10 minutes PRIOR to the departure time to avoid missing the bus - No eating or drinking on the bus please!**

**FOR YOUR OWN SAFETY, PLEASE REVIEW THE SAFETY BROCHURE POSTED AT EACH BUS STOP PRIOR TO UTILIZING THE BUS SERVICE**



For questions or concerns please contact PWD Transportation  
 at 337 124 7413 (BUS OAE) or 337 127 4659 (TRANS OPS) or 081-568-6866 (TRANS BRANCH HEAD)  
 You may e-mail us at: shuttlebusnaples@eu.navy.mil

