



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

Canc: Jun 22

NAVSUPPACTNAPLESNOTE 1301
N1

31 JAN 2022

NAVSUPPACT NAPLES NOTICE 1301

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

Subj: COLLATERAL DUTY/AUDIT BOARD ASSIGNMENTS

Ref: (a) CNICINST 5040.3A

Encl: (1) Collateral Duty Assignments
(2) Audit Duty Assignments

1. Purpose. To promulgate assignment of collateral duties and provide official notification of boards and committees established onboard U.S. Naval Support Activity (NAVSUPPACT), Naples, Italy.
2. Discussion. Enclosures (1) and (2) constitute official notification of assignment for the collateral and audit board members. Designated representatives are responsible for familiarizing themselves with the instructional guidance pertaining to the collateral duty/audit board, and with the duties and responsibilities to which assigned.
3. Action
 - a. Assigned personnel will become familiar with the provisions and regulations of their collateral duty assignments. Additionally, assigned personnel are responsible for informing the cognizant chain of command of permanent change of station transfer timing or other circumstances to support timely identification of a relief.
 - b. Chairpersons/senior members of audit boards and/or Department Heads/Special Assistants are responsible for informing the Administration Officer if a copy of the appointment letter needs to be forwarded outside the command (i.e. other agencies, commands, individuals, etc.) to fulfill regulatory/legal requirements.
 - c. Department Heads/Special Assistants are required to notify the Administration Department of any changes in positions listed in this notice.
4. Audit Board Procedures
 - a. Reference (a) describes duties and responsibilities of audit board members, scope, and function of individual audits and lists instructional guidance.

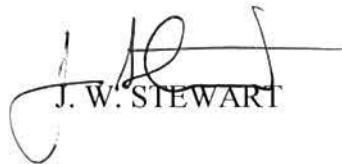
31 JAN 2022

b. Prior to beginning an audit, the chairperson/senior member should contact the Command Evaluation and Review Office (N01E) to ensure they have current instructional guidance and for other information pertaining to the audited area of operations.

5. 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 notice 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 website:

https://www.cnic.navy.mil/regions/cnreurafcnt/installations/nsa_naples/about/departments/administration_n1/administrative_services/notices.html

31 JAN 2022

COLLATERAL DUTY ASSIGNMENTS

<u>DUTY</u>	<u>REFERENCE</u>	<u>NAME</u>	<u>OFFICE CODES</u>	<u>PRD</u>
Activity Manning Manager	BUPERSINST 1080.54	YNC L. Sage (PRI)	N1	08/23
		PSC C. Rivas	N1	10/22
		NCC D. Bailey	N16	08/24
Air Traffic Control Facility Officer	NAVAIR 00-80T-114	AC1 R. Churchwell	N3	01/23
Air Traffic Control Facility Training Chief	NAVAIR 00-80T-114	AC1 R. Churchwell	N3	01/23
Air Traffic Control Specialist Certification Examiners	NAVAIR 00-80T-114	AC1 C. Crumbacker (PRI)	N3	09/22
		AC1 D. Kingdon (ALT)	N3	09/22
ALT-TOKEN Primary Submitting Trusting Agent (STA)		Ms. A. Graves	N6	
ALT-TOKEN Pin Control Representative (PCR)		Mr. K. Baker	N6	
Arms, Ammunitions, and Explosives Key and Lock Custodian	OPNAVINST 5530.13C	MAC J. Keller (PRI)	N34	08/23
		MA2 M. Collins	N34	11/22
Anti-Terrorism Executive Committee (ATEC)	DODI O-2000.16	CO (Chairperson)	N00	
	OPNAVINST F3300.53D	XO	N01	
	USEUCOMATOPORD 18-11	LCDR A. Lamis (SECO)	N34	08/23
	CNREURAFSWA AT Plan 17-10	ATO	N34	
		NCIS		
		Department Heads (as appropriate)		
		Tenant Commands (as appropriate)		
Anti-Terrorism Working Group (ATWG)	DODI O-2000.16	XO (Chairperson)	N01	
	OPNAVINST F3300.53D	LCDR A. Lamis (SECO)	N34	08/23
	USEUCOMATOPORD 18-11	ATO	N34	
	CNREURAFSWA AT Plan 17-10	NCIS		
		Mr. S. Quinn (EMO)	N3	
		Department Heads (as appropriate)		
		Tenant Commands (as appropriate)		
Automated Data Processing (ADP) Information Systems Security Manager (ISSM)	OPNAVINST 5239.1D	Ms. A. Graves	N6	

31 JAN 2022

COLLATERAL DUTY ASSIGNMENTS

<u>DUTY</u>	<u>REFERENCE</u>	<u>NAME</u>	<u>OFFICE CODES</u>	<u>PRD</u>
Blue Jacket of the Qtr/Yr and Senior/Junior Sailor of the Qtr/Yr Board	NAVSUPPACTINST 1700.9K	CMC NCC D. Bailey (CCC)	N16	08/24
Career Development Board Chairman (CDB)	OPNAVINST 1040.11D	CMC NCC D. Bailey (CCC) DHs Dept CPOs	N00E N16	08/24
Career Transition Officer (CTO)	OPNAVINST 1900.2C	NCC D. Bailey (CCC)	N16	08/24
Casualty Assistance Calls Officer (CACO)	OPNAVINST 1770.1B	CWO3 B. Curran (PRI) MAC S. Chilko CDOs	N1 N34	04/24 09/22
Civilian Urinalysis Program	Executive Order 12564	Mr. A. Tagliente (PRI)		
Classified Material Security Clerk	NAVSUPPACTINST 5511.2M	Mr. T. Allison	N19	
Combined Federal Campaign Manager/Coordinator	DODINST 5035.01	ACC J. Koble	N3	03/23
Command 3-M Coordinator	NAVSEAINST 4790.8B	ETC A. Kempton MM1 D. White	N3 N	07/23 12/23
Command Career Development Team	OPNAVINST 1040.11D	CO XO CMC NCC D. Bailey (CCC) Department Heads LCPOs MA1 A. Logan MM1 A. Temple RP1 I. Jackson MA1 J. Ferris ABH2 E. Paclob MA2 M. Colin MA2 W. Osortocastro	N00 N01 N00E N16 N34 N3 N00R N34 N3 N34 N01G	 08/24 08/23 04/22 07/22 08/23 11/22 04/22

31 JAN 2022

COLLATERAL DUTY ASSIGNMENTS

<u>DUTY</u>	<u>REFERENCE</u>	<u>NAME</u>	<u>OFFICE CODES</u>	<u>PRD</u>
		MA2 B. Nelson	N34	01/23
		MA2 J. Hood	N34	11/22
		ABH2 Hernandez	N3	03/22
		MM2 N. Gogo	N3	04/22
		CS2 J. Gray	N93	01/23
Command Coalition of Sailors Against Destructive Decisions Sponsor (CSADD)	OPNAVINST 1500.80	ABH3 N. Mccants (President)	N3	04/23
		YN3 D. Crouts (Vice President)	N1	11/22
Command Color Guard Coordinator		MA2 A. Beltz	N34	07/22
Command Color Guard		BU3 K. Harris	N4	08/21
		BU3 A. Hartjes	N4	08/21
		MR3 D. Thompson	N93	07/23
Command Drug and Alcohol Program Advisor (DAPA)	OPNAVINST 5350.4D	MACS D. Arnoudse	N34	01/24
		MA1 T. Odums	N34	02/22
		MA1 A. Reederbarton	N34	10/23
		ABH2 C. Hernandez	N3	03/22
		ABH2 E. Paclob	N3	08/23
		MA1 B. Keip	N01G	10/23
Command Financial Specialist	OPNAVINST 1740.5D	MAC C. Cox	N34	12/23
		MA1 R. Morehouse	N34	10/22
		MA1 B. Keip	N01G	10/23
Command Fitness Leader	OPNAVINST 6110.1J	NCC D. Bailey (PRI)	N16	08/24
Assistant Command Fitness Leaders	OPNAVINST 6110.1J	MAC M. Low	N34	08/22
		MA1 R. Morehouse	N34	10/22
		MA1 N. Villanueva	N34	02/23
		CS1 V. Castro	N93	05/22
		ABH2 J. Auguste	N3	06/22
		ABH2 E. Paclob	N3	08/23
		DC2 A. Fimbres	N3	10/23
		MA2 J. Juhl	N34	03/22
		MA2 C. Contrerasoconnor	N34	07/22
		MA2 J. Diaz	N01G	02/22

31 JAN 2022

COLLATERAL DUTY ASSIGNMENTS

<u>DUTY</u>	<u>REFERENCE</u>	<u>NAME</u>	<u>OFFICE CODES</u>	<u>PRD</u>
		YN1 I. Guerra	N1	08/23
		BM3 R. Crisp	N3	01/23
		MA3 M. Ingalls	N01G	11/21
		MA3 J. Aeschliman	N34	01/22
		MA3 N. Holder	N34	02/23
		MA3 C. Gonzalezbalderas	N34	09/22
		OS3 S. Kellman	N34	10/22
Command Individual Augmentee (IA) Coordinator	NAVADMIN 099/09	MAC S. Chilko (PRI)	N34	09/22
Command Indoctrination Coordinator	OPNAVINST 1740.3D	CS1 S. Scott-Tingle	N93	08/23
		RP1 I. Jackson (PRI)	N00R	07/22
		YN2 C. Hughes (ALT)	N1	12/23
		GM2 M. Bell	N34	08/23
		CS2 J. Gray	N93	01/23
		DC2 A. Fimbres	N3	10/23
Command Managed Equal Opportunity Officer (CMEO)	OPNAVINST 5354.1G	MACS D. Perez	N34	04/25
		AC1 R. Churchwell (ALT)	N3	01/23
		MA1 A. Reederbarton	N34	10/23
Command Pay and Personnel Administrator (CPPA)	MILPERSMAN 1000-021	PSC C. Rivas (PRI)	N1	10/22
		YNC L. Sage	N1	08/23
		YN1 I. Guerra	N1	08/23
		YN2 J. Springer	N1	04/23
		YN3 D. Crouts	N1	11/22
		YNSN Z. Jenkins	N1	11/24
		MAC J. Divora	N34	05/23
		AC1 D. Kingdon	N3	09/22
		ABH2 J. Auguste	N3	06/22
		MM2 A. Stone	N3	09/23
		CS1 S. Scott-Tingle	N93	08/23
		CS2 K. Marshall	N93	12/23
		MA1 S. Grande	N01G	08/22
		MA2 D. Allaoua	N01G	09/22
		RPSN L. Ortiz (PRI)	N00R	01/23

COLLATERAL DUTY ASSIGNMENTS

31 JAN 2022

<u>DUTY</u>	<u>REFERENCE</u>	<u>NAME</u>	<u>OFFICE CODES</u>	<u>PRD</u>
Command Resilience Team (CRT)	OPNAVINST 5354.1G	XO (CRT Chairman)	N01	
		CMC	N00E	
		LT J. Schwietz	N01J	09/22
		PSC C. Rivas	N1	10/22
		Department Heads		
		NCC D. Bailey	N16	08/24
Command Resilience Team Dept Leaders	OPNAVINST 5354.1G	AC1 R. Churchwell	N3	01/23
		RP1 I. Jackson	N00R	07/22
		RP3 T. Lucas	N00R	01/22
Command Security Manager	SECNAVINST 5510.36B	Mr T. Allison	N19	
	SECNAVINST 5510.30C	YNC L. Sage (Asst)	N1	08/23
		YN3 D. Crouts (Asst)	N1	11/22
Command Sponsor Coordinator		GMC L. Ortiz	N3	09/21
		GM1 R. Jones	N34	08/23
		MA1 R. Morehouse	N34	10/22
Command Urinalysis Coordinator (NSA Naples)	OPNAVINST 5350.4D	LSC A. Kahablka	N34	11/24
Assistant Command Urinalysis Coordinators		LS1 E. Duco	N3	09/23
		MA1 M. Burnett	N34	01/22
		MM2 J. Ramos	N3	04/23
Command Urinalysis Coordinator (DET Gaeta)	OPNAVINST 5350.4D	MA1 J. Adkins	N01G	
Confined Space Program Manager	OPNAVINST 5100.25B	Mr. P. D'Alterio	N35	
Consolidated Bachelor Quarters	NAVPERS 15606	Ms. A. Reveche	N93	
Crime Prevention Officer	OPNAVINST 5530.14E	MA1 CasianoMercedes (PRI)	N34	7/23
		FC2 R. Dominguez	N34	10/23
		MA2 M. Colin	N34	11/22
		Mr. S. Thompson	N34	12/23
Dental Medical Readiness Coordinator	SECNAVINST 1754.2D	PSC C. Rivas	N1	10/22
		GM1 R. Jones	N3	08/23

31 JAN 2022

COLLATERAL DUTY ASSIGNMENTS

<u>DUTY</u>	<u>REFERENCE</u>	<u>NAME</u>	<u>OFFICE CODES</u>	<u>PRD</u>
Dependency Care Program Coordinator	OPNAVINST 1740.4E	PSC C. Rivas	N1	10/22
Deployability Coordinator	NAVADMIN 239/18	PSC C. Rivas	N1	10/22
Educational Services Officer (ESO)	NAVPERS 15560D	FCC R. Landrum	N34	10/24
		DC2 A. Fimbres (ALT)	N3	10/23
		MA1 E. Mohlmaster (ALT)	N34	12/23
		MA1 A. Logan (ALT)	N34	08/23
Emergency Management Working Group	NAVSUPPACTINST 3440.1A	CO	N00	
		XO	N01	
		CMC	N00E	
		Mr. S. Quinn (EMO)	N3	
		Department Heads		
		Tenant Commands EMCs		
Energy Monitor	NAVSUPPACTINST 4101.1D	CE2 R. Thorne	N4	08/24
Enlisted Leader Development Course Coordinator	OPNAVINST 5351.2B NAVEDTRA 38201A	CMC LNC M. Roberts	N00E DSO	08/22
Environmental Quality Board	NAVSUPPACTINST 5090.8C	CO IEPD Department Heads	N00	
Environmental Committee	NAVSUPPACTINST 5090.8C	CPWO IEPD	N4	
EKMS LE Custodian	NCTAMSEURCENT 20801.1A	ET2 M. Robinson (PRI) ET1 C. Pyper (ALT)	N3 N3	05/22 12/22
Exceptional Family Member Program Coordinator	OPNAVINST 1754.2F	PSC C. Rivas	N1	10/22
Expanded Operational Stress Control Team Lead	NAVADMIN 115/21	MAC S. Chilko	N34	09/22
Family Advocacy Officer	SECNAVINST 1752.3B	Mr. S. Stutzman (FFSC Director)	N91	

31 JAN 2022

COLLATERAL DUTY ASSIGNMENTS

<u>DUTY</u>	<u>REFERENCE</u>	<u>NAME</u>	<u>OFFICE CODES</u>	<u>PRD</u>
Family Advocacy Committee Command Representative	SECNAVINST 1752.3B OPNAVINST 1752.2C	CO XO CMC CWO3 B. Curran (AO) Dept LCPO	N00 N01 N00E N1	04/24
Flight Planning Chief	NAVAIR 00-80T-114	AC1 D. Kingdon	N3	09/22
Flight Planning NATOPS Instructor	NAVAIR 00-80T-114	AC1 D. Kingdon	N3	09/22
Flight Planning NATOPS Evaluator	NAVAIR 00-80T-114	AC1 C. Crumbacker	N3	10/22
Freedom of Information Act Coordinator	SECNAVINST 5720.42F	LT J. Schwietz (SJA)	N01J	09/22
General Military Training (GMT) Coordinator	CNIC M-3501.1	CMC	N00E	06/23
Health Care Consumer Council Representative	NAVHOSPINST 6320.13A	CMC	N00E	
Honor Guard Coordinator		CMC	N00E	
Incident Determination Committee (IDC) Voting Members	SECNAVINST 1752.3B OPNAVINST 1752.2C	XO (Chair) CDR S. Smith (OPSO) (ALT Chair) CMC Family Advocacy Rep LCDR A. Lamis (SECO) ENS R. Wilkins MACM J. Taylor Mr. O. Campbell	N01 N3 N00E N91 N34 N34 N34 NCIS	07/24 08/23 10/22 08/23
Installation Support Agreement Coordinator (ISAC)	CNICINST 4000.1C	Mr. M. Lattanzio	N1	
Installation Training Team	CNIC M-3501.1	XO Mr. F. Waller (ITO) Mr. K. Baker Mrs. M. Deblasio YN2 J. Springer Mr. A. Dobbins Mr. D. Warnick	N01 N36 N6 N01A N1 N30 N30	04/23

31 JAN 2022

COLLATERAL DUTY ASSIGNMENTS

<u>DUTY</u>	<u>REFERENCE</u>	<u>NAME</u>	<u>OFFICE CODES</u>	<u>PRD</u>
		Mr. J. Domizio	N30	
		LTJG R. Wilkins	N34	10/22
		MAC A. Reederbarton	N34	10/23
		MAC J. Divora	N34	05/23
		MAC J. Krieg	N34	05/22
		MAC S. Chilko	N34	09/22
		MA2 S. Wines	N34	09/22
		Mr. J. Galindo	N34	
		Mr. J. Dickinson	N35	
		Mr. S. Olsen	N35	
		Mr. P. D'Alterio	N35	
		Mr. D. Tressler	N37	
		Mr. S. Quinn	N37	
		Mrs. C. Zarate	N37	
		LTJG D. Wilson	N4	
		Mr. K. Baker	N6	
		Mr. A. Rivera	N91	
		Mr. M. Nurse	N93	
		Mr. P. Parillo	N93	
Installation Value Added Tax (VAT) and Excise Duty Exemption Certifier	CNREURAFSWA5840.2	Mr. M. Lattanzio	N1	
Installation Water Quality Board	CNICINST 5090.1B	CO	N00	
		CDR J. Stewart (PWO)	N4	07/23
		IEPD		
		PW Utilities	N4	
		Preventive Medicine	USNH	
		LT J. Moroney (PAO)	N01P	05/22
Key Custodian	OPNAVINST 5530.14E CH-3	MAC J. Keller (PRI)	N34	08/23
		MA1 A. Logan	N34	08/23
		MA2 M. Colin	N34	11/22
Mentorship Program Manager (NSA Naples)		AWF1 R. Hill	N3	10/23
Mentorship Program Manager (DET Gaeta)		MAC J. Galindo (PRI)	N01G	01/23
		MA2 M. Moreno (COORD)	N01G	

31 JAN 2022

COLLATERAL DUTY ASSIGNMENTS

<u>DUTY</u>	<u>REFERENCE</u>	<u>NAME</u>	<u>OFFICE CODES</u>	<u>PRD</u>
Midshipmen Liaison Officer	OPNAVINST 1420.1B	LT J. Moroney	N01P	05/22
Naval Drug and Alcohol Advisory Committee (NDAAC)	OPNAVINST 5350.4D	CO CMC MACS D. Arnoudse (DAPA)	N00 N00E N34	01/24
NSA Naples Recreation Committee (NSA Rec Committee)	NAVSUPPACTINST 1710.11F	ET1 A. Ramirez (President) ABH3 N. Mccants (Vice President) CS2 J. Gray T (Treasurer) - SN R. Parker (PRI Secretary) LSSN J. Melara (PRI Event Coord) ABH2 O. Duncan (Event Coord) MR3 D. Thompson (Event Coord) MM2 R. Ramos (PRI Supply) YN3 D. Crouts (SEC Supply) ACAN N. Almy (Supply)	N91 N3 N93 N3 N3 N3 N93 N3 N1 N3	08/24 04/23 01/23 10/22 01/24 01/22 07/23 04/23 11/22 05/23
Navy Ball Committee Coordinators		LT A. McGaffic	N3	12/23
Navy Family Accountability & Assessment System (NFAAS) Coordinator	OPNAVINST 3006.1	CWO3 B. Curran (AO) (PRI) YNC L. Sage (ALT) PSC C. Rivas YN1 I. Guerra	N1 N1 N1 N1	04/24 08/23 10/22 08/23
Navy Leadership Training Coordinator	BUPERSINST 1430.16G	NCC D. Bailey (CCC)	N16	08/24
Officer Program Coordinator	OPNAVINST 1420.1B	CWO3 B. Curran (AO)	N1	04/24
Official Mail Manager	OPNAVINST 5218.7D	YNC L. Sage	N1	08/23
Ombudsman (NSA Naples) Ombudsman (DET Gaeta)	OPNAVINST 1750.1G CH-2 OPNAVINST 1750.1G CH-2	Mrs. A. Perez Mrs. K. Galindo		
OPSEC Officer	SECNAVINST 3070.2A	LT J. Garcia	N3	11/23

31 JAN 2022

COLLATERAL DUTY ASSIGNMENTS

<u>DUTY</u>	<u>REFERENCE</u>	<u>NAME</u>	<u>OFFICE CODES</u>	<u>PRD</u>
OPSEC Working Group	NAVSUPPACTINST 3100.2F	LT J. Garcia (OPSEC Officer) Mr. T. Allison (CMD Security Manager) LT J. Moroney (PAO) ATO Ms. A. Graves	N3 N19 N01P N34 N6	11/23 05/22
Personally Identifiable Information (PII) Coordinator	SECNAVINST 5211.5F	Mr. T. Allison (CMD Security Manager)	N19	
Privacy Act Coordinator	SECNAVINST 5211.5F	LT J. Schwietz (SJA)	N01J	09/22
Public Health Emergency Officer	DoDI 6200.03	LCDR M. Potter	USNH	
Reserve Force Operational	BUPERSINST 1001.39F CH-1	MACM J. Taylor	N34	08/23
Safety and Traffic Council	NAVSUPPACTINST 5100.1G	XO Dept Heads CDR J. Stewart (PWD) FLCSI Mr. J. Dickinson (Safety Officer) Mr. S. Olsen Mr. S. Stutzman (N91 Director) Mr. T. Smith (MWR Director) LT M. Larson (Gaeta OIC) LCDR A. Lamis (SECO) Mr. N Panzica (Fire Chief) Hospital Safety Mr. M. Dobbs Mr. T. Decker	N01 N4 N333 N35 N35 N91 N92 N01G N34 N3 USNH N4 N92	 07/23 08/22 08/23
Sailor Assistance and Intercept for Life (SAIL) Coordinator	NAVADMIN 027/17	LT E. Jacobs	N91	08/24
Senior Enlisted Watchbill Coordinator	NAVSUPPACTINST 1601.4H	MACS D. Perez	N34	04/25
Senior Watch Officer	NAVSUPPACTINST 1601.4H	CDR S. Smith (OPSO)	N3	07/23
SAPR POC Coordination	OPNAVINST 1752.1C	YN1 I. Guerra	N1	08/23

31 JAN 2022

COLLATERAL DUTY ASSIGNMENTS

<u>DUTY</u>	<u>REFERENCE</u>	<u>NAME</u>	<u>OFFICE CODES</u>	<u>PRD</u>
SAPR Victims Advocate Civilian	OPNAVINST 1752.1C	Ms R. Widenhousee	N91	11/22
SAPR Victims Advocate (SAPR VA)	OPNAVINST 1752.1C	YN1 I. Guerra	N1	08/23
		MA1 T. Odums	N34	02/22
		MA1 K. Priest	N34	04/22
		MA2 B. Nelson	N34	01/23
		PO3 N. B. Johnson		
		MA3 J. Valencia	N34	12/22
		MA2 S. Wines	N34	09/22
		MC2 A. Rumble	NPASE	06/22
		PS3 M. Agi	PSD	04/22
Sexual Assault Response Coordinator (SARC)	OPNAVINST 1752.1C DODI 6495.02	Ms. J. Diaz	N91	
Suicide Prevention Officer	OPNAVINST 1720.4A NAVSUPPACTINST 1720.1B	LT T. Anderson (PRI) AC1 C. Crumbacker (ALT)	N3 N3	07/22 10/22
Suicide Prevention Officer (Gaeta)	OPNAVINST 1720.4A NAVSUPPACTINST 1720.1B	MAC N. Simmons	N01G	03/24
Temporary Lodging Allowance Program Coordinator	DoD FMR Vol 7A	CWO3 B. Curran (AO) PSC C. Rivas	N1 N1	04/24 10/22
Threat Working Group (TWG)	DODI O-2000.16 OPNAVINST F3300.53D USEUCOMATOPORD 18-11 CNREURAFSWA AT Plan 17-10	ATO (Chairperson) LCDR A. Lamis (SECO) NCIS Mr. S. Quinn (EMO) Department Heads (as appropriate) Tenant Commands (as appropriate)	N34 N34 N3	 08/23
Traffic Court	NAVSUPPACTINST 5560.7C	GMC D. Ellingson LSC A. Tabafunda Mr. R. Pitagora	N34 N34 N34	08/23 10/21
United Service Military Apprenticeship Program (USMAP) Coordinator	OPNAVINST 1560.10D	CS1 N. Gregorio	N93	02/23

COLLATERAL DUTY ASSIGNMENTS

31 JAN 2022

<u>DUTY</u>	<u>REFERENCE</u>	<u>NAME</u>	<u>OFFICE CODES</u>	<u>PRD</u>
Victim Witness Assistance Program (VWAP) Coordinator	OPNAVINST 5800.7A	LT J. Schwietz (SJA)	N01J	09/22
Volunteer Coordinator		LS1 J. Wadowski ET1 C. Pyper	N3 N3	11/22 12/22
Voting Assistance Officer	DoD Directive 1000.4A	LT J. Garcia (PRI) GM1 R. Jones (Asst)	N3 N3	11/23 08/23
Wardroom Advisory Board	NAVSUPPACTINST 5420.15F	XO	N01	
Weight Testing/Certifying	NAVFAC P-307 9/03	LT C. Garrova (PRI) AWF1 R. Hill (ALT)	N3 N3	03/22 10/23
Zone Inspection Coordinator	NAVSUPPACTINST 11000.3	ABHC A. Tolbert	N3	06/22

31 JAN 2022

AUDIT DUTY ASSIGNMENTS

DUTY	REFERENCE	NAME	OFFICE CODES
Audit Board Coordinator		XO CMC	N01 N00E
Civilian (Non-US) Welfare and Recreation Audit Board		WRA Reps	N01E
Family Support Youth Program		CMC	N00E
Formal Survey Board		Operation Reps PWD Reps	N3 N4
General Services Fund Annual Reviews and Cash Verification		Eval & Review Rep	N01E
MWR/NEX/DECA Advisory Board Representatives		XO CMC One representative from each command	N01 N00E
Naples Audit Board		XO	N01
Religious Offerings Fund		Appointed by CO	N00
Slot Machine Cash Verification		Mr. T. Smith	N92

These are not formal audit boards, but are included in this listing as they are audit-type functions. Reports do not have to be sent to the CO or CMC