

NAVAL SUPPORT ACTIVITY NAPLES, ITALY

PLAN OF THE WEEK

19 JANUARY 2026 – 25 JANUARY 2026



MISSION STATEMENT

To provide outstanding support to NATO and SIXTH Fleet, afloat units, 55 tenant commands and approximately 10,000 personnel. Ensure reliable command and control for all units in the Naples, Italy area of operation.

COMMANDING OFFICER

CAPT J. L. RANDAZZO

EXECUTIVE OFFICER

CDR B. D. KOCH

COMMAND MASTER CHIEF

CMDCM C. A. MILLER

UNIFORM OF THE WEEK NWU/Flight Suit

FY25 OF THE YEAR AWARDEES

SENIOR SAILOR OF THE YEAR:.....NC1 MARTIKA VELASQUEZ
SAILOR OF THE YEAR:.....NC2 MIRIAM JUAREZ
JUNIOR SAILOR OF THE YEAR:.....CS3 SANA PRESHA
BLUEJACKET OF THE YEAR:.....MASN ROCIO VELAFLORES
CIVILIAN OF THE YEAR (CAT 1):
CIVILIAN OF THE YEAR (CAT 2):
CIVILIAN OF THE YEAR (CAT 3):

OF THE QUARTER AWARDEES

SENIOR SAILOR OF THE QUARTER:.....MA1 SARA FOSTER
SAILOR OF THE QUARTER:.....HT2 NAOMI NANEZ
JUNIOR SAILOR OF THE QUARTER:.....CS3 SANAA PRESHA
BLUEJACKET OF THE QUARTER:.....MASN ROCIO VELAFLORES
CIVILIAN OF THE QUARTER (CAT 1):.....ISA LAMONACA
CIVILIAN OF THE QUARTER (CAT 2):.....TIZIANA CHIANESE
CIVILIAN OF THE QUARTER (CAT 3):.....MOREINA ESCOBAR

COMMAND SECURITY MANAGER	PAUL KOKOSZ
COMMAND CAREER COUNSELOR	MA1 SARA FOSTER
COMMAND SEXUAL ASSAULT RESPONSE COORDINATOR	JOHANNA ROSARIO
COMMAND FITNESS LEADER	MMCS RAY WILLIS
COMMAND MANAGED EQUAL OPPORTUNITY OFFICER	MACS ANDRES EGUILURE
DRUG & ALCOHOL PROGRAM ADVISOR	CSC JOSHUA HERNANDEZ
SENIOR WATCH OFFICER / WATCHBILL COORDINATOR	LT DYLAN STRUTHERS/MACS JASON ANASTOS
SUICIDE PREVENTION OFFICERMAC STANLEY VOLNE
VOTING ASSISTANCE OFFICER	VACANT
COMMAND ONBUDSMAN: NSA NAPLES/GAETA	DIANE KINLAW/REBECCA MCLINDEN
COMMAND FINANCIAL SPECIALISTMAC JAMES HORD
COMMAND VICTIM & WITNESS ASSISTANCE PROGRAM COORDINATORLT COOPER JONES

IMPORTANT CONTACTS

EMERGENCY CALLS ON BASE	911 or 629-4911
EMERGENCY CALLS OFF BASE	081 568 4911
AIR TERMINAL	626-5283
EMERGENCY MANAGEMENT OFFICE	525-5303
FRAUD/WASTE/ABUSE HOTLINE	629-2983
FAMILY ADVOCACY HOTLINE	629-6372
INFORMATION SECURITY VIOLATIONS	626-2207
COMMAND DUTY OFFICER	+39 335 825 7986
COMMAND FAP DUTY PHONE (ON-DUTY VICTIM ADVOCATE)	+39 331 691 8268
COMMAND DUTY CHAPLAIN	+39 366 680 5972
COMMAND OMBUDSMAN	+39 331 622 3453/+39 331 647 1634
COMMAND DUTY CASUALTY ASSISTANCE CONTROL OFFICER (CACO)	+39 345 870 4084
DOMESTIC VIOLENCE HOTLINE (24/7/365)	1-800-799-7233
DON CIVILIAN EMPLOYEE ASSISTANCE PROGRAM	1-844-DON-CEAP (TTY 711)
NAVY INSPECTOR GENERAL	1-800-522-3451 / NAVIGHotlines@navy.mil
SEXUAL ASSAULT HOTLINE (24/7/365)	1-800-656-4673, or chat online at rainn.org
SUICIDE & CRISIS LIFELINE (24/7/365)	Call or text 988, or chat online at 988lifeline.org

CDO WATCHBILL

DATE	19 JAN 2026	20 JAN 2026	21 JAN 2025	22 JAN 2026	23 JAN 2026	24 JAN 2026	25 JAN 2026
CDO	MA1 FLANNIGAN	FCC CORE	MAC VOLNE	DC1 HELMICK	CSC HERNANDEZ	MA1 JOHNDROW	MAC HORD
SUNRISE/SUNSET	0724/1708	0723/1709	0722/1710	0721/1711	0721/1713	0720/1714	0719/1715

NSA NAPLES, ITALY HPCON: ALPHA

THE PLAN OF THE WEEK CONTAINS OFFICIAL INFORMATION AND IS NOT TO BE REMOVED FROM THE LIMITS OF NSA NAPLES, ITALY.
ALL PERSONNEL ARE RESPONSIBLE FOR KNOWLEDGE OF THE CONTENTS OF THE PLAN OF THE WEEK.

PFA AND CFA CYCLES FOR CY2026

The Navy will conduct two PFA/CFA cycles in CY2026. Cycle-1 will run from 1 January through 30 June and Cycle-2 will run from 1 July through 31 December.

NAVY WORKING UNIFORM TYPE III AUTHORIZED BOOTS FOR WEAR

- Includes certified and Optional (non-certified) boots authorized for wear with the NWU Type III uniform
- Replaces and supplements authorized boots listed in NAVADMIN 214/17
- Outlines authorized boots that are rough-side out coyote and smooth leather brown boots which require Command permission and guidance for wear
- Includes boots no longer authorized for wear
- Does NOT include all authorized organizational boots
- Will be updated periodically to reflect boots added or deleted for authorized wear

ELECTRONIC PERSONNEL ACTION REQUEST

• MyNavy Portal (MNP) is implementing an enhanced electronic Personnel Action Request (ePAR) capability for Sailors. The wizard-like process is configured to support NAVPERS 1306/7 (Rev. 08-25) and expected to go-live on January 29, 2026. The enhanced MNP ePAR will replace the existing capability and add 13 new request types. To ensure Sailors are not disadvantaged during transition from the old to the new process, Command Career Counselors shall process all ePARs currently in their MNP queue by January 27, 2026.

- What you need to know – MyNavy Portal ePAR update requires CCC support

In collaboration with the Navy Counselor community, MyNavy Portal is implementing an enhanced Epar capability for Sailors. Expected release is January 29, 2026. The enhanced ePAR capability includes additional requirements supporting NAVPERS 1306/7 (Rev. 08-2025). As a result, all ePARs currently in MNP must be processed and submitted to MNCC prior to January 27, 2026. All ePARs remaining in the system after January 27, 2026 will not be processed or sent to MNCC

Resources

- MNP ePAR overview page: <https://www.mn3p.navy.mil/web/career-planning/epar>
- Electronic Personnel Action Request, NAVPERS 1306/7 (Rev. 08-25): <https://www.mynavyhr.navy.mil/References/Forms/NAVPERS/>
- MILPERSMAN 1306-112, Enlisted Personnel Action Request: <https://www.mynavyhr.navy.mil/Portals/55/Reference/MILPERSMAN/1000/1300Assignment/1306-112.pdf>

NOTES:

- **JANUARY IS SPIRITUAL READINESS MONTH:** Spiritual Readiness gives us the resilience to endure hardship and to lead with purpose. Take 10 minutes this week to connect—join a chapel event, talk with a Chaplain, or reflect quietly on your “why.” Strengthened spirits make a Battle-Ready Force.
- **URGENT SAFETY NOTICE: IMMEDIATE ACTIONS REQUIRED FOR ALL CONFINED SPACE OPERATIONS:** Within the last quarter, NSA Naples has experienced two significant mishaps, both resulting from a failure to follow established confined space entry procedures. Incident 1: A contract employee performing utility work within a false floor was overcome by noxious gases, requiring an emergency rescue and extraction. Incident 2: An employee fell through an unprotected opening into a confined space after a glass utility panel was removed for cleaning. This incident not only caused injury but also resulted in damage to cultural artifacts and created a significant, unabated fall hazard.
- **Mandatory Procedures for All Confined Space Entries:** Per NAVSUPPACTNAPLESINST 5100.13B, all confined spaces on NSA Naples installations are considered PERMIT-REQUIRED. There are no exceptions. All leaders, supervisors, and contracting officer representatives (CORs) shall immediately review their operations for any planned or ongoing work involving confined spaces. You MUST contact the NSA Naples Safety Office at M-NA-NSA-SAFETY@us.navy.mil prior to ANY entry into a confined space. This is not optional. Failure to notify constitutes a direct violation of command safety policy and places lives at risk. For any questions regarding this message or confined space procedures, please contact the Confined Space Program Manager, Mr. Paolo D'Alterio at 626-5105, paolo.dalterio.In@us.navy.mil or the NSA Naples Safety Office immediately.

NON-JUDICIAL PUNISHMENT RESULTS:

- E5 Violation of UCMJ, Article 92 – Failure to obey and Violation of UCMJ, Article 131(b) – Obstructing justice. Awarded reduction in rank to E4 (suspended for 6 months); forfeiture of $\frac{1}{2}$ pay per month for 1 month, and written letter of reprimand.
- E5 Violation of UCMJ, Article 92 – Violation or failure to obey other lawful written order and Violation of UCMJ, Article 112(a) (6 specifications) – Wrongful use, possession, distribution etc., of controlled substances. Awarded reduction in rank to E4 and forfeiture of $\frac{1}{2}$ pay per month for 2 months.
- E4 Violation of UCMJ, Article 92 – Failure to obey. Awarded reduction in rank to E4 (suspended for 6 months); forfeiture of $\frac{1}{2}$ pay per month for 1 month, and written letter of reprimand.

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T. E. MITCHELL JR.
YNC(SW/IW), USN