

COMUSNAVEURINST 5840.2E
USAREUR Reg 550-32
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UNITED STATES NAVAL FORCES, EUROPE
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UNITED STATES ARMY, EUROPE AND SEVENTH ARMY
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UNITED STATES AIR FORCES IN EUROPE
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COMUSNAVEUR INSTRUCTION
No. 5840.2E

USAREUR REGULATION
No. 550-32

USAFE INSTRUCTION
No. 36-101

**Tri-Component Directive for Italy on Personal Property, Rationed
Goods, Motor Vehicles and Drivers' Licenses, Civilian Component
and Technical Representative Status**

SUMMARY OF REVISIONS

This directive supersedes CINCUSNAVEURINST 5480.2D, USAREUR REG 550-32, and USAFE INSTRUCTION 36-101, dated 4 April 2001. It also updates terminology and provides a renumbering system. A new paragraph regarding Italian cover plates is added. The directive expands guidance on civilian component and technical representative status.

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Section I - PURPOSE, AUTHORITY, AND APPLICABILITY

1. Purpose. This Directive promulgates the Department of Defense (DoD) Country Regulations for Italy concerning duty-free personal property, rationed goods (tobacco, gasoline, liquid propane gas, home heating oil, and alcohol), privately-owned motor vehicles, private drivers' licenses, and civilian component and civilian personnel status.

2. Authority. USAREUR, USAFE, and USNAVEUR authorize this Directive, as representatives of the Departments of the Army, Air Force, and Navy in Italy. Where individual service regulations conflict with this Country Directive, the Country Directive shall control United States Forces within Italy.

3. Applicability

a. This Directive applies to all U.S. military personnel stationed in Italy and their dependents, except for personnel assigned or attached to diplomatic missions and consular offices who are subject to U.S. Embassy directives; all civilian component personnel stationed in Italy and their dependents; retired members of the Armed Forces of the United States and their unremarried widows and widowers in Italy; all other U.S. citizen employees and their dependents who are authorized to purchase tax-free items at U.S. military facilities in Italy; and all civilian or military personnel, in a temporary duty or leave status, who are granted tax-free purchasing privileges at U.S. military facilities in Italy.

b. Paragraphs III.1.c, III.2, III.3, III.4, V.3, VI.1a-d, and VI.5, VI.6, VI.7, VI.8, VI.9 are punitive. Authorized persons who violate those prohibitions are subject to adverse administrative action, not limited to suspension or revocation of tax-free purchasing privileges. U.S. military personnel who violate those prohibitions are subject to disciplinary action under the Uniform Code of Military Justice.

SECTION II - DEFINITIONS

1. "Authorized persons" means all U.S. military personnel stationed in Italy and their dependents, except for personnel assigned or attached to diplomatic missions and consular offices who are subject to U.S. Embassy directives; all civilian component personnel stationed in Italy and their dependents; retired members of the United States Forces and their dependents; unremarried widows and widowers of active-duty and retired U.S. military personnel in Italy; all other U.S. citizen employees and their dependents who are authorized to purchase tax-free items at U.S. military facilities in Italy; and all civilian or military personnel, in a temporary duty or leave status, who are granted tax-free purchasing privileges at U.S. military facilities in Italy.

2. "Civilian component" means all civilian personnel having a relationship to the United States Forces as provided in Article I (1.b) of the North Atlantic Treaty Organization Status of Forces Agreement (NATO SOFA), which defines civilian component as civilian personnel accompanying a force of a Contracting Party (the United States in this case), who are in the employ of an armed service of that Contracting Party, and who are not stateless persons, nor nationals of any State which is not a Party of NATO, nor nationals of, nor ordinarily resident in, the State in which the force is located.

3. "Civilian personnel" are "Civilian Component" plus persons who are closely affiliated with the United States Forces and under their authority, but not employed directly by them, on the condition that the presence of such persons in Italy is recognized by both governments as necessary in connection with the functioning of the installations. Such persons include:

- a. Employees of other U.S. Government Departments;
- b. Essential personnel of USO, schools, post exchanges, commissaries, credit unions, and the Red Cross.
- c. Technical representatives of firms having special relations with the United States Forces, when such persons come to Italy for other than temporary visits. Technical representatives are persons who have a high degree of skill or knowledge in the systematic procedures by which a complex or scientific task is accomplished, as distinguished

from routine mental or physical processes. The skills and knowledge must have been acquired through higher education or through a long period of specialized training and experience. Examples of positions that have been granted technical representative status include warranty repair technicians for repair of complex equipment; key executive and supervisor positions in government-owned, contractor-operated facilities that perform major maintenance on U.S. government-owned vehicles; and computer software engineers. Examples of positions that have been denied technical representative status include administrative personnel; automobile sales representatives; carpenters; masons; painters; plumbers; sales representatives for china, jewelry, clothes, computers, encyclopedias, and similar items; and secretaries and typists.

4. "Sponsor" means a member of the force or civilian personnel whose duty in Italy, pursuant to orders or other documentation, authorizes accompanying command-sponsored dependents in Italy.

5. "Motor vehicle" means any privately owned motor driven, wheeled conveyance used to carry passengers, cargo, or both, and includes sports utility vehicles, station wagons, trucks, automobiles, vans and minivans, motorcycles and motor scooters (regardless of displacement), boat trailers, mobile homes/campers, and motorized boats.

6. "Persons affiliated with U.S. Forces" means:

- a. Active duty military personnel;
- b. Members of the civilian component;
- c. Civilian personnel; and
- d. Dependents of personnel in the above categories.

SECTION III - PERSONAL PROPERTY

1. Importation

a. Personal property, i.e., household effects, furniture, and personal belongings may be imported temporarily into Italy duty-free at the time of the authorized person's first arrival in Italy for the present tour of duty. "Temporarily" means the duration of the authorized person's tour in Italy and any

additional time the member's property is under U.S. Government control awaiting delivery or shipment.

b. U.S. Government-operated commissaries, exchanges, morale, welfare and recreation offices, and similar agencies and instrumentalities may import duty-free goods for sale to authorized persons.

c. Personally owned firearms are governed by service regulations and may not be imported into Italy without first obtaining a permit from Italian authorities.

2. Use. Personal property imported duty-free into Italy or purchased duty-free in Italy must be for the bona fide personal and exclusive use of authorized persons. Personal property, regardless of the method or place of original acquisition, may not be imported or purchased duty-free for the purpose of sale or for the convenience and use of persons other than the authorized person, except as authorized in paragraph III.3.b, below. No authorized person may aid or abet any other person in obtaining and/or transferring duty-free goods in contravention of references 1, 2, and 4 and this directive.

3. Transfer and Other Transactions

a. Goods, consumable or non-consumable, that have been imported or acquired under duty-free conditions, will not be sold, loaned, bartered, or transferred to unauthorized persons, regardless of the method or place of acquisition of the goods or the length of time the goods have been in the possession of the authorized person, except as provided in paragraph b below.

b. Approved exceptions:

(1) Foodstuffs and beverages provided for immediate consumption on the premises to personnel who work in snack bars, clubs, or messing facilities on U.S. installations. This exception also applies to personnel who, because of their official duties or the manner of their accommodation, must eat in U.S. dining facilities under the terms of their employment contracts and/or applicable regulations.

(2) Foodstuffs and beverages consumed at social functions hosted by U.S. personnel. Such goods may be transferred only for immediate consumption on the premises.

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(3) Foodstuffs and beverages sold for immediate consumption to the general public during Italian-American events sponsored by the U.S. Forces (e.g., Festa Americana and Fourth of July), provided that written coordination has been made with the local Italian customs and tax authorities and other applicable Italian agencies (e.g., Health Department and the Guardia di Finanza). Sales must be limited to amounts that can reasonably be expected to be consumed on the premises.

(4) Bona-fide or customary gifts (e.g., gifts given on birthdays, holidays, weddings, and farewells) that do not exceed \$50.00 in purchase price. "Bona-fide or customary gift" means a gift made in good faith, honestly and openly, and from which the giver does not seek, anticipate, or receive any material or financial compensation. Goods furnished on a recurring basis to keep the recipient supplied with a certain item or type of item, and goods given in lieu of payment for goods or services are not bona-fide or customary gifts.

c. The above exceptions do not apply for rationed goods (i.e., petroleum products (POL), tobacco products, and alcohol) and designated electronic or other goods that may be controlled under Service or local regulations.

4. Upon completion of duty. Upon a person's end of tour in Italy, including the retirement of any person who does not otherwise continue to have status under reference 1, the authorized person responsible for the original importation of duty-free goods must export such goods or otherwise legally dispose of them. The person must also export duty-free items purchased in Italy pursuant to the privileges authorized herein. However, the person may transfer duty-free goods to another authorized person, provided the new owner of the goods specifically agrees to assume the responsibility for complying with these exportation requirements. If the duty-free goods are not exported or transferred to another authorized person, the person must pay all fees, duties and taxes necessary under Italian Law for the duty-free goods to remain in Italy.

SECTION IV - CURRENCY CONTROL

1. General. Italy imposes no restrictions on the amount of euro that may be purchased or exchanged under Italian law. However, financing and disbursing offices may impose local limits based on availability of currency or other policy considerations.

SECTION V - ALLOWANCES OF SPECIAL ITEMS

1. Responsibilities. Commanding Officer, U.S. Naval Support Activity, Naples, Italy (CO NSA Naples), is responsible for the issuance and control of rationed, tax-free commodities in quantities not to exceed those permitted by agreements with the Government of Italy. CO NSA Naples shall maintain regulations establishing controls over rationed, tax-free commodities, consistent with this directive and any additional instructions that may be issued by USNAVEUR (Designated Commanding Officer) or by the U.S. Sending State Office (Country Representative). The instructions issued by CO NSA Naples (Appendix B) apply to all U.S. military forces and accompanying personnel in Italy. The NSA Naples Tax-Free Products Administrator, in coordination with Government of Italy representatives, shall conduct audits of tax-free products issuance and control procedures at U.S. military facilities in Italy. Refer questions to the NSA Naples tax-Free Products Administrator (NSA Naples Tax-Free Products Administrator, PSC 817 Box 5 (Code 40P), FPO AE 09622-1005, DSN 626-5430; COMM 081-568-5430).

2. Authority and Amount. The Governments of the U.S. and Italy have established the following allowances for certain tax-free products:

a. Tobacco: Maximum 300 cigarettes per week per authorized person (18 years of age and above).

b. Gasoline (Private Use "P" Coupons): Individual authorization to purchase tax-free "P" coupons is based upon allied Forces Italy (AFI) registration of the sponsor's first vehicle according to section VI.5.b. below. The amount of gasoline authorized is based upon the horsepower of the first vehicle. The monthly "P" coupon authorization may not exceed more than 400 liters per first vehicle (automobile), or more than 200 liters per first vehicle (motorcycle). CO NSA Naples will establish the amount of coupons to be issued for each

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vehicle based on horsepower. Base/installation commanders, or other officials designated by CO NSA Naples, may authorize additional gasoline coupons, up to specified maximum limits, for:

- (1) Travel to receive medical treatment;
- (2) Duty at remote sites;
- (3) Leave; and
- (4) Hardship or compelling circumstances determined by the base/installation commander.

c. Gasoline (Official Use "G" Coupons): Tax-free "G" gasoline coupons may be issued to personnel traveling on official business in Italy for use in official, rental, or privately owned vehicles (POVs). Travel must be performed pursuant to orders or other written authorization issued by competent authority.

d. Liquefied Petroleum Gas (LPG) Products: A maximum of 200 kg per month is authorized for *bombola* coupons and 400 liters per month for bulk. Submit requests for additional coupons, with justification, to the NSA Naples Tax-Free Products Administrator. Only one LPG ration card may be issued to each authorized person. Persons who receive tax-free home heating oil may not purchase LPG coupons. Eligible U.S. bulk LPG customers maximum authorized purchase is increased to 800 liters per month, for the period of October through March of each calendar year.

e. Home Heating Oil: Reasonable amounts of tax-free home heating oil are available for purchase by authorized persons. Consult the NSA Naples Tax-Free Products Administrator or base housing offices for details.

f. Liquor: Sponsors may obtain the maximum monthly allowance of six (6) hard liquor rations for themselves, plus one additional ration per month if they have one or more command-sponsored adult dependents, eighteen years of age or older. Containers of 1.75 liters or less are considered one ration; containers of more than 1.75 liters, including half gallons, are considered two rations. Wines and liqueurs produced in Italy are not rationed under these regulations.

3. General Restrictions

a. No person may possess more than two months ration of tobacco products or more than two months ration of gasoline coupons without permission from their commanding officer. Base/installation commanders may impose more restrictive controls if deemed necessary to prevent unauthorized sale or transfer of tax-free products.

b. Base/installation commanders will report monthly statistics and issues relating to tax-free gas coupons to the NSA Naples Tax-Free Products Administrator. Gas coupons may not be transferred to unauthorized persons.

SECTION VI - PRIVATELY OWNED MOTOR VEHICLES

1. Policy. All sponsors stationed in Italy, who are not accredited to a diplomatic mission, and who have POVs in Italy, must:

a. Register all vehicles with the cognizant Area Motor Vehicle Registration Office (AMVRO)(see section VI.3 below), regardless of the category or customs status of the vehicle. All vehicles will be registered in the name of the sponsor.

b. Obtain a customs document, valid for the entire period of their assignment in Italy, on all vehicles imported duty-free. National(Italian-licensed) vehicles may be owned by dependents who are Italian nationals. National vehicles must be registered with servicing AMVRO or CMVRO for record and control purposes only, but do not require a customs document.

c. Ensure that duty-free vehicles are not sold, loaned, bartered, or otherwise transferred to any person not having the same duty-free importation privileges.

d. Abide by provisions of Italian law regarding motor vehicles and by any additional instructions the local commander promulgates regarding operation of motor vehicles.

e. Ensure that their dependents abide, by provisions of Italian law regarding motor vehicles and by any additional instructions the local commander promulgates regarding operation of motor vehicles.

2. Central Motor Vehicle Registration Office (CMVRO)

a. CO NSA Naples will establish and maintain the CMVRO required by the U.S.-Italy agreement regarding licensing and circulation of POVs.

b. The CMVRO will maintain an up-to-date central register, open for inspection by Italian authorities, of all license plates and circulation documents issued to vehicles registered under section VI.5, below; the characteristics of each POV; the name of the owner; and the owner/sponsor's duty station. CMVRO will maintain a record verifying the owner maintains third-party liability insurance within Italian legal minimum standards for the duration of each POV's registration within the CMVRO system.

c. The CMVRO will perform administrative liaison functions with local Italian governmental agencies.

d. The CMVRO will promulgate revised instructions to the AMVROs whenever the USSSO or other authority provides changes in policy or motor vehicle registration procedures.

3. Area Motor Vehicle Registration Offices (AMVRO). Three AMVROs are established in Italy to issue operator permits, register vehicles, control licensing, obtain tax-exempt customs documents, and liaison with local Italian government agencies. They are:

a. Commander, 31st Fighter Wing, USAFE: Territory east of a line drawn due north of Venice to the Austrian border, excluding Venice.

b. Commanding Officer, U.S. Naval Support Activity, Naples, Italy: Territory south of a line drawn east-west through Grosseto, including the Islands of Sardinia and Sicily.

c. Commanding General, U.S. Southern European Task Force (Airborne): All remaining territory in Italy.

d. In addition, there are several locations that have Motor Vehicle Registration Offices (MVROs). Personal should consult with their local command to determine which MVRO to use.

4. Importation of Motor Vehicles

a. First Motor Vehicle: Each sponsor ordered to Italy may temporarily import, duty-free, one POV for personal use by the sponsor and dependents for the duration of the sponsor's tour of duty in Italy. This vehicle is exempt from Italian road tax and is authorized a tax-free gasoline ration.

b. Second and Third Motor Vehicles: Each sponsor ordered to Italy may temporarily import, duty-free, two additional POV for personal use by the sponsor and dependents for the duration of the sponsor's tour of duty in Italy. These vehicles are subject to the Italian road tax and are not authorized a tax-free gasoline allowance.

c. Temporary importation of a second and third vehicle duty-free does not imply an additional entitlement to ship a vehicle at U.S. Government expense. Shipment entitlements are governed by the Joint Federal Travel Regulation and Joint Travel Regulation.

5. Registering, Licensing, and Customs Clearance of Privately Owned Motor Vehicles

a. Registration

(1) Sponsors (whether permanently or temporarily assigned in Italy) must register their POVs (up to three at any one time) with the cognizant AMVRO/MVRO.

(2) Sponsors (whether permanently or temporarily assigned in Italy) must also register, for record and control purposes only, all motor vehicles (including motorbikes) purchased from local sources and reported according to Italian law ("national vehicles") with the cognizant AMVRO/MVRO.

b. Licensing

(1) First vehicles will be licensed with Allied-Forces-in Italy (AFI) plates (black letters on a white background).

(2) Second and third vehicles will be licensed with AFI plates (white letters on a black background).

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(3) Motorcycles with a displacement of 50cc or less are not AFI licensed, but must still be registered with cognizant AMVRO/MVRO according to paragraph VI.5.a.(2), above, and have a valid Italian license plate.

(4) National vehicles are not AFI licensed but must have valid Italian registration and license plate. Owners should consult the AMVRO and Staff Judge Advocate to ensure that registration of vehicles at the Italian motor vehicles offices does not result in the owner being registered as a resident of the *comune*. For civilian component personnel, registration as a resident is inconsistent with to NATO SOFA status and could result in termination of employment.

c. Cover Plates. Pursuant to reference 6, a command may elect to obtain blocks of Italian civilian license tags ("cover plates") for issuance to POVs that have been AFI-registered. When issued, cover plates will be placed on the vehicle in lieu of the AFI tags. The vehicle's AFI plates will be retained by the MVRO. The AFI registration card (*libretto*) remains the basic registration document for the vehicle. Cover Plates obtained previous to implementation of Reference 6 will be processed in the same manner.

d. Customs-Clearance Operation

(1) Sponsors must clear their imported duty-free POVs (a maximum of three) through local Italian customs offices for validation of their temporary importation status, before the vehicles can be registered and licensed by AMVRO/MVRO.

(2) Sponsors must export any imported POVs (a maximum of three) at the end of their tour of duty in Italy, or dispose of the POVs legally according to section VI.8, below.

6. Insurance

a. Sponsors may not register a vehicle until they provide proof of valid, third-party liability insurance in the form and minimum amount required by Italian law, by submitting the insurance policy and certificate of insurance issued by an insurer who is either properly licensed to do business in Italy as a domiciled corporation or operating under the European Union's "Freedom of Association/Freedom of Services" scheme.

b. Externally issued International Certificates of Insurance (green cards) are not valid as proof of third-party liability insurance. A green card may be required for travel outside of Italy.

c. All AFI-registered vehicles must carry physical evidence of a third-party insurance contract by placing the appropriate Italian insurance sticker (*contrassegno*) on the windshield of each vehicle. All AFI-registered vehicles must also carry the insurance contract receipt, as required by Italian law.

d. Sponsors must maintain adequate insurance throughout the period the motor vehicle is in Italy, and may not operate an AFI-registered vehicle without such insurance. Both the sponsor/owner and all operators are responsible for ensuring that liability insurance is in effect during vehicle operation. Operating a vehicle without the required insurance is grounds for disciplinary or administrative action or both.

e. All AMVROs and MVROs are required to collect and retain photocopies of AFI POV *contrassegno* documents. AFI POV owners must provide the original of the *contrassegno* to the cognizant AMVRO/MVRO at the time of vehicle registration and re-registration, as well as at any time in between vehicle registrations whenever a new *contrassegno* is received from their insurance company.

7. Safety Inspection

a. Registered vehicles must be inspected at a designated U.S. inspection point when initially registered, annually after initial registration, and when the vehicle is sold.

b. AMVROs may prescribe the list of inspection items covered.

8. Exportation or Other Disposition of Privately Owned Vehicles

a. Sponsors must dispose of their AFI registered POVs (a maximum of three) by shipment out of the country, by sale to other authorized persons, by driving across a land frontier of Italy pursuant to Permanent Change of Station (PCS) orders, or by scrapping according to paragraph b below. Before disposing of POVs, sponsors must contact the cognizant AMVRO or the base MVRO

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for specific instructions on disposition and clearance, and must also cancel the AFI registration and certificate of title.

b. Vehicles that cannot be economically repaired may be scrapped under customs surveillance, and their customs status properly cleared, according to procedures prescribed by the AMVRO.

9. Drivers' Licenses

a. Authorized persons stationed in the NSA Naples area of responsibility may operate privately owned, AFI-registered vehicles in Italy with either a U.S. Forces in Italy Motor Vehicle Operator's License, or valid U.S. State Operator's License, provided that the State Operator's License is accompanied by an official translation, certified by the driver's command, attesting to the sponsor's status and the driver's authorization to use the sponsor's vehicle.

b. Authorized persons stationed in the USASETAF(A) and 31st Fighter Wing areas may operate privately owned, AFI-registered vehicles in Italy only after they have passed the applicable driving test and have been issued a U.S. Forces in Italy Motor Vehicle Operator's License.

c. In addition to the U.S. Forces in Italy Motor Vehicle Operator's License, Italian nationals who are dependents of military or civilian members must also obtain a valid Italian driver's license after they have been resident in Italy one year.

SECTION VII - CIVILIAN COMPONENT STATUS IN ITALY

1. Joint Civilian Personnel Committee- Italy. Implementation of the policies regarding civilian component status contained within this directive is the responsibility of the Tri-Service Joint Civilian Personnel Committee (JCPC) for Italy. All base/installation-level procedures regarding application for employment must be consistent with this directive and written guidance issued by the JCPC.

2. General. This section sets forth the Tri-Service criteria for determining whether an individual qualifies as a member of the civilian component as defined by Article I of reference 1.

3. Criteria to be a Member of the Civilian Component in Italy

a. U.S. citizens and third country nationals of a NATO country other than Italy who are employed by U.S. commands and activities, and who otherwise meet the definition of civilian component set forth in section II.2, become members of the civilian component unless they are nationals of Italy or ordinarily resident in Italy.

b. A person is "ordinarily resident" if he/she physically resides in Italy for more than one year without affiliation with U.S. Forces.

c. If a person physically resides in Italy for less than one year without affiliation with U.S. Forces, he/she is "ordinarily resident" if:

(1) The person registered as a *residente* in the Municipal Register (*Ufficio Anagrafe*) of the town where residing; or

(2) The person has taken other affirmative steps to avail him/herself of permanent resident benefits, including but not limited to:

(a) voting or registering to vote in Italy;

(b) applying for unemployment benefits in Italy;

(c) obtaining or having a legal obligation to obtain documentation (such as a *scheda anagrafica* or *scheda professionale*) aimed at obtaining employment on the economy in Italy;

(d) obtaining or having a legal obligation to obtain registration with the Italian national health care system;

(e) obtaining or having a legal obligation to obtain a work visa, or an employment contract of sojourn, or an employment sojourn permit, or an autonomous work sojourn permit, or a family sojourn permit, or a sojourn chart (*visto di ingresso per lavoro*, or *contratto di soggiorno per lavoro subordinato*, or *permesso di soggiorno per lavoro subordinato*, or *permesso di soggiorno per lavoro autonomo*, or *permesso di*

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soggiorno per motivi familiari, or carta di soggiorno), unless such permit was issued for employment with the U.S. Forces in Italy;

(f) paying or having a legal obligation to pay, Italian income taxes or property taxes because of residency.

(g) Obtaining or having a legal obligation to obtain a family sojourn permit or sojourn chart (*permesso di soggiorno per motivi famigliari, or carta di soggiorno*).

d. U.S. citizens who depart Italy after becoming "ordinarily resident" with the intent to establish permanent residence elsewhere, may be considered for civilian component status if the facts and circumstances clearly demonstrate that they departed Italy with the intent to establish permanent residence outside of Italy.

4. Supplemental Guidance

a. Italian citizens may not obtain civilian component status. Former Italian citizens present in Italy on orders or orders of their sponsor do not reacquire Italian citizenship without an affirmative act. U.S. citizens who may have acquired or reacquired Italian citizenship under Italian law may be required to obtain and file with civilian personnel offices, certificates from Italian authorities - (e.g., Italian consulates abroad, Ministry of Interior, municipality of birthplace) - stating that they are not Italian citizens, are not listed in Italian records as Italian citizens, or have renounced Italian citizenship.

b. Members of the civilian component must have the following identifying documentation:

(1) A current no-fee or official passport containing a U.S. Government endorsement that the bearer is abroad on official U.S. Government business.

(2) An Italian Visa for *Missione* purposes stamped into the official or no-fee passport. Italian regulations require that the Visa must be applied for from the person's home of record in the United States, or if serving outside the United States, from the Italian Embassy or Consulate closest to their place of residence; and

(3) A sojourn permit (*permesso di soggiorno*) endorsed for "*Missione - componente civile c/o componente civile,*" or language to that effect. The *permesso di soggiorno* must be requested within eight days of arrival of the civilian component member in Italy, through the appropriate office on the military installation.

(4) Those civilian personnel, as defined by Section II.3 above, not entitled to an official or no-fee passport, will be identified by a SOFA Stamp placed in their tourist passport.

c. There are two limited exceptions to the above guidance:

(1) Family members of "members of the force" (i.e., active duty military) and family members of civilian component members are authorized to be employed on USF installations without modification of their passports, visas, and sojourn permits that otherwise reflect a family member status. Upon the sponsor's departure from Italy, such employment terminates.

(2) Civilian component members continuously employed prior to the implementation of the Italian visa requirement in 1999/2000. Such persons must possess a no fee/official U.S. passport described above; however, civilian component sojourn permits issued prior to the visa requirement reflect an endorsement of "*lavoro subordinato componente civile personale NATO.*" Upon renewal, these older sojourn permits must reflect the "*missione*" language described above.

d. Persons who acquire civilian component status may become "ordinarily resident" and lose civilian component status if at any time they take action contrary to NATO SOFA status, such as those actions specified at paragraph VII.3.c. above. Loss of civilian component status may result in termination from employment or for failure to maintain eligibility requirements.

e. DoD ID cards will be issued to all members of the civilian component and qualifying civilian personnel, and their eligible dependents.

f. Base/installation civilian personnel offices will determine civilian component status, after consultation with their servicing legal office. The affected individual/employee

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may request review of a negative determination. A request for review must be submitted within ten duty days to the cognizant Component Commander at the address indicated below via the civilian personnel office that rendered the initial determination:

(1) Army: Headquarters, U.S. Army, Europe, and Seventh Army, Office of the Deputy Chief of Staff of Personnel, AEAGA-C, Unit 29351, APO AE 09014 (military); Roemerstrasse, 135, Bldg 3734 69126, Heidelberg, Germany (civilian).

(2) Navy: COMUSNAVEUR (Code 016), PSC 802, Box 4, FPO AE 09499 (military); 7 North Audley, London W1Y 2AL, United Kingdom (civilian).

(3) Air Force: HQ USAFE/DPC, Unit 3050 Box 25, APO AE 09094-5025 (military); HQ USAFE/DPC, Bldg. 525 66877, Ramstein Air Base, Germany (civilian).

The Component Commander's decision is final. For record purposes and to ensure consistency across the services, decisions will be reported to the U.S. Sending State Office for Italy and to the Chair, Joint Civilian Personnel Committee - Italy.

SECTION VIII - CIVILIAN PERSONNEL

1. Policy. The term "Civilian Personnel" is a unique term deriving from references 2 and 3. Under those references, Civilian Personnel may be treated similarly as members of the civilian component for purposes of individual logistical support. See section II.3 above for a definition of Civilian Personnel.

2. Technical Representatives

a. Only contract employees who are accredited as technical representatives are eligible for individual logistic support (ILS) for themselves and their family members. ILS privileges may include exemption from host-nation income tax; duty-free importation of personal property and motor vehicles; access to tax and duty-free shopping at base exchanges and commissaries; military postal and banking services; privately-owned vehicle registration; eligibility for purchase of tax-free gasoline, tobacco and spirits; dependent schools; and other installation

morale, welfare, and recreation programs. Whether accredited technical representatives receive ILS depends upon a number of circumstances such as the terms of the contract, consideration for services provided, applicable service component regulations and policies, availability of services and determinations by the local installation commander.

b. DoD contracting agencies and DoD contractors will follow U.S. Sending State Office for Italy technical representative guidance in determining technical representative eligibility and status.

SECTION IX - Designated COMUSNAVEUR Country Representative

1. U.S. Sending State Office for Italy. The U.S. Sending State Office (USSSO) for Italy is the designated COMUSNAVEUR Country Representative for all matters covered by this directive. Submit all questions of interpretation, requests for clarification, or recommendations for change to the U.S. Sending State Office.

The enclosed Country Regulations for Italy are hereby promulgated.

Authenticated: For the Commander:

L. W. Crenshaw, Jr. Rear Admiral, USN Deputy Commander	William E. Ward Lieutenant General, USA Deputy Commanding General	Robert H. Foglesong General, USAF Commander
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Official:

A. J. Nelson Captain, USN Chief of Staff	Gary C. Miller Reg. Chief Info. Officer HQ USAREUR	James R. Wise Colonel, USAF Staff Judge Advocate
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COMUSNAVEURINST 5840.2E
USAREUR Reg 550-32
USAFEI 36-101
20 February 2004

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APPENDIX A

REFERENCES

1. Agreement Between the Parties to the North Atlantic Treaty Regarding the Status of Forces of 19 June 1951 (NATO SOFA).
2. Agreement Between the United States of America and the Italian Republic Regarding Bilateral Infrastructure in Implementation of Article III of the North Atlantic Treaty of 20 October 1954 (Bilateral Infrastructure Agreement (BIA) [Classified]).
3. Memorandum of Understanding Between the Ministry of Defense of the Republic of Italy and the Department of Defense of the United States of America Concerning the Use of Installations/ Infrastructure by U.S. Forces in Italy of 2 February 1995 (Shell Agreement).
4. 20 October 1954 Memorandum of Understanding Between Italy and the United States of America on Customs and Fiscal Procedures Relative to the Application in Italy with Regard to United States Armed Forces of Article XI of the NATO Status of Forces Agreement of 19 June 1951 (Customs and Fiscal MOU).
5. 20 October 1954 Memorandum of Understanding Relating to the Application in Italy with Regard to United States Forces of the "Agreement Between the Parties to the North Atlantic Treaty Regarding the Status of Their Forces," signed in London 19 June 1951.
6. 21 March 2003 Memorandum Between the Ministry of Infrastructure and Transportation and the U.S. Commander Responsible for Licensing and Registration of AFI Vehicles.
7. Italian Ministry of Finance Circular 264/D of 31 October 1996, regarding the abolition of the *Trittico*.
8. Italian Ministry of Interior Circular of 20 February 1997, regarding Italian Citizenship Laws.
9. Italian Ministry of Finance Circular 177/D, Protocol Number 4937 of 12 August 1999, regarding the number of authorized Allied-Forces-in Italy (AFI) black-plated vehicles.

APPENDIX B

IMPLEMENTING DIRECTIVES

1. The following implementing instructions apply to all U.S. military personnel, employees, and dependents in Italy:
 - a. NAVSUPPACT Naples Instruction 1746.19 (series),
Subject: Regulation and Procedures for the Sale of Packaged Liquor at U.S./NATO Package Stores.
 - b. NAVSUPPACT Naples Instruction 4400.3 (series),
Subject: Tobacco Products Rationing.
 - c. NAVSUPPACT Naples Instruction 4400.5 (series),
Subject: Ordering and Releasing Procedures for Tax-Free Tobacco Products Imported into Italy.
 - d. NAVSUPPACT Naples Instruction 10340.1 (series),
Subject: Policy Governing Procurement and Retail Sale of Tax-Free Petroleum Products (POL) "P" Coupons in Italy, for Use in Privately Owned AFI Vehicles.
 - e. NAVSUPPACT Naples Instruction 10340.3 (series),
Subject: Procedures for Issue and Receipt of Tax-Free Petroleum Products (POL) Coupons from NAVSUPPACT Naples.
 - f. NAVSUPPACT Naples Instruction 10340.8 (series),
Subject: Policy Governing Tax-Free Petroleum Products (POL) "G" Coupons for Use in Italy by Official, Rental, and Privately Owned Vehicles Traveling on Official Business.
 - g. NAVSUPPACT Naples Instruction 10340.10 (series),
Subject: Policy Governing the Procurement and Retail Sale of Tax-Free Liquefied Petroleum Gas (LPG) Coupons for use by U.S. Forces in Italy.
 - h. NAVSUPPACT Naples Instruction 11240.19 (series),
Subject: Regulations Concerning Registration of Privately Owned Motor Vehicles.

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2. When the above or other implementing regulations conflict with these Country Regulations, the Country Regulations shall govern.