



MINISTRY OF FOREIGN AFFAIRS AND INTERNATIONAL COOPERATION  
The General Director for Resources and Innovation  
(omissis)

DECREES

that Mr. Gianmarco BELLINI, Honorary Consul in Norfolk (United States of America), in addition to his general duties of defending the interests of and protecting Italian citizens, he shall also carry out the following consular operations limited to:

- a) the receiving and subsequent transmission to the Consulate General of Italy in Philadelphia of material related to vital records from local authorities, received from Italian citizens or from commanders of national or foreign ships or aircrafts;
- b) the receiving and subsequent transmission to the Consulate General of Italy in Philadelphia of material related to declarations regarding marital status of military personnel or their witnesses;
- c) the receiving and subsequent transmission to the Consulate General of Italy in Philadelphia of material related to Last Wills and Testaments of Italian citizens prepared aboard naval ships or aircrafts;
- d) the receiving and subsequent transmission to the Consulate General of Italy in Philadelphia of legal documents regarding the opening of inheritance files of Italian citizens or potential Italian citizens;
- e) the emission of cautionary documents, that do not implicate the availability of personal assets of Italian citizens with regard to inheritance, shipwrecks, aircraft accidents with the obligation of immediately informing the Consulate General of Italy in Philadelphia;
- f) urgent preliminary investigations in the event of maritime or aircraft accidents or injuries aboard national ships, water vessels or aircrafts, after having consulted with the Consulate General of Italy in Philadelphia case by case;
- g) the receiving and subsequent transmission to the Consulate General of Italy in Philadelphia of AIRE or electoral applications, to be registered in Italy, from Italian citizens residing in the consular jurisdiction of the Honorary Consular Office;
- h) the receiving and subsequent transmission to the Consulate General of Italy in Philadelphia, responsible for all decisions regarding any pension cases and/or issues;
- i) the authentication of signatures by Italian citizens, as provided by current legislation;
- j) the consignment of documents, issued by the Consulate General of Italy in Philadelphia;
- k) the issuance of the "Proof of Life Certificates" for pension matters;
- l) notarizations and legalizations;
- m) authentication of signatures affixed on privately prepared documents, the preparation of notary documents and the issuance of special powers-of-attorney regarding natural persons for Italian citizens, as provided by law;
- n) the receiving and subsequent transmission to the Consulate General of Italy in Philadelphia of all documentation regarding the issuance of passports of Italian citizens residing in the consular jurisdiction of the Honorary consular office; the direct delivery of the passports, issued by the Italian Consulate General in Philadelphia, to the passport holders and the receipt for the return of said passports to the Italian Consulate General in Philadelphia;
- o) collection of biometric data of nationals who are requesting an electronic document, for the eventual transmission to the Consulate General of Italy in Philadelphia;
- p) the receiving and subsequent transmission to the Consulate General of Italy in Philadelphia of documentation related to the request for the issuance of a temporary travel document – ETD – submitted by Italian citizens or

citizens of Member States of the European Union, after receiving the proper reports for lost or stolen passports or travel documents. This documentation must be submitted for evaluation as provided by Art. 71 of the Presidential Decree of December 28, 2000, #445 of the authenticity of substitute declarations in accordance with Articles 46 and 47 of the above-mentioned Law. Once issued by the Consulate General of Italy in Philadelphia, the Honorary Consular Office will be responsible for the consignment of the ETD travel documents, valid to travel only once to the Member State where the applicant is a citizen, to the Country of permanent residence of the applicant or as an exception, to another destination;

- q) the receiving and subsequent transmission to the Consulate General of Italy in Philadelphia of documentation related to the request for entrance Visas;
- r) providing assistance to nationals in need of or experiencing difficulty and the implementation of the preliminary steps needed in order to request financial assistance from the State by the Consulate General of Italy in Philadelphia with the promise of restitution;
- s) implement the required operations, in accordance with the current laws, with regard to the arrival and departure of national ships, as well as maintaining registers for these operations;
- t) the receiving and subsequent transmission to the Consulate General of Italy in Philadelphia of documentation relating to the requests for the issuance, renewal or certification of ship safety certificates or of maritime personnel endorsement and the consignment of these certificates after issued by the Consulate General of Italy in Philadelphia;
- u) delivery of official documents to Italian citizens residing in the territorial jurisdiction of the Honorary Consular office, giving formal notice to the competent Italian Authorities of said notification as well as to the Consulate General of Italy in Philadelphia;
- v) collaboration with regard to the updating of files of resident Italian citizens by the Consulate General of Italy in Philadelphia;
- w) maintaining a file of authorized signatures from local offices;

The present decree will be published in the *Gazzetta ufficiale della Repubblica italiana*.

Rome, 02.27.2019

The General Director for Resources and Innovation  
Min. Plen. Renato Varriale