



ROSS Module Summary

New Request

Resource Ordering and Status System (ROSS) - *** PRACTICE ****

File Administration Resource Incident Request Travel Status Window Help

NI IL IN > [UT-WCF-000038] Wilson Creek QF REQ IR PR MP RS TL RE !

New Request - [UT-WCF-000038] Wilson Creek GINA BALD @UT-NUC R ? X

Select Item to Request

Catalog | Preorders

Catalog: Overhead

Category: Positions

Item Name: _____

Item Code: EDSD Keyword _____

Catalog Item	Code
SUPPORT DISPATCHER- EX. DL...	EDSD

There are no reminders for this catalog item.

Select Features

Available Features: _____ Requested Features: _____

Select Inclusions and Exclusions

None Federal Only Host Agency Only
 Non-Federal Only State Only

Contractor Not Acceptable No Trainee
 Portal-to-Portal Acceptable Trainee Acceptable
 EFF/AD Exclusion Trainee Required

Enter Request for SUPPORT DISPATCHER- EX. DISP.

Requests * 1 Block [1 - 999999] (SG) Default Block

Next Number 1

Named Request Only _____

Need Date/Time * 06/07/2006 14:52 MST

Deliver To * Wilson Creek

Navigation Instructions _____

Financial Code/ Compact _____

Special Needs _____

Reporting Instructions _____

Incident Ordering Contact _____

Request Contact * _____

Configuration Option Catalog Item with Configuration

Request(s) Created

Requested Item Named Request

S	NR	Request	Requested Item	Code	Need Date/Time	Qty

Description

The New Request module allows Dispatchers to create resource orders, known as “Requests,” for Incidents. Requests can be created for both internal and external incidents. The New Request screen can be accessed under the **Request** menu or by clicking the **REQ** hot button.

The Request(s) Created table is located in the lower right portion on the New Request screen. It lists only the requests created during the user’s current ROSS session. If the New Request screen is exited or the Incident context changed, the requests no longer display in the table. To view these requests, access the Pending Request and/or Request Status screens from the Request menu.

The New Request Module is related to the Tactical Aviation, Pending Request, Request Status, and Preorders modules.



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Data Information:

Data Element	Data Definition
Catalog <i>tab</i>	A list of resource items grouped by aircraft, crews, equipment, overhead, and supply.
Category	A list subdividing a given catalog. For example, the Equipment catalog includes the Engine and Dozer categories.
Item Name	Term(s) describing an individual catalog item (e.g., Crew, Type 1).
Item Code	A four-letter mnemonic code denoting an Overhead catalog item (e.g., CRWB for Crew Boss) or a five-digit number signifying an NFES supply item (e.g., 00030 for Battery, AA). These may be used to filter catalog items.
Keyword	Reference word(s) that may be used to filter catalog items. For example, the keyword 'finance' may be used to return all Overhead positions within the finance function.
Feature	List of items that can be selected to further describe a resource or its capabilities (e.g., bucket, longline, GPS antenna).
Inclusions and Exclusions	Select the option(s) of your choice.
Preorders <i>tab</i>	Used to select an existing Preorder (<i>see Preorders module information</i>) and then create requests based on catalog items in the Preorder.
# Requests	Quantity of requests ordered. Default is '1.' <i>Required field.</i>
Named Request Only	An Overhead request for a resource specifically asked for by name. Users can fill, place, UTF, or cancel Named Requests and are designated by an asterisk (*) in the "NR" column. This column can be sorted and Named Requests grouped together.
Needed Date/Time	Date and time the resource is needed. <i>Required field.</i>
Deliver To	Information automatically includes Incident location, All locations and airports added to the Incident. If Deliver To location of your choice fails to appear when you click the Select Delivery Location button , you must access the Incident screen and add that information <i>Required field.</i>



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Data Element	Data Definition
Special Needs	Free-form typing of special needs for the request, as appropriate (e.g., "Crew, double-lunched").
Incident Ordering Contact	The name of the contact person that the filling resource reports to when arriving at the incident.
Request Contact	The name and/or contact information of the dispatch unit that created the request or click the Select Contact Info <i>button</i> and then click to select the Contact Name of your choice. <i>Required field.</i>
Configuration Option	<p>If the selected catalog item is a configuration, click the Configuration Option dropdown arrow and then select the Configuration Option of your choice. The three choices are:</p> <ul style="list-style-type: none"> • Catalog Item with Configuration. Fill with the national standard configuration • Catalog Item without Configuration. Resource may or may not have the national standard configuration. • Selected Items from Configuration. Request is to be filled only with the specified items.
Action <i>button</i>	Actions that can be taken on one or more highlighted resources in the Request(s) Created grid. Actions include Add Documentation+, Edit Request+, Delete Request+, Create Support Request, Clear List, and Place Request Up+.