

# ROSS TIPS

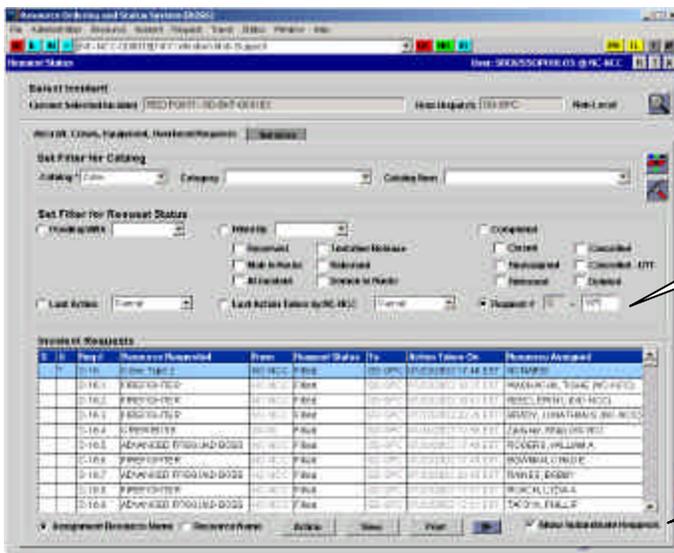
ROSS TIP: REQ-2004-1  
 Date: April 12, 2004 – V2  
 Subject: Subordinate Requests are not automatically displayed on the Request Status screen.

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ROSS assigns subordinate request numbers to the resources that are filling positions on an Assignment Roster. Examples include members of an overhead team and crewmembers on an engine or fire crew. If the parent request (e.g., a Type 6 Engine) is E-16 then the crewmembers on the assignment roster will be E-16.1, E-16.2 and E-16.3.

SOLUTION: To view the subordinate requests you must set the proper Catalog and Category options, click the Filled or Completed radio button (as appropriate) and then check the ‘Show Subordinate Requests’ checkbox at the bottom of the screen. The following table indicates the Category option(s) that must be set in order to view Equipment, Crew and Overhead subordinate requests. To view the parent and subordinate requests for a **specific request number** click the Request Number radio button and enter the request number followed by an asterisk (\*).

Catalog	Category Setting	Wildcard for a Specific Request (e.g., request 16)
Equipment	Blank	16*
Crew	Blank <i>or</i> Positions	16*
Overhead	Blank <i>or</i> Positions	16*



Use the wildcard (\*) to filter for a specific Request Number.

Show Subordinate Requests checkbox.