

Glossary of terms and fields

A

Account Manager. The person within a dispatch office who is responsible for entering persons to use ROSS and establishing user accounts and privileges.

Activation Date. A date provided by the home unit that identifies the resource's initial availability.

Active Financial Code. A financial code that has been used for an incident. The incident may be over, but the code is still active and usable until the end of the financial year.

Affiliation. A vertical relationship between organizations in a hierarchy. An organization that is directly above or below the current organization in the "Dispatch", "Agency", "Reporting", or "Managed By" organizational hierarchy.

Agency. An agency is a division of government (ranging from national to city). In the firefighting arena examples include: Forest Service, Bureau of Land Management, Federal Aviation Administration, Office of Aircraft Services, Alaska Division of Forestry, Los Angeles County etc. This term refers to the agency itself, not to a physical location or office. The agency is an umbrella under which offices, people and resources are identified. By definition, in ROSS an agency does **not** provide resources.

Agency Affiliation. The umbrella under which offices, people and resources are identified. (See Agency above.) It is not a physical location or office. For example, a Forest Service Regional Office, a National Forest, and a Ranger District all have an agency affiliation with the U.S. Forest Service. Dispatch offices, caches and vendors do not have any agency affiliations.

Aircraft. In Ross there are three categories: Fixed Wing (airplanes), Helicopters, and Air Service.

Air Service. A sub-category representing an activity in support of air operations that is provided by an external provider or responsible agency (e.g. issuance of temporary flight restriction, issuance of air support radio frequency, airspace management, furl service).

Airport Function Name. A designator used by the wildland fire community to identify the various functions an airport can support (e.g. jet port, heliport, tanker base).

Airport Record Source. An indicator to identify the originator of the airport/heliport record data. The two options are: FAA (imported from the FAA database) or ROSS (created by a ROSS user).

Airport Special Conditions. Documentation of special or unique information to be considered when using a particular airport, heliport, tanker base, or landing site (e.g. approach from east only, unmaintained runway, visual check required before landing, unlighted).

Alternate Name. A "slang" name that identifies a resource item or an organization. For example, the name of the equipment may be "Engine 21," while the alternate name may be a license plate number, a door number, or a nickname, such as "Rat Patrol."

Arrival Date/Time. The year, month, day, hour, minute, and time zone that a resource completes travel to another location.

Assignment Date/Time. The year, month, day, hour, minute, and time zone that a resource is assigned.

Assignment Filled Quantity. The quantity of items shipped on a specific request. This number may or may not satisfy the full request.

Assignment Not To Exceed Date. The date a resource is recommended to be released or returned back home from a particular assignment.

Associate. To relate one incident or initial report to another incident or initial report in ROSS.

Available GACC and Local. A resource status option indicating a resource is able to fill a request anywhere within the geographic area.

Available Local. A resource status option indicating a resource is able to fill a request only on the home unit or other local units.

Available National, GACC and Local. A resource status option indicating a resource is able to fill a request anywhere in the nation.

B

Benefiting Organization. The organization that will directly benefit from the activities occurring at the incident or project.

C

Cache Item Principal Name. Explanation of a specific NFES catalog item (e.g. shovel, Pulaski, Mark III pump).

Cancel. To close a request and retrieve it from the dispatch office it was placed with. Done because the resource is either not available or not needed.

Catalog. The ROSS catalog is a pre-established list of resource items, classifications, and qualifications. Catalog configurations are set and entered at the NICC and include: aircraft, crew, equipment, overhead and supply.

Change Management. A process through which changes are introduced, approved, and implemented.

Child Organization. An organization that is below another on either an agency or dispatch hierarchy is called, in "geek speak", the "child" organization of the organization immediately above it. (See Parent Organization).

Claim a Request. Identifies to others in ROSS that a users in working on the request. A user may 'claim' a request while working on it.

Committed. A resource status option. A resource is committed if it is assigned to an incident, either within or outside of ROSS.

Compact Request. A resource request submitted by a state within a compact. The request can only be filled by resources from another state within the same. Federal resources **cannot** fill a compact request.

Compact Resource. A state resource available to another state under the authority of a compact.

Complex. In ROSS, when creating complexes, one incident is established as a complex incident and the other incidents are identified as subordinates.

Configuration. A group of some catalog items and their quantities that, taken together, make up another catalog item. All the individual items are automatically ordered when the catalog item is ordered.

Contact Information. The necessary data needed to contact a person or organization. Examples include: name, location, phone number, and any other pertinent specifics.

Contact Method. The method used to contact the organization or person (e.g. cell, e-mail, fax, pager, phone).

Contract Type. Establishes how a resource is acquired or used by the government (e.g. CWN or exclusive use).

Cost Type. This is an accounting category to which costs are attributed (e.g. per diem, salary, equipment).

County Name. An administrative subdivision of a state; also called a parish in Louisiana, or a borough in Alaska (e.g. North Star Borough, Canyon County, Acadia Parish).

Current Dispatch. When resources are at home, the local dispatch for the resources is the current dispatch. When on an incident, the current dispatch is the dispatch unit responsible for the incident.

Current Organization. The organization that is currently logged onto ROSS. Identification appears abbreviated in the top right corner.

D

Data Standard. A specification for a data item that has been established by authority or general consent. Included are definitions for the data format, usage, and valid values, as well as change management procedures that ensure the consistent creation, use, and maintenance of data.

Date. The date, configured as month, day, and year.

Dispatch Affiliation. Refers to the dispatch office or coordination center that an office places resource orders up to when there are no more expendable resources within the local or selection area. In ROSS, it refers to the office (organization) that created your office (organization). For example, the GACCs were created by NICC, so the dispatch affiliation for a GACC is NICC.

Dispatch Messaging System (DMS). An e-mail system developed for the transmission of mission critical

information. There are no personal profiles, so each dispatch office is provided with a generic profile.

Documentation Category. A brief description to categorize the kind of documentation being created.

Documentation Date/Time. The month, day, and year plus hour, minute, and time zone when documentation is created or updated.

Documentation Text. Narrative of pertinent remarks used to document actions, rationale, decisions, and general comments.

E

Electronic Address Name. The characters and symbols of an electronic mail (e-mail) address.

Employment Status. Describes the method of personnel hiring (e.g. regular agency, administratively determined (AD), emergency firefighter (EFF), contract).

Equipment. Includes only *rolling stock* (e.g. cars, trucks, engines, dozers, lowboys, buses, etc.).

Equipment Identifier. A name, number, or combination of characters used to uniquely identify a specific equipment resource. Examples:

Entry samples:	ROSS will report:
ENGINE – 301	ENGINE - 301 (CA-SHF)
ENGINE – CA123	ENGINE - CA123 (CA-SHF)

F

FAA Airport. The FAA airport database is imported into ROSS and cannot be altered.

Features. A special attribute that a particular resource has (e.g. an engine with compressed air foam, or an airplane with floats). Vendor-owned resources can typically be ordered with or without a feature (e.g. a helicopter with an aerial ignition device or a long-line with remote hook).

Federal Agency Code. A standard group of characters used to abbreviate a federal government agency name that conforms to a published standard, typically using fewer characters than would be required to record the full name of the agency (e.g. USFS, BLM, NPS, BIA).

Federal Agency Department Code. An abbreviation for the one of the 14 executive branches of the United States Government (e.g. USDI, USDA, DoD).

Fire Type Name. *See Wildland Fire Type Name.*

Follow On. An incident that results from another incident. For example, the rehabilitation or a re-burn of a fire are follow on incidents to the original fire.

G

Global Access. Found on the Contract screen. A check in the box indicates any dispatch user can access the catalog.

Group. A group is an optional overhead feature in ROSS that is a listing of positions (not people). This enhances resource ordering by allowing the grouping of common resources. Groups can be pre-defined (e.g. an IMT1 Type 1 Incident Management Team with 26 overhead positions, Buying Team, Strike Team, etc.).

Group Name. A name that is given to a group of wildland fire resources.

H

Hierarchy. Groups organized according to authority. In dispatch this is the tier system. For example, orders flow from local to GACC to NICC and vice versa.

Home Dispatch. The dispatch unit that has the primary responsibility of maintaining information on a resource and the authority to mobilize it.

I

Incident Type. A description used to categorize incidents and emergency reports, such as wildland fire, law enforcement, and medical.

Incident Contact Person Information. Specifics about the person who can be contacted to represent the host organization for the event. May include name, phone number, etc.

Incident Estimated End Date/Time. The date and time an event is expected to end.

Incident Function. A role performed in support of an incident (e.g. air attack, command, logistics, operations, communications, etc.).

Incident Initial Date/Time. The date and time an event is initiated in ROSS.

Incident Report Status. An indicator of the current status of an incident report. Examples:

"Open" - indicates the incident has not been referred to another organization. The reported incident has not yet met the definition of a ROSS Event (for example, an initial attack fire that never requires a resource order).

"Closed" - indicates the incident is either: a) concluded, b) referred to another organization, or c) entered into ROSS as an EVENT Record.

Incident Size Date. The size of an incident on a specific date.

Incident Status. The current status of an incident (e.g. "O" for open and "C" for closed).

Initial Report. The initial entry of information about potential emergency activity reported to a dispatch office. No resources can be assigned to an initial report. The initial report must be promoted to an incident to request and assign resources.

J, K

Keywords. Alternate terms used to identify a catalog item; used when searching for an item.

L

Link. In ROSS on the organization screen, by hitting the link button, a person is tied to a particular organization. If a person permanently moves, the person is unlinked by the first organization and linked to a new organization.

Location. A defined physical site of significance within the ROSS system, such as airport, VOR, city, incident/project.

Location Name. The official or common title given to a specific location, such as Boise, Foothills Fire, Hat Butte.

Location Navigation Instruction Description. Directions that explain how to proceed to a location.

Location Record Source. An indicator to identify the originator of the location record (e.g. USGS - data was downloaded from the U.S. Geological Survey database, UNIT ID - Creating Dispatch Office).

M

Merge Incidents. Two or more incidents combined into one, with one incident becoming the "surviving incident". The surviving incident's name and financial code will be used for the incident after the merge. Once merged, all actions associated with the separate ignitions, and the merged incident, will be associated with the merged incident for historical purposes. To merge incidents happens when multiple incidents occur in one area and come together. Dispatchers often join these incidents and manage them as one (merged) incident.

N

National Interagency Technology Center (NITC). The site in Kansas City, Missouri, where the servers reside for both ROSS and DMS.

Non-FAA Airport. An airport entered by a ROSS user that is not on the national list of imported airports monitored by the FAA. Typically these are backcountry strips or helispots used by local firefighting resources.

Non-ROSS Organization. A dispatch office that provides firefighting resources, but is not connected to ROSS. Phone calls and faxes would be used to order resources from a non-ROSS organization. This information about the resources would then have to be entered into ROSS by a dispatch office using ROSS.

O

Organization. A classification for various groups that provide goods and services in support of wildland fire activities.

Organization Data Managed By. Refers to the dispatch office responsible for entering and updating the data about a particular organization in the ROSS database.

Organizational Identifier. A unique identifier for an organizational unit consisting of a two-letter state code followed by a three or four-letter code (e.g. OR-MHF, ID-NIC).

Organization Name. The title given to an administrative division at the federal, state, or local level (e.g. Boise National Forest, Moose Lake District, Idaho Southwest District).

Organization Type. The organization types included on the organization drop down menu in ROSS are: Agency, ARTCC, GACC, Local Cache, Local Dispatch, National Cache, NICC, Non-ROSS, Other Government, Other Non-government, and Vendor.

Other Government. City, county, state or federal organizations of the NWCG (National Wildfire Coordinating Group) that provide resources or support to incidents, **excluding** dispatch units.

Other Non-Government. Organizations that can be included in ROSS that might provide assistance or support to incidents (e.g. Boy Scouts of America, American Red Cross, The Nature Conservancy).

Overhead Position Title. A title of a job within the Incident Command System (e.g. Operations Section Chief Type 1, Support Dispatcher, Resource Unit Leader).

Owner. The organization or company to be compensated financially for providing a resource to an incident. In the case of a regular government-owned resource, the provider would be the same as the owner. In the case of a contracted resource, the provider would be the government organization holding the contract and the owner would be the vendor. *Note: The Provider of a Resource Item may or may not be the same as the Owner.*

P

Parent Organization. In computer terminology, parent refers to an organization that is above another organization in the agency, reporting or resource ordering hierarchy. For example, the US Fish and Wildlife Service (USFWS) agency is the "parent" organization to the Washington Office of the USFWS. The Washington Office is the "parent" organization to Region 2 of the USFWS, and Region 2 the "parent" organization to the Bosque Del Apache National Wildlife Refuge. In dispatch circles, NICC is the "parent" organization to the Northwest Area Coordination Center (NWC) and NWC is the "parent" organization to the Central Oregon Interagency Dispatch Center. (See Child Organization).

Permissions. Authorities given by the ROSS Administrator in an office to a ROSS user to perform only certain functions within the system (e.g. to create resource orders, merge incidents, enter resources, etc.).

Pick List. A computer function that provides a list of options from which the user may select the appropriate item.

Political Level. The relative rank or position within a governmental hierarchy. Examples of political levels include: borough, city, county, national, parish, province, and state.

Priority Number. A number that defines the order of priority in which a radio frequency, contact method or phone should be used as a contact (e.g. 1 = primary, 2 = alternate).

Promote. To advance an incident from initial report status to incident status. The promote function takes all the information from the initial report, copies it into a new incident and assigns the next sequential incident number.

Provider. See *Resource Provider*.

Q

Quick Fill. A short cut allowing a dispatcher to rapidly commit resources to an incident without going through the complete "new request" process in ROSS. Allowed **only** with resources for which a dispatch unit has direct mobilization authority. The resource must be previously identified as a "Quick Fill" resource when established in the resource item inventory of ROSS.

R

Radio Frequency Number. The designated number that identifies a radio frequency. ROSS allows for receive/transmit indicators and tones (e.g. 169.625 tone 124.0 receive, 171.925 tone 103.6 transmit, 122.925 VHF).

Radio Frequency Use. Identifies the kind of communications that should occur on the frequency (AA = air-to-air; AG = air-to-ground; GG = ground).

Record Status. A descriptor that indicates the current status of a record (e.g. active, inactive).

Refresh. When using a web-based application, this function serves a similar function as the "Save" button. Clicking "Refresh" asks the ROSS application to go look for the most recent information from the databases and display it on the screen.

Release Date/Time. The month, day, year, hour, minute and time zone a resource is discharged from an incident.

Reminders. (See Resource Reminders).

Reporting Affiliation. On the organization screen, under the hierarchy tab, reporting affiliations are established for other government organizations. The purpose is to provide a means for queries to be made using the report function. An agency district office would have a reporting affiliation with its regional office, for example. Then, if the regional office wanted to see all the resources available under its jurisdiction, it could run a report and see them.

Request Creation Date/Time. The month, day, year, hour, minute, and time zone a request was entered into ROSS.

Request Needed Date/Time. The month, day, year, hour and minute describing desired delivery of a resource.

Request Number. An identifier used to indicate a specific request line on the resource order. The first character indicates the category of the resource, the numeric character is the line number. Examples: C-1 = Crew

request number one; A-14 = Aircraft request number fourteen.

Request Reporting Instructions. Information that directs a resource where, or to whom, to report upon arrival at an incident (e.g. report to the air tanker base, see the logistics coordinator at the district office).

Request Shipping Instruction Text. Information regarding the location and/or method of sending supplies to a designated point (e.g. will pick up, deliver to 1342 Main Street, deliver to Deer Flat Meadow via paracargo).

Request Special Need Text. A description of any circumstances or requirements that may affect the ordering of a resource (e.g. crew must be double lunched and tooled with their own transportation to stay with them; aircraft needs pontoons for water landing).

Request Status. A description of the current state of a request (e.g. open, pending, selected, filled, cancelled, unable to fill, etc.).

Reserved. A resource status type that indicates a resource has been assigned to an incident, but has no travel assigned.

Resource Activation Date. A date provided by the home unit that identifies the resource's initial availability. This date may be used to trigger the home unit to change the resource readiness status from "unavailable" to "available".

Resource Category. One of the 5 categories into which a wildland fire resource is designated (e.g. Aircraft, Crew, Equipment, Overhead and Supplies (A, C, E, O & S)).

Resource Deactivation Date. A date defined by the resource's home unit that identifies a point in time that the personnel must be returned home for appointment termination or contract end dates. This is an optional field. Additional remarks regarding the reasons for the not to exceed (NTE) date will be contained in the resource special conditions field.

Resource Inventory. A listing of the resources (A, E, C, O & S) that could potentially be mobilized to incidents. An incident management team and its "pre-order" filled out in advance on a resource order form is an inventory (e.g. radios, laptop computers, a mobile cache, etc.).

Resource Inventory Special Conditions. A text block in which the resource's home office may document factors to think about when considering this resource for assignment. (e.g. 8 hours from nearest jet port; comes with a bus; no night dispatches).

Resource Item. Equipment, personnel, supplies and services used in support of an incident/project. In ROSS, resources are categorized by Aircraft, Crew, Equipment, Overhead, Supplies and Groups.

Resource Mobilization Distance. The number of miles between one point and another, used to evaluate "closest forces."

Resource Order Line Item (ROLI). A single term to define an entire line of a resource order (including the request number, request description, the resource filling the request and all associated information about the request and resource). In ROSS, this is called a "ROLI".

ROSS. Resource Ordering and Status System

Resource Provider. An organization from which a resource comes. For contracted resources (resources provided by a vendor) the Provider is the organization that holds the contract. For example, an engine may be provided through an agreement by a state agency (Provider), but belong to a local fire department or private contractor (Owner). *Note: The Provider of a Resource Item may or may not be the same as the Owner.*

Resource Reminders. ROSS provides a dispatcher with a reminder for selected fields (e.g. when requesting a caterer, a reminder will be displayed suggesting that the dispatcher contact the local Health Department). In the manual system, resource reminders are typically found on several tickler lists in dispatch offices.

Resource Unavailability Begin/End Date. The first and last day during an "unavailable period" that a resource is not available for assignment.

Resource Unavailability Reason. The (optional) explanation for a resource being unavailable for assignment.

Retrieve. To pull back a request from the dispatch office it is placed with. Does not cancel the request (make it void), but brings the request back to the requesting unit to work with further.

Role Code. Job title or functional area of expertise of a person/office designated as a contact (e.g. incident command team, dispatch, air attack).

Roster. A list of positions, as defined by an NWCG configuration, and the resources that fill each position in the configuration. An example of an NWCG configuration is a Type 3 Helicopter Module (which has a manager and two crew members). A roster for the Type 3 Helicopter Module would consist of the three positions and the names of the people filling them. An example of a roster is:

HEMG Bill Strong
HECM Bradley Walker
HECM Mike Vianest

Roster ID. A unique identifier for a roster record.

Roster Line Number. The numeric identification of a specific line on a roster.

Roster Member Reservation. An indicator of whether or not a person is reserved as a member of a group. This will reduce the chance that a team member on a national crew or team will be assigned as an individual overhead resource. (yes/no).

S

Selection Areas. Areas from which a dispatch office can view and/or order resources; similar to the "neighborhood concept" used in many parts of the country. The ROSS application allows selection areas to be expanded or limited at different national or geographic area preparedness levels.

Server. The ROSS servers are located in Kansas City at the National Information Technology Center.

Service. A support activity provided by an external provider (e.g. ice delivery, trash pickup, fuel service). Services are only in aircraft, equipment and supplies.

Special Conditions. Limitations or special needs of a resource (e.g. an inmate crew might have a special condition that it is not able to leave its home state).

Standardized Data. A list of data values used as a reference to ensure consistency across systems. Examples are: State Code, Area Code, Overhead Mnemonics, Unit Identifiers.

State Department Code. The codes of the various departments of state government (e.g. CA-CDF, WA-DNR). Don't confuse this with the U.S. Department of State.

Supplies. Materials or goods used by the wildland fire community not defined in any other resource category. This includes, but is not limited to, all NFES items. This new definition requires some name changes (e.g. a Cache Van will be renamed "Mobile Cache" and will be considered a Supply item, not an Equipment item).

Supplies Service. A sub-category representing an activity that is directed and accomplished by an external provider (e.g. daily newspaper or ice delivery).

Supply Identifier. A unique identifier for a particular supply item (e.g. the property number of a chainsaw).

Supply Non-NFES Category. A standard descriptor of non-NFES supplies resources.

Supply Request Quantity. The number of requested supply items.

Support Request. A resource request that is created as the result of another request. The assignment of a resource may result in one or more support requests to completely fill the request (e.g. 20 sack lunches and/or a rental bus would be support requests to complete a request for a Type 2 crew delivered to a given location).

T

T-1 Line. A telephone line connection for digital transmission that can handle 24 voice or data channels at 64 kilobits per second, over two twisted pair wires. T-1 lines are used for heavy telephone traffic, or for computer networks linked directly to the Internet. ROSS works best with T-1 lines.

Travel Carrier Tracking Number Text. Information about any transport vehicle that is not in the Resource Inventory. A different travel carrier may be used for each travel leg.

Travel Leg Sequence Number. A number to indicate the order in which travel legs will be accomplished.

U

Unavailable. A resource status that indicating a resource is not available to fill a resource order request (Note: ROSS has an optional feature that allows a dispatcher to document a reason given for unavailability status).

Unlink. See *Link* then think the opposite.

User Account. In ROSS, the user account consists of the current dispatch organization the user is working in and name of the user.

Username. The login identifier for a ROSS user. The standard format is the first initial of the first name combined with the last name. For example, the login for John Wayne would be **jwayne**.

User Role. User roles are based on the amount of access that a user needs to perform the job at their current duty station. Examples include: Dispatcher, Data Administrator, and Basic User.

V, W

Wildland Fire Type Name. A sub-category of Incident Type, when the event type is a "Wildfire." (e.g. suppression, pre-suppression, prescribed fire, prevention, training).