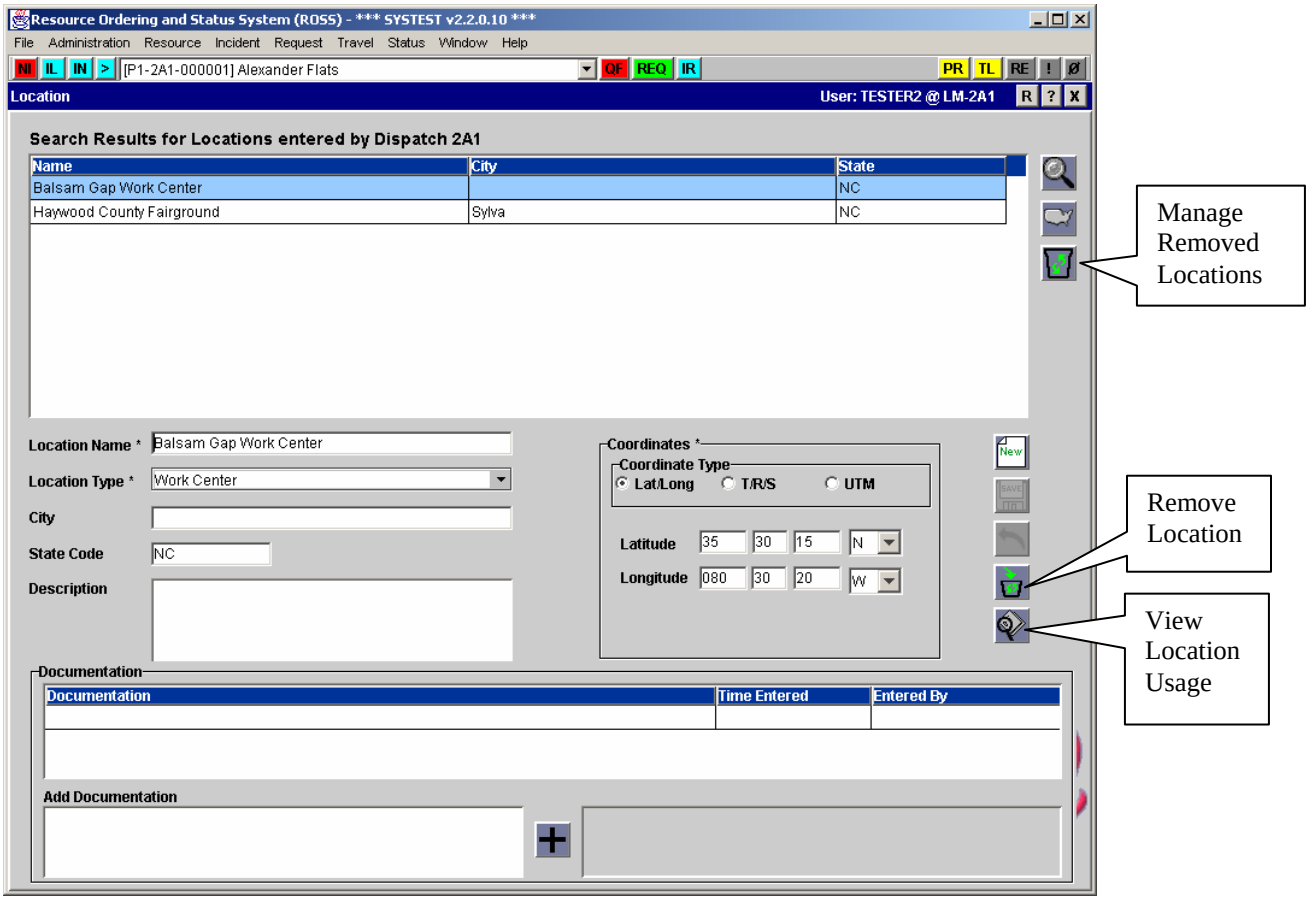
ROSS Version 2.2 Release Notes

The following is a synopsis of the fixes and new functionality included in ROSS Version 2.2. Known issues and workarounds are also discussed. The primary objectives of this version were to enhance data administration tasks such as merging duplicate resources and removing / deleting unneeded items; to add functionality addressing unique request placement situations; and to implement required security enhancements.

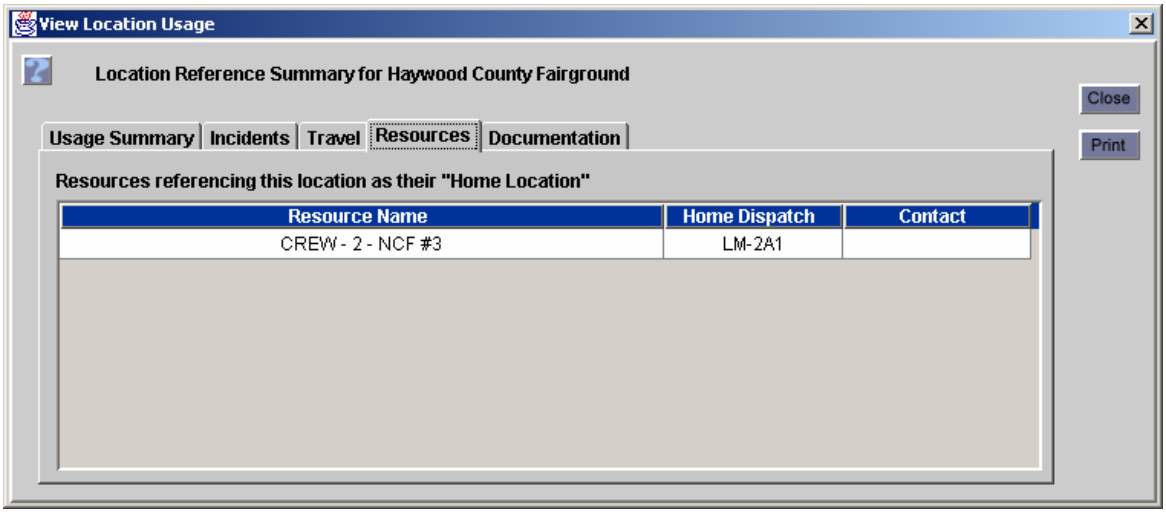
Remove / Delete

This new functionality that is available on the Organization, Resource Item, Location, Airport (non-FAA), Aviation Hazard and Contract screens. Users with the Data Manager role may remove such items that are managed by their center. Removing an item prevents users from viewing and using it but **does not** physically delete it from ROSS. Items that have not been associated to existing *open or closed* incident(s) may be deleted immediately after being removed. Items with incident associations may only be deleted after the incident(s) are closed and removed from ROSS at year-end. In the meantime they remain removed and cannot be used. (*See the Catalog Maintenance section for information related to remove / delete functionality on the Catalog screen*).



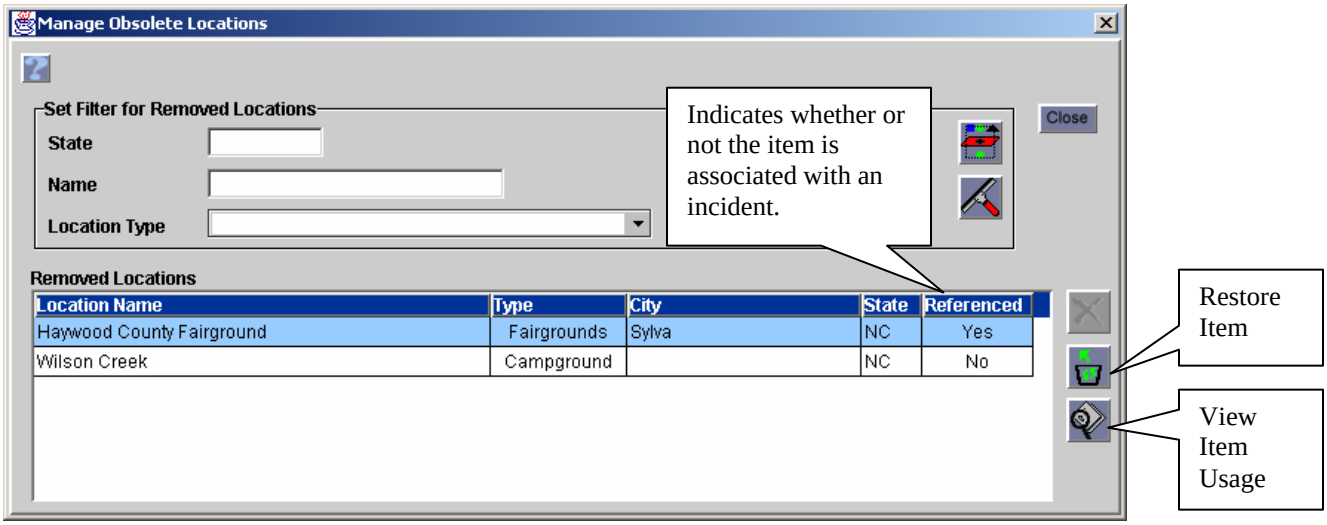
Location screen showing new buttons and documentation grid.

Data dependency conditions must be met before Locations, Organizations, non-FAA Airports, Resource Items and Contracts may be removed. The 'View Usage' dialog displays references and aids users in determining the issues that are preventing an item from being removed.



View *Item* Usage showing references that prevent removal and / or deletion.

The 'Managed Removed *Items'* button is used view or handle removed items. If the 'Referenced' column indicates 'Yes' the item may not be deleted until the associated incident(s) are closed and removed from the database at year end.



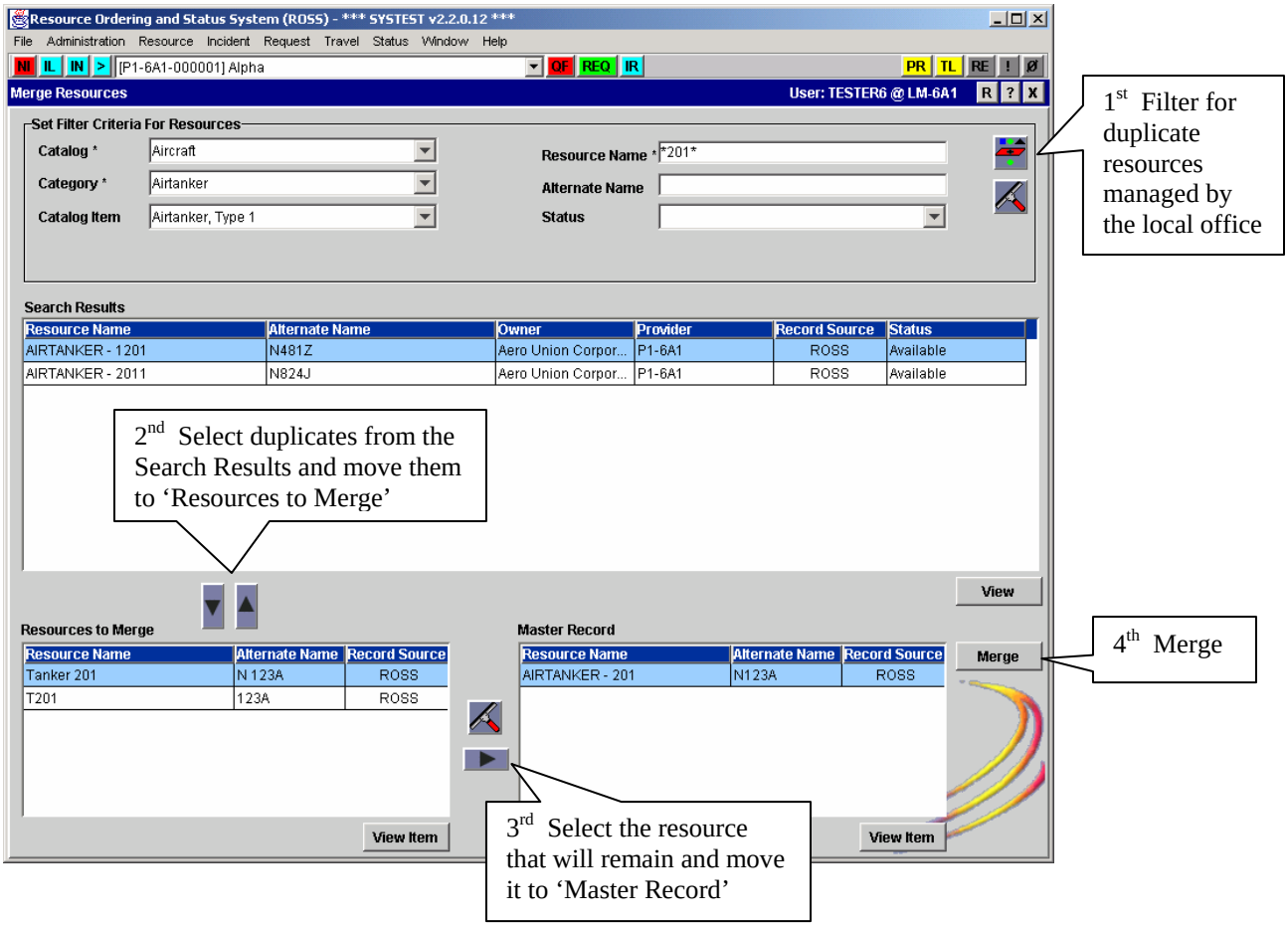
- **Known Issue**: Resources that had been associated with a Removed External Dispatch are still displayed on the Add External Resource to Inventory dialog (accessed from the Add External button on Resource Item screen). This will be fixed in version 2.2.1. **NOTE**: These resources may not be added to inventory while the external dispatch is removed.
- **Known Issue**: The Remove functionality has not been implemented for Resource Items that are identified as Services. This will be fixed in version 2.2.1.

Workaround: Services that have no active incident association may be deleted via the existing 'Delete' button. Services that cannot be deleted may be renamed and / or have their qualifications removed to avoid further use until the fix is implemented.

Merge Duplicate Resources

This new functionality allows Data Managers to merge duplicate Resource Items into a remaining Master Record. The Merge Resources screen is under the Administration menu.

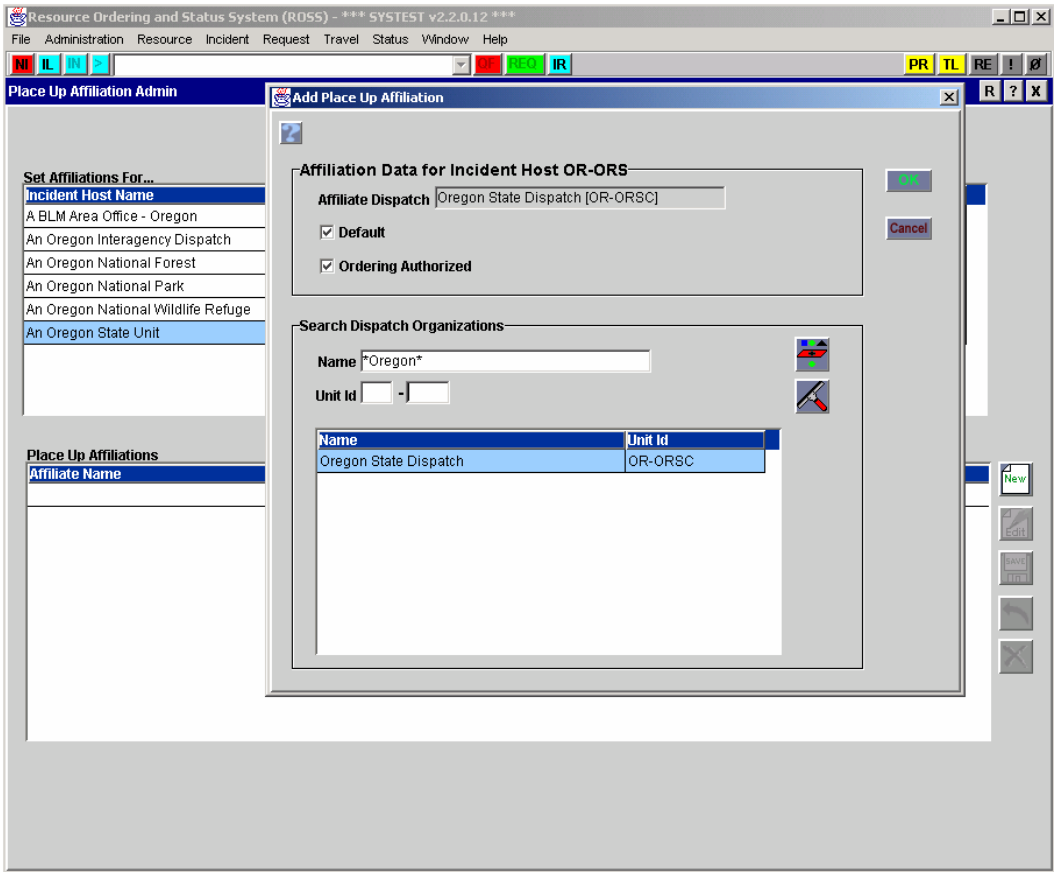
- Users may only merge resources managed by their center.
- All items selected for a merge must be from the same catalog and category.
- The status of items selected for a merge must be Unavailable or Available (*at home ~ not on prepositioned incident*).
- If any overhead resources being merged were imported then the selected Master Record **must** be an imported record (rather than a hand-entered record).
- If a removed resource is selected as a master record it remains removed after the merge.
- The assignment history of all merged resources is copied to the surviving master record. Overlapping histories are permitted.
- Merged resources are physically deleted from the database.
- An autodoc is added to the master record identifying items that were merged, the date / time and user that performed the merge.
- Merged resources are removed from contracts and replaced by the master record. Users may choose to be notified when a merged resource is removed / replaced on a contract managed by their center.
- If a merged resource has a master roster, the roster is deleted.
- Merged resources assigned to a position on a master roster are removed from the roster. Users may choose to be notified when a merged resource is removed from a master roster managed by their dispatch center.
  Known Issue: When the home dispatch merges a resource that is assigned to a position on a master roster *that is managed by another center*, that center is not notified that the resource was removed from their roster. This will be fixed in version 2.3.
  Workaround: Use the View Item button on the Merge Resources screen to review resources before merging. If a resource to be merged is assigned to a roster the managing dispatch and their primary contact information is displayed. Advise them of the merge and the master record that should be added back to their roster.



- A resource that is currently assigned as the parent or to a subordinate position on an open assignment roster may not be merged or selected as a master record. Users who attempt such a merge are advised which dispatch center is filling the assignment roster.
- When resources with different names are merged, the name on the master record is copied to all closed / completed requests for the merged resource(s).
- If an overhead resource with Web Status access is merged, the web status account is deleted and not copied to the master record.
- If one or more overhead resource items with ROSS User Accounts are merged, the user accounts are deleted and not copied to the master record.
- If both the merged resource(s) and the master record have user accounts, only the roles assigned to the master record remain after the merge. Access to dispatch organizations that had been granted only to the merged resources is removed. Only the Personal Settings of the master record are retained.
- Documentation entered by a merged resource is copied to the master record.
- If a merged resource is a ROSS User, any request and / or incident documentation attributed to them is unaffected by the merge.
- Users may not designate a resource that has been transferred to their center as the master record in a merge if the transfer has not been completed.
- Resources with incomplete transfers may be merged into a Master Record.

Place Up Affiliation

This new screen under the Administration menu allows Dispatch Managers to establish alternate Place Up relationships for their center based on incident host.



Setting a Place Up Affiliation

- Place Up affiliations are set on a host-by-host basis. If a center sets no Place Up affiliations, placing up functions as it did in previous versions.
- When a request is sent to a Place Up affiliate the type is identified as 'Alternate Place Up' and there are no restrictions on what that office may do with the request.
- Users are able to add, maintain and delete Place Up affiliations for their dispatch center and any incident hosts managed by their center.
- Users may not add, maintain or delete Place Up affiliations for their subordinates.
- The authority to place requests to a Place Up affiliate may be set to "Off" or "On". The default setting is "Off".
- Users may select any level of dispatch center as a Place Up affiliate:
- Users may not create a Place Up affiliation to their parent, a subordinate, a child of a subordinate, an external dispatch, a status-only dispatch or a removed dispatch.
- A Place Up affiliation applies to both non-service and service requests and may not be restricted by catalog, category or catalog item.
- Users may set more than one Place Up affiliation for a given host

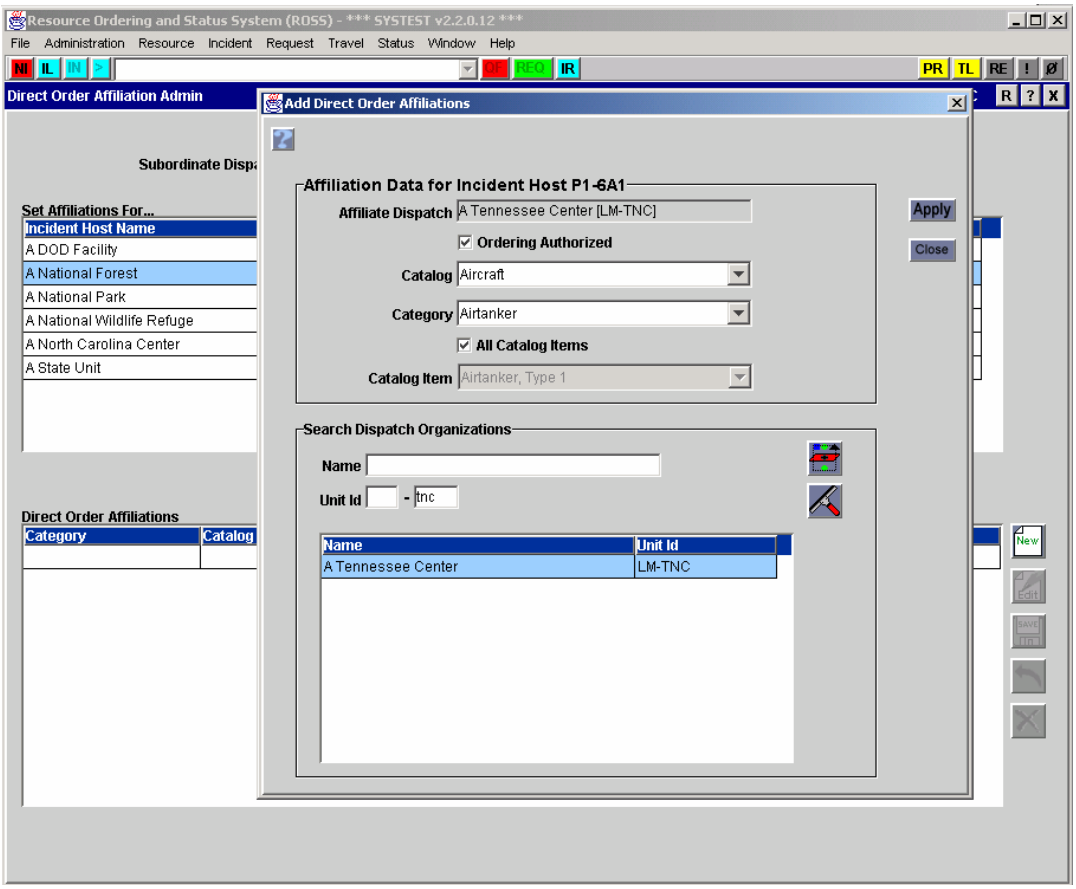
- Users whose dispatch center has been designated as a Place Up affiliate for another office must add that office to their Selected Dispatch Units for Pending Request Filters.
- Only the requesting dispatch center is permitted to place a request with a Place Up affiliate.
- Dispatch centers that have Place Up affiliations may opt to place up to their parent or to a place up affiliate.
- All dispatch centers in the chain between the ordering dispatch center and its Place Up affiliate may choose to be notified of Fill, Release and Reassign actions and are able to reassign mob and demob en route resources.

Known Issue: When a request is placed to a Place Up Affiliate who then places the request with another center the Place Up affiliate is unable to retrieve the request. This will be fixed in version 2.3.
Workaround: The request may be retrieved by the requesting dispatch and placed again to the Place Up affiliate. Alternatively, the Place Up affiliate may contact the center where the request is pending and have them UTF,

Direct Order Affiliation

This new screen under the Administration menu allows Dispatch Managers to establish Direct Order relationships for their subordinate dispatch centers based on incident host.

- Direct Order affiliations are set up on a host-by-host basis. If a dispatch center sets no Direct Order affiliations for its subordinates, ordering functions exactly as it did in previous versions.
- Requests placed to a Direct Order affiliate are identified as 'Direct Order' and the only actions that office may take are to "Fill" or "UTF" back to the placing dispatch.
- Users may add, maintain and delete one or more Direct Order affiliations for each of their immediate child dispatch centers and for any of the incident hosts managed by those children.
- Users may not add, maintain or delete Direct Order affiliations for their own dispatch center or their own incident hosts.
- The authority for a subordinate to place requests to a Direct Order affiliate may be set to "Off" or "On". The default setting when a Direct Order affiliate is created is "Off".
- Users may select any type of dispatch center as a Direct Order affiliate for a subordinate.
- A Dispatch center may not create a Direct Order affiliation for a subordinate to the subordinate's parent (i.e., themselves), the subordinate's child, a child of the subordinate's child, an external dispatch, a status-only dispatch or a removed dispatch.
- Each Direct Order affiliation must be limited to a specific catalog item or to all catalog items within a category. Direct Order affiliations may be set for both services and non-services.
  Known Issue: There is no column displaying Catalog in the Direct Order Affiliations grid. This will be added in a future version.
  Workaround: The Edit button may be used to view the pertinent Catalog.
- Users whose dispatch center has been designated as a Direct Order affiliate for another office will have to add that office to their Selected Dispatch Units for Pending Request Filters.
- Only the requesting dispatch center is permitted to place a request with a Direct Order affiliate. Centers may not place a request that was placed to them to a Direct Order affiliate.



Setting up a Direct Order Affiliation

- Dispatch centers will have a 'Place Direct' option if the incident host and the selected request type correspond to a Direct Order affiliation that has been set for them by their parent.
- When placing a subordinate request to a Direct Order affiliate, the available affiliates are based on the catalog item being ordered, not on the catalog of the request number.
- When a dispatch center has a Direct Order affiliate that is also within its selection area, the 'Place Direct' precludes placing via the selection area because the options for handling Direct Order requests are more restrictive than for requests place via selection area authorities.
- All dispatch centers in the chain between the ordering dispatch center and its Direct Order affiliate may choose to be notified of Fill, Release and Reassign actions and are able to reassign mob / demob en route resources.

Selection Area

The Selection Area screen has been altered to correct an existing issue and to allow requests placed via selection area to be placed up.

- Dispatch centers are no longer permitted to set their own selection area. Selection Area managers may only maintain selection areas for their immediate subordinate centers.
- Typically, ordering rules do not permit a request that has been placed within a selection area to be placed up. However, exceptions exist where this is appropriate. To allow for these

atypical situations, a new 'Place Up Authorized' checkbox has been added to the Selection Area screen. The default for this checkbox is 'unchecked'. Place Up permission may be limited to a specific Catalog and Category.

Person Screen

The Person screen has been removed from ROSS. The functions that were performed there are now handled on the Resource Item and / or User Account screens.

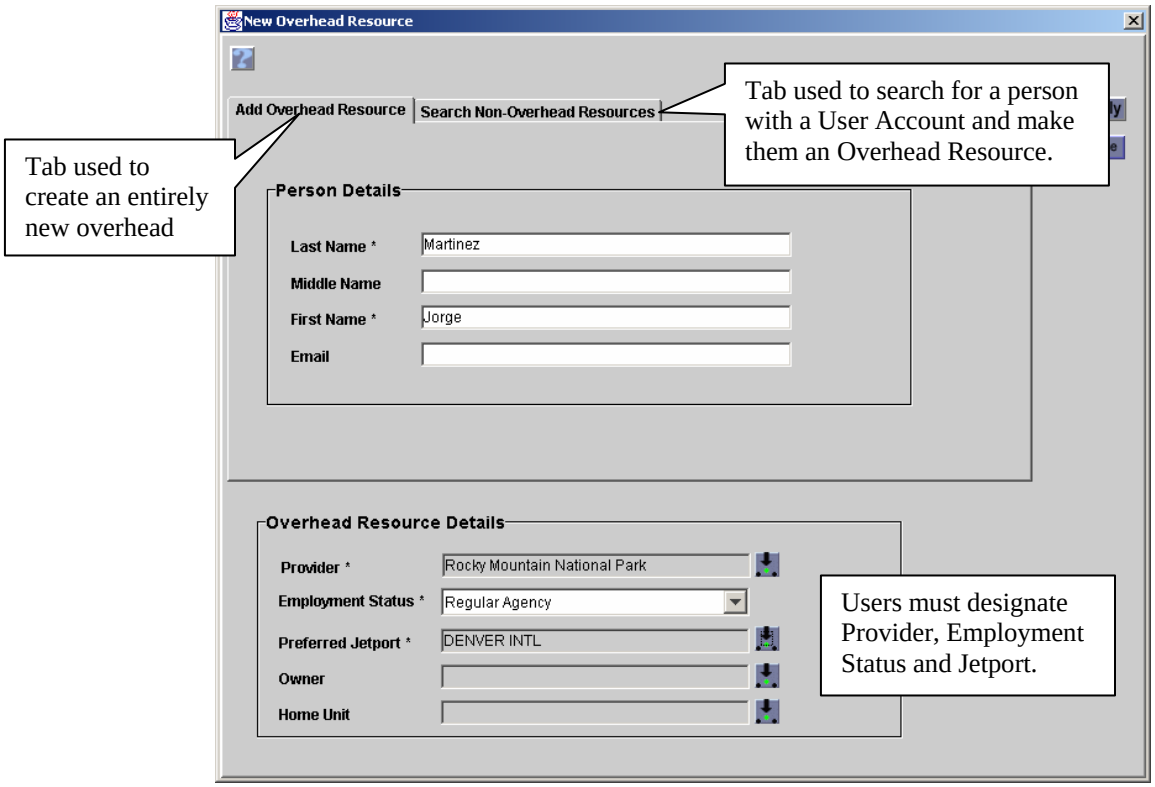
Web Status Access

The Web Status Access screen has been removed from ROSS. Creating and maintaining web status accounts for overhead, supervisors, government representatives and vendor representatives is now done on the redesigned User Account screen.

Resource Item Screen

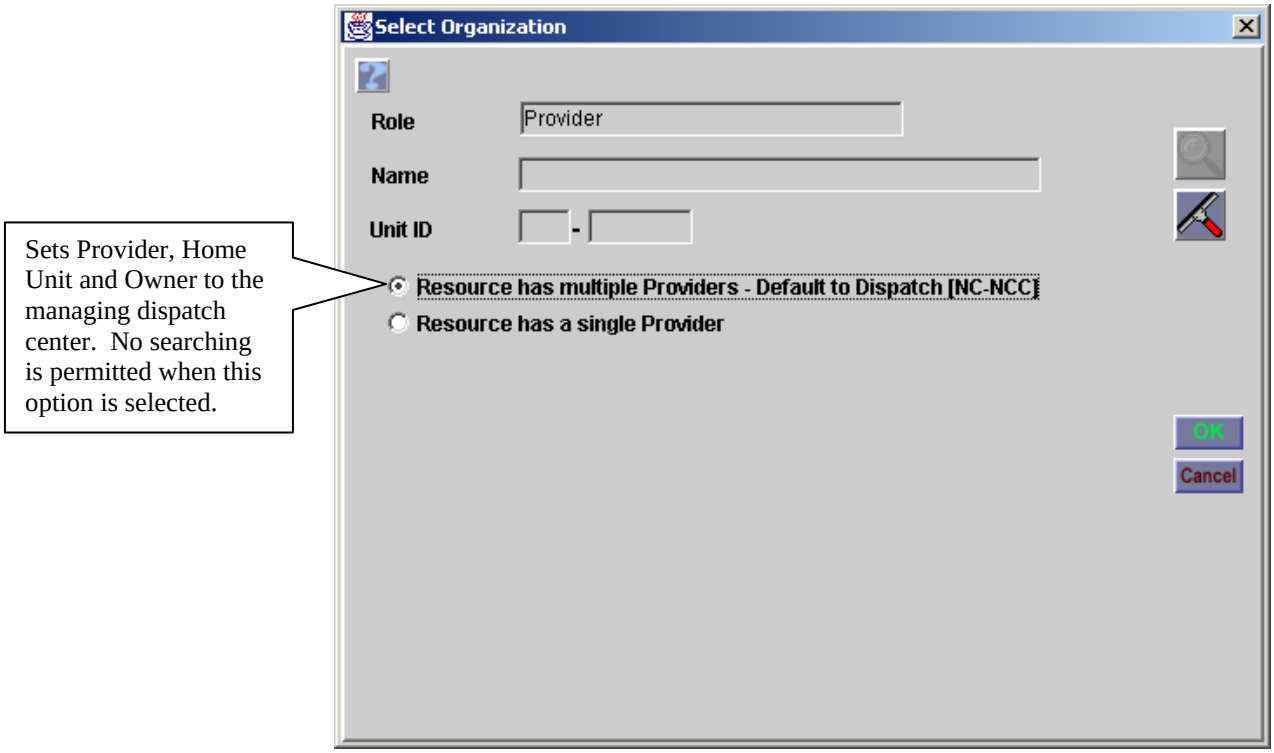
This screen has been enhanced to add Remove / Delete capabilities, allow creation of Overhead resources without first creating a Person record, require selection of a Provider when creating a resource, correct existing issues related to transferring resources, require jetports for Crews / Overhead and cascade name changes to all open and closed requests. Remove / Delete functionality specifically related to resource items is included here.

- Creating a Person record is no longer a prerequisite for creating an overhead resource.
- Users may search for an existing person (*managed by their dispatch center*) in order to make them an Overhead resource by using the 'Search Non-Overhead Resources' tab.



Dialog for adding a New Overhead Resource.

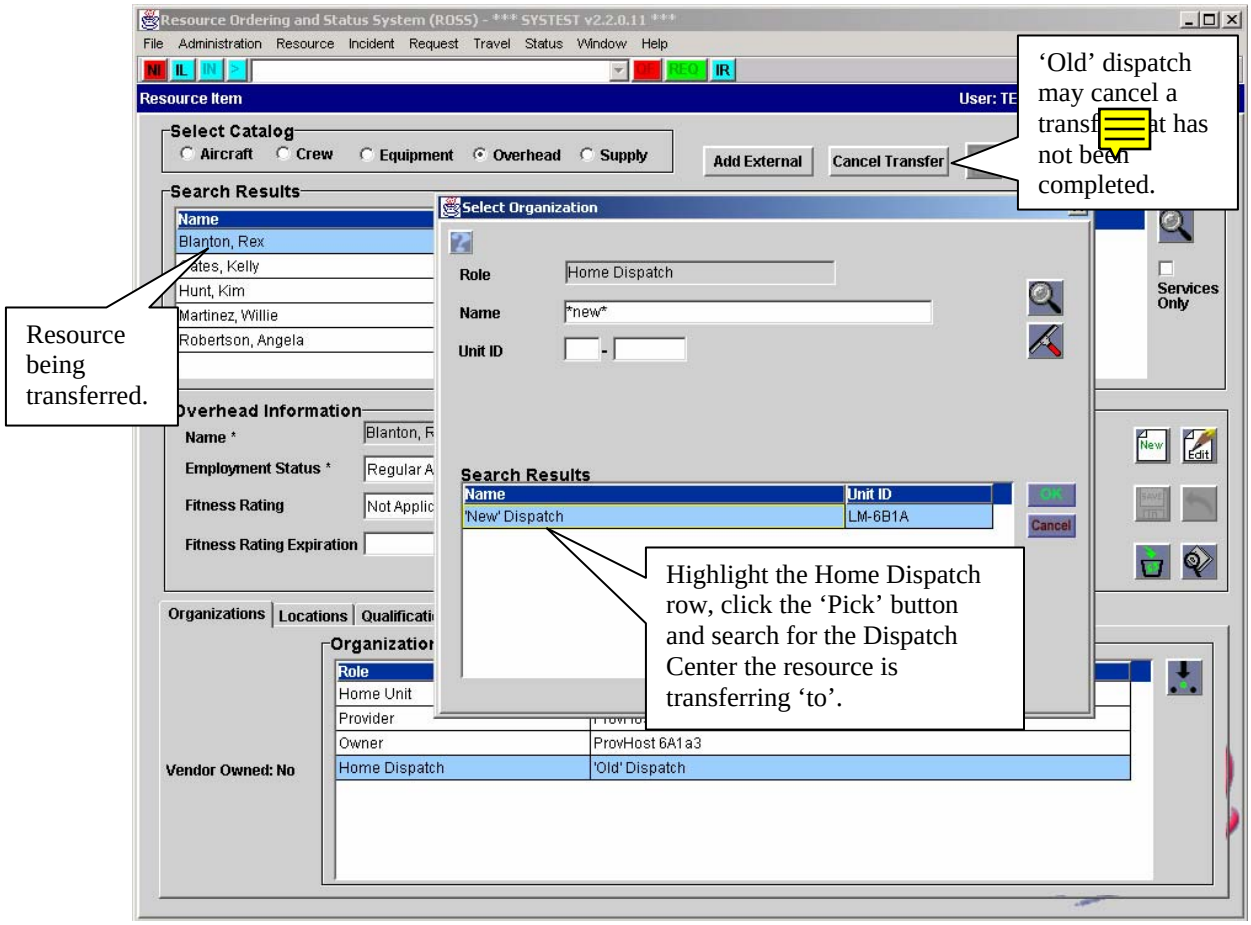
- To add a new ROSS Record, users select the 'Add Overhead Resource' tab. Mandatory fields are Last Name, First Name, Provider, Employment Status and Jet Port. If left blank, the Owner and Home Unit default to the selected Provider..
- A Contacts tab has been added for Overhead resource items. Previously this information was maintained on the Person screen. Contact information is shared between the Resource Item and User Account screens for overhead that also have a user account.
- When picking a Provider for a new or existing resource, users must indicate whether the resource has a single provider or multiple providers. If the 'multiple providers' radio button is selected then Provider, Owner and Home Unit default to the managing dispatch center. If the 'single provider' is selected users may search for and select any provider in ROSS.
- Users may only change the provider, home unit and owner for resources that are at home (available or unavailable).
- When adding external resources to inventory users are required to pick a provider. Employment status must be designated for external overhead. Preferred jetport must be designated when adding external overhead or crews.
  Known Issue: When new resource items identified as Services are added, the provider field still defaults to the user's dispatch center. This will be fixed in version 2.2.1.
  Workaround: Users who add services should use the pick button to select on the Organization tab to set the correct provider.



Picking Provider on the Resource Item screen.

- Data Managers may transfer a resource to another center by setting the Home Dispatch to the 'new' office. This applies to resources from all catalogs. Users may choose to be notified when a resource is transferred to their center.

- Only Resources that are at home (available or unavailable) may be transferred. Resources that are assigned to the parent request of an open assignment roster may not be transferred.
- Existing ROSS User Accounts and Web Status Access are physically deleted when Overhead resources are transferred.
- Resources that are on a contract may not be transferred.
  Known Issue: Resources that have contract periods at two or more dispatch centers (e.g., national airtankers) cannot be transferred.
  Workaround: Resource(s) must be removed from the contract and then transferred. The receiving dispatch center adds resource(s) back to the contract (it is not necessary to complete the transfer first). A fix for this will be implemented in a future version.
- A person in ROSS that is not a resource may not be transferred. They must be physically deleted at one center and entered at the other.
- If a transferred resource has a master roster, the roster is also transferred.
- Resources may not be transferred to a removed dispatch center.



Transferring a Resource by setting new Home Dispatch

- After the home dispatch is changed the 'old' dispatch center may no longer status the resource or use it to fill requests.
- The 'new' dispatch center may not use the transferred resource to fill a request (including Quick Fill) until the transfer process is completed.

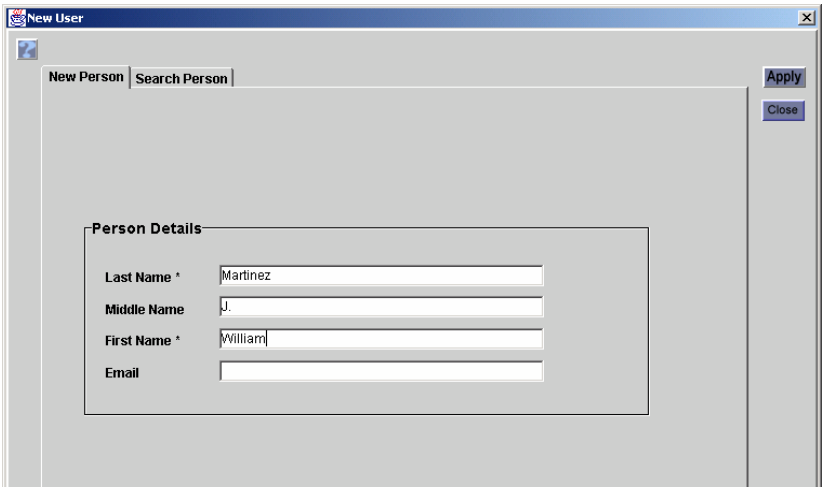
- The resource's status is set to 'Unavailable (Transferred)' and may not be updated by the user. Until the transfer is completed the resource is excluded from the counts displayed on the other resources tab of Pending Request.
- To complete a transfer, a new provider organization must be designated. When a transfer is completed the status of the resource prior to the transfer is reinstated.
- Users may review all resources transferred to their center where the transfer is incomplete by using the 'Search Resources' button and the new 'Pending Transfer Only' checkbox.
- The 'old' dispatch center may cancel a transfer as long as it has not been completed. A new 'Cancel Transfer' button allows the 'old' center to review and take action on all resources transferred from their center where the transfer is not complete. When a transfer is cancelled the status of the resource prior to the transfer is reinstated.
- Resource items with incomplete transfers may be added to contracts, master roster positions and assignment roster positions. However, subordinate requests are not created for assignment roster positions where an Unavailable (Transferred) resource is assigned. The transfer must be completed and the status set to 'Available' in order to generate the subordinate request.
- Status-only dispatch centers may not authorize another center to fill requests with a resource whose transfer is incomplete.
- A resource whose transfer is incomplete may not be selected as the transport resource for a travel plan.
- An overhead resource whose transfer is incomplete may be name requested. The request may not be filled until the transfer is complete.
- Resource items with incomplete transfers are displayed on the Search for Resources screen if they match any of the supplied filter criteria, *except provider*. (Resources with incomplete transfers do not have a provider organization in ROSS).
- When users edit the name of an existing resource the change is cascaded to 'Resource Assigned' information for all open / closed requests that the resource filled. This includes positions on open assignment rosters where a subordinate request has not yet been generated. ROSS documents the change including date / time and user who performed the action. Users are advised of cascading changes before the update is saved.
  Known Issue: Name changes are not displayed for an assigned resource that has been reassigned (even if the reassignment is later cancelled), tentatively released (even if the release is later cancelled) or released (at incident). This will be corrected in a future version.
  Workaround: The View Resource button can be used to verify the correct current name of an assigned resource.
- Users are now required to select a preferred Jetport when creating a new Crew resource.
- When users change the owner of a resource item that is on a contract ROSS removes the resource from the contract. Users may choose to be notified when a resource is removed from a contract that is managed by their office or one where they have direct access. A confirmation message warns users of this impact before the change is made.
- Resources may only be removed when they are 'at home' with a status of available, unavailable or returned from assignment.
- When a removed resource is restored the following information is also restored, where appropriate: home dispatch, provider, owner, home unit, home location, preferred jetport, unavailability periods, qualifications / classifications, assignment history, documentation, features and special conditions.

- When a resource that has a master roster is removed the roster is also removed. If the resource is later restored the roster becomes valid again.
- When a resource that is assigned to a position on a master or assignment roster is removed the resource is deleted from the roster(s). Users may choose to be notified when a resource is removed from a master roster managed by their office or from an assignment roster being filled by their office
- When a resource is removed it is deleted from all contracts where it had been added. Users may choose to be notified when a resource is removed from a contract managed by their office or where they have direct access.
- A dispatch center may be authorized to fill requests with resources managed by a status-only office. If a status-only office removes such a resource the authorization is also removed. Status-only offices may not grant authorization for a resource that is removed.
- Removed resources may be displayed on the Search for Resources screen.
- Removed resources are excluded from the resource counts on the 'Other Resources' tab of Pending Request.
- Users may not…
  - ~ restore a removed resource if its owner is a removed vendor organization
  - ~ status removed resources
  - ~ use removed resources to fill or Quick Fill
  - ~ attach removed resources to any type of contract
  - ~ assign a removed resource to a master or assignment roster position
  - ~ create a master roster for a removed resource
  - ~ look up a removed overhead resource to create a named request
  - ~ identify a removed item as the transport resource for a travel plan
  - ~ add a removed resource to a travel leg as an administrative passenger

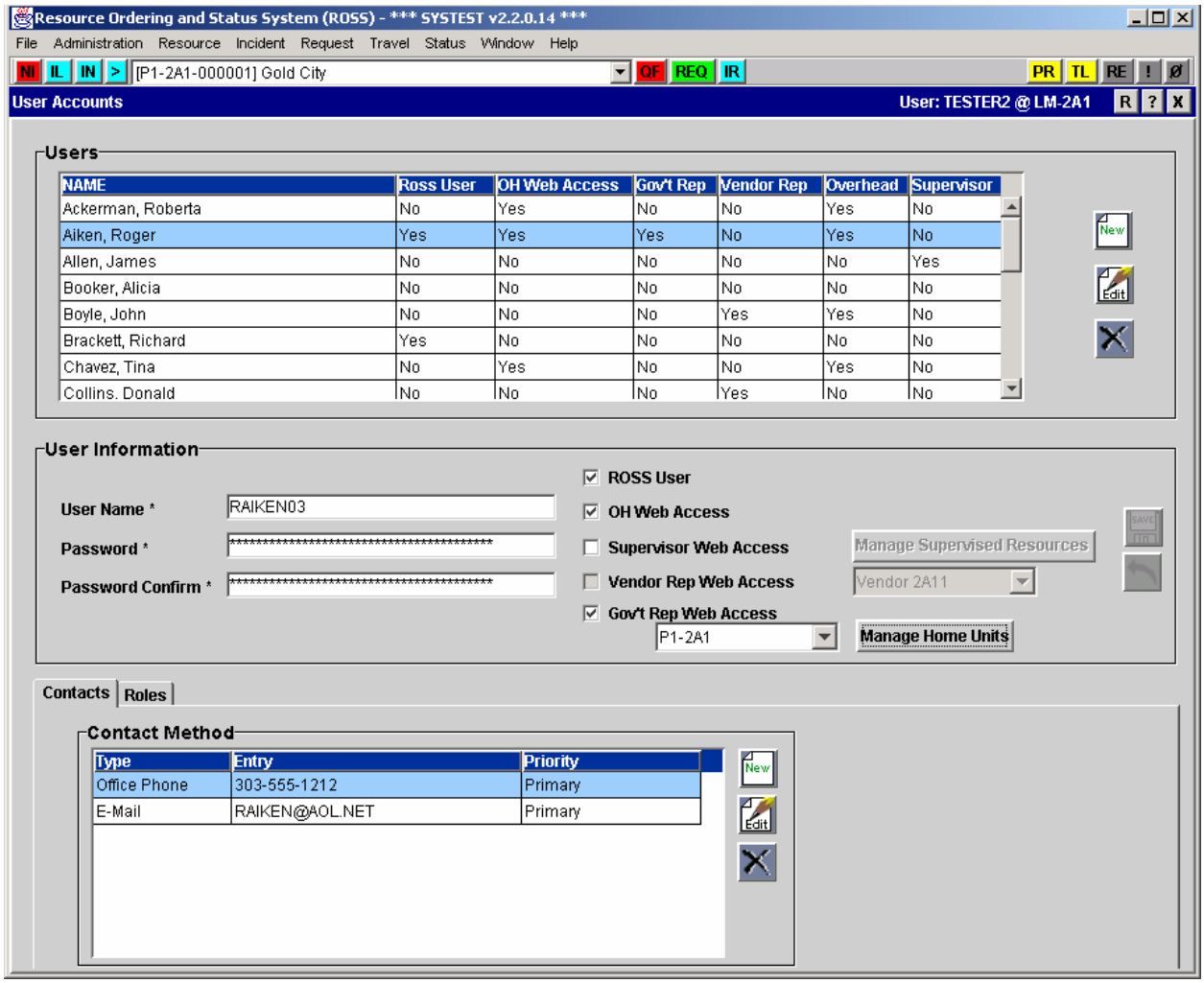
User Account Screen

The User Account screen has been completed redesigned to include functionality that was previously handled on the now obsolete Web Status Access and Person screens.

- The 'New User' dialog has two tabs. The 'New Person' tab allows users to create an account for a person they manage that has no existing record in ROSS.



- The ‘Search Person’ tab is used either to search for a local overhead resource in order to give them an account or to search for existing ROSS users from other centers in order to give them roles in the local office.
- The ‘Users’ grid lists persons that have accounts managed by or user roles granted by the local center. Non-overhead persons managed by the local center are also listed even if they do not have a user account. Columns indicate types of user access granted to each person.



Redesigned User Account screen

- ‘User Information’ panel is used to set the user ID, password and account type(s) for each user. Only the dispatch center that created a user’s initial account may edit or update the information.
- The panel has checkboxes corresponding to each of the five available user account types which are assigned independent of one another.
- A Contacts tab has been added. Previously this information was maintained on the Person screen. Contact information is shared between the User Account and Resource Item screens. This tab is only displayed at the dispatch center that manages the primary account.

- Only an Account Manager at the dispatch center that initially created a ROSS user account may delete the account permanently. When the account is deleted by the managing dispatch center, that user may no longer log into any dispatch center. Any requests that had been claimed by the user become unclaimed.
- A ROSS user account may not be created for a removed overhead resource. When an overhead that has a ROSS user account is subsequently removed their account is not deleted.
- A person designated as a Vendor Rep may not also be a ROSS User, a government rep or a supervisor. Vendor reps that are overhead resources may be given Overhead Web Access.
- Vendor reps whose vendor organization is removed are no longer able to log on.
- Vendor reps, supervisors and government reps may not status removed resources. If the resources are subsequently restored the affiliation with the web status user is not reinstated.
- An overhead resource that has been removed may not be designated as a vendor rep, supervisor or government rep. When an overhead resource that is already a vendor rep, supervisor or government rep is subsequently removed, their account is not removed.
- When granting Supervisor Web Access users are required to provide the supervisor's e-mail address. When supervised overhead update status, area of availability, unavailability periods or enter remarks the designated supervisor receives an e-mail that outlines the changes.
- A bug that prevented Supervisors from statusing supervised employees has been fixed.
- An removed overhead resource may not be given Overhead Web Access. When an overhead resource that has been given web status is subsequently removed, their web access account is physically deleted. Web access accounts are not reinstated when removed overhead are restored.

Security

The following required security updates are being implemented in this version.

- All new User IDs must consist of at least 8 and not more than 32 characters. User IDs may contain upper and lower case letters, numbers and special characters (limited to **" ! $ % _**).
- Account managers are encouraged but not required to change existing user IDs to make them compliant. When an existing user ID is edited it must meet the new standard.
- All new passwords must consist of at least 8 characters and not more than 32 characters. They must contain a combination of characters which must include at least one letter (upper or lower case) and one number. Special characters (unlimited) are optional.
- Neither account managers nor users are required to change existing passwords to make them comply with the new standard. However, when an existing password is changed it must meet the new standard.
- These changes apply to accounts for ROSS Users as well as web access accounts.

Services

Service and non-service requests are now handled together on the Pending Request, Request Status, Incident Resources and Travel screens. The separate tabs and radio buttons for 'Aircraft, Crew, Equipment, Overhead' and 'Services' have been removed from these screens. Specific changes are detailed below.

- The Pending Request Action button displays only enabled options pertinent to the selected request. Fill TFR Request and Fill Infrared Request options have been added. The Note button includes both service and non-service related notes.
- The 'Contracts / Agreements' tab of Pending Request now displays all Purchase Agreements qualified to fill the selected request.
  Known Issue: All purchase agreements that match the request are displayed when the 'Local Resources' radio button is selected, even if they are managed by another office. This is being evaluated and may be changed in a future version.
- The 'Fill Request' dialog includes new fields to accommodate Service requests. These are Quantity Requested, Quantity Assigned and a Track Request checkbox. The 'Travel Itinerary' button is disabled when a service request is being filled (or released). To make space on this dialog, the Reserved on Roster Warning information has been moved to a separate dialog that is displayed prior to the 'Fill Request' dialog.
- The Edit Supplemental, Cancel TFR, Undo TFR Cancellation and Complete Request (infrared) options have been added to the 'Action' button on Incident Resources.
- When viewing a service request, four new fields are displayed. They are Assigned (i.e., quantity assigned), Effective Date and Cancellation Date (for TFRs) and Delivery Date (for infrared flights).
  Known Issue: When requests are pending the quantity assigned displays '1'. This will be fixed in version 2.3
- **Known Issue**: On Request Status the 'QTY R/A' column (quantity requested / quantity assigned) displays '1' when requests are pending. This will be fixed in version 2.3

Redefinition of From / To

The pertinent Unit ID displayed in the 'From' and 'To' columns on Request Status and View Request / History has been modified to in order conform to dispatching standards.

Configuration Options

Catalog Managers can now set a default configuration option for ordering non-service "group" catalog items.

- Defaults are set on the Catalog screen where the available options are 'Catalog Item with Configuration' and 'Catalog Item without Configuration'. This setting becomes the default displayed in the configuration option drop-down when requests, support requests or subordinate requests for the item are created.
- If no default is set in the Catalog then new requests default to 'with configuration'. As before, users may select another configuration option from the drop-down when creating a request.
- Users at the requesting unit may edit a pending request to change it from a group item to a non-group item in which case the configuration option of the original request will be removed. Conversely, if a request is edited to change it from a non-group to a group item then the default configuration setting will be applied and may be modified by the user.
- When editing a pending group request, users may now change their original configuration selection to any option they choose.

Contracts

Implementation of Remove / Delete functions resulted in several changes on the Contract screen.

- A contract with begin and end dates may not be 'removed' by the managing dispatch until those dates have expired. Contract dates may be edited to force an expiration.
- When any type of contract is removed all related resources / services are removed from the contract. If the contract is subsequently restored the resources are not re-associated.
- When a contract is removed all 'Organizations Managing Resources' and 'Organizations with Direct Access' are removed. If the contract is restored the access is not reinstated.
- Users may choose to be notified when a contract where they are an 'Organization Managing Resources' is removed.
- When a resource item is removed it is detached from all contracts. If the resource is later restored it is not reconnected to the contract(s). Users may choose to be notified when a resource is removed from a contract they manage or one where they have direct access.

Known Issue: The 'Remove Contract' button is enabled for centers that have been designated as an 'Organization Managing Resources' on another center's contract. A fix will be implemented in version 2.2.1 to disable the Remove button in this situation.
Workaround: Users should take care not to remove Contracts that are managed by another organization. The 'Manage Removed *Items*' button can be used to locate and restore a contract that was inadvertently removed.

Personal Settings and Notifications

The Personal Settings and No Action Required Notifications screens have been redesigned to accommodate the Admin notifications implemented in this version. Results of the new 'Place Up' and 'Place Direct' functionality will be seen by some users on the Personal Settings for Pending Request Filters. A new checkbox has been added to the Notification screens.

- On Personal Settings, the 'Notification Settings' tab has been relabeled 'Notification Preferences' and is used only to set 'Earliest Message Date', pop-ups, and frequency for checking messages and reminders. The Action, No Action and Incident settings have been moved to a new tab labeled Dispatch Notification Settings. Another new tab labeled Admin Notification Settings has been added. The available Admin notifications are Transfer Resource, Remove Airport, Remove Catalog Item, Remove Contract and Remove Resource.
- Users whose dispatch center has been designated as a Place Up affiliate for another office must add that office to their Selected Dispatch Units in order to view place up orders from that office. The dispatch type displayed on Personal Settings will be 'Alternate Place Up'.
- Users whose dispatch center has been designated as a Direct Order affiliate for another office will have to add that office to their Selected Dispatch Units in order to view related direct orders. The dispatch type displayed on Personal Settings will be 'Direct Order'.
- An 'Admin' tab has been added to the No Action Required Notification screen. Transfer Resource and Remove item notifications are displayed here.
  Known Issue: Users who have chosen the Remove Catalog Item notification setting are not notified when a request that had been placed to them has been retrieved because the requested item has been removed from the Catalog. This issue should be resolved in version 2.3.

- A ‘Show All Dispatch Notifications’ checkbox has been added to both the Action and No Action Required Notification screens. Users may check this box and filter in order to view notifications even if they have not set their notification preferences.

Catalog Maintenance

This is new or enhanced functionality on the Catalog screen related to modifying, removing and deleting catalog items and features.

- Users **at the NICC** with the Catalog Manager role may edit the name of existing catalog items. ROSS creates an autodoc which includes the new and old catalog item names, the date / time the change was made and the user. Catalog item name changes are cascaded to all pending, filled and completed requests for the item; to all resource items with a qualification / classification for the item; to all configurations, master rosters, open assignment rosters and manifests that include a position for the item; and to all preorders and purchase agreements that include the item.
- Catalog Managers **at the NICC** may also remove, restore and / or delete catalog items. ROSS creates an autodoc for these actions including the date / time and user. Removing a catalog item prevents users from viewing and using it but **does not** physically delete it from ROSS. If a catalog item has not been associated to an existing *open or closed* incident(s) it may be removed and immediately deleted. Catalog items with incident associations may only be deleted after the incident(s) are closed and removed from ROSS at year-end. In the meantime they remain removed and cannot be used.
- Configurations, features, keywords and reminders associated with a catalog item that is removed remain with the catalog item. If the item is restored the associations are also restored.
- A removed catalog items is removed from all resources where it was a qualification / classification. ROSS creates an autodoc entry for each resource item identifying the removed qualification as well as the date / time and user. Users may choose to be notified when removal of a catalog item removes a qualification from one or more of their resources.
- Pending requests for removed catalog items *that have been placed* are automatically retrieved back to the requesting dispatch. The retrieved request may be canceled or the requested item changed. Users at the requesting center may choose to be notified when their requests are retrieved because the catalog item was removed. ROSS creates an autodoc entry for each retrieved request.
  Known Issue: The notification to centers a request is *retrieved from* is not being generated. This will be addressed in version 2.3.
- No changes are made to filled or completed requests when a catalog item matching the request is removed.
  Known Issue: Users are unable to reassign a group that has a position that has been removed from the Catalog.
  Workaround: Check the Configurations and Requests tab of the View Catalog Item Usage screen before removing catalog items. Do not remove catalog items while there are filled requests. Catalog Items that have already been removed may be restored and the group configuration rebuilt if necessary.
- When a catalog item is removed it is removed from all configurations, master rosters and open assignment rosters where it was a position. Users may choose to be notified when a

position is removed from their master roster or from an open assignment roster being filled by their organization.
Known Issue: A catalog item may not be removed if it is associated with a non-local resource assigned to a position on an open assignment roster.
Workaround: The catalog item may be removed after the assignment roster is either cancelled or completed.

- When a catalog item is removed it is removed from all preorders and purchase agreements where it had been included. Users may choose to be notified when an item is removed from a preorder or purchase agreement managed by their organization.
- No changes are made to positions on manifests associated with closed or open requests when a matching catalog item is removed.
- Catalog Managers **at the NICC** may remove features from a catalog item. ROSS creates a autodoc for this action. When a feature is removed from a catalog item it is removed from all matching resource items where the feature had been added and from all requests (pending, filled and completed) where the catalog item was ordered with the feature.

Travel Reminders

Changes have been made that improve utilization of the Travel Reminders screen.

- When users fill a request (or release a resource) and set 'Travel to Be Arranged' or 'Travel with Itinerary' they will receive a Travel Reminder after two hours if the travel is still pending.
- The travel reminder will remain active until the user either creates a travel itinerary (at least one leg), sets an ETD / ETA or sets the resource At Incident / At Home.

Additional Change Requests Addressed in this Version:

CR #	Screen or Functionality	Description of Change
7642	Airport	Clarified error message received when saving new airport without designating required field for 'Airport Type'.
5825	Assignment Roster	Category drop-down sort in Add Assignment Roster Position dialog has been corrected.
6922	Assignment Roster	Fixed issue on the Add Assignment Roster filters which permitted Categories to be displayed without first selecting a Catalog.
7829	Audit	Corrected a problem within the Audit function that was killing screens during startup.
6365	Aviation Hazards	Newly created Aviation Hazards were sometimes added to the bottom of the grid of existing hazards. This has been corrected so that a new hazard is inserted directly below the selected row.
6909	Aviation Hazards	The title bar displayed 'Aviation Hazard (fixed location)' when the non-fixed radio button was selected. This has been corrected.

CR #	Screen or Functionality	Description of Change
6917	Calendar	Changing hours and minutes on the calendar has been fixed to work as in previous versions. Hours increment / decrement by 10 when clicking between the scroll bar and the right or left arrow, respectively. Minutes increment / decrement by 5 when the scroll bar is dragged.
7696	Calendar	When setting dates users were able to select the screen or dialog they had used to access the pop-up calendar without first closing the calendar. This has been corrected.
8210	Calendar	On the month part of the calendar that is used globally, clicking between the arrow and the bar now increments date by 1 month (instead of 12)
6514	Cancel Reassignment	When a reassignment is cancelled while the resource is mob en route, the demob travel entries for the original assignment are removed.
8205	Catalog	A column has been added to the Resource Tab of the View Catalog Item Usage screen. For catalog items that have a configuration, the column displays resources that have a master roster and a single group qualification corresponding to the catalog item in question. This was necessary because existing master rosters prevent removal of the catalog item since a resource with a roster must have at least one group qualification.
4201	Personal Settings / Notification Preferences	On notification settings the Tool Tip on the 'Check for Messages Every' field has been corrected to read '1 to 45 minutes'. *See also CR 8392.*
7706	Contract	Corrected a problem that caused the New Contract dialog to freeze under certain situations. Also corrected issue that caused the wrong grid row to be applied when adding 'Organizations Managing Resources', 'Organizations with Direct Access' and / or 'Resources on Contract'.
8238	Contract	A dispatch center may create a contract and identify another center as having the Managing Dispatch role (Organization tab). If that center is subsequently removed, the Managing Dispatch role for the contract will default back to the center that created the contract.
8353	Contract	Corrected a problem on the Search resources dialog box used to add resources to a contract. When searching by Home Dispatch, users could select the radio button for 'Other Organizations' and momentarily the selection would revert to the default setting.
7748	Contract	Expanded the error message that is displayed when a duplicate contract number is entered to include the center that manages the existing contract and their primary contact information.
7747	Data Delivery System	Data draws are being created to support the Remove / Delete functionality by including all 'removed' items. *These should be available at or near the time version 2.2 is deployed.*
5788	Detail Request	A problem that resulted in the 'OK' button on the 'New Position' dialog being disabled after searching for an overhead mnemonic has been corrected.

CR #	Screen or Functionality	Description of Change
4735	Edit Request	Corrected the background edit checks for mob and demob ETD against the corresponding ETA. The edits had not been taking time zone into account.
5722	Fill Request	When picking an Assigning Contact the 'OK' button is now disabled if there is no information to be selected.
7600	Fill with Agreement & Fill with EFF/ AD	When requests were 'Filled with Agreement' or 'Filled with EFF / AD' and subsequently Unfilled some references to the filling resource could still be displayed on the Pending Request screen. This has been corrected.
7380	Global	Users are now able to use the Tab key to move the cursor out of free text entry fields.
7802	Organization	Corrected issue that generated a 'Missing right parenthesis' error when apostrophes were used in 'Name' text fields on the Organization screen. *See also CR 4129.*
7713	Import	The Import process has been modified to match new requirements for overhead resources.
6963	Incident	When aviation hazards are viewed on the Incident screen, leading zeros are now displayed if degrees, minutes or seconds are less than 10 (or less than 100 for degrees longitude).
7720	Incident	Users are now required to select an Airport Type when creating a new airport from the Incident screen.
7749	Incident	Corrected the error message displayed when users attempt to edit the incident initial date / time to later than the date / time the first request was created.
4935	Incident Resources	The Catalog drop-down is no longer populated for catalogs where there are only reserved resources.
5768	Incident Resources	Corrected two issues. (1) The options on the Action button were not being correctly enabled / disabled based on the status of the selected resource(s). (2) Multi-selecting two or more resources including a non-local support request where the filling unit maintained control allowed users to release a support request resource that they did not control. Users will now get an error message in this situation. *See also CR 7587*.
6495	Incident Resources	When a group request is released the confirmation message has been clarified. The message now reads 'The status of the parent request [Req. No.] and all of its subordinates is about to be set to Released. These resources may be viewed by setting the Resource Status filter to Released and choosing Show Subordinate Requests. Do you wish to continue?'
6874	Incident Resources	The drop-down associated with the 'Non-Local Support Requests' radio button is now disabled if the resource(s) have been released.

CR #	Screen or Functionality	Description of Change
7587	Incident Resources	When users attempt to release a resource on a non-local support request where the filling unit maintained control they are advised to contact the unit controlling unit and the primary phone contact is displayed. *See also CR 5768.*
7750	Incident Resources	When filtering for a resource name selected via the 'Set Filter Criteria for Individual Resources' the resource is now correctly returned to the Incident Resources grid.
5991	Initial Report	The Clear Search button on the Initial Report screen now correctly clears any existing search criteria and returns all initial reports to the grid.
5992	Initial Report	The Clear Search button on the 'Associate to Incident' dialog now clears search criteria from all fields.
7574	Initial Report & New Initial Report or Incident	When picking a location from the Initial Report or New Initial Report or Incident screen the dialog box is now titled 'Pick a Location'.
6653	Location	Users may not enter text in the 'Location Type' field. Location Type must be selected from the drop-down.
7705	Log On	After entering User Name / Password, users may now press the 'Enter' key to log on to ROSS. *NOTE: default button functionality does not yet apply to the OK button on the 'Select Your Organization' dialog.*
4301	Manifest	The free text field for Home Unit / Contact is now required when adding a single resource or a team to a manifest.
4971	Manifest	Problems with the filters for item code and item name on the 'Add Position' dialog have been corrected.
5572	Manifest	The search on the 'Add Position' dialog is no longer case sensitive.
5826	Manifest	When creating or editing a manifest the entry fields for Gender, Body Wt., Baggage Wt. and Q/T/U are not displayed for non-overhead items.
8098	Menu Bar / Window	The incident name and number displayed for the open New Request screen on the 'Window' drop-down of the menu bar did not update when the incident context was changed. This has been corrected.
8134	Merge Resources	When merging resources a removed resource may be selected as the master record. After the merge the remaining record is still removed.
8273	Merge Resources	A column labeled 'Source' has been added to the grids on the Merge Resources screen. For imported overhead resources the system of record is displayed (IQS, REDCARD or SACS). For hand entered resources the display is ROSS.
3819	New Initial Report or Incident	Fixed an error that resulted when using the Pick button to search for a location name containing a hyphen.
5990	New Initial Report or Incident	Edits to existing external dispatch centers made on the New Initial Report or Incident screen were not being correctly saved. This has been fixed. *See also CR 6936.*
6482	New Initial Report or Incident	A Tool Tip has been added to the 'Use Host Default Request Number Block(s)' check box.

CR #	Screen or Functionality	Description of Change
6936	New Initial Report or Incident	When users created and then edited a new external dispatch center from the New Initial Report or Incident screen an optimistic failure error resulted. This has been corrected. *See also CR 5990.*
7134	New Initial Report or Incident	If users uncheck the 'User Host Default Request Number Block(s)' when creating an internal incident the checkbox now resets to its default state (checked) after the incident is saved.
7452	New Initial Report or Incident	The information displayed on the 'View Issued Incident Numbers' dialog is now view only. Users may not edit /delete information in this dialog.
7722	New Initial Report or Incident	Users are now required to select an incident host from the drop-down when creating an incident.
5793	New Request	When switching between incidents on the New Request screen the previous entry, if any, for Reporting Instructions is now cleared.
5835	New Request	When creating a pre-order where insufficient requests remain in a system default block the error message has been truncated to display one short error message for each catalog in which the request block is inadequate.
5859	New Request	The error message presented when users split request blocks, create requests, merge blocks and split again in such a way that a system generated block contains numbers that have already been user-issued has been clarified. The message now reads 'One or more request numbers have already been user issued. Select another request block or use the Pick button to adjust this block to exclude used request numbers.'
6348	New Request	When the New Request screen is opened for an organization that has no open incidents, all options on the screen are now disabled.
7547	New Request	If users supply a user-issued request number that has already been used then confirming the resulting error message does not reset pertinent entries on the New Request screen (e.g., Named Request information).
3416	Personal Settings / Dispatch Notification Settings	The non-functioning 'Change Instruction' option has been removed from the Set Notification Preferences for Requests with No Action Required. *Notifications for changes to reporting instructions are received by selecting the 'Change Request' option.*
8345	Notification	The Catalog filter drop-down on the Notification screens (Action and No Action) was not working correctly. This has been fixed.
3243	Organization	The fiscal year 2002 was displayed by default on the Edit Financial Code dialog even when code being editing was related to a different fiscal year. This has been corrected.
3371	Organization	When viewing a subordinate dispatch center's financial codes the 'Code Owned By' column now correctly displays the owning agency information.
7157	Organization	A problem with the new year rollover of incident numbers for incidents hosted by the dispatch center has been corrected.

CR #	Screen or Functionality	Description of Change
7551	Organization	Entered Contact information that exceeds the length of the display field is now truncated with an ellipsis.
7622	Organization	For Non-Government organizations the 'New' button did not function for the Address, Contacts or Frequency tabs. This has been fixed.
7698	Organization	Users are now required to enter a financial code prefix when adding multiple financial codes.
7830	Organization	When editing a Government (Non-Dispatch) organization the 'Add to my list of incident hosts' checkbox now displays the correct current setting. Changes to the setting are correctly reflected on the Incident Hosts drop-down of the New Initial Report or Incident screen.
8118	Organization	When setting the Political Unit for an Agency users may filter simultaneously for more than one political Level.
8149	Organization	Users may not remove a dispatch center if there are any pending requests in its queue that have been placed by another center.
7464	Organization	The color of the 'OK' and 'Cancel' buttons on the 'Add Multiple Financial Codes' tab of the 'New Financial Code' dialog has been changed for consistency.
7193	Organization, Resource Item & User Account	The reference data for contact method is now differentiated for organizations and people. The contact methods for people (User Account and Resource Item screens) are Cell, E-Mail, Fax, Pager, Home Phone and Office Phone. For organizations the choices are TDD, 24 Hour Phone, Office Phone, Fax and E-Mail.
4042	Pending Request	The sort order for the Category drop-down on the Add Assignment Roster Position dialog has been corrected.
4766	Pending Request	Each unique Assigning Contact is saved to the user's organization only once.
5648	Pending Request	Corrected issues with manual column sorting on the Other Resources tab.
5842	Pending Request	A software problem which allowed users to edit an existing status-only or external office when placing a request status-only / external has been corrected. For status-only offices the edit button will always be disabled. For external offices the edit button will only be enabled for an office that the user just created via the place dialog. *See also CR 6934.*
5879	Pending Request	Corrected issues with manual column sorting on the Place External dialog.
6533	Pending Request	When the Pending Request screen is filtered for requests that have been placed status-only or external, the 'Last Action' column now displays 'EXT'.
6888	Pending Request	Corrected default grid sorting on the 'Airports' tab of the Pick Location dialog (accessed when identifying Return Location on Fill Request with New Resource dialog) to sort by Airport Name.

CR #	Screen or Functionality	Description of Change
6934	Pending Request	Users are no longer permitted to edit any information about a status-only office during the 'Fill with Status Only / External' process. The Edit button has been disabled. *See also CR 5842.*
7187	Pending Request	Corrected an issue causing errors when creating a contact for a new external dispatch center. Replaced the 'OK' button on the New Contact dialog box with a 'Close' button for consistency.
7439	Pending Request	Several issues with the column sorts in the grids on Pending Request were resolved.
7527	Pending Request	When filling a subordinate request with a new external resource, the application now brings up the correct catalog for the subordinate request rather than the catalog of the parent request.
8242	Pending Request	Users may not use the 'Fill with New Resource' option if no provider organizations have been identified for their dispatch center.
8349	Pending Request	If users failed to enter all required information when creating a new external dispatch center the error message was displayed twice and then incorrectly closed the New Non-ROSS Organization dialog. This has been corrected.
7405	Pending Request	If a user entered Named Request includes the Home Dispatch Unit ID that ID is appended to the name when displayed on the Pending Request screen.
8392	Personal Settings / Notification Preferences	The constraint and the Tool Tip on the 'Check for Messages Every' field has been changed to '1 to 45 minutes'. *See also CR 4201.*
7769	Political Unit	Fixed an error that resulted when required fields were omitted while creating or editing a Political Unit.
7576	Pre-Orders	Corrected issue that caused a non-selected row to be removed from the 'Pre-Order Contents' and 'Organizations with Access to Order' grids. If users failed to enter all required information when creating or editing a Pre-Order the error message was displayed twice and then incorrectly closed the dialog box. This was also corrected.
7765	Quick Fill	Fixed error that occurred when canceling from the Assignment Roster screen during a Quick Fill with Master Roster action.
6523	Reassignment	When reassigning resource that is mob in route, users now receive a confirmation message explaining that the original request (that the resource is being reassigned from) will become pending with their organization. Users may then choose whether or not to continue with the reassignment.
7610	Reference Data	Corrected a problem that prevented new entries where the only Permission for the data type was 'Create'. **Known Issue**: The error message received if required fields are omitted when creating a new Political Unit Type contains code, not words.
7646	Release Resource (Non-Local)	The 'View Associated Requests' option was incorrectly enabled for resources assigned to subordinate requests. This has been corrected.

CR #	Screen or Functionality	Description of Change
3696	Request Status	A problem that prevented retrieved requests from being filtered via 'Last Action Taken By [*current dispatch*] = Retrieve' has been fixed.
5802	Request Status	A problem that prevented retrieved requests from being filtered via 'Last Action Taken By [*current dispatch*] = Retrieve External' has been fixed
7602	Request Status	The 'Unfill' option was incorrectly enabled for resources that were being assigned from one preposition incident to another non-local preposition (*this is a reassignment rather than a fill*). If selected, the 'Unfill' did not operate correctly. The 'Unfill' option has been disabled and the 'Cancel Reassignment' option enabled.
6176	Resource Item	Corrected a refresh issue related to the Features tab.
6436	Resource Item	Fixed a refresh issue that caused a transferred resource to be displayed at the originating center until the screen was either refreshed or closed / reopened.
7406	Resource Item	Corrected a display problem with Calendar used to set qualification expiration date.
7708	Resource Item	If users failed to enter From / To dates when creating an Unavailability Period the resulting error message was displayed twice and then incorrectly closed the dialog box. This has been corrected.
7781	Resource Item	Resources must be removed from contracts before they can be transferred to another dispatch center.
7984	Resource Item	The Undo button on the Resource Item screen for Aircraft has been fixed so that it is no longer necessary to click 'Undo' twice in order to roll back unsaved entries for call sign and registration number.
8113	Resource Item	When a search was performed for a service a refresh issue caused non-service fields to be displayed in the information panel. This has been corrected.
8115	Resource Item	Users may not transfer resource items that are assigned to a parent request that has an open assignment roster.
8243	Resource Item	Corrected a spelling error on the confirmation message displayed when removing a resource item.
8346	Resource Item	When picking a provider organization for a new or existing resource the user may not search unless they have indicated that the resource has a single provider.
5082	Resource Status	'Last Statused' information did not display time zone when an Unavailability Period was added. Changes to time zone settings for the dispatch center and the client computer were not reflected in the 'Last Statused' column. Both of these issues have been resolved. *See also CR 7603*.
6520	Resource Status	When a resource that is on a non-local preposition is being used to fill a non-preposition request the Resource Status screen at the home dispatch now displays the incident name and number of the non-preposition incident as well as its location.

CR #	Screen or Functionality	Description of Change
7603	Resource Status	When an unavailability period is added or changed the 'Last Statused' column now displays the time zone. *See also CR 5082*.
7605	Resource Status	Fixed a problem that caused a prepositioned 'Fill with EFF / AD' resource to be displayed when a search was performed for an overhead with a non-matching name.
5547	Retrieve Request & Reassign Mob En Route Resource	Not all organizations in the ordering chain were correctly notified when requests were retrieved or mob en route resources were reassigned. This has been fixed.
5026	Roster	When switching from one roster position to another while filtered for Non-Local Inventory the supplied non-local Unit ID was ignored and all qualified non-local inventory in the database were displayed. This has been corrected.
7594	Search for Resources	Corrected a display problem with View Request when the selected resource is demob en route.
7592	Supplemental Food Service	The supplemental form was not working. It is available again.
5860	Support Request	If users attempt to create a non-local support request and the default system generated request block for that catalog has been depleted the displayed error message has been clarified. The message now reads: 'Cannot create the request. You have reached the end of the block assigned to non-local support requests. The Incident Dispatch must assign a new block. Contact: [Incident Dispatch] [Primary Phone Contact]'.
5861	Support Request	If users attempt to create non-local support requests that exactly equal the remaining default system generated requests for that catalog the displayed error message has been clarified. The message now reads: 'You are at the end of this block. To make additional requests, please select a different block." This is not possible. Suggest the message be changed to "You are at the end of the block assigned to non-local support requests. The Incident Dispatch must assign a new block. Contact: [Incident Dispatch] [Primary Phone Contact]'.
5862	Support Request	If users attempt to create non-local support requests that exceed the remaining default system generated requests for that catalog the displayed error message has been clarified. The message now reads: 'The quantity X exceeds the remaining number of available requests Y. The Number of Requests field will be changed to Y. Press the '+' button to create requests. To create additional non-local support requests, the Incident Dispatch must assign a new block. Contact: [Incident Dispatch] [Primary Phone Contact]'.
5863	Support Request	If a non-local user had the Create Support Request dialog open when the Incident dispatch changed the default for system generated requests from one block to another, the new default block was not displayed or utilized until the non-local user closes / reopened the dialog. This refresh issue has been fixed.

CR #	Screen or Functionality	Description of Change
6935	Support Request	A catalog category created by a child organization was available to the parent when accessing the drop-down used to create a support request. This has been corrected.
5869	Support Request / Subordinate Request	When users delete support or subordinate requests they are now longer physically deleted from the database. These requests may be filtered for and displayed on the Request Status screen.
4572	Travel	Resources that traveled from east to west between two time zones via the ETD / ETA travel method were required to show more than one hour en route (i.e., ETD 0800 Mountain with ETA 0745 Pacific generated an error). This has been corrected.
4870	Travel	The Tool Tip for the pick button used to select itinerary leg departure and destination locations has been changed to 'Pick Departure / Arrival Location'.
6530	Travel	An error message is now displayed if users inadvertently set the departure and destination of an itinerary leg to the same location.
6905	Travel	When selecting the destination location for a travel itinerary leg, if the departure location was selected via an FAA code then the search dialog reopens with the previous FAA code highlighted. Users may overtype and filter to quickly select the destination location.
7503	Travel	Duplicate hidden columns for Resource Name and Incident Number have been removed.
7609	Travel	When a prepositioned resource assigned to a non-local non-preposition was released to home via a travel itinerary, the 'itinerary complete' was only being set for the non-preposition incident. This caused a false Travel Reminder related to the preposition incident. This issue has been resolved.
7845	Travel	A resource must have at least one travel leg created in order to set / unset itinerary complete.
7857	Travel	Closed Incidents are no longer displayed in the grid on the 'Search Incidents' dialog.

Other Known Issues

- Selecting a different catalog (A,C,E,O,S) from the drop-down on Pending Request and then filtering occasionally fails to change the catalog of the requests displayed. This is a Versata issue and will be addressed in a future version with a Versata upgrade.
  Workaround: Reselect from the drop-down and filter again.
- When a request is edited to change the catalog item requested there is no auto-documentation created. This will be fixed in a future version.
  Workaround: Create user-entered documentation in this situation.
- Users are unable to cancel a request when it has a related non-local support request where control was maintained. This is true whether the support request is pending or cancelled. The error message received is: Unable to find the current owning org of the request [req. no.]. This will be fixed in a future version.

Workaround: These situations should be reported to the ROSS Helpdesk for resolution by the database adminstrator.

- When using the Fill with Agreement or Fill with EFF / AD options users are required to select a Provider organization from a drop-down that contains only providers that are managed by their dispatch center. This will be corrected in version 2.2.1 to allow users to search for and select provider organizations managed by any dispatch center.
  Workaround: This is a short-term problem. Fill with Agreement and Fill with EFF / AD resources are only associated with the current incident assignment and not saved as resource items. It is suggested that users select one of their local providers even if it is not the correct organization. Documentation may be added indicating the correct provider. Users should **definitely not** create bogus organizations in order to circumvent this issue.
- Resources that are assigned to a non-local preposition incident are displayed when their home dispatch center filters for Available resources on the Resource Status screen. This will be fixed in version 2.3.
  Workaround: No workaround is necessary. Although the status is incorrect, the screen clearly shows that the resources are prepositioned and their location. The Pending Request screen does not reflect the resources as available at their home dispatch.
- When editing a request to change both the requested catalog item and the configuration option the change to the configuration is not saved. This will be fixed in version 2.3.
  Workaround: Edit the request twice: first to change the catalog item and then to change the configuration option.
- When the parent of a group request is set to Tentative Release all the subordinates are also tentatively released. When the parent is subsequently Released it becomes separated from the subordinates who remain in a tentative release state. This occurs even if the parent and all subordinates are selected when changing from tentative release to released. This will be addressed in version 2.3.
  Workaround: After releasing the parent select the subordinates and release them with the appropriate travel.