ROSS DISPATCH

BASIC 4 – RESOURCE STATUSING

OBJECTIVES

Upon completion of this unit, the trainee will be able to:

1. View the status of a resource.
2. Set the availability of a resource.
3. Set the area a resource is available to.
4. Set the unavailability periods of a resource.
5. Search for a resource using 'Search For Resources' screen.
6. Identify the primary capabilities of the ROSS 'Web Status' feature.

I. 'RESOURCE STATUS' SCREEN

Summary.

- Accessed by either 'Resource' or 'Status' menu.
- Used to view status, and set availability, of resources for which you are Home or Preposition Dispatch.
- Allowing a resource's availability to expire makes them unavailable for dispatch.

A. 'Set Filter for Resources' section of screen.

- Select Status to View – If 'Assigned' was selected, select option from drop-down list on right.
- 'Non-qualified Resources Only' check box – Check to limit filter results to resources that do not have a qualification.

B. 'Set Resource Status' section of screen.

- For resource to display, your dispatch must be either home or preposition dispatch.
- Resources on your preposition incidents display:
  - Whether they are local or non-local.

- Whether they are inventory or non-inventory.
- Whether or not they are services.
- From the time they begin mobilization to the preposition incident to the time they are released from the preposition incident.
- While they are not committed to a non-preposition incident.

- Following resources do <u>not</u> display:

  - Resources qualified as a catalog item for which 'View on Resource Status Screen' is not designated.
  - Resources qualified as a catalog item for which 'track request' is not designated.
  - Non-Inventory resources on incidents of a type other than preposition.
  - ‘External’ resources (i.e., resources from a non-ROSS dispatch).
  - Removed resources.

- Resources transferred to your dispatch, but for which transfer not completed:

  - Display with status of ‘Unavailable (Transferred)’.
  - Generate a ‘reminder’ notice.

C. Setting Availability of a Resource.

- Select appropriate availability.

- Cannot status resource while committed (i.e., demob ETA not passed) to non-preposition.

- 'Returned From Assignment' resources Unavailable until switched to Available.

- Requests filled with non-inventory agreement or EFF/AD resources are closed when demob ETA passes.

- Resources qualified as catalog items not viewed on Resource Status screen become ‘Available’ after completing assignment (i.e., are not statused as ‘Returned From Assignment’).

- If 'Unavailable' is chosen, select a reason.

- Click 'Set Availability' button.

- If any selected resources are parent of a group:

  - Select a ‘Group Check In Option’:

    - Check in parent only.
    - Check in parent and all local subordinates.
    - Check in parent and all subordinates (local and non-local).

  - Only subs with status of ‘Returned From Assignment’ and whose last assignment was with one of selected parents is checked in.

  - Nested subs are also checked in.

- If subs being checked in, and any have incomplete assignment roster, roster is cancelled.

- If a configuration is being checked in as ‘Available’, subordinates in a Period of Unavailability or Deactivated are not checked in.

- If checking in resource from request for which intention to add assignment roster at a later time was indicated, you are warned. Completing the check in:

  - Deletes assignment roster, if started.
  - Prevents assignment roster from being added.

D. Setting Area a Resource is Available To.

- Select appropriate area – Local, GACC, National.

- Click 'Set Available To' button.

E. Setting Unavailability Periods of a Resource.

- Cannot modify while resource committed (i.e., demob ETA not passed) to non-preposition.

- Can have multiple unavailability periods.

- 'Set Unavailability Periods' button.

- Entering a new unavailability period.

- Editing an existing unavailability period.

- If resource on roster is in a period of unavailability, cannot be used on an Assignment Roster.

F. 'Search' Button.

G. 'Authorize Fill Organization' Button **(APPLICABLE ONLY TO 'STATUS ONLY DISPATCH' UNITS)** – Designate dispatch authorized to use selected resource.

H. 'Clear Fill Authorization' Button **(APPLICABLE ONLY TO 'STATUS ONLY DISPATCH' UNITS**) – Remove authorization for selected resource.

I. 'Documentation' Button.

J. 'Clear Search' Button.

K. ‘Go To’ Button.

L. 'View' Button – Information cannot be edited.

<u>View Resource</u>

- Display for all catalog items:

  - Home Location.
  - Current Location.
  - Resource Status.

- Other fields differ based on Catalog.

- Tabs:

  - 'Organizations' tab.

  - 'Qualification/Classification/ Equipment Type' tab.

  - 'Availability' tab.

  - 'Special Conditions' tab.

  - 'Features' tab.

- 'Assignment History' tab.

- 'Contract Information' tab.

- 'Contacts' tab.

- ‘Documentation’

View Resource – Filled by External Supply Cache

- Top section of screen relabeled ‘External Cache Resource’. Fields of note:

  - Resource Status – If the request is tracked, displays resource’s current status. A cache resource can only be in one of three statuses: Reserved, Mob En Route, or At Incident. Displays ‘No Status’ if the request is not tracked.

  - Provider – The external supply cache that first filled the request.

  - Current Dispatch – If the request is tracked, displays resource’s current dispatch. Displays ‘Unknown’ if the request is not tracked.

  - System Number – The external supply cache system number supplied (if any) with the first non-zero fill message sent to ROSS for the request.

- External Cache Info tab.
  - Displays a history of cache activity related to the request/resource.
  - Displays each fill issue with a quantity > 0.
  - Items table – Only displays fill information. For backorder, forward, and UTF information, refer to the Shipped Items tab of View Request. Columns of note:
    - Issue # – Assigned by the cache.
    - Date/Time – Date/time the information was received from the external system.
    - Filling Cache – Cache that supplied the items in the issue.
    - Qty – Quantity of items shipped in the issue.
  - Cache Trackable IDs section of the tab – Lists trackable IDs of items shipped with issue selected in Shipped Items table.

II. 'SEARCH FOR RESOURCES' SCREEN

Summary.

- Accessible from Resource menu.

- Allows search for any ROSS resource from any catalog, regardless of managing dispatch, resource status, or resource assignment.

- Supply resources display regardless of whether they are tracked (via Track Associated Requests check box on Resource Item screen).

- Removed' resources display.

A. 'Set Filter Criteria For Resources' section of screen.

- First/Last Name radio button – Applicable for OH only.

- Resource Name radio button.

  - Resource Name (required field).

  - Catalog drop-down list.

- Organization filters – Applicable with either radio button.

B. 'Select Resource' section of screen.

- View button.

III. WEB STATUS

Summary.

- 'User Accounts' ROSS screen used to establish web status accounts.
- Web Status accessed via a web browser.
- Allows Overhead Resources, Overhead Supervisors, Vendor Representatives, and Government Non-Dispatch Representatives to perform following via Internet:
  - Status themselves and their resources, including Availability Area, Availability Status, and Unavailability Periods.
  - View general resource information.
  - View current assignment information.

- Maintain contact information.

- Change Web Status Password.