Placing Pending Requests to Selection Area Dispatch Centers

DATE: 08/19/10 *VERSION 2.12*

To fill a Pending Request with other resources

1 On the **Request** menu, click **Pending Request**, or click PR

2 On the **Search Incidents** dialog box, search for and then click to select the **Incident** of your choice.

3 On the **Pending Request** screen, search for and then click to select the **request** of your choice.

4 Click the **Other Resources** tab, and then click Query

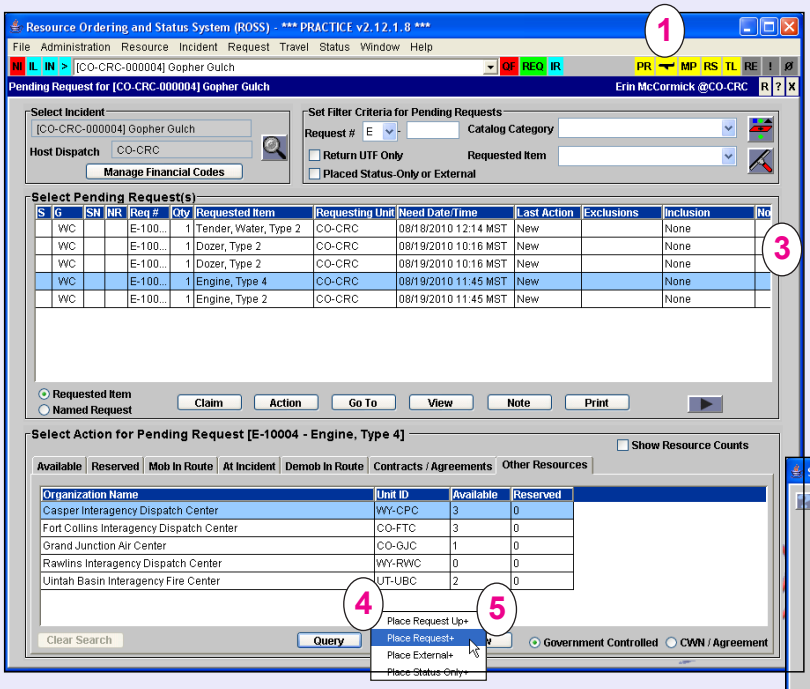
5 On the **Other Resources** tab, click the **Organization Name** that has an available **resource**.

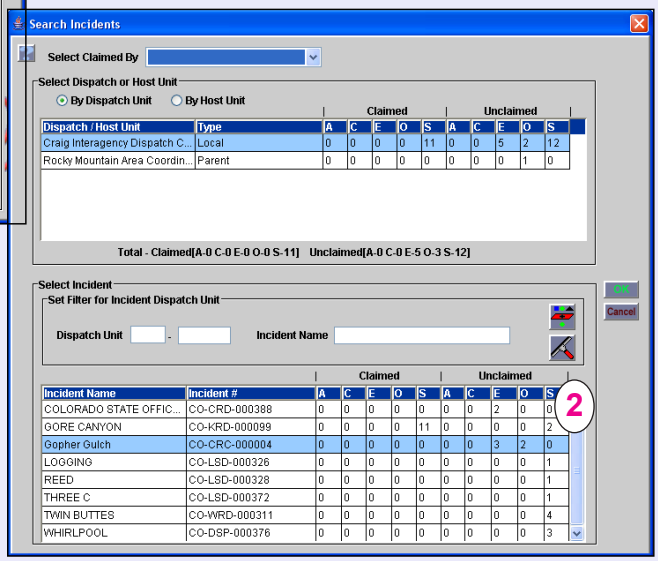
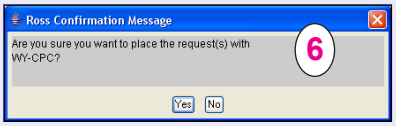
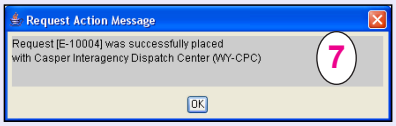
6 Click to select one of the following options
- Government Controlled
- CWN / Agreement.

7 Click Action and then click to select one of the following fill options
- Place Request Up
- Place Request
- Place Status Only.

8 On the **ROSS Request Action Message** dialog box, click Yes to confirm or click No to cancel.

7 On the **Request Action Message** dialog box, click OK



ROSS Helpdesk: 866-224-7677
email: helpdesk@dms.nwcg.gov

The Other Resources tab lists the locations of your selection area dispatch centers.