Direct Order Affiliation - setting direct order relationships

This chapter explains how to establish direct order relationships for your subordinate dispatch centers based on the incident host. Topics include:

- Working with direct order affiliations
- Exploring direct order affiliations in detail.

You must have the Dispatch Manager role to access the Direct Order Affiliation option.

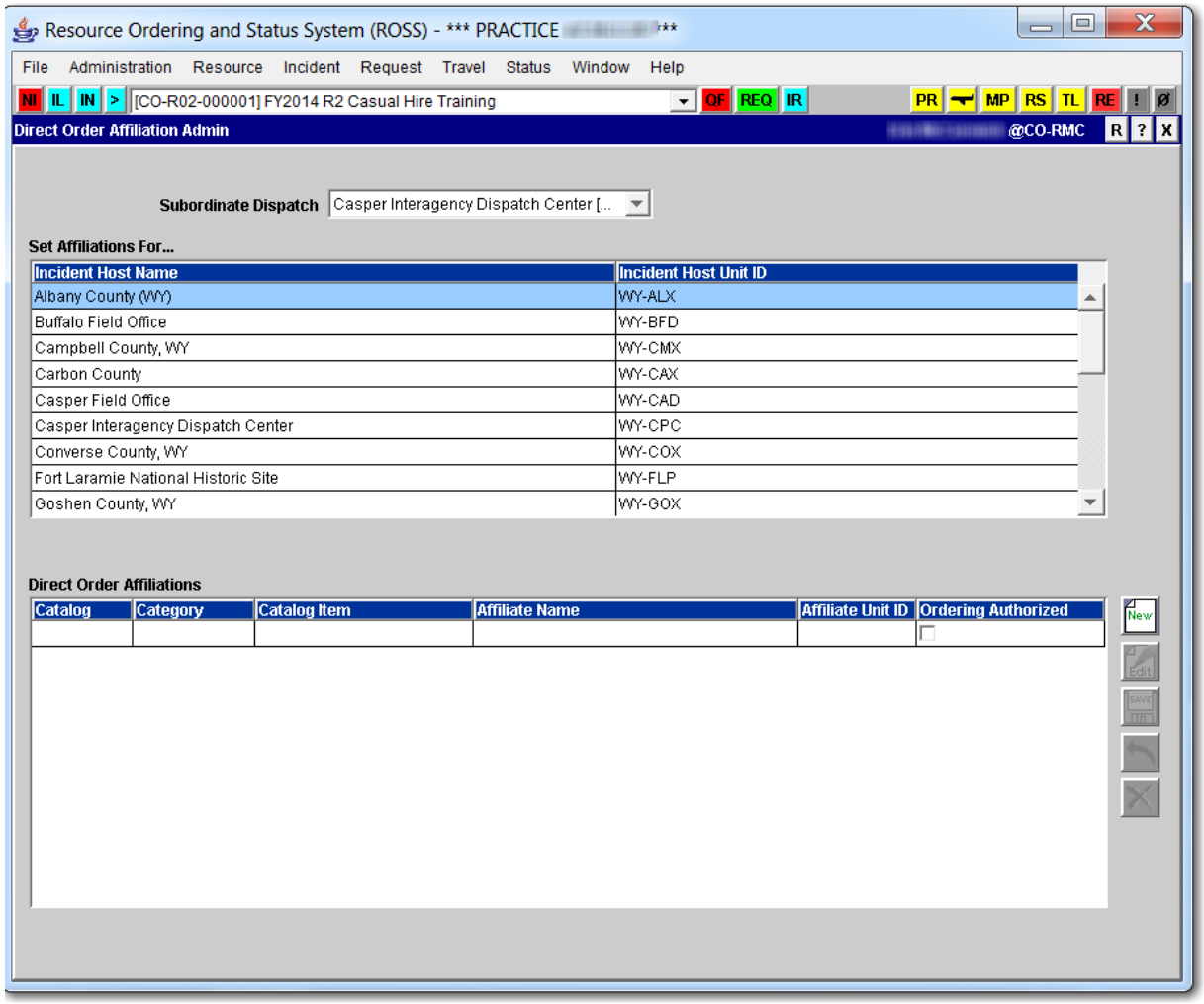
Working with direct order affiliations

This section explains how to create, edit, and delete direct order affiliations. This section also explains how to add a direct order affiliate to your "Select Dispatch Units" list using the Personal Setting screen, so that you can view direct orders from that office and set your notifications for fill, release, and reassign actions.

To access the Direct Order Affiliation Admin screen

- On the **Administration** menu, click **Direct Order Affiliation**.

Direct Order Affiliation Admin screen



To create a direct order affiliation

Remember, you can designate either all or a single catalog item within a catalog category.

1 On the **Direct Order Affiliation Admin** screen, click the **Subordinate Dispatch** drop-down arrow, and then click to select the **Subordinate Dispatch Center** of your choice.

2 Under **Set Affiliations For**... click to select **Incident Host Name** of your choice.

3 Under **Direct Order Affiliations**, click the **New** button.

4 To authorize the subordinate dispatch to place requests to the direct order affiliate, click to select the **Ordering Authorized** check box.

5 Click to select the **Catalog** drop-down arrow, and then click to select the **Catalog** of your choice.

6 Click to select the **Category** drop-down arrow, and then click to select the **Category** of your choice.

7 To designate a specific catalog item, click to select the **All Catalog Items** check box, click the **Catalog Item** drop-down arrow, and then click to select the **Catalog Item** of your choice.

*Click to select the **All Catalog Items** check box to allow the direct order affiliation to order all catalog items within a catalog category.*

8 Under **Search Dispatch Organizations**, complete one or more of the following boxes to narrow your search, and then click the **Search** button

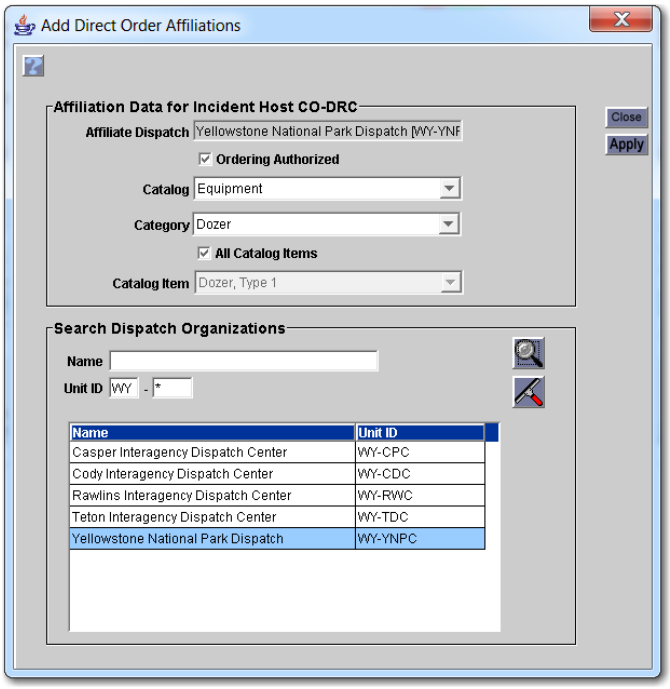
- Name
- Unit Id.

9 Click to select the **Dispatch Organization Name** of your choice, and then click the **Apply** button.

10 Continue to designate additional catalog items as appropriate for that **Affiliate Dispatch**, clicking the **Apply** button after each selection.

11 When finished, click **Close**.

The following diagram shows the Add Direct Order Affiliations dialog box.



To edit a direct order affiliation

1 On the **Direct Order Affiliation Admin** screen, click the **Subordinate Dispatch** drop-down arrow, and then click to select the **Subordinate Dispatch Center** of your choice.

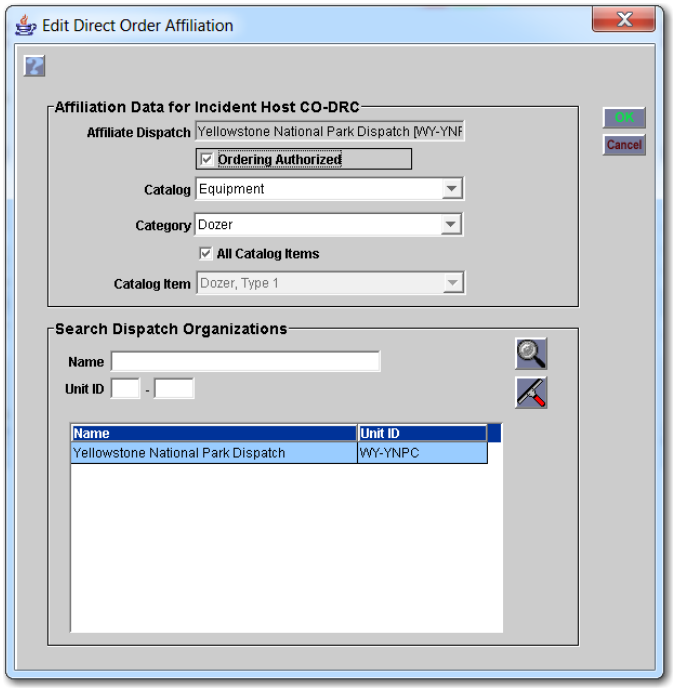
2 Under **Set Affiliations For**... click to select **Incident Host Name** of your choice.

3 Under **Direct Order Affiliations**, click to select the **Affiliate Name** of your choice, and then click the **Edit** button.

4 On the **Edit Direct Order Affiliation** dialog box, change the following information as appropriate, and then click **OK**

- Catalog
- Category
- All Catalog Items or specific Catalog Item.

The following diagram shows the Edit Direct Order Affiliations dialog box.



To delete a direct order affiliation

1 On the **Direct Order Affiliation Admin screen**, click the **Subordinate Dispatch** drop-down arrow, and then click to select the **Subordinate Dispatch Center** of your choice.

2 Under **Set Affiliations For**... click to select **Incident Host Name** of your choice.

3 Under **Direct Order Affiliations**, click to select the **Affiliate Name** of your choice, and then click the **Delete** button.

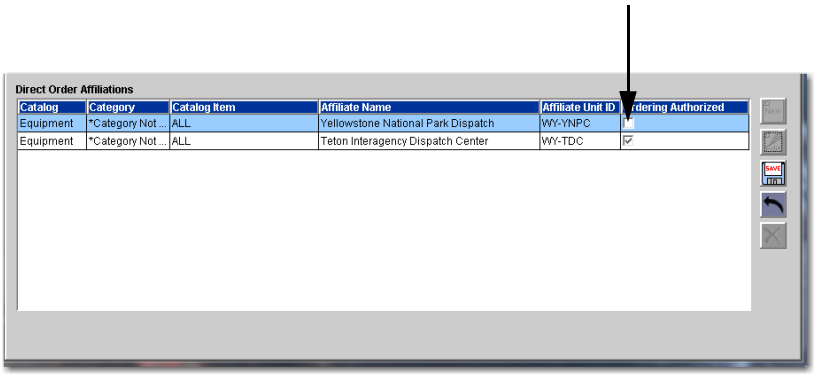
4 On the **Confirm Deletion** dialog box, click **Yes** to confirm or click **No** to cancel.

To authorize the subordinate dispatch to place requests to the direct order affiliate

1 On the **Direct Order Affiliation Admin** screen, click to select the **Subordinate Dispatch Center**, **Incident Host Name**, and **Affiliate** of your choice.

2 Click to select the **Ordering Authorized** check box for that **Category/ Catalog Item**, and then click the **Save** button.

The following diagram shows the Direct Order Affiliations table on the Direct Order Affiliation Admin screen. The arrow points to the Ordering Authorized check box.



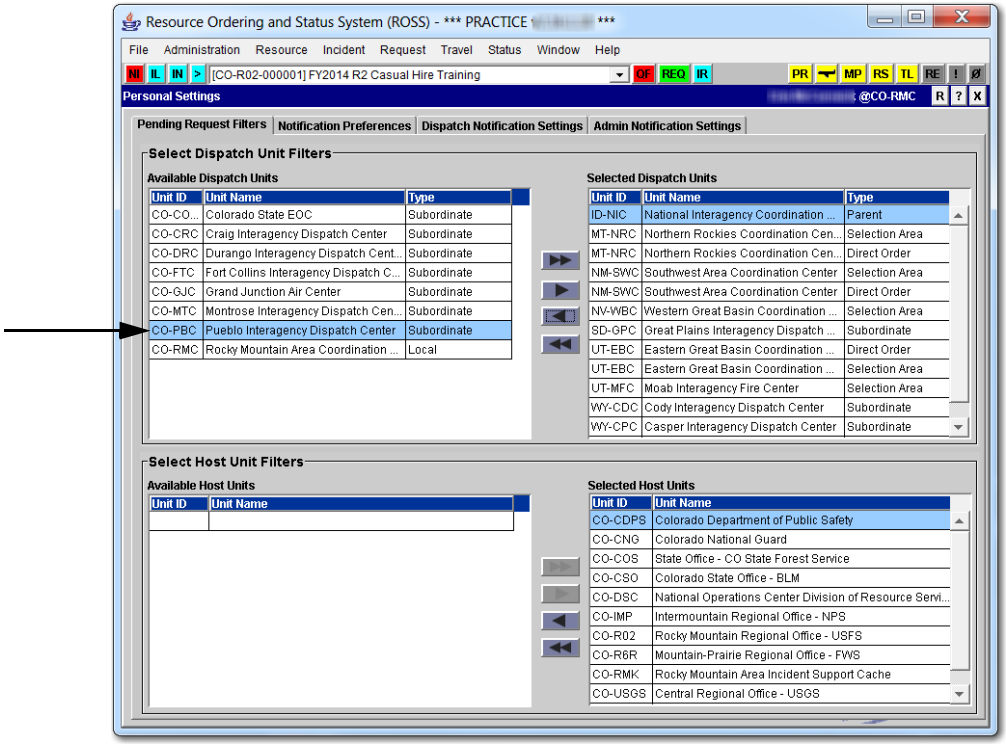
To add an office to your Selected Dispatch Units list

1 On the **Administration** menu, click **Personal Settings**.

2 On the **Pending Request Filters** tab under **Available Dispatch Units**, click to select the **Direct Order Unit ID** of your choice, and then click the **Add** arrow.

For more information about your Personal Settings see, "Personal Settings - settings request filters," in this ROSS User's Guide.

The following diagram shows the Personal Settings screen. The arrow points to the Available Dispatch Unit to be added to the Selected Dispatch Units table.

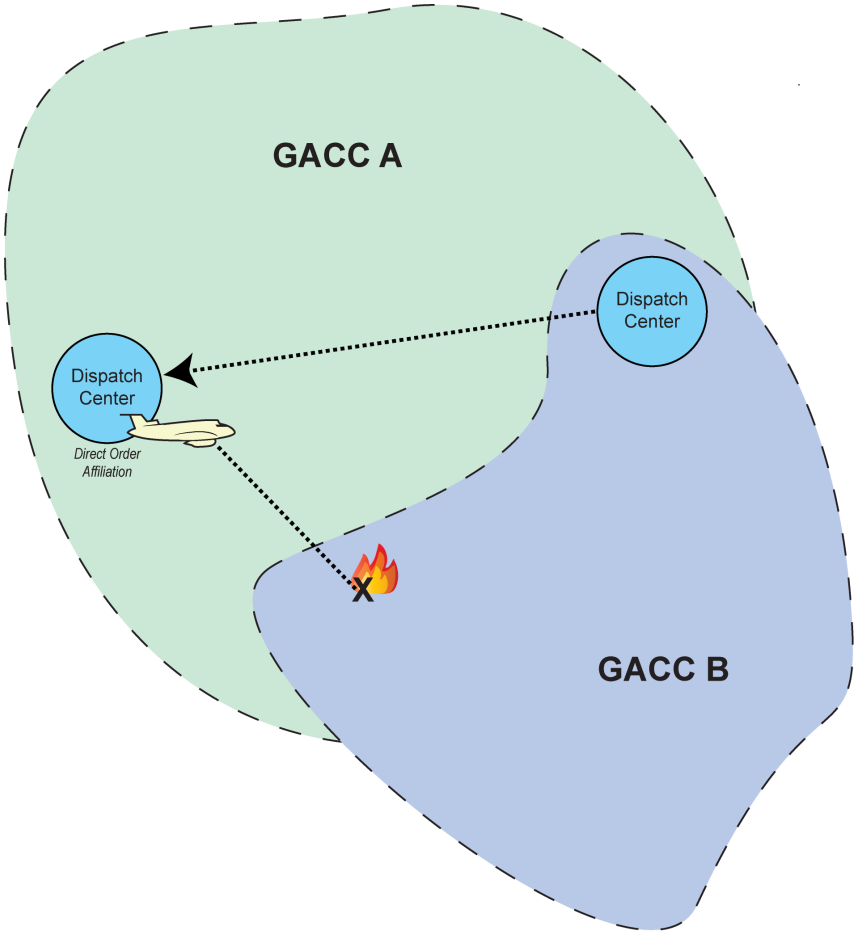


Exploring direct order affiliations in detail

Remember these key points when working with direct order affiliations:

- Set up direct order affiliations on a host-by-host basis. A dispatch center may set no direct order affiliations for its subordinates and maintain the current method for ordering resources.
- When placing a request to a direct order affiliate, the only actions that a dispatch center may perform are fill or UTF back to the dispatch center placing the request.
- You can add, maintain, and delete one or more direct order affiliations for each of your immediate child dispatch centers.
- You can not add, maintain, or delete direct order affiliations for your own dispatch center or for your own incident hosts.
- You can set the authority for a subordinate to place requests to a direct order affiliate to “Off” or “On.” The default setting when creating a direct order affiliate is “Off.”
- You can select from the following types of dispatch centers as a direct order affiliate for a subordinate, including:
  - NICC
  - GACC
  - local dispatch

  - dispatch center within the subordinate's selection area
  - one or more subordinate's "Place Up" affiliates.
- You can not create a direct order affiliate for a subordinate to any of the following dispatch centers:
  - the subordinate's parent - *themselves*
  - the subordinate's child
  - a child of the subordinate's child
  - an external dispatch center
  - a status-only dispatch center
  - a removed dispatch center.
- You can limit a direct order affiliation to a specific catalog item or to all catalog items within a catalog category. *For example, you can limit to a specific catalog item such as a Type 1 airtanker, or show all airtankers within the aircraft catalog category.*
- If your dispatch center has been designated as a direct order affiliate for another office, you must add that office to your "Selected Dispatch Units" from the Pending Request Filters tab on the Personal Settings screen so that you can view direct orders from that office.
- If the incident host and the selected request type correspond to a direct order affiliation that has been set up for them by their parent, the "Place Direct" option displays on the upper Action button on the Pending Request screen for those dispatch centers.
- When placing a subordinate request to a direct order affiliate, the available affiliates that display are based on the catalog item you are ordering, and not on the catalog of the request number. *For example, request E-1.1 for a firefighter (an Overhead catalog item) may only be placed with a direct order affiliate that authorizes ordering for Overhead/ Positions, not for ordering Equipment/Engine*.
- For a dispatch center that has direct order affiliates, which are also within its selection area, "Place Direct" precludes placing the order to the selection area. Options for handling direct order requests are more restrictive than for requests placed via selection area authorities. *For example, if a dispatch center's direct order affiliate for airtankers is also within its selection area, you must "Place Direct" for airtanker requests. You can not elect to place airtanker requests to this dispatch center using the Other Resources tab.*
- 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 can reassign mob-in-route and demob-in-route resources.

Understanding direct order affiliations

The following diagram shows an example of a dispatch center located near a GACC boundary. This dispatch center has been authorized to order airtankers directly from a dispatch center across the line, with the understanding that the other dispatch center will either fill or UTF the request.