



# **Advanced Unit 7 – Multi Place Requests**

**ROSS Dispatch Training Student Workbook  
Release 2.16.12**

For ROSS Steady State  
Operations & Maintenance



Developed by Phacil, Inc. under  
Contract #: GS-35F-502CA/12024B18F0002

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**OBJECTIVES**

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

1. Determine the most appropriate place-to dispatch.
2. Place multiple requests.

**ADVANCED UNIT 7: MULTI PLACE REQUESTS**

**7.1 Objectives**

<input checked="" type="checkbox"/>	Topic	Notes
<input type="checkbox"/>	7.1. Objectives	<p><b>Refer to Slide ROSSD-SL-ADVANCED-07-01 (Multi Place Requests).</b></p> <p><b>Refer to Slide ROSSD-SL-ADVANCED-07-02 (Objectives).</b></p>

**7.2 Overview**

<input checked="" type="checkbox"/>	Topic	Notes
<input type="checkbox"/>	7.2. Overview	

**7.3 Multi Place Requests Screen > Select Filter Criteria for Pending Request Panel**

☑	Topic	Notes
☐	7.3. Multi Place Requests Screen > Select Filter Criteria for Pending Requests Panel	<ul style="list-style-type: none"> <li>• Accessed by Request menu or MP tool bar button.</li> <li>• Provides information such as number of requests UTFd by a dispatch, closest dispatch to an incident, and national and GACC available resource counts to aid in making placing decisions.</li> <li>• Pending Request Filters apply to the Multi Place screen.</li> <li>• Catalog, Catalog Category and Requested Item lists.</li> <li>• Incident drop-down list is driven by the Catalog/Category/Requested Item selected</li> <li>• Following requests do <u>not</u> cause an incident to display in drop-down list:                         <ul style="list-style-type: none"> <li>– Requests placed to you via Direct Order Affiliation.</li> <li>– Requests your dispatch placed to an external dispatch.</li> <li>– Requests your dispatch placed to a status-only dispatch.</li> </ul> </li> </ul>

☑	Topic	Notes
		<ul style="list-style-type: none"> <li>• Manage Financial Codes button.</li> </ul>

**7.4 Multi Place Requests Screen > Select Unit to Place To Panel**

☑	Topic	Notes
☐	7.4. Multi Place Requests Screen > Select Unit to Place To Panel	<ul style="list-style-type: none"> <li>• Unit ID drop-down list – Contains:                             <ul style="list-style-type: none"> <li>– Selection Area dispatches with which you have an active ordering authorization.</li> <li>– Your subordinate dispatches.</li> </ul> </li> <li>• Sort by Proximity to Incident check box.                             <ul style="list-style-type: none"> <li>– Dispatches in drop-down list display alphabetically.</li> <li>– Click check box to sort dispatches by proximity to selected incident.</li> </ul> </li> </ul>

**7.5 Multi Place Requests Screen > Select Filter Criteria for Pending Requests Panel**

☑	Topic	Notes
☐	7.5. Multi Place Requests Screen > Select Filter Criteria for Pending Requests Panel	<ul style="list-style-type: none"> <li>• Filter fields.</li> </ul>

☑	Topic	Notes
		<ul style="list-style-type: none"> <li>• Calculate UTFs check box.                             <ul style="list-style-type: none"> <li>– Inserts column named 'UTFs' into table.</li> <li>– Displays number of requests for same catalog item that selected 'Place To Unit' has UTFd within past 24 hours.</li> <li>– Column displays automatically for GACC and NICC users.</li> </ul> </li> <li>• Return UTF Only check box – Limits filter results to requests that were UTFd back to your dispatch.</li> <li>• Do Not Match Features check box – Causes resources whose features do not match selected request to be included in Available and Reserved counts.</li> </ul>

**7.6 Multi Place Requests Screen > Select Pending Request(s) Panel**

☑	Topic	Notes
☐	7.6. Multi Place Requests Screen	<ul style="list-style-type: none"> <li>• Grid columns of note:</li> </ul>

<input checked="" type="checkbox"/>	Topic	Notes
	> Select Pending Request(s) Panel	<ul style="list-style-type: none"> <li>- UTFs.                             <ul style="list-style-type: none"> <li>▪ Number of requests for same catalog item that selected 'Place To Unit' has UTFd within past 24 hours.</li> <li>▪ Column only displays if 'Calculate UTFs' check box is checked (unless you are a GACC or NICC user).</li> </ul> </li> <li>- Avail Natl and Avail GACC.                             <ul style="list-style-type: none"> <li>▪ Number of Available resources, with National, GACC and State availability area, respectively, at the selected 'Place To Unit' that matches the requested item.</li> <li>▪ Number:                                     <ul style="list-style-type: none"> <li>▫ Includes only resources that match requested features (unless 'Do Not Match Features' check box is checked).</li> <li>▫ Applies only to non-Service requests.</li> <li>▫ Consists of either Government Controlled or CWN/Agreement resources, but not both.</li> </ul> </li> </ul> </li> </ul>
<input type="checkbox"/>	7.6 Multi Place Requests Screen > Select Pending Request(s)	<ul style="list-style-type: none"> <li>- Rsrvd Natl and Rsrvd GACC – Same as Avail Natl and Avail GACC</li> </ul>

☑	Topic	Notes
	Panel (continued)	<p>except reflects resources with a status of Reserved.</p> <ul style="list-style-type: none"> <li>– PA.                             <ul style="list-style-type: none"> <li>▪ Applicable to Service requests only.</li> <li>▪ Number of Purchase Agreements managed by the selected 'Place To Unit' for the requested service item.</li> </ul> </li> <li>– CWN/AGR.                             <ul style="list-style-type: none"> <li>▪ Applicable to Service requests only.</li> <li>▪ Number of Call When Needed and Agreement contracts managed by the selected 'Place To Unit' for the requested Service item.</li> </ul> </li> <li>• Action button.                             <ul style="list-style-type: none"> <li>– Cancel Request.</li> </ul> </li> </ul>
☐	7.6 Multi Place Requests Screen > Select Pending Request(s)	<ul style="list-style-type: none"> <li>– UTF Request.</li> </ul>

☑	Topic	Notes
	Panel (continued)	<ul style="list-style-type: none"> <li>– Cancel UTF.</li> <li>– Edit Request.</li> <li>– Create Support Request.</li> <li>– Add Documentation.</li> <li>– Place Request – Places request to dispatch displayed in ‘Select Unit to Place To’ field.</li> <li>– Place Request Up – Places request up to your parent organization.                             <ul style="list-style-type: none"> <li>▪ Unlike on Pending Request screen, you <u>cannot</u> place up to a Place Up Affiliate.</li> </ul> </li> </ul>
☐	7.6 Multi Place Requests Screen > Select Pending Request(s)	

☑	Topic	Notes
	Panel (continued)	<ul style="list-style-type: none"> <li>▪ In order to place up a request received via Selection Area, the ordering authorization by which request was placed must have 'Place Up Auth' designated.</li>   <li>– Place To External Cache – Allows placing of one or more NFES category requests to an external supply cache. Same as on New Request and Pending Request screens</li>   <li>• Go To button.</li>   <li>• View button.</li>   <li>• Note button – Used to place a note in the Note column of the grid, or to clear an existing note.</li>   <li>• Print button.</li> </ul>

**7.7 Objectives Review**

☑	Topic	Notes
☐	7.7. Objectives Review	<b>Refer to Slide ROSSD-SL-ADVANCED-07-03 (Objectives Review).</b>

Advanced Unit 7 – Multi Place Requests

<input checked="" type="checkbox"/>	Topic	Notes

**7.8 Practice Session**

<input checked="" type="checkbox"/>	Topic	Notes
<input type="checkbox"/>	7.8. Practice Session	