Managing Resource Qualifications

As a dispatch manager, you can change the qualifications for a resource in IROC Data Management Tool. You can also add new qualifications, set a primary qualification, or delete a qualification for a resource.

To manage resource qualifications, the system of record for the resource must be IROC. Qualifications for resources managed by VIPR, IQS, and IQCS must be updated in their respective qualification systems.

1. In IROC DMT, start typing “resources” in the Filter Navigator.
2. Click the My Local Resources module to see a list of all resources in your current dispatch center.
3. Use the search and filter tools in DMT to find the desired resource in the Resources screen. (See Navigating the DMT quick reference for more information.)
4. Click the Information icon to the left of the resource and click Open Record in the preview screen.
5. In the Resource screen, scroll down and click on the Qualification tab.
6. To set a primary qualification for this resource, click in the checkbox for that resource on the Qualification tab and then click Make Primary. If the operational name does not change as needed, click the Actions icon at the top of the resource page and select Set Operational Name.
To remove a qualification:

- In the **Qualification** tab, click the **Information** icon for the resource and click **Open Record** in the preview screen.
- Click **Delete (Invalidate)** and then click **OK** in the confirmation screen.

To add a qualification, click **New** at the top of the **Qualification** tab.

- In the New Resource Qualification screen, fill in all required fields, including **Catalog Item** and **Qualification Type**.
- Click the **Primary** checkbox to mark this as the primary qualification for this resource.
- When done, click **Submit**.