

ROSS Glossary

A, B

Access Role. *See ROSS Access Role.*

Account. *See NAP User Account.*

Account Manager. *See ROSS Account Manager, NAP Account Manager.*

Account Status. *See NAP User Account Status.*

Active (NAP User Account Status). *See also NAP User Account.* A NAP User Account that is able to access the NAP environment.

Activation Date. A date provided by the home unit that identifies the initial date a resource is available to be dispatched. Activation Date is located on the Availability tab on the Resource Item screen.

Active User Account. *See also Inactive User Account, Organization Membership.* A NAP User Account that has assigned access roles at a specific dispatching unit. The relationship of the NAP User Account is "Active."

Action Message. *See Notification.*

Actual Time of Departure (ATD). *See also Estimated Time En Route.* The date and time of departure for an aircraft to or from an incident or other location.

Address Type. *See also Official Address.* One of three descriptors of an organization's address: Mailing; Official; or Shipping.

Administratively Determined (AD). People hired and compensated under the Pay Plan for Emergency Workers. *Also known as "Casuals."*

Affiliate Dispatch. *See also Direct Order Affiliation.* The dispatch center designated as a direct order affiliate for another dispatch office.

Affiliation (Agency Affiliation). *See also Dispatch Affiliation, Direct Order Affiliation.* An established relationship within an organization hierarchy. Several affiliations may exist within a hierarchy. *For example, the Washington Office (tier one), Pacific Northwest Region (tier two), and Willamette National Forest (tier three) are affiliated with the United States Forest Service.*

Agency. A government entity with a specific function, ranging from a municipal to national scope. In ROSS, an agency does not provide resources. *Examples include the Forest Service, Bureau of Land Management, Alaska Division of Forestry, and Los Angeles County.*

Agency Organization. *See also Organization Type.* A non-dispatch organization that does not have a specific location, such as the National Park Service, the Texas State Forest Service, Santa Clara County, or the City of Boulder.

Agreement (AGR). A signed, formal arrangement with a vendor or other government unit to provide specific resources that are identified in the contract.

Airport. *See FAA airport, Non-FAA Airport.*

Airport Special Conditions. Additional information entered into ROSS about an FAA or non-FAA airport. The airport must exist in the ROSS database before an airport special condition can be entered.

Airport Type. The type of an FAA or non-FAA airport, such as Heliport, Jetport, or Tanker Base.

Air Route Traffic Control Center (ARTCC). A facility operated by the Federal Aviation Administration for controlling instrument flight rules aircraft en route in a particular volume of airspace. *An aircraft dispatcher must contact an ARTCC to request a Temporary Flight Restriction (TFR) and/or a temporary tower.*

Alert. A notification that displays time-sensitive, critical information. To acknowledge the alert, the ROSS user must click Close (X) on the Alert dialog box.

Alias (Alias Catalog Item). A catalog item name with an "or" or "any" statement that can only be used when ordering. For example, a generic *Engine, Type 3, 4, 5, or 6* can be ordered and the filling unit has the option of filling the request with any of the following specific engine types: Engine, Type 3; Engine, Type 4; Engine, Type 5; or Engine, Type 6. Requests can be made for resources that have an alias, but the request can only be filled with a resource with a single, unique classification or type.

Alternate Name. A secondary name for a catalog item. *For example, a specific Type 6 engine may have an alternate name, "Engine 21."*

Archive. An annual process that moves ROSS data from primary storage to secondary storage. Archived data is available through the Analytical Reports Historical folder in ROSS Reports.

Assigned (Assigned Resource). A resource that fills a request. A resource is considered to be assigned as soon as it fills a Pending Request. *Also known as filled or committed.*

Assignment Roster. A temporary, request-specific roster consisting of a list of positions (catalog items) with resources assigned to it. Assignment rosters are used to manage the creation, filling, and placing (non-local resources only) of subordinate requests for a selected parent request.

At Home. The location of a resource at its duty station. If the resource has been assigned to an incident, it is considered to be at home when the demobilization ETA has passed. *At home is not an official status in ROSS.*

AutoDoc. Documentation with a date and time stamp created automatically by ROSS as a result of user action.

Available. *See also Available to GACC, Available to Local, Available to National.* A resource status for an inventoried resource indicating the resource can be used to fill a request. Resources on preposition incidents qualify as available resources.

Available To GACC. A resource available to fill a request anywhere within the geographic area.

Available To Local. A resource available to fill a request only for its home unit or other local unit.

Available To National. A resource available to fill a request anywhere in the nation.

Benefiting Organization. The organization that directly benefits from the activities occurring at the incident or project.

Blanket Purchase Agreement (BPA). *See Purchase Agreement.*

Blocked (Blocked Qualification). The resource can no longer use the qualification for filling a request.

C

CAD (Computer Aided Dispatch). An automated system typically used during support of initial attack dispatch processes. A request filled with an override from CAD generates an AutoDoc.

Call When Needed (CWN). An arrangement with a vendor to provide specific resources that are identified on an "as needed" basis. This arrangement becomes a contract when the authorized dispatch office contacts the vendor with an assignment, and the vendor accepts the assignment. The government is not obligated to order and the vendor is not required to supply their resource. CWN contracts include Emergency Equipment Rental Agreements (EERAs), which are now referred to as I-BPAs when issued by the Forest Service VIPR system. CWN resources must be attached to a valid contract.

Cancel (Cancel Request). An action taken by the requesting unit to close a request or to retrieve the request if it was placed to another dispatch center for a request no longer needed or resources no longer available to fill the request.

Cancel Unable To Fill (Cancel UTF Request). An action taken by the requesting unit to close a request that was placed to another dispatch center, UTFd back to the requesting dispatch center because the request could not be filled, and then canceled.

Casuals. *See Administratively Determined.*

Catalog. A high-level grouping of catalog items. The current catalog types are Aircraft, Crews, Equipment, Overhead, and Supply.

Catalog Item. *See also Resource Category.* Catalog items belong to a subset of a category. For example, Helicopter, Type 1 Limited and Helicopter Type 3 are catalog items within the Helicopter category.

Catalog Item Type. The general nature of the catalog item, such as Aircraft, Group/Crew, or Radio Frequency. Catalog item type governs certain catalog item attributes and rules.

Category. A grouping of catalog items within a catalog, such as Fixed Wing (category) for Aircraft (Catalog).

Challenge Questions. Supplementary information stored in the NAP environment that is defined by a Standard or Privileged NAP User Account holder, which allows the user to obtain a forgotten user account or reset a forgotten NAP Password without contacting the Helpdesk or an Account Manager.

Change Control Board (CCB). An organized group responsible for approving and rejecting change requests. CCB members include representatives from the NICC, the GACCs, local dispatch centers, California, and ROSS team members.

Characteristic. A capability, feature, or attribute associated with a catalog item, such as Drive Capacity, Monitoring Nozzle, or Length in Feet.

Characteristic Type. A grouping of Characteristics, such as Feature, Dimension, or Language.

Check Box. A square that is either selected or cleared to turn on or off an option.

Child Affiliation. *See also Parent Affiliation.* An organization, office, or entity created by and exists below a parent organization in the hierarchy.

Child (Dispatch). *See also Parent Dispatch Center.* A dispatch center that operates below its parent dispatch in the hierarchy. *For example, all GACCs are children of the NICC, and all the third tier dispatch centers are children of a GACC.*

Child (Resource Configuration). *See also Parent (Resource Configuration).* Individual catalog items that are grouped together to create another resource item (parent configuration). *For example, an Engine with a Type 3 configuration has 1 ENOP and 2 FFTs as children. The Engine itself is the parent.*

Claim. Signifies to other dispatchers that a ROSS user is working on a pending request. Claiming a pending request does not prevent another ROSS user from working on the same pending request.

Classified. *See also Qualification, IQCS, IQS.* A generic term that describes a resource's capacity to perform a particular function and be dispatched to an incident for that role.

Committed. *See Assigned.*

Compact. A formal working agreement among agencies (often a state agency) to obtain mutual aid.

Complex. Two or more individual incidents located in the same general area that are assigned to a single incident commander or unified command. Once a complex is created individual incidents can be related to it the complex.

Configuration. *See also Parent (Resource Configuration, Child (Resource Configuration)).* One or more Catalog Items (Children) grouped together to create another Catalog Item (Parent).

Configuration (Resource Configuration). *See Parent (Resource Configuration), Child (Resource Configuration).*

Contact. Information needed to notify a person or organization, such as the name of the person, location, and phone number.

Contact Method. The method used to contact a person or organization. There are different options depending on whether the contact is a person or an organization, but some of the methods common to both are: e-mail, fax, and office phone.

Contract. *See also Exclusive Use, Call When Needed, Agreement, Purchase Agreement.* An agreement between a government agency and a vendor to provide resources or services to incidents. The four types of contracts are Agreement (AGR), Call When Needed (CWN), Exclusive Use (EXU), and Purchase Agreement (PA).

Coordination Center. A facility that coordinates the mobilization and demobilization of resources for wildland fire and other incidents throughout a specific area of jurisdiction. Coordination centers can provide predictive services and intelligence related products to support wildland fire managers and firefighters in the decision making process. Typically, the National Interagency

Coordination Center (NICC) and the Geographic Area Coordination Centers (GACC) are considered “coordination centers,” although some local dispatch centers also refer to themselves with this term.

County Name. An administrative subdivision of a state. Termed “parish” in Louisiana and a “borough” in Alaska.

Crew. *See also Catalog.* One of the five catalogs in ROSS. An organized group of firefighters under the leadership of a crew leader or other designated official that works together as a team. *For example, Fire and Non-Fire are two categories in the Crew catalog.*

Cross-Reference Qualifications. A qualified/classified resource that also has one or more other qualifications/classifications. For example, a Type 3 Engine may also be classified as a Rescue Vehicle.

Current Dispatch. A resource’s current dispatch center location. *For example, when at home, the resource’s current dispatch is the home dispatch. When on an incident, the resource’s current dispatch is the dispatch unit responsible for the incident.*

D, E

Data Standard. The defined norm for a data item established by authority or general consent. Included are definitions for the data format, usage, valid values, and change management procedures to ensure the consistent creation, use, and maintenance of data.

Deactivation Date. A date provided by a resource's home unit that identifies the resource’s appointment termination or contract end date.

Dialog Box. A combination of related buttons, text boxes, and other options to carry out a specific or group of tasks.

Direct Order Affiliation. *See also Organization Hierarchy, Subordinate Dispatch Center.* An established relationship for subordinate dispatch centers set up on a host-by-host basis. Direct Order Affiliations are limited to a specified catalog item or all catalog items within a specified category. A Direct Order Affiliation may be for services and non-services.

Disabled (NAP User Account Status). The NAP User Account cannot access the NAP environment due to: the NAP User Account has been inactive for 90 days; or the NAP User Account is temporarily not needed and expected to be reactivated and used in the future. *For example, a seasonal worker may have a disabled NAP User Account.*

Dispatch Affiliation. *See also Selection Area.* The relationship between dispatch centers and/or coordination centers for directly placing resource orders. In general, requests can be directly placed to a parent dispatch, a child dispatch, or a dispatch established in a selection area.

Dispatch Center. *See also Coordination Center.* A facility that provides many of the same services as a coordination center at the local district or forest level and responsible for maintaining the status of and mobilizing local resources. A dispatch center may also be referred to as: Coordination Center; Communication Center; Fire Center; Command Center; and/or Operational Area Coordination. The types of dispatch centers include the National Interagency Coordination Center (NICC), Geographic Area Coordination Centers (GACC), Local Cache, Local Dispatch, and National Cache.

Dispatch Hierarchy. *See also Organization Hierarchy, Government Hierarchy.* A form of organization hierarchy that defines the relationship between dispatch organizations. *For example, the National Interagency Coordination Center (NICC) is a tier one dispatch organization, which established the Southwest Coordination Center (SWCC). SWCC is a tier two dispatch organization, which established the Santa Fe Interagency Dispatch (NM-SFC). NM-SFC is a tier three dispatch organization.*

Dispatch Messaging System (DMS). A commercial off-the-shelf e-mail software accessed through the web that allows users to access personal accounts, subscribe to their group or office's e-mail, and see and respond to e-mails sent to their group or office.

Dispatch Organization. *See also Parent, Organization Hierarchy, Dispatch Hierarchy.* An organization in the Dispatch Hierarchy. For example, the National Interagency Coordination Center (NICC), a Geographic Area Coordination Center (GACC), a regional dispatch officer, a local dispatch office, a national cache or a local cache.

Documentation. *See also AutoDoc.* Narrative or pertinent remarks entered for additional information and general comments or to document actions, rationale, and decisions.

donotreply@nwcg.gov. The sender's email address for NAP User Account and Temporary/Reset NAP Password requests.

Emergency Firefighter (EFF). *See also Employment Class.* An Employment Class used for people hired specifically as emergency workers on a forest or wildland fire that threatens damage to property for the duration of the emergency.

Employment Class. The hiring method for an overhead resource, including Emergency Firefighter, Regular Agency, and Personal Service.

Estimated Time of Departure (ETD). An option for specifying travel for a resource, including date and time.

Estimated Time En Route (ETE). *See also Actual Time of Departure.* An option for specifying travel for tactical aircraft. ATD must be set before ETE.

Equipment. *See also Catalog.* A catalog in ROSS. *For example, Engines, Dozers, Transportation, and Telecommunications are categories in the Equipment catalog.*

Estimated Time of Arrival (ETA). An option for specifying travel for a resource, including date and time.

Exclusive Use (EXU). *See also Contract.* An agreement with a vendor to provide a specific resource for a definite time period to a particular government unit for incident support. An EXU resource is statused and dispatched identically to a government controlled resource.

Expired Password (NAP User Account Status). *See also NAP Password.* The NAP User Account is not able to access the NAP environment due to the NAP password not being changed. Access to the NAP environment can be attempted only after resetting the NAP Password.

F, G

FAA Airport. An aviation facility designated by the Federal Aviation Administration (FAA) and identified by its FAA Code. All FAA airports are Global locations.

FAA Code. A three- or four-character alphanumeric code established by the Federal Aviation Administration (FAA) used to identify airports. In ROSS, these codes are used when searching for and identifying a preferred jetport or reload base.

Features. A resource-specific attribute identified in the catalog. *For example, an engine with compressed air foam or a helicopter with tundra pads are features for those resource items.*

Field (Field Name). *See also Grid.* A single, named unit of information that has a defined set of values. In ROSS, field names are listed as column headings in grids. *For example, the Category Type field can have the value of A, C, E, O, or S.*

Fill/Close. A status for supply requests that closes the request immediately when filled. Travel for a Fill/Close request is not tracked.

Filled. *See Assigned.*

Fill with EFF/AD. *See also Emergency Firefighter, Administratively Determined.* An option to fill an overhead request with a resource not inventoried in the ROSS database.

Fill with Override. The action of filling an Overhead request with a resource that does not exactly match the requested item. Documentation is required when overriding the requested item.

Fire Equipment Working Team (FEWT). See <http://www.nwcg.gov/branches/et/etc/fewt-archive/index.htm>

Follow On. An incident that directly results from another incident. *For example, the rehabilitation of a fire is a follow on incident to the original fire.*

Function. A specific capability or set of capabilities assigned to access roles. *For example, a Privileged NAP User Account with the Alert Manager access role can perform create, edit, and delete alert functions.*

Geographic Area. See also *Organization Hierarchy*. A boundary designated by wildland fire protection government agencies for interagency, intergovernmental planning, coordination, and operations for the effective use of emergency management resources within their area. There are nine geographic areas.

Geographic Area Coordination Center (GACC). See also *National Interagency Coordination Center, Local Dispatch Center*. The physical location of an interagency, regional operation center for the effective coordination, mobilization, and demobilization of emergency management resources. There are eleven GACCs in the dispatch hierarchy (two in the Great Basin and two in California), which form the second tier between the NICC and the local, third tier dispatch centers.

Global Access. On the Contract screen, global access is an option that applies to all the resources on a particular contract. Providing global access allows any dispatch user in the country access to the resources attached to the contract.

Government (Non-Dispatch) Organization. See also *Vendor*. City, county, tribal, state, and federal organizations or agencies - excluding dispatch centers - that provide resources and support for incidents, and can host incidents. *For example national forests, national parks, and BLM districts are government (non-dispatch) organizations.*

Group. A category within the aircraft and overhead catalogs that defines a single resource comprised of multiple resource items. *For example, a load of smokejumpers is an aircraft group. A type II team is an overhead group.*

Government Hierarchy. See also *Organization Hierarchy, Dispatch Hierarchy*. A form of organization hierarchy that defines the relationship between agencies and offices. *For example, The USFS Washington Office (WO) is a tier one government organization, which established the Pacific Northwest Region (OR-NWC). OR-NWC is a tier two government organization, which established the Willamette National Forest (OR-EIC). OR-EIC is a tier three government organization.*

H, I, J

Hierarchy. See *Organization Hierarchy, Dispatch Hierarchy, Government Hierarchy, Affiliation*.

Home Dispatch. The dispatch center having the primary responsibility of maintaining information about a resource and the authority to initially assign it to an incident.

Home Unit. The physical location of a resource, such as an office, organization, or jurisdiction. *For example, a home unit may be a BLM district, a municipal fire station, or a USFS ranger station.*

Inactive User Account. See also *Active User Account, Organization Membership*. A NAP User Account that no longer has access roles at a specific dispatching unit and can no longer perform any functions associated with the assigned access roles. The relationship between the NAP User Account and that dispatching unit has been suspended.

Incident. A human-caused or natural event requiring action or support by emergency service personnel to prevent or minimize loss of life or damage to property and/or natural resources.

Incident Command System (ICS). A single standard incident management system that can be used by all emergency response disciplines. The five major activities of function used by ICS for wildland fires include Command, Finance/Administration, Operations, Planning, and Logistics.

Incident Host. The organization with primary management responsibility for the incident. *For example, a national park, a fire district, a wildlife refuge, or a national forest may be designated as an incident host.*

Incident Number. A unique identifier given to an incident, consisting of the Incident Host Unit ID and a six-digit sequential number. Numbers are restarted at the beginning of each calendar year for all Incident Hosts.

Incident Qualifications and Certification System (IQCS). An interagency application for sharing and tracking wildland firefighter training and certification data across all involved federal agencies. (BLM, NPS, BIA, FWS, and USFS). IQCS also provides All Risk tracking functionality for personnel that perform emergency response duties.

Incident Qualifications System (IQS). A state agency application for sharing and tracking state (and some municipal and county employees - particularly in California), and their incident qualifications. IQS data is imported by the local dispatch office.

Incident Type. A description used to categorize incidents and emergency reports. *For example, Fire - Wildfire, Hurricane/Typhoon, and Preparedness/Preposition are all incident types.*

Initial Date/Time. The creation date and time of a new incident in ROSS.

Interagency Cache Business System (ICBS). *See also National Fire Equipment System.* The automated cache inventory system designed for inventory control and cost accounting of all items stocked in the National Fire Equipment System.

In Use User Account. *See also NAP User Account Status.* A NAP User Account that has a status of Active, Temporary Password, Expired Password, or Locked.

Item Code. A four-letter code associated to the Item Short Name. For example, ENGB is the Item Code for the Catalog Item ENGINE BOSS.

Item Long Name. *Also known as Catalog Item Display Name.* Determined based on Catalog Item Short Name and the check boxes selected on the Create Catalog Item dialog box.

Item Short Name. A standard name that identifies the basic nature of a catalog item. For example, Engine, Type 6 and Airtanker, Type 1 are catalog Item short names.

K, L

Keyword. An alternate term used to search for a catalog item. *For example, specifying "rotor wing" for a keyword search in the aircraft catalog will display all options for a helicopter.*

Local Cache. A unit-level NFES incident support cache that supplies resources identified in the National Fire Equipment System (NFES) catalog.

Local Dispatch Center. *See also National Interagency Coordination Center, Geographic Area Coordination Center.* Any dispatch office below a Geographic Area Coordination Center.

Local Location. *See also Global Location.* A location only available to the managing dispatch unit.

Location. *See also Global Location, Local Location.* A defined physical site used to position resources, incidents, and closest forces. All locations require coordinates of either latitude and longitude; township, range, and section; or UTM (Universal Transverse Mercator). *For example, a location may be an airport, a VOR, a city, a staging area, or an incident.*

Location Contact Manager. A ROSS access role assigned to a Standard NAP User Account at the dispatching unit level that allows that account holder to manage and/or delegate the management of location contact information.

Location Name. The official or common title given to a specific location. *For example, Boise, Idaho; Foothills Fire, or Bull Trout Lake Campground are all locations names.*

Location Use. A descriptor that identifies the capacities and types of use of the location. *For example, airstrip, Fire Crew, Camp, Reload Base, Staging Area, and Water Dip Site are all descriptors of Location Use.*

Locked (NAP User Account). The NAP User Account is not able to access the NAP environment due to five consecutive failed login attempts. For the first five consecutive failed login attempts, the NAP User Account is temporarily locked and access to the NAP environment can be attempted after 15 minutes or by resetting the NAP Password. For the next five consecutive failed login attempts, the NAP User Account is locked and access to the NAP environment can be attempted only after resetting the NAP Password.

M, N

Managed By Dispatch Center. The dispatch center responsible for entering and updating reference data about a particular location, organization, or resource in the ROSS database. For resource items, the managed by dispatch is the same as the home dispatch.

Menu. *See Shortcut Menu, NAP Navigation Menu.*

Merge Incidents. A process that combines a source incident into a destination incident, and reassigns the resources from the source incident to the destination incident. Pending requests can be copied to the destination incident or cancelled. Once merged, all actions associated with the two incidents will be associated with the destination incident for historical purposes.

Mob En Route. *See also Estimated Time of Departure, Estimated Time of Arrival.* A status in ROSS when a resource is assigned to an incident and travel has started but has not yet arrived at the incident. It is the time between the ETD and the ETA.

Named Request. An option to request a specific overhead resource by name.

NAP Account Manager. *See also ROSS Account Manager.* A privileged NAP User Account holder who manages information about the NAP, reviews and approves, or rejects requests for user accounts for authorized access to FAM applications, maintains NAP User Accounts, and ensures user compliance to all policies and procedures.

NAP Environment. *See National Application Portal (NAP).*

NAP Navigation Menu. The left-most vertical portion of the initial NAP home screen. For Standard NAP User Accounts, the NAP Navigation Menu lists the following icons: NAP; User icon; Logout; and User Support.

NAP Password. *See also NAP User Account.* A NAP Password must be 12 to 32 characters in length and contain a combination of: one upper-case letter; one lower-case letter; one number; and one special, non-numeric character (!@#\$%^&*). The NAP Password for a Standard NAP User account expires every 60 days. The NAP Password for a Privileged NAP User Account expires every 30 days.

NAP Password Policy. The password requirements for logging into the NAP environment that includes: a minimum length of 12 characters; a maximum length of 32 characters; at least one upper case alpha character (A-Z); at least one lower case alpha character (a-z); one digit (0-9); one special character (!@#\$%^&*). *See <http://famit.nwcg.gov/applications/ROSS/support/acctsPassReset>.*

NAP User Account Status. A setting in the NAP NAP environment that identifies every NAP User Account as "Active," "Temporary Password," "Locked," "Expired Password," "Disabled," or "Removed."

NAP User Role. *See Standard NAP User Account, Privileged NAP User Account.*

National Application Portal (NAP). *Also known as the National Enterprise Support Service (NESS) Application Portal.* A central environment that provides standardized user authentication and user account management. The NAP environment is accessed via the URL: <https://nap.nwcg.gov/NAP/>

National Cache. One of eleven primary incident support caches across the nation.

National Fire Equipment System (NFES Catalog). A category in the Supply catalog of supplies and equipment stocked by the NFES cache system for active incident support. See <http://www.nwcg.gov/sites/default/files/2015-NFES-Catalog-08June15-web.pdf>

National Enterprise Support Service (NESS). *See National Application Portal (NAP).*

National Information Technology Center (NITC). *See <http://www.ocio.usda.gov/about-ocio/data-center-operations/nitc-cloud-services>*

National Interagency Coordination Center (NICC). *See also Organization Hierarchy, Dispatch Hierarchy.* The NICC, located in Boise, Idaho, is the top of the dispatch hierarchy and is the focal point for coordinating the mobilization of resources for wildland fire and other incidents throughout the United States. *See also <http://www.nifc.gov/nicc/>*

National Resource. A resource that has national utilization, high demand, limited availability, and unique status reporting requirements identified by the NICC. *For example, Type 1 Interagency Management Teams, Type 1 Interagency Hotshot Crews, National Contract Airtankers, Type 1 and Type 2 Helicopters, Mobile Food Services Units, Mobile Showers, and Smokejumpers, are all national resources.*

National Wildfire Coordinating Group (NWCG). A group formed under the direction of the Secretaries of the Interior and Agriculture to improve the coordination and effectiveness of wildland fire activities and provide a forum to discuss, recommend appropriate action, or resolve issues and problems of substantive nature. *See <http://www.nwcg.gov/>*

Nested Roster (Configuration). *See also Configuration.* A catalog item that has a configuration where one or more members of that configuration has its own configuration. *For example, a strike team of engines has a configuration of five engines and one STEN (strike team leader, engine). Each engine may have its own configuration consisting of one ENOP (engine operator) and two firefighters (FFT2).*

No Action Message. *See Notification.*

Non-Dispatch Organization. *See also Government (Non-Dispatch) Organization.* An agency, facility or other center that has the potential of hosting an incident managed by a dispatch center. *For example, the Air Route Traffic Control Center (ARTCC) is a non-dispatch organization.*

Non-FAA Airport. *See also FAA Airport.* An airport not on the national list of imported airports that is not monitored by the FAA and therefore has no FAA Code. Typically a non-FAA airport is a back country airstrip or helispot used by local fire fighting resources.

Non-Government Organization. *See also Government (Non-Dispatch) Organization.* An organization other than a government agency, a private entity, or a for-profit company. *For example, the Boy and Girl Scouts, the Nature Conservancy, the American Red Cross, and private colleges and universities are non-government organizations.*

Notification (Action Message, No Action Message). An electronic notice set up by each individual ROSS user by catalog. Action messages indicate that a user must do something on a request or incident. No Action messages are for informational purposes only. *For example, an aircraft dispatcher can set up a notification to only see notifications about aircraft.*

O, P, Q

Official Address. *See also Address Type.* The primary address of an organization defined in the Organization Information System (OIS).

Ordering Authorized. See also *Affiliate Dispatch*. The authority for a subordinate to place requests to a direct order affiliate. In ROSS, the default setting when creating a direct order is “Off.”

Ordering Chain. A set of organizations that have taken action on a request, which includes creating, placing, filling and/or reassigning, but does not include (UTF). An organization in the ordering chain has certain authority to update that request.

Organization. See also *Dispatch Organization, Non-dispatch Organization*. A dispatch or non-dispatch organization established within a hierarchy in ROSS.

Organization Hierarchy. See also *Dispatch Hierarchy, Government Hierarchy, Affiliation, Organization Information System, Parent, Child*. The arrangement of organizations in ROSS in a tiered, top/down relationship. In ROSS, The hierarchy for the organization is created by a ROSS Organization Data Manager in OIS. The organization from the tier above establishes the organization in the tier below.

Organization Information System (OIS). The Organization Information System application allows a ROSS Organization Data Manager to manage all information related to Dispatch/Cache, Vendor, and Government (non-dispatch)/ Non-government organizations. ROSS, ICBS, and other applications rely on the information stored in OIS for organization hierarchies, names, addresses, contacts, and locations. Access to OIS is controlled from the NESS Application Portal. (NAP).

Organization Membership. See also *Active User Account, Inactive User Account*. A relationship between a NAP User Account and a dispatching unit and all its descendent dispatching units. The NAP User Account has assigned access roles to that dispatching unit and is able to perform the functions related to the assigned access roles.

that allows the access roles assigned

Organization Type. An identifier used in ROSS to reproduce the way in which resource ordering, status, and reports were manually performed. *For example, Agency, ARTCC, GACC, Government (non-dispatch), Tanker Base, and Vendor are all organization types.*

Overhead. One of the five catalogs in ROSS (Aircraft, Crew, Equipment, and Supply are the other four). The NWCG Overhead catalog includes two categories: Positions and Groups. All single human filled resources are listed under Positions. The Groups category includes Squad, Modules, and Teams.

Owner. See also *Provider*. The organization or company to be compensated financially for providing a resource to an incident, which may or may not be the resource item’s owner. *For example, for a regular, government-owned resource, the owner is the same as the provider. For a contracted resource, the owner is the vendor and the provider is the government organization holding the contract.*

Parent Affiliation. An organization, office, or entity directly above the organization in the chain of command.

Parent Dispatch Center. See also *Organization Hierarchy, Parent Dispatch Center, Direct Order Affiliation*. A dispatch office directly above a subordinate dispatch center that can place down requests to or receive placed up requests from its subordinate.

Parent (Organization Hierarchy). See *Organization Hierarchy, Dispatch Hierarchy, Government Hierarchy, Affiliation*.

Parent (Resource Configuration). See also *Child (Resource Configuration)*. A nationally established template of grouped resources that are stored together as a single catalog item. For a request that can be filled with a configuration, the filling unit can choose to just fill the parent request with a single resource or pick from several configuration options that includes the children. *For example, the name of the Crew is the Parent and all the people on the Crew are the Children. A configuration filled with resource names of the children is a roster or manifest.*

Password. *See NAP Password.*

Password Reset Service (PRS). *See also NAP Password Policy.* The former method that provided a means for a ROSS user to reset a forgotten account password.

Political Unit. A level in an agency organization hierarchy. Some of the Political Units used in ROSS are: Borough; City; County; Parrish; State; and Tribe.

Preferred Locations. *See also Global Location, Local Location.* A list of Global and/or Local locations created by a dispatching unit that facilitates quick access to those locations during incident management and incident ordering activities.

Preparedness/Preposition. An incident type with characteristics unique from all the other incident types. A resource can be on a preparedness/preposition incident and any other kind of incident at the same time. This is the only scenario where a resource can be two places at once in ROSS. Other examples of uniqueness include:

1. Non-local resources assigned to your preposition behave as if they were your own resources.
2. Prepositioned resources assigned to a non-preposition incident display on the Incident Resources screen for the non-preposition incident, but on the Resource Status screen at the dispatch center that manages the preposition.
3. When releasing resources, the dispatch center managing the preparedness/preposition incident has two Release Options: Release to Home or Release to Preposition.

Pre-Orders. Pre-established groupings of catalog items and their quantities needed for an incident. Pre-orders can be a mixture of resources from all five ROSS catalogs. Created on the Pre-Orders screen, Pre-Orders can be made available nationally or access can be given to specific dispatch centers. Pre-Orders can be requested on the New Request screen.

Privileged NAP User Account. A NAP User Account identified by the prefix “ad,” and allows ROSS Account Managers to define and manage Standard NAP User Accounts in ROSS. A Privileged NAP User Account has access to ROSS as an Account Manager only.

Provider. *See also Owner.* The organization responsible for a given resource item, which may or may not be the resource item’s owner. The organization may fund the resources directly, such as USFS or BLM engines and personnel. In this case the Provider and Owner are the same. For contracted resources (resources provided by a vendor) the provider is the organization that holds the contract. *For example, an engine may be provided through an agreement by a state agency (provider), but belong to a local fire department or private contractor (owner).*

Purchase Agreement (PA). *See also VIPR, Agreement.* A signed, formal arrangement with a vendor to provide a service in support of an incident, such as a copy machine rental, meals/groceries, or lodging. Resource items on purchase agreements are not entered in ROSS and are not statused. Purchase agreements are not tracked in ROSS. A purchase agreement awarded and managed within the VIPR system is called an “I-BPA.”

Qualification. *See also Classified, IQCS, IQS.* A system that collects and stores information about overhead resources and their completed certifications.

Qualification System. A system that collects and stores information about Overhead resources and the certifications that they have completed. See IQCS and IQS.

Qualified. A qualification status for Overhead resources indicating they have met the standardized training and experience requirements and have been certified by their organization or agency. Qualified is one of the options on the Resource Item screen, the Qualification tab, and the Qual Status column.

Quick Fill. A short cut allowing a dispatcher to rapidly commit resources to an incident without going through the complete “new request” process in ROSS. Quick Fill creates a request, fills it, and places it at the incident in one step. Allowed only with resources for which a dispatch unit has direct mobilization authority. The resource must also be previously identified as a “Quick Fill” resource on the classification tab of the Resource Item screen.

R

Radio Frequency. A designated number that identifies radio frequencies specific to an incident or organization. Radio Frequencies can be read or entered on the Organization, Incident, and New Initial Report or Incident screens.

Radio Frequency Type. Identifies the kinds of communications that a particular frequency is set up to carry. Some examples are: air to air (receive), air to ground (transmit), and flight following.

Reassigned at Incident. A resource status indicating the resource on a Filled request on the Request Status screen has been reassigned from one incident to another, but the mobilization ETD to the new incident has not yet passed.

Released at Incident. A resource status indicating the resource on a Filled request on the Request Status screen has been released, but the demobilization ETD has not yet passed.

Reload Base. An airfield where airtankers are reloaded, but not permanently stationed.

Reminders. On the New Request screen certain catalog items trigger some reminders that may be helpful to dispatchers. For example, when a request for a Helicopter, Type 3 Standard, is created, one reminder reads, “Has meeting point for helicopter and module been identified?”

Removed (NAP User Account Status). The NAP User Account is not able to access the NAP environment because it was manually removed and no longer needed. This account status precedes the deletion of the NAP User Account.

Reporting Affiliation. Within most organization hierarchies, an office at each level reports to an office at a higher level. Within ROSS, government (non-dispatch) organizations have a reporting affiliation with their parent organization. For example, national forests report to a USFS regional office and a regional office reports to the USFS Washington office. In ROSS, dispatch organizations, agencies, vendors and non-government organizations do not have reporting affiliations.

Reporting Instructions. Information that can be entered on the New Request screen directing a resource where, or to whom, to report upon arrival at an incident. Reporting Instructions are then found on the Delivery Location tab of the View Request screen.

Request Block. When requests are generated in ROSS the system automatically assigns the next available sequential number for the request number. Should a user prefer to designate a specific request number, blocks of User Issued numbers can be established for each catalog on the Request Blocks tab of the Incident screen; the Incident Numbering tab on the Organization screen; and the Block box on the New Request screen. Request numbers must be unique and the View Issued #'s button will display the numbers that have already been used.

Request Prefix. An attribute of a catalog item that dictates the prefix for requests for catalog items of that catalog type, or request blocks for the catalog type.

Request (Request Number, Req #). A unique identifier used to indicate a specific request line on the resource order. The first character indicates the catalog of the request and the numeric character is the line number. For example: C-1 is Crew request number one and A-14 is Aircraft request number fourteen.

Request Status. A description of the current state of a request from the time it is initially requested until it is completed. Some possible examples are: pending, filled, reassigned, and at incident. Request Status is also the name of a screen that is exceptionally useful for gathering information about any request and where many actions on a request can also be taken.

Reserved. A resource status indicating that a resource has been assigned to a request, but it has not begun to travel. Either no travel has been assigned, or if travel has been assigned, the ETD has not yet passed.

Resource Item Prefix. An attribute of a catalog item that dictates the prefix of the name of a resource using the catalog item as its primary qualification/classification.

Resource Order Line Item (ROLI). This is a single term used to define an entire line of a resource order (including the request number, request description, the resource filling the request and all associated information about the request and resource). In ROSS lingo it is called a "ROLI."

Retrieve. To pull back a request from the dispatch office it is placed with. Retrieving does not cancel the request (make it void), but it brings the request back to the Pending Request screen of the requesting unit to work with further.

Role. *See ROSS Access Role.*

Role Type. *See Standard NAP User Account, Privileged NAP User Account.*

ROSS Access Role. *See also Standard NAP User Account, Privileged NAP User Account, ROSS Account Manager.* Specific access granted by a ROSS Account Manager to a Standard NAP User Account holder. When granted, a ROSS access role provides access to specific ROSS screens and functions, which allows that account holder to perform assigned dispatch functions.

ROSS. Resource Ordering and Status System.

ROSS Account Manager. A person with a Privileged NAP User Account authorized to grant ROSS access roles to Standard NAP User Account holders. The ROSS Account Manager must be defined as a ROSS User and have the Account Manager role granted to that ad.username account.

ROSS User. *See also ROSS Access Role, ROSS Account Manager.* A person with a Standard NAP User Account authorized to access ROSS. Once granted access to ROSS, a ROSS user must contact the home dispatch's ROSS account manager to be granted ROSS access roles.

ROSS User Account. *See also ROSS Access Role.* A NAP User Account with at least one assigned access role.

Roster. *See also Configuration.* A subordinate list of resources attached to a parent request or resource, based on a predetermined configuration, as defined by an NWCG configuration and the resources that fill each position in the configuration. The standard NWCG configuration for a Type 3 Helicopter Module, for example, is a manager and two crew members. A roster for this module would consist of the three positions and the names of the people filling them. For example: HMGB - Bill Strong; HECM - Bradley Walker; and HECM - Mike Vianest.

Roster Member Reserved. A warning is displayed on the Pending Request screen indicating the resource you are trying to fill a request with is reserved on one or more rosters. This reduces the chance that a team member on a national crew or team will be assigned as an individual overhead resource. The warning, however, does not prevent a dispatcher from assigning a resource reserved on a roster.

Rules of Behavior (Statement of Security Responsibilities). All Standard and Privileged NAP User Account holders must agree and adhere to the security responsibilities and practices as identified in FS-6600-7, "Statement of Employee Information Security Responsibilities," or FS-6600-

6, "Statement of Information Security Responsibilities for Associate Users of Forest Service Systems." The Rules of Behavior dialog box displays whenever the user account holder logs on to and logs off of the NAP environment.

S, T

Selection Area. Selection areas define the placement authority between selected dispatch offices, coordination centers, and NICC. Organizations within the selection area can order agreed upon resources directly from other organizations within the selection area, without going through the normal dispatch channels. Selection Areas can be set up to include all or a combination of selected Catalog Types.

Server. A computer hardware system (host) that provides software services for use by other computers (clients). Types of servers include: web servers, file servers, print servers, and fax servers.

Service. A support activity provided by an external resource provider in the Aircraft, Equipment, and Supply catalog types. Examples include Infrared Flights (Aircraft), Mobile Food Service (Equipment), and Ice Delivery (Supply).

Special Needs. A box on the New Request screen where any pertinent information can be entered regarding a request. The information in this box does appear on a ROSS printout. Some examples might be: crews must be double lunched and tooled with their own transportation to stay with them; must be able to stay at fire camp; and aircraft need pontoons for water landings.

Standardized Data. A list of data values used as a reference to ensure consistency across different systems. For example, ICBS and ROSS share standardized data values for Supply catalog types.

Standard NAP User Account. *See also NAP Password.* A Standard NAP User Account provides authorized access to FAM applications including ROSS. A Standard NAP User Account is requested and managed within the NAP application. Once established, a ROSS Account Manager must define the Standard NAP User Account to ROSS. There are

five types of access into ROSS: ROSS User; OH Web Access; Supervisor Web Access; Vendor Rep Web Access; and Gov't Rep Web Access. For the ROSS User, the ROSS Account Manager must grant access roles to that user account

State Code. A State Code is the two-letter State Postal Code.

Statement of Security Responsibilities. *See Rules of Behavior.*

Supply. One of the five catalogs in ROSS (Aircraft, Crew, Equipment and Overhead are the other four). The entire NFES catalog is listed under Supply, as well as several services. Some service examples are: fuel delivery, meals/food - lodging, and sanitation.

Support Request. This is a resource request created as the result of another request. A request may have one or more support requests. Support requests are independent requests, but are linked together as a package deal with the original request. Some examples of support requests are: 20 sack lunches and a bus for a Type 2 crew.

System of Record (SoR). The originating system of a Catalog Item. *For example, a Catalog Item with the Supply catalog may have a System of Record of NFES.*

T-1 Line. A dedicated telephone line connection for voice and data transmission that can span physical distances greater than 328 feet.

Tab (Screen). A labeled group of similar options. In ROSS documentation, a tab is referenced with its label name in bold text. *For example, On the Summary tab, click the Save button.*

Tanker Base. (Tanker Base Airport Type). *See also Airport Type.* A type of government (non-dispatch) organization, used to enter and manage information including coordinates, addresses, contacts, and frequencies. A Tanker Base is not a resource provider and does not have a Unit ID.

Temporary NAP Password (NAP User Account Status). A temporary NAP Password status requires the owner of a Standard or Privileged NAP User Account to change the NAP Password associated with the user account the next time that user logs on to the NAP environment.

Text box. A rectangular box to type in text or type to replace default text.

Tier. See also *Organization Hierarchy, Dispatch Hierarchy, Government Hierarchy, Affiliation*. A hierarchical level of organization for a dispatching unit. For example, the Washington Office is a tier one, the Pacific Northwest Region (is a tier two, and the Willamette National Forest is a tier three.

Travel Itinerary. The specific mode, timing and route a resource is scheduled to follow during mobilization or demobilization from an incident.

Virtual Incident Procurement (VIPR). An automated system and process for procuring and supplying vendor-owned equipment resources for the USDA Forest Service. An agreement managed within the VIPR system are known as an "I-BPA."

Web Status. Allows overhead resources and vendor representatives of contracted resources to report their availability status. Once the overhead resource or vendor obtains a Standard NAP User Account, a ROSS Account Manager must define web status access to that account.

U, V, W, X, Y, Z

Unavailable. A resource status that is not available to fill a resource order request.

Unit ID. This is a unique identifier for an organizational unit consisting of a two-letter state code followed by a three or four-letter code. Examples include OR-MHF and ID- BDC.

User. See *ROSS User*.

User Account. See *Privileged NAP User Account, Standard NAP User Account*.

Username. See also *Standard NAP User Account, Privileged NAP User Account*. The login identifier for a ROSS user. The standard format is the first initial of the first name combined with the last name. For example, the Standard NAP User Account login for John Wayne could be **jwayne**. The Privileged NAP User Account login would be **ad.jwayne**.

Vendor. A private, for-profit company that has a contract with a government (non-dispatch organization). For example, *Safeway Grocery Store #121, Joe's Sandwich Shop, and ABC Logging* are vendors.