This Quick Reference Card explains how to order an air attack platform with configuration and fill the Pilot and Air Attack Group Supervisor (ATGS) from the Master Roster. It also explains how to reassign the air attack platform, pilot, and ATGS to a preposition order created by the dispatch center currently hosting the air attack platform.

To fill a request for an air attack platform with an Assignment Roster using Master Roster

1. On the Request menu, click Pending Request, or click [PR].
2. On the Pending Request screen, search for and then click the Air Attack Platform request of your choice.
3. On the Available tab, click [Query] and then click the Resource Name of your choice.
4. Click [Fill] and then click Fill with Assignment Roster using Master Roster.
5. On the Assign Roster dialog box, click Commit Resources and Create Outstanding Requests, check the Set [Request#] as Filled check box, and then click [Commit].
   
   If the pilot has changed, click the Add/Swap button to swap!
6. On the ROSS Confirmation Message dialog box, click Yes to confirm or click No to cancel.
7. On the Fill Request dialog box, click Set Travel, click [Set Time], and then complete the ATD and ETE of your choice.
8. Complete the Assigning Contact text box, and then click [Submit].
9. On the Request Action Message dialog box, click [Submit].

Helpdesk: 866-224-7677 https://iia-hd.peckham-enclave.us/
ROSS Website: https://famit.nwcg.gov/applications/ROSS
To reassign an air attack platform to a preposition order

1. On the Incident menu, click Incident Resources, or click.
2. On the Incident Resources screen, search for and then click the Air Attack Platform you want to reassign.
3. Click Action and then click Reassign.
4. On the Reassign Resource dialog box, search for and then click the Preposition Incident Name of your choice, and then click.
5. On the Reassign Roster dialog box, click.
6. On the Reassign Request dialog box, click Set Travel, and then complete the ATD and ETE.
7. Complete the Assigning Contact text box, and then click.

To swap or change out the lead plane pilot and/or ATGS:
Create a subordinate request from the parent request on the Incident Resources screen. Select the appropriate placement: Directly with Filling Organization or Place/ Fill locally via the Pending Request screen. Release the current pilot/ATGS if appropriate.