

To fill a Pending Request with an available resource

- 1 On the **Request** menu, click **Pending Request**, or click **PR**
- 2 On the **Search Incidents** dialog box, search for and then click the **Incident** of your choice.
- 3 On the **Pending Request** screen, search for and then click to select the **request** of your choice.
- 4 On the **Available** tab, click **Query** and then click the **Resource Name** of your choice.

To show counts of available resources, click the Show Resource Counts check box.

- 5 Click **Fill** and then click the **Fill Option** of your choice.
- 6 On the **Fill Request** dialog box, complete the **Travel** information as appropriate for the resource, complete the **Assigning Contact** text box, and then click **OK**
- 7 On the **Request Action Message** dialog box, click **OK**

For more information about setting resource travel see the Quick Reference Card, "Setting Resource Travel from the Pending Request screen."

Resource Ordering and Status System (ROSS) - *** PRACTICE

File Administration Resource Incident Request Travel Status Window Help

Search Incidents: [CO-CRC-000059] Gopher Gulch

Host Dispatch: CO-CRC

Select Pending Request(s)

| S | G | SN | NR | Req # | Qty | Requested Item | Requesting Unit | Need Date/Time | Last Action | Exclusions | Inclusion | None |
|---|---|----|----|----------|-----|------------------------|-----------------|----------------------|-------------|------------|-----------|------|
| | | | | A-100... | 1 | Fixed Wing, Reconna... | CO-CRC | 09/09/2014 09:49 MST | New | | | |

Select Action for Pending Request [A-10000 - Fixed Wing, Reconnaissance]

Available [4] | Reserved [0] | Mob In Route [0] | At Incident [0] | Demob In Route [0] | Contracts / Agreements [0] | Other Resources

| Resource Name | Unit ID | Provider | Available To | Current Location | Prepos | Distance |
|------------------------------|---------|------------------------------|--------------|--------------------------|--------|----------|
| FIXED WING - RECON - N115... | CO-CRD | Western Slope Center (Dis... | Local | CRAIG-MOFFAT (CAG) | No | 96 |
| FIXED WING - RECON - N181... | CO-R02 | Rocky Mountain Regional O... | Local | CRAIG-MOFFAT (CAG) | No | 96 |
| FIXED WING - RECON - N306... | CO-R02 | Rocky Mountain Regional O... | Local | MEEKER COULTER FLD (E... | No | 81 |
| FIXED WING - RECON - N965... | CO-R02 | Rocky Mountain Regional O... | Local | MEEKER COULTER FLD (E... | No | 81 |

Buttons: Claim, Action, Go To, View, Note, Print

Buttons: Query, Fill, View

Show: Provider

Select Claimed By

Select Dispatch or Host Unit

By Dispatch Unit | By Host Unit

| Dispatch / Host Unit | Type | Claimed | | | | | Unclaimed | | | | |
|---------------------------------|----------------|---------|---|---|---|---|-----------|---|---|----|---|
| | | A | C | E | O | S | A | C | E | O | S |
| Craig Interagency Dispatch C... | Local | 0 | 0 | 0 | 0 | 0 | 5 | 0 | 7 | 16 | 2 |
| Rocky Mountain Area Coordin... | Parent | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 0 | |
| Casper Interagency Dispatch... | Selection Area | 0 | 0 | 0 | 0 | 0 | 9 | 0 | 0 | 0 | |

Total - Claimed[A-0 C-0 E-0 O-0 S-0] Unclaimed[A-5 C-9 E-7 O-19 S-2]

Select Incident

Set Filter for Incident Dispatch Unit

Dispatch Unit: Incident Name

| Incident Name | Incident # | Claimed | | | | | Unclaimed | | | | |
|--------------------------|---------------|---------|---|---|---|---|-----------|---|---|----|---|
| | | A | C | E | O | S | A | C | E | O | S |
| 57 | CO-MFX-000086 | 0 | 0 | 0 | 0 | 0 | 4 | 0 | 0 | 10 | 1 |
| AD Training | CO-CRC-000057 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 4 | 0 |
| BIG JIMMY | CO-WRD-000081 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Coyote Canyon Prepo | CO-BPR-000026 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 |
| Gopher Gulch | CO-CRC-000059 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 4 | 2 | 0 |
| Gopher Gulch Preposition | CO-CRC-000058 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 |

Fill Request

Request A-10000 - Fixed Wing, Reconnaissance will be filled with FIXED WING - RECON - N96524 (N96524) (CO-CRC) and will use Financial Code (Not Defined).

Change Financial Code

Travel

Set Travel to be Arranged

Set Travel ETD: 09/09/2014 10:15 MST | ETA: 09/09/2014 10:30 MST

Mode of Travel

Set Travel (will have Itinerary)

No Travel Documented (Set At Incident)

Resource Needs Transportation

Assigning Contact: 970-826-5037

Print Resource Order Form

Enter Documentation

Request Action Message

[A-10000] has been filled with FIXED WING - RECON - N96524 (N96524) (CO-CRC)

OK

Helpdesk: 866-224-7677
email: helpdesk@dms.nwcg.gov

