



# IROC IMPORT

**Version 2.0.1**

**Wednesday, June 3, 2020**



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# IROC Import

## IROC Import Overview

The IROC Import process allows a user to import Incident and Resource data from the Incident Resource Ordering Capability system (IROC) into the e-ISuite system.

The IROC Import function is used to populate a database with initial incident IROC data or to add new IROC data to an existing incident. There are several ways for an IROC database to be created in the e-ISuite system:

- The servicing dispatch center orders resources in IROC for an emerging incident; those resources can subsequently be used to create that incident in e-ISuite using the IROC Import Process.

OR

- An e-ISuite user creates a new incident in e-ISuite and assigns resources. If a dispatch center then creates an incident in IROC an IROC Import can be done for that incident, matching the e-ISuite incident data with the IROC Import data to make a complete resource record.

**NOTE:** After an Incident has been imported from IROC, click the **Refresh** icon to display the incident in the Incidents grid.

### Rules for Importing, Excluding and Matching Resources:

Once a resource has been dealt with in an IROC Import, either by importing it or by excluding it, that resource will not display on any match screens in subsequent imports. If excluded, the resource can be imported later into the incident and will not display in any future matching sequence.

Resources will only display on the e-ISuite column "matching" screens, because data was manually entered for the resource prior to it being imported using the IROC Import function.

**Match Resources** contains the following menu items (IROC Import data is in left column, e-ISuite data is in the right column):

- **New Resources** - New resources in the IROC file that have not been matched to resources in the e-ISuite system display in the grid on the left. Potential matches to the new resources display in the grid on the right. Either manually match the resources to existing e-ISuite data or import the new resources without matching them to existing e-ISuite data.
- **Request Number and Name** (exact matches) - The resource could be unmatched manually on the potential match screen.



# IROC Import

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- **Request Number** - Request Numbers might be the same but the names are different. O-101 Smith, William would not match O-101 Smith, William E. These would have to be manually matched. Other data could also be mismatched in the resource record.
- **Resource Name and Item Name** - If the system finds any potential matches, they would have to be manually matched. This case occurs particularly when resources have been added to an incident prior to obtaining a Request #. Once resources have been given a Request # through IROC and the IROC file is imported to the incident, the system will display the Resource Name and Item Code in both columns. However, the IROC column will contain a Request # for the resource which can be used to match.
- **User Matched Resources** - Displays a list of resources that were manually matched. If needed, these can be unmatched on this tab.

## Excluded Resources:

Once a resource is excluded, the only way to see that resource again is by using the "Import Excluded Resources" option. Even if that resource is actually in subsequent IROC Import Files, the system is not going to display it anywhere again except in the Excluded Resources area. If it is imported from there, it will not show up again.

## Deleted Resources:

If a resource is imported into e-ISuite and is deleted from there, the resource will display in subsequent IROC Imports.

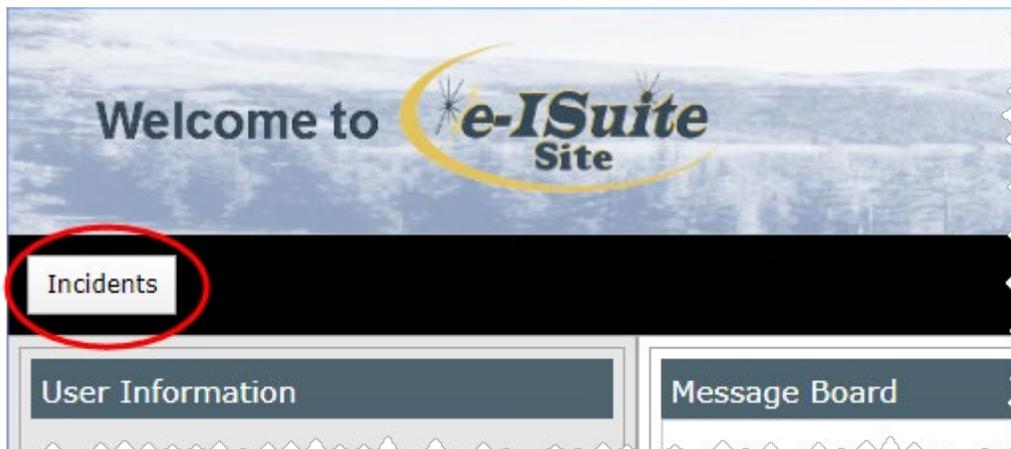
- [Import IROC Incident Data](#)
- [Import Excluded Resources](#)

## Import IROC Incident Data

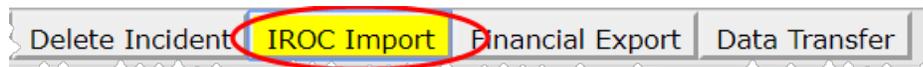
This section explains how to import an IROC data file:

1. From the Home page, click the **Incidents** button.

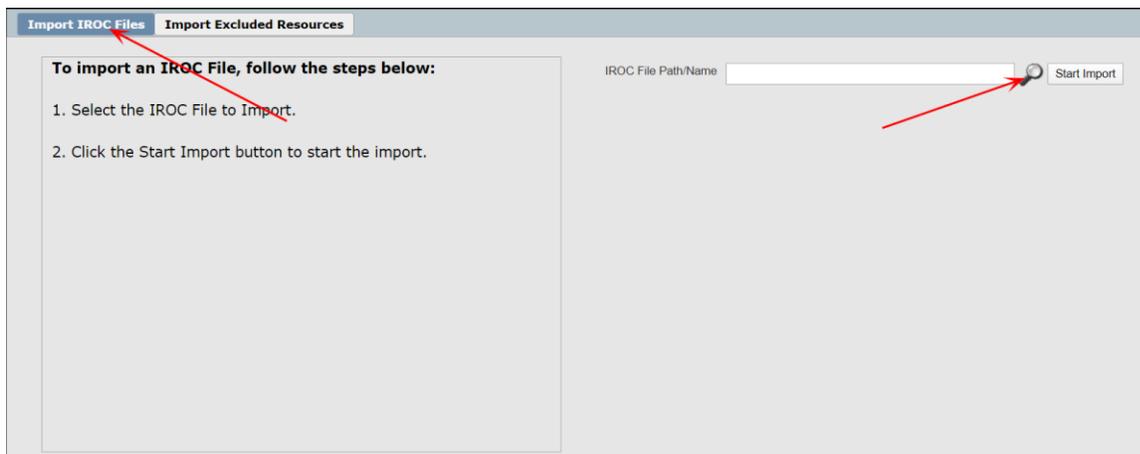
**NOTE:** The user account must have the Data Steward role and must download an IROC file from the IROC website using the current process prior to completing the next steps.



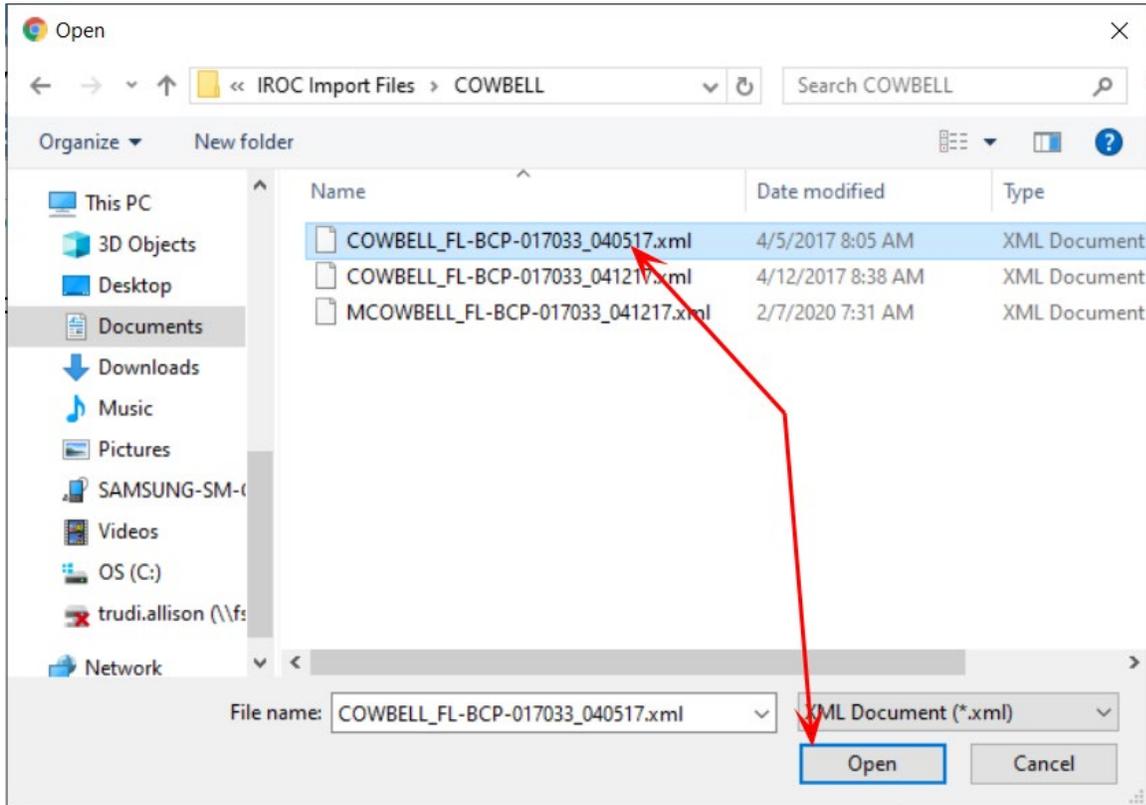
2. Click the **IROC Import** button to open the IROC Import page.



3. Select the **Import IROC Files** tab.
4. Click the Browse button next to the **IROC File Path/Name** field.



5. In the file browser window that opens, navigate to the directory where the IROC Import file is located.
6. Select the IROC Import file and click the **Open** button.



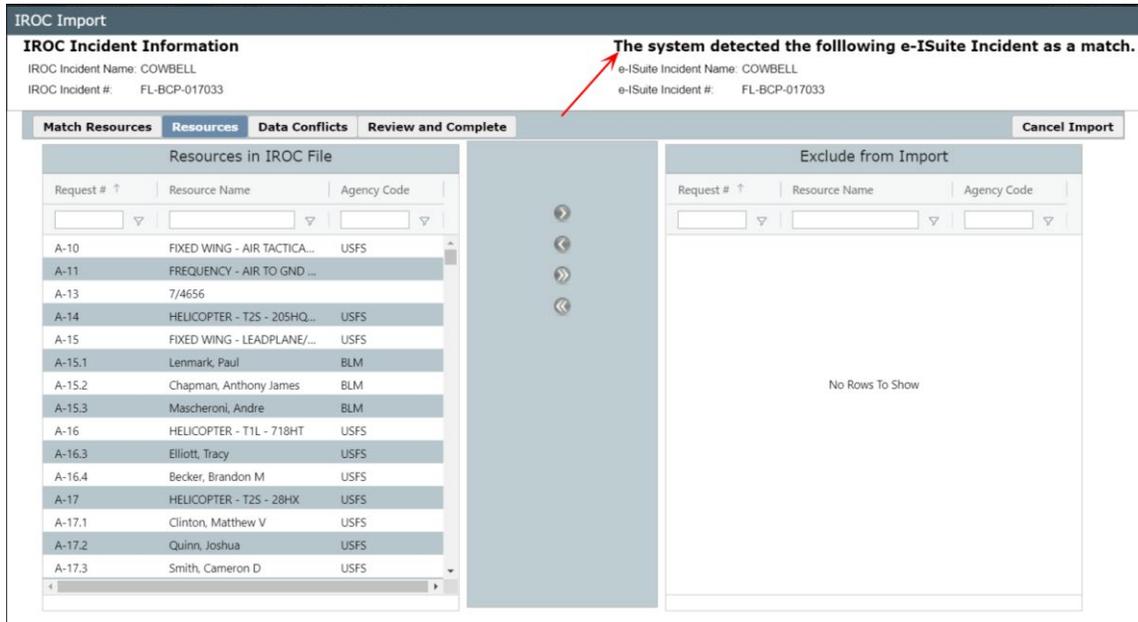
7. Click the **Start Import** button to begin the IROC file import process.





# IROC Import

- If the system detected a possible match between an IROC Incident and a manually entered e-ISuite Incident, the system will display a message indicating that a match was detected between the IROC Incident and e-ISuite Incident.



**IROC Import**

**IROC Incident Information**  
 IROC Incident Name: COWBELL  
 IROC Incident #: FL-BCP-017033

**The system detected the following e-ISuite Incident as a match.**  
 e-ISuite Incident Name: COWBELL  
 e-ISuite Incident #: FL-BCP-017033

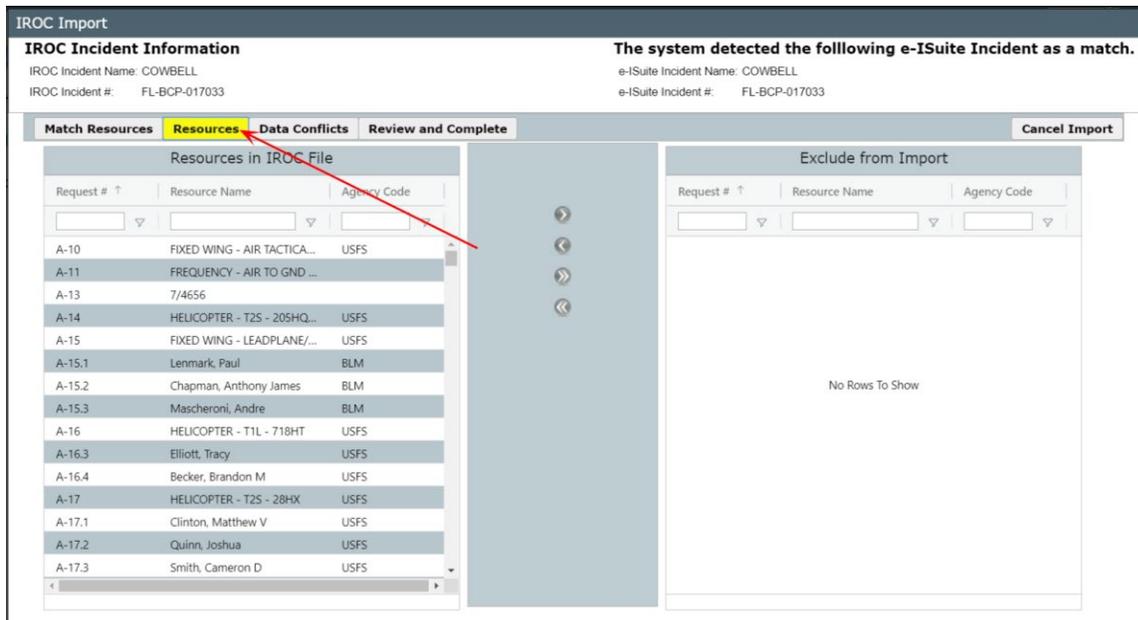
Match Resources | **Resources** | Data Conflicts | Review and Complete | Cancel Import

Resources in IROC File		
Request # ↑	Resource Name	Agency Code
A-10	FIXED WING - AIR TACTICA...	USFS
A-11	FREQUENCY - AIR TO GND ...	
A-13	7/4656	
A-14	HELICOPTER - T2S - 205HQ...	USFS
A-15	FIXED WING - LEADPLANE/...	USFS
A-15.1	Lenmark, Paul	BLM
A-15.2	Chapman, Anthony James	BLM
A-15.3	Mascheroni, Andre	BLM
A-16	HELICOPTER - T1L - 718HT	USFS
A-16.3	Elliott, Tracy	USFS
A-16.4	Becker, Brandon M	USFS
A-17	HELICOPTER - T2S - 28HX	USFS
A-17.1	Clinton, Matthew V	USFS
A-17.2	Quinn, Joshua	USFS
A-17.3	Smith, Cameron D	USFS

Exclude from Import		
Request # ↑	Resource Name	Agency Code
No Rows To Show		

- If the system does not detect a match of a manually entered Incident in the e-ISuite system, the system displays a message indicating that no match was detected.

- Click the **Resources** tab.



**IROC Import**

**IROC Incident Information**  
 IROC Incident Name: COWBELL  
 IROC Incident #: FL-BCP-017033

**The system detected the following e-ISuite Incident as a match.**  
 e-ISuite Incident Name: COWBELL  
 e-ISuite Incident #: FL-BCP-017033

Match Resources | **Resources** | Data Conflicts | Review and Complete | Cancel Import

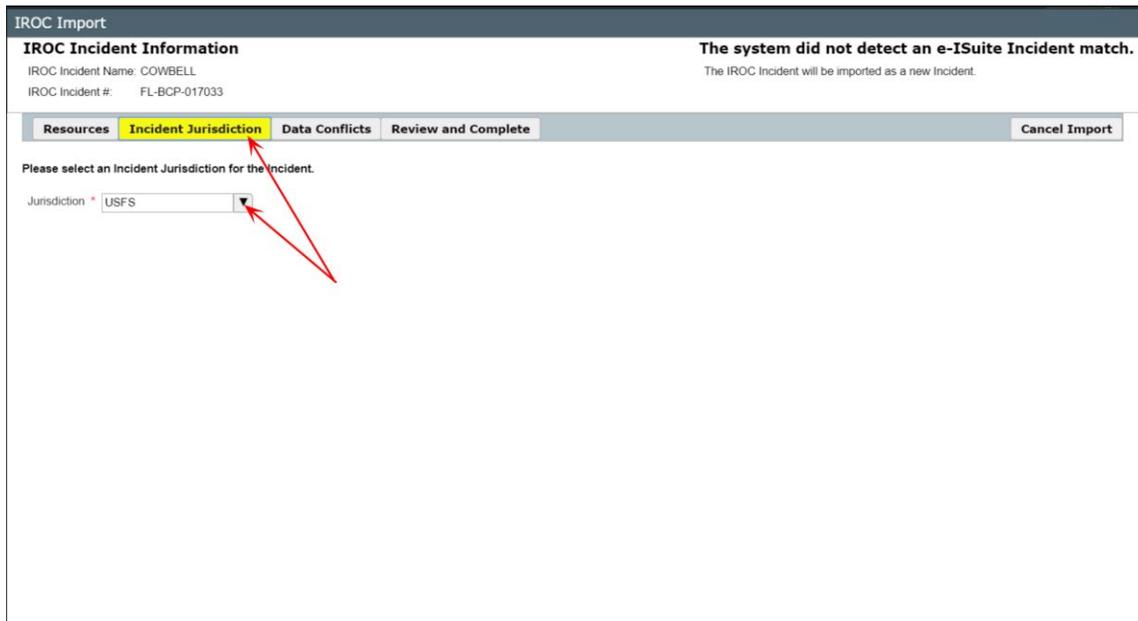
Resources in IROC File		
Request # ↑	Resource Name	Agency Code
A-10	FIXED WING - AIR TACTICA...	USFS
A-11	FREQUENCY - AIR TO GND ...	
A-13	7/4656	
A-14	HELICOPTER - T2S - 205HQ...	USFS
A-15	FIXED WING - LEADPLANE/...	USFS
A-15.1	Lenmark, Paul	BLM
A-15.2	Chapman, Anthony James	BLM
A-15.3	Mascheroni, Andre	BLM
A-16	HELICOPTER - T1L - 718HT	USFS
A-16.3	Elliott, Tracy	USFS
A-16.4	Becker, Brandon M	USFS
A-17	HELICOPTER - T2S - 28HX	USFS
A-17.1	Clinton, Matthew V	USFS
A-17.2	Quinn, Joshua	USFS
A-17.3	Smith, Cameron D	USFS

Exclude from Import		
Request # ↑	Resource Name	Agency Code
No Rows To Show		

11. Highlight Resources in IROC File (left grid) to be moved to Exclude From Import (right grid).
12. Shuttle Resources to the Exclude from Import list.

**NOTE:** Users should be careful when excluding primary resources with subordinates. If the primary resource is excluded, then all the subordinates of that resource should also be excluded. However, a subordinate resource can be excluded without its primary being excluded, as would be the case if a particular member of a crew resource did not report with the crew resource.

13. Click **Incident Jurisdiction**.
14. Choose a Jurisdiction from the drop down list.



15. If there were any conflicts with the data in the import file, a **Data Conflicts** tab displays. Click a conflict listed in the left grid.
16. Complete the conflict fields in the panel on the right side of the Data Conflicts tab and click the **Resolve Conflict** button. A checkmark will display in the **Resolved** column for those conflicts that were resolved.

**NOTE:** The conflict fields that display on the Data conflicts tab are based on the type of conflict that is selected.

17. If the conflict cannot be resolved, click the **Exclude Resource** button to exclude that resource from the import process.



# IROC Import

**IROC Incident Information**  
IROC Incident Name: COWBELL  
IROC Incident #: FL-BCP-017033

**The system detected the following e-ISuite Incident as a match.**  
e-ISuite Incident Name: COWBELL  
e-ISuite Incident #: FL-BCP-017033

**Match Resources** | **Resources** | **Data Conflicts** | **Review and Complete** | **Cancel Import**

Request #	Conflict Description	Resolved
E-10	Resource Name exceeds 55 characters	
E-58	Resource Name exceeds 55 characters	
E-6	Resource Name exceeds 55 characters	

**Conflict Description**  
Resource Name exceeds 55 characters

**IROC Resource Name**  
ENGINE - T6 - ATTACK-ONE FIRE MANAGEMENT SERVICES INC - A47566 - E-7566

**New Resource Name \***  
ENGINE - T6 - ATTACK-ONE FIRE MANAGEMENT SERVICES INC - A47566 - E-7566  
( 55 max chars ) Count 71

**Resolve Conflict** | **Exclude Resource**

18. Click **Review and Complete**.

19. Check Import Process Status screen for any uncompleted items.

**IROC Incident Information**  
IROC Incident Name: COWBELL  
IROC Incident #: FL-BCP-017033

**The system detected the following e-ISuite Incident as a match.**  
e-ISuite Incident Name: COWBELL  
e-ISuite Incident #: FL-BCP-017033

**Match Resources** | **Resources** | **Data Conflicts** | **Review and Complete** | **Cancel Import**

**Import Process Status** | **View Excluded Resources**

**Resource Review**  
Number of New Resources to import 312  
Number of Matched Resources 0  
Number of Excluded Resources 0

**Status Check**  
No Uncompleted items.  
The IROC Import can be completed.

**Complete Import**

20. Click **Complete Import** to complete the IROC import.



# IROC Import

## Match Resources

If the system detects that there are resources in an existing incident that match resources in the IROC Import file, a Match Resources tab will display that allows the user to identify which resources are the same.

**IROC Import**

**IROC Incident Information**  
IROC Incident Name: COWBELL  
IROC Incident #: FL-BCP-017033

**The system detected the following e-ISuite Incident as a match.**  
e-ISuite Incident Name: COWBELL  
e-ISuite Incident #: FL-BCP-017033

**Match Resources** Resources Data Conflicts Review and Complete Cancel Import

**New Resources** Request Number and Name Request Number Resource Name and Item Name User Matches

The following IROC and e-ISuite resources have not been matched. Review the lists and highlight the resources to be matched and click on the Match button.

IROC Resources		
Request # ↑	Resource Name	Agency Code
A-10	FIXED WING - AIR TACTICAL - N45...	USFS
A-11	FREQUENCY - AIR TO GND FM - 16...	
A-13	7/4656	
A-14	HELICOPTER - T25 - 205HQ - H530	USFS
A-15	FIXED WING - LEADPLANE/ASM - ...	USFS
A-15.1	Lenmark, Paul	BLM
A-15.2	Chapman, Anthony James	BLM
A-15.3	Mascheroni, Andre	BLM
A-16	HELICOPTER - T1L - 718HT	USFS
A-16.3	Elliott, Tracy	USFS
A-16.4	Becker, Brandon M	USFS
A-17	HELICOPTER - T25 - 28HX	USFS

**Match**

e-ISuite Resources		
Request # ↑	Resource Name	Agency Code
	MICHAEL, JOEL	USFS

## New Resources

1. Select the **New Resources** tab to view new resources that have not been matched.
2. Select resources that are a correct match in the IROC grid and the e-ISuite grid, then click the **Match** button to manually match those resources.



# IROC Import

IROC Import

**IROC Incident Information**  
 IROC Incident Name: COWBELL  
 IROC Incident #: FL-BCP-017033

**The system detected the following e-ISuite Incident as a match.**  
 e-ISuite Incident Name: COWBELL  
 e-ISuite Incident #: FL-BCP-017033

Match Resources Resources Data Conflicts Review and Complete Cancel Import

**New Resources** Request Number and Name Request Number Resource Name and Item Name User Matches

The following IROC and e-ISuite resources have not been matched. Review the lists and highlight the resources to be matched and click on the Match button.

IROC Resources			e-ISuite Resources		
Request # ↑	Resource Name	Agency Code	Request # ↑	Resource Name	Agency Code
A-10	FIXED WING - AIR TACTICAL - N45...	USFS			
A-11	FREQUENCY - AIR TO GND FM - 16...				
A-13	7/4656				
A-14	HELICOPTER - T2S - 205HQ - H530	USFS			
A-15	FIXED WING - LEADPLANE/ASM - ...	USFS			
A-15.1	Lenmark, Paul	BLM			
A-15.2	Chapman, Anthony James	BLM			
A-15.3	Mascheroni, Andre	BLM			
A-16	HELICOPTER - T1L - 718HT	USFS			
A-16.3	Elliott, Tracy	USFS			
A-16.4	Becker, Brandon M	USFS			
A-17	HELICOPTER - T2S - 28HX	USFS			

Match

	MICHAEL, JOEL	USFS
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## Match by Request Number and Name

1. Select the **Request Number and Name** tab to view matches that were made based on the resource's Request Number and Name.
2. Review the matches to make sure they are correct. If a match is incorrect, select the resource in the grid and click the **No Match** button.

IROC Import

**IROC Incident Information**  
 IROC Incident Name: COWBELL  
 IROC Incident #: FL-BCP-017033

**The system detected the following e-ISuite Incident as a match.**  
 e-ISuite Incident Name: COWBELL  
 e-ISuite Incident #: FL-BCP-017033

Match Resources Resources Data Conflicts Review and Complete Cancel Import

**New Resources** **Request Number and Name** Request Number Resource Name and Item Name User Matches

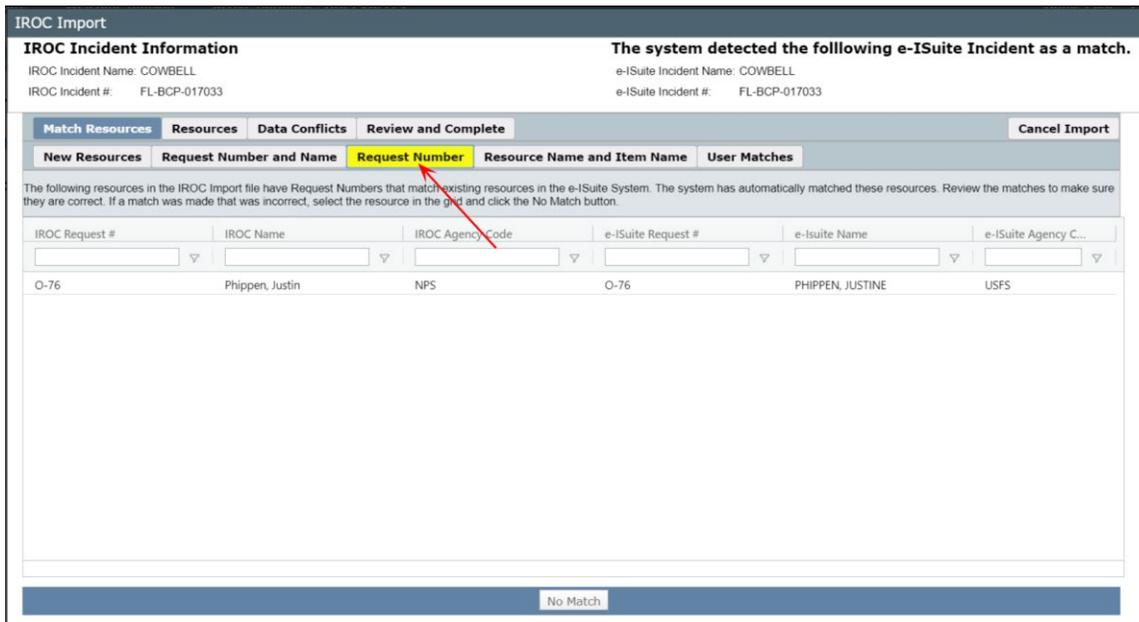
The following resources in the IROC Import file have Resource Names and Request Numbers that match existing resources in the e-ISuite System. The system has automatically matched these resources. Review the matches to make sure they are correct. If a match was made that was incorrect, select the resource in the grid and click the No Match button.

IROC Request #	IROC Name	IROC Agency Code	e-ISuite Request #	e-ISuite Name	e-ISuite Agency C...
O-4.13	Cook, Chad	USFS	O-4.13	COOK, CHAD	USFS

No Match

## Match by Request Number

1. Select the **Request Number** tab to view matches by Request Number only.
2. Review the matches to make sure they are correct. If a match is incorrect, select the resource in the grid and click the **No Match** button.



The screenshot shows the IROC Import interface. At the top, it displays "IROC Incident Information" and "The system detected the following e-ISuite Incident as a match." Below this, there are tabs for "Match Resources", "Resources", "Data Conflicts", and "Review and Complete". The "Review and Complete" tab is selected, and within it, the "Request Number" sub-tab is highlighted. A red arrow points to the "Request Number" sub-tab. Below the tabs, there is a table with the following data:

IROC Request #	IROC Name	IROC Agency Code	e-ISuite Request #	e-ISuite Name	e-ISuite Agency C...
O-76	Phippen, Justin	NPS	O-76	PHIPPEN, JUSTINE	USFS

At the bottom of the interface, there is a "No Match" button.

## Match by Resource Name and Item Name

1. Select the **Resource Name and Item Name** tab to view matches that were made based on the resource's Name and Item Name.
2. Review the matches to make sure they are correct. If a match is incorrect, select the resource in the grid and click the **No Match** button.

# IROC Import

IROC Import

**IROC Incident Information**  
IROC Incident Name: COWBELL  
IROC Incident #: FL-BCP-017033

**The system detected the following e-ISuite Incident as a match.**  
e-ISuite Incident Name: COWBELL  
e-ISuite Incident #: FL-BCP-017033

Match Resources Resources Data Conflicts Review and Complete Cancel Import

New Resources Request Number and Name Request Number Resource Name and Item Name User Matches

The following resources in the IROC Import file have Resource Names and Item Names that match existing resources in the e-ISuite System. The system has automatically matched these resources. Review the matches to make sure they are correct. If a match was made that was incorrect, select the resource in the grid and click the No Match button.

IROC Request #	IROC Name	IROC Agency Code	e-ISuite Request #	e-ISuite Name	e-ISuite Agency C...
O-67.5	Ortiz, Marcus	USFS		ORTIZ, MARCUS	USFS

No Match

## User Matches

1. Select the **User Matches** tab to view any matches that were made by the user.
2. Select any incorrectly matched resources from the grid and click the **No Match** button to unmatch those resources.

IROC Import

**IROC Incident Information**  
IROC Incident Name: COWBELL  
IROC Incident #: FL-BCP-017033

**The system detected the following e-ISuite Incident as a match.**  
e-ISuite Incident Name: COWBELL  
e-ISuite Incident #: FL-BCP-017033

Match Resources Resources Data Conflicts Review and Complete Cancel Import

New Resources Request Number and Name Request Number Resource Name and Item Name User Matches

The following resources are resources that are User matches. Review the matches to make sure they are correct. If a match was made that was incorrect, select the resource in the grid and click the No Match button.

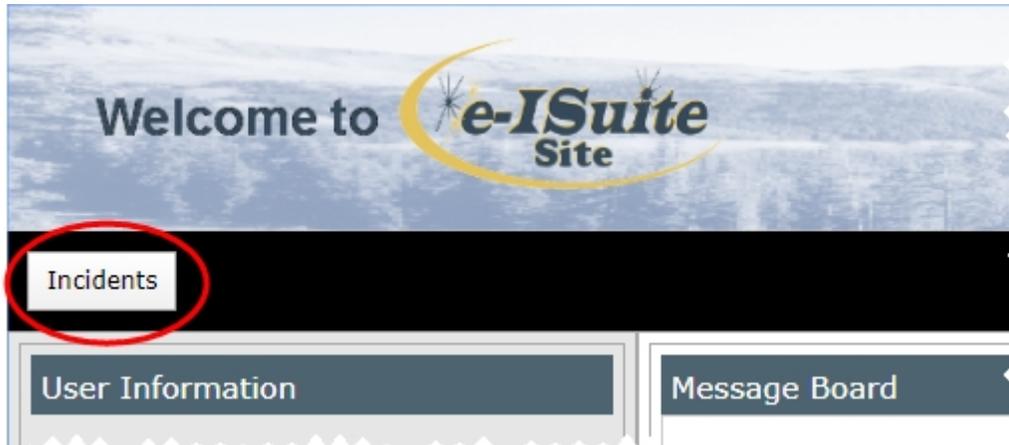
IROC Request #	IROC Name	IROC Agency Code	e-ISuite Request #	e-ISuite Name	e-ISuite Agency C...
O-34	Joel, Michael	FL State		MICHAEL, JOEL	USFS

No Match

## Import Excluded Resources

This section explains how to Import Excluded Resources into the e-ISuite system:

1. From the Home page, click the **Incidents** button.



2. Click the **IROC Import** button to open the IROC Import page.



3. Click the **Import Excluded Resources** tab.
4. Select an Incident listed in the Incidents grid on the left side of the page. The Resources that were excluded for that Incident will show in the Excluded Resources grid on the right side of the page.
5. Select one or more excluded Resources to import.
6. Click the **Import Resource** button to begin the import process.
7. The IROC Import window will open. See [Import IROC Incident Data](#) for detailed instructions on the import process.



# IROC Import

**Import IROC Files** **Import Excluded Resources**

**Incidents**

Incident #	Incident Name	Event Type	IROC Creation Date	IROC Creation Time
US-CA-SQF-001317	SCHAEFFER	WF	06/24/2017	0000
US-FL-BCP-017033	COWBELL	WF	03/30/2017	0000

**Excluded Resources**

IROC Req ID	Request #	Resource Name	Agency
6568826	O-1.6	Wilson, Brodie	NPS
6569160	O-14	JUSTUS, MICHAEL	NPS
6568824	O-1.4	Hughes, Bryan M	NPS
6568818	O-1	MODULE - FUELS - SA - ...	NPS
6568822	O-1.2	Gardai, Connor	NPS
6568877	O-1.7	Burkman, Rhett	NPS
6569157	O-11	Pomponio, Mark Damon	NPS
6568821	O-1.1	Sanders, Ben	NPS
6568823	O-1.3	Lee, Larry J	NPS
6569158	O-12	Marett, James R	NPS
6568878	O-1.8	Lewis, Jarod	NPS
6568825	O-1.5	Soper, Adam	NPS

**Import Resources**

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