

To fill a Pending Request with a CWN resource

- 1 On the **Request** menu, click **Pending Request**, or click 
- 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 the **Request** of your choice.
- 4 Click the **CWN Contracts/Agreements** tab, and then click



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

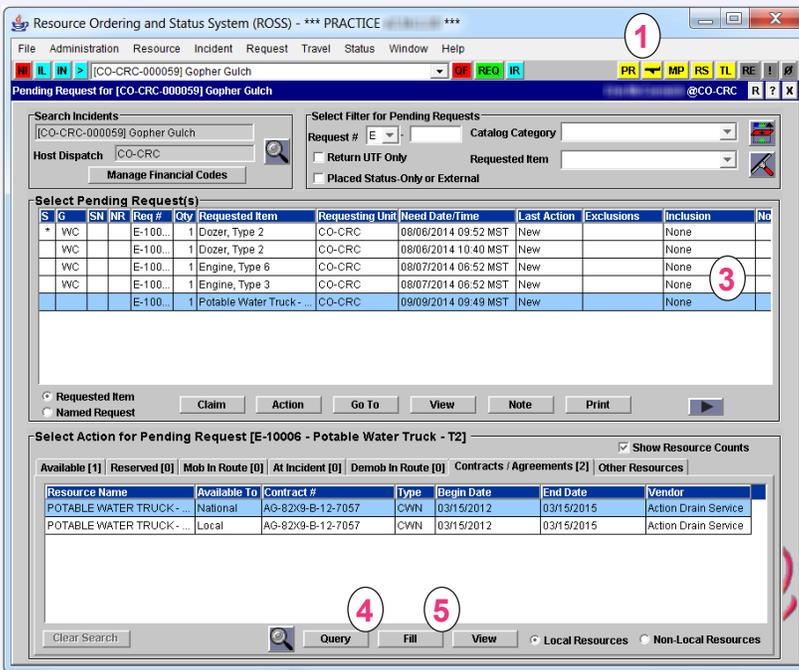
- 5 Click the **Resource Name** of your choice, and then click



- 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 

- 7 On the **Request Action Message** dialog box, click 

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

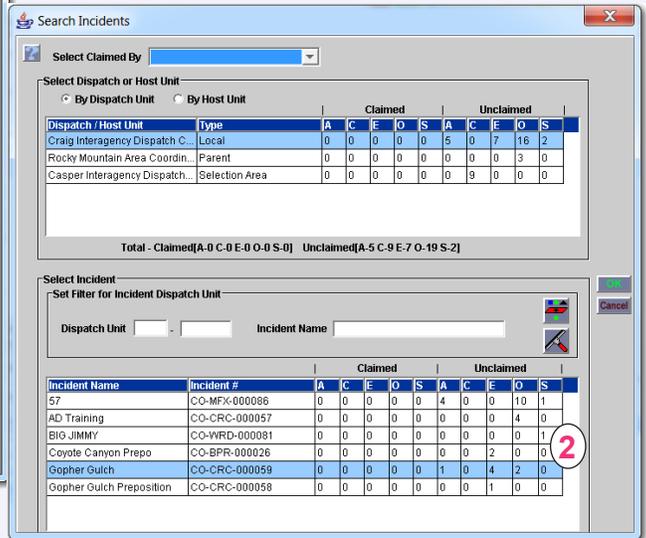
Request # [E] Catalog Category []

Select Pending Request(s)

S	G	SN	NR	Req #	Qty	Requested Item	Requesting Unit	Need Date/Time	Last Action	Exclusions	Inclusion	Inc
*	WC			E-100...	1	Dozer, Type 2	CO-CRC	08/06/2014 09:52 MST	New		None	
	WC			E-100...	1	Dozer, Type 2	CO-CRC	08/06/2014 10:40 MST	New		None	
	WC			E-100...	1	Engine, Type 6	CO-CRC	08/07/2014 06:52 MST	New		None	
	WC			E-100...	1	Engine, Type 3	CO-CRC	08/07/2014 06:52 MST	New		None	
				E-100...	1	Potable Water Truck - ...	CO-CRC	09/09/2014 09:49 MST	New		None	

Select Action for Pending Request [E-10006 - Potable Water Truck - T2]

Resource Name	Available To	Contract #	Type	Begin Date	End Date	Vendor
POTABLE WATER TRUCK - ...	National	AG-82X9-B-12-7057	CWN	03/15/2012	03/15/2015	Action Drain Service
POTABLE WATER TRUCK - ...	Local	AG-82X9-B-12-7057	CWN	03/15/2012	03/15/2015	Action Drain Service



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	0	3	0
Casper Interagency Dispatch...	Selection Area	0	0	0	0	0	9	0	0	0	0

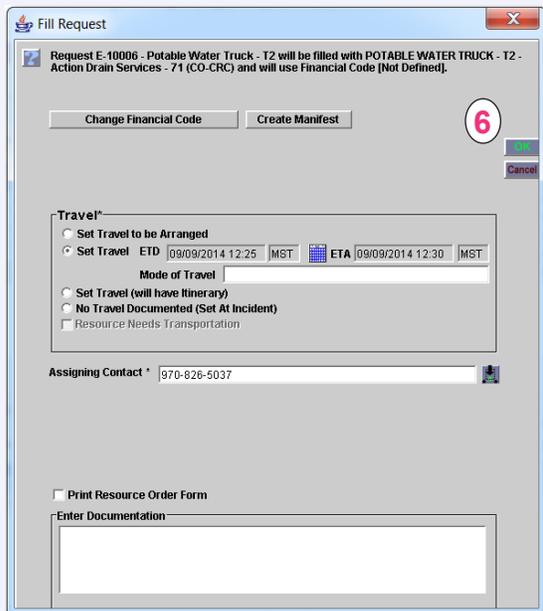
Total - Claimed[A-0 C-0 E-0 O-0 S-0] Unclaimed[A-5 C-9 E-7 O-19 S-2]

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	2	0	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



Request E-10006 - Potable Water Truck - T2 will be filled with POTABLE WATER TRUCK - T2 - Action Drain Services - 71 (CO-CRC) and will use Financial Code [Not Defined].

Change Financial Code Create Manifest

Travel

Set Travel to be Arranged

Set Travel ETD 09/09/2014 12:25 MST ETA 09/09/2014 12:30 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

[E-10006] has been filled with POTABLE WATER TRUCK - T2 - Action Drain Services - 71 (CO-CRC)

OK

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

