

A

Account Manager. A ROSS role that requires a unique user name and password separate from a regular ROSS user account. The Account Manager role gives access to the User Accounts screen where Account Manager and Basic User should be the only two Assigned Roles. The Account Manager can create, edit, and delete User Names and Passwords, as well as assign and remove User Roles.

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

Address Type. Organizations can have three types of addresses: Mailing; Official; and Shipping. An organization can have several addresses, but only one official address.

Affiliation. A connection or association established between organizations in a hierarchy. For example, Billings Dispatch Center (MT-BDC), the Northern Rockies Coordination Center (MT-NRC), and the National Interagency Coordination Center (ID-NIC) have a dispatch affiliation.

Agency. An agency is a division of government with a specific function, ranging from national to municipal. In the firefighting arena examples include: Forest Service; Bureau of Land Management; Alaska Division of Forestry; and Los Angeles County. This term refers to the agency itself, not to a physical location or office. The agency is an umbrella under which offices, people and resources are identified. By definition, in ROSS an agency does **not** provide resources.

Agency Affiliation. The umbrella under which offices, people and resources are identified. (See Agency above.) It is not a physical location or office. For example, a Forest Service regional office, a national forest, and a ranger district all have an agency affiliation with the Forest Service.

Agreement (AGR). A Contract Type on the Contract screen that is a signed formal arrangement with a vendor or other government unit to provide specific resources that are identified in the agreement.

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

Aircraft. One of the five catalogs in ROSS (Equipment, Crew, Overhead, and Supply are the other four). Airtanker, Fixed Wing, Frequency, and Helicopter are some of the categories in the aircraft catalog.

Airport Special Conditions. This is a tab on the Airport screen where documentation can be entered for special or unique information to be considered when using a particular airport. For example: approach from the east only; runway not maintained; visual check required before landing; and unlighted.

Airport Type. This is a tab on the Airport screen used by the wildland fire community to identify the various functions an airport can support. Examples include: Jetport, Heliport, and Tanker Base.

Alias. 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. An optional field for Equipment resources on the Resource Item screen. Name and Alternate Name both show up in the Resource Assigned column and on the printout of the resource order.

Archive. A process for moving data from primary storage to secondary storage. The ROSS archive occurs annually soon after the beginning of the calendar year.

Assigned. 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, stored list of resources used to fill the positions for a request with a configuration. It allows the user to establish assignments for the parent and subordinate configuration requests, as well as determine which subordinate catalog items are being requested.

Associate. One or more initial reports may refer to the same incident in ROSS. If that is the case, several initial reports can be shown to be related to the same incident on the Initial Report screen by associating them all to one particular incident.

ATD. Actual Time of Departure. ATD is a Travel option for Aircraft on the Tactical Aviation screen, along with ETE, the estimated time en route.

At Home. The location of a resource when it is 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 created automatically by ROSS as the result of a user action with a date and time stamp. Documentation manually entered by users (User Doc) can also be added on many screens throughout the ROSS application.

Available. A Status for an inventoried resource on the Resource Status screen indicating that the resource can be used to fill a pending request. Resources on preposition incidents qualify as available resources.

Available To GACC. An option on the Resource Status screen indicating a resource is able to fill a request anywhere within the geographic area.

Available To Local. An option on the Resource Status screen indicating a resource is able to fill a request only on the home unit or other local units.

Available To National. An option on the Resource Status screen indicating a resource is able to fill a request anywhere in the nation.

B

Benefiting Organization. This is the organization that will directly gain or be enhanced from the activities occurring at the incident or project; found on the Organizations tab on the Incident screen.

Blocked. A qualification status that means the Overhead resource can no longer use the qualification. Blocked is an option in the Qual Status column on the Qualification tab on the bottom of the Resource Item screen.

C

CAD. Computer Aided Dispatch. An automated system usually used in support of initial attack dispatch processes.

Call When Needed (CWN). A Contract Type on the Contract screen that is an agreement with a vendor to provide specific resources, identified in the agreement, on an as available basis.

Cancel. An action taken by the requesting unit on the Request Status screen that closes a request and retrieves it if the request was placed to another dispatch center. This usually occurs because the request is no longer needed or no resources are available to fill the request. Cancelled requests can be made Pending again by using the Restore Request option.

Cancel – UTF. An action taken by the requesting unit on the Request Status screen that closes a request that was placed to another dispatch center, UTF'd back to the requesting dispatch center because the request could not be filled, and then canceled. Cancelled – UTF requests can be made Pending again by using the Restore Request option.

Catalog. The ROSS catalog actually consists of five catalogs: Aircraft, Crew, Equipment, Overhead and Supply. Within each catalog are categories, and within each category are catalog items. A Type 4 Engine, for example, is found in the Equipment catalog; the Engine category; and is an Engine, Type 4 in the catalog item list.

Category. In ROSS, category is a subset of catalog. The five catalog options are: Aircraft, Crew, Equipment, Overhead and Supply. Within each catalog, there can be several categories. For example, in the Aircraft catalog, some of the categories are: Airtanker, Fixed Wing, and Helicopter. In the Equipment catalog, some of the categories are: Dozer, Engine, and Miscellaneous Equipment.

Catalog Item. In ROSS, catalog item is a subset of category, and is the third tier of the ROSS catalog. Catalog item is where all the resources that can be ordered for incidents reside. For example: Airtanker, Type 1; Crew,

Type 2; Engine, Type 3; Incident Commander, Type 4; and CAN – 5 GL (18.9 L), safety, vented are all resources listed in the category item portion of the catalog.

Change Control Board (CCB). The role of the ROSS CCB is to develop and maintain change prioritization criteria for the ROSS application. The board consists of representatives from the NICC, the GACCs, local dispatch centers, California, and ROSS team members. Also referred to as the Configuration Management Board (CMB). The current members can be viewed on the ROSS Web page at <http://ross.nwcg.gov/>

Change Management. A process whereby changes are introduced, approved, and implemented. Anyone can submit a change request by sending a suggestion to ross_suggestions@dms.nwcg.gov and the change control board will determine how to proceed with the suggestion.

Child / Children (Organizational Hierarchy). Organizations and dispatch centers are hierarchical in nature because they operate in a tier system. An organization, dispatch center, or entity directly below your organization in the chain of command is your child. For example, in the dispatch arena, all GACCs are children of the NICC, and all the third tier dispatch centers are children of a GACC.

Child / Children (Resource Configuration). Configuration: The parent of a configuration can be a physical item, such as an engine, or just a header, as a crew or team. For example, with an Engine, Type 3 configuration, the parent is the engine, and an ENOP and 2 FFT2s are the children. In a standard configuration for a Crew, Type 2, the parent is the crew header, and the children are one CRWB, 16 FFT2s, and 3 FFT1s.

Claim. An informational option on the Pending Request screen that identifies to other ROSS users that a user is working on a request. Claiming does not, however, prevent someone else from working on the same request.

Classified. The general term to describe that a resource has the capacity to perform certain functions and be dispatched to incidents in that role. The tab on the Resource Item screen that describes the attributes of a resource changes depending on the catalog selected. The tab is labeled **Qualification** when the resource is in the Overhead catalog; **Classification** when the resource is in the Aircraft, Crew, or Supply catalog; and **Equipment Type** if the resource is in the Equipment catalog.

Committed. A resource is considered to be committed as soon as it fills a Pending Request; also known as filled or assigned.

Compact. A formal working agreement among agencies (often states) 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. The option to create a complex is on the New Initial Report or Incident screen. Once a complex is created in ROSS individual incidents can then be related to it by using the Related Incidents button on the Incident screen.

Configuration. A grouping of catalog items. For example, a crew is usually made up of 20 people. The standard configuration for a Type I crew is: ICT4 – 2; ICT5 – 3; and FFT1 – 15. Another example is the standard configuration for a Type 4 Engine: ENOP – 1 and FFT2 –

2. For requests that can be filled with a configuration, the filling unit can choose to just fill the parent request with a single resource, just the crew or engine, for example, or pick from several configuration options, that would include the children. A configuration filled with resource names of the children is a roster or manifest.

Contacts. The data needed to contact a person or organization, such as name, location, and phone number. Contacts tabs are located throughout ROSS on many screens.

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

Contract. 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. Term used to describe any facility that is a focal point for coordinating the mobilization of resources for wildland fire and other incidents throughout a specific area of jurisdiction. In addition, coordination centers provide Predictive Services and Intelligence related products to support wildland fire managers and firefighters in the decision making process. Usually used in referring to the National Interagency Coordination Center (NICC) and the Geographic Area Coordination Centers (GACC), although some local dispatch centers refer to themselves as coordination centers.

County Name. An administrative subdivision of a state; also called a parish in Louisiana, and a borough in Alaska.

Crew. One of the five catalogs in ROSS (Aircraft, Equipment, Overhead, and Supply are the other four). A crew is an organized group of firefighters under the leadership of a crew leader or other designated official that works together as a team. Fire and Non-Fire are a couple of the categories in the crew catalog.

Current Dispatch. When resources are at home, the current dispatch for the resources is the home dispatch. When on an incident, the current dispatch is the dispatch unit responsible for the incident.

D

Data Standard. A norm for a data item that has been established by authority or general consent. Included are definitions for the data format, usage, and valid values, as well as change management procedures that ensure the consistent creation, use, and maintenance of data.

Deactivation Date. A date defined by a resource's home unit that identifies when the resource is scheduled for appointment termination or the contract end date. On the Availability tab on the Resource Item screen.

Dispatch Affiliation. Refers to the relationship between dispatch centers and establishes the options for where the requests from a particular dispatch center can be directly placed. In general, requests can be directly placed to a parent dispatch, a child dispatch, or a dispatch established in a selection area.

Dispatch Messaging System (DMS). An e-mail system developed for the transmission of mission critical information between dispatch centers. There are no personal profiles, so each dispatch office is provided with a generic profile.

Dispatch Center. A facility that provides many of the same services as a coordination center at the local district or forest level. Responsible for maintaining the status of and mobilizing local resources. Also called: Coordination Center; Communication Center; Fire Center; Command Center; and Operational Area Coordination. The types of dispatch centers display on the Organization screen and include the National Interagency Coordination Center (NICC); Geographic Area Coordination Centers (GACC); Local Cache; Local Dispatch; and National Cache.

Documentation. Narrative or pertinent remarks entered by a user for additional information and general comments, or to document actions, rationale, and decisions. ROSS also automatically captures and stamps with dates and times some user actions with AutoDoc. Documentation can be added on most screens in ROSS.

E

Emergency Firefighter / Administratively Determined (EFF / AD). Emergency Firefighters (EFFs) are people employed as emergency workers on a forest or wildland fire which threatens damage to property and are hired only for the duration of the emergency. Administratively Determined workers (ADs, also known as Casuals) are hired and compensated under the Pay Plan for Emergency Workers. Emergency Firefighter is one of the Employment Class options on the Resource Item and View Resource screens.

Employment Class. On the Resource Item and View Resource screens employment class describes the hiring method for an overhead resource. The options are: Emergency Firefighter; Regular Agency; and Personal Service.

Equipment. One of the five catalogs in ROSS (Aircraft, Crew, Overhead, and Supply are the other four). Some of the categories include: Engines, Dozers, Transportation, and Telecommunications.

ETA (Estimated Time of Arrival). Set ETD/ETA is one option when setting travel for a resource.

ETD (Estimated Time of Departure). Set ETD/ETA is one option when setting travel for a resource.

ETE (Estimated Time En Route). A travel option on the Tactical Aviation screen for aircraft. An ETE is entered after first setting an ATD (Actual Time of Departure).

Exclusive Use (EXU). A Contract Type on the Contract screen that is an agreement with a vendor to provide a specific resource for a definite time period to a particular government unit for incident support. For the duration of the contract the resource is statused and dispatched the same as a government controlled resource.

F

FAA Code. A three or four digit code that includes letters and numbers, is established by the FAA (Federal Aviation Administration), and is used to identify airports. These codes cannot be altered in ROSS and can be used when searching for a Preferred Jetport or a Reload Base.

Features. Attributes that a particular resource may have. Features are specific to a resource item and are already entered in the catalog. Examples might be an engine with compressed air foam or a helicopter with tundra pads.

Fill with EFF/AD. An option on the Pending Request screen to fill an Overhead request with a resource not inventoried in the ROSS database. EFF stands for Emergency Firefighter and AD stands for Administratively Determined.

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

Fill/Close. A status on the Request Status screen for Supply requests that are closed immediately when filled because travel is not tracked.

Follow On. An incident that directly results because of another incident. For example, the rehabilitation of a fire is a follow on incident to the original fire. The relationship is established with the Related Incidents button on the Incident screen.

G

Geographic Area. A boundary designated by governmental agencies (wildland fire protection agencies) within which they work together for the interagency, intergovernmental planning, coordination, and operations leadership for the effective use of emergency management resources within their area. There are nine geographic areas.

Geographic Area Coordination Center (GACC). A GACC is 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 and they 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). City, county, tribal, state, and federal organizations or agencies - excluding dispatch centers - that provide resources and support for incidents, and can host incidents. Examples are: national forests, national parks, and BLM districts.

Group. A category in the Aircraft and Overhead catalog consisting of multiple resource items lumped together as a

group. For example, a load of smokejumpers is an aircraft group and all the types of teams are overhead groups.

H

Hierarchy. A system of things ranked one above the other. In the dispatch arena this is the tier system. NICC is the top level, the eleven GACCs form the second tier, and local dispatch centers form the third row. Occasionally there may be a fourth, fifth, or even lower tier.

Home Dispatch. The dispatch center that has the primary responsibility of maintaining information on a resource and the authority to initially assign it to an incident. Home dispatch appears on the Organizations tab on both the Resource Item and View Resource screen.

Home Unit. The office, organization, or jurisdiction to which a resource is physically attached. A typical example is a BLM district, a municipal fire station, or a USFS ranger station. Home unit appears on the Organizations tab on both the Resource Item and View Resource screen.

I

Incident. An incident is a human-caused or natural phenomenon occurrence that requires 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 standardized on-scene emergency management concept specifically designed to allow its user(s) to adopt an integrated organizational structure equal to the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. The five major activities of function used by ICS for wildland fires are: command, finance/administration, operations, planning, and logistics.

Incident Host. An organization, such as a national park, a fire district, a wildlife refuge, or a national forest, that takes administrative responsibility for an incident.

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

Incident Qualifications and Certification System (IQCS). An interagency application that allows the sharing and tracking of wildland firefighter training and certification data across all involved 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 training and qualification data management system used for state employees in the 50 states.

Incident Type. A description used to categorize incidents and emergency reports. Examples include: Fire – Wildfire, Hurricane/Typhoon, and Preparedness/Preposition.

Initial Date/Time. The date and time a new initial report or incident is created in ROSS.

Initial Report. The initial entry of information into ROSS about potential emergency activity reported to a dispatch center. No resources can be assigned to an initial report. The initial report must be promoted to an incident to request and assign resources.

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

K

Keyword. The keyword box on the New Request screen is where alternate terms can be used to search for catalog items. For example, in the Aircraft catalog, typing *rotor wing* in the keyword box and then clicking filter will populate the catalog item field with all the helicopter options.

L

Local. Local refers to the sphere of influence for a dispatch center, including the resources and incidents it manages. On the Resource Status screen it is one of the 'Available To' options for setting the status of a resource, along with GACC and National.

Location. A defined physical site of significance within the ROSS system, such as an airport, a VOR, a city, a staging area, or an incident. All locations require coordinates of latitude and longitude; township, range, and section; or UTM (Universal Transverse Mercator).

Location Name. The official or common title given to a specific location, such as: Boise, Idaho; Foothills Fire; or Bull Trout Lake Campground.

M

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.

Merge Incidents. A ROSS screen used to combine two incidents into one incident. A Source Incident is merged into a Destination Incident. All resources on the Source Incident are reassigned to the Destination Incident. Pending Requests on the Source incident can either 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. A status in ROSS when a resource is assigned to an incident and travel has begun, but it has not yet arrived at the incident. It is the time between the ETD and the ETA.

N

Named Request. An option to request a specific Overhead resource by name on the New Request screen. If this option is chosen, an asterisk (*) appears in the NR column on the

New Request, Request Status, and Pending Request screens. There is also a Named Request option button on the Pending Request screen and on all View Request screens there is a Named Request tab.

National Fire Equipment System (NFES). A category in the Supply catalog listing supplies and equipment stocked by the NFES cache system for active incident support.

National Information Technology Center (NITC). The facility in Kansas City, Missouri, where the ROSS and DMS servers reside.

National Interagency Coordination Center (NICC). The NICC, located in Boise, Idaho, sits at 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.

National Resources. National Resources are those which have national utilization, high demand, limited availability, and unique status reporting requirements identified by the NICC. Examples include: Type 1 Interagency Management Team; Type 1 Interagency Hotshot Crew; National Contract Airtanker, Type 1 and 2 Helicopter, Mobile Food Services Unit, and Mobile Shower; and Smokejumper.

Navigation Instructions. Directions that explain how to proceed to a location. On the New Request screen they are associated with a 'Deliver To' location. The association can be established on the Location screen.

Nested Roster (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), and then each engine could have its own configuration consisting of one ENOP (engine operator) and two firefighters (FFT2).

Non-FAA Airport. An airport entered by a ROSS user that is not on the national list of imported airports monitored by the FAA and therefore has no FAA Code. Typically these are backcountry strips or helispots used by local firefighting resources.

Non-Government. On the Organization screen in ROSS, this refers to organizations that are not government agencies, but are also not private, for-profit companies. Examples include both non-profit organizations (Boy Scouts of America, American Red Cross, and The Nature Conservancy) and educational institutions (University of Tennessee and Treasure Valley Community College).

Notification. An electronic notice uniquely set up by each individual ROSS user. Notifications are set up on the Personal Settings screen by Catalog. Aircraft dispatchers, for example, can set it up so they only see notifications regarding Aircraft. There are two types of notifications – Action and No Action. Action messages indicate a user needs to do something on a request or incident, and No Action messages are informational only.

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.

O

Ordering Chain. The set of Organizations that have taken action on a request (created, placed, filled, and reassigned, for example) other than UTF. Organizations in the Ordering Chain have certain rights to update a request that they worked on.

Organization. Organizations are the foundation of the ROSS program. They are tiered, established as a hierarchy, and must be built from the top down. Organizations are categorized in ROSS as either a dispatch organization or a non-dispatch organization. Dispatch organizations include: NICC, GACC, and Local Dispatch. Non-dispatch organizations include: Agency, ARTCC, Government (Non-Dispatch), Vendor, and Non-Government. Correctly built Organizations are essential to ensure accurate data in ROSS Reports.

Organization Type. The organization types included in ROSS are: Agency; ARTCC; GACC; Government (Non-Dispatch); Local Cache; Local Dispatch; National Cache; NICC; Non-Government; Tanker Base; and Vendor. The organization types must be understood by the ROSS application in order for it to reproduce the way resource ordering, status and reports were done in the manual dispatch arena.

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. The organization or company to be compensated financially for providing a resource to an incident. In the case of a regular government-owned resource, the Provider would be the same as the Owner. In the case of a contracted resource, the Provider would be the government organization holding the contract and the Owner would be the vendor. Therefore, the Owner of a resource item may or may not be the same as the Provider.

P

Parent (Organizational Hierarchy). Organizations and dispatch centers are hierarchical in nature because they operate in a tier system. An organization, office, or entity directly above your organization in the chain of command is your Parent. For example, in the dispatch arena, the NICC is the parent to all the GACCs and each GACC is a Parent to the third level dispatch centers below them.

Parent (Resource Configuration). A request for a catalog item with a configuration that has subordinate requests created for it. In the example of a Crew, the name of the Crew is the Parent and all the people on the Crew are the Children.

Password. A user name and password are needed to log on to ROSS. Initially an account manager will create a user name and password, and then the user can change the password. As of May, 2010, the rules for Passwords are: must be at least 12 characters long; must contain at least

one letter; must have at least one number or special character; will need to be changed every 60 days; and once a Password is changed, it cannot be changed again for at least 24 hours.

Political Unit. A level in an agency organizational hierarchy. Some of the Political Units used in ROSS are: Borough; City; County; Parrish; State; and Tribe. On the Organization screen the Agency button brings up the Political Unit tab.

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 and that 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 resources and they show on your Resource Status screen.
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.

Promote. This is an option on the Initial Report screen to advance an initial report from an initial report to an incident. The promote function takes all the information from the initial report and copies it into a new incident.

Provider. The provider is the organization responsible for a given resource. 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). Therefore, the Provider of a resource item may or may not be the same as the Owner.

Purchase Agreement. A Contract Type on the Contract screen with a vendor to provide services, such as copy machine rental, on an as needed basis.

Q

Qualification System. A system that collects and stores information about Overhead resources and the certifications that they have completed. See IQCS and IQS. On the Resource Item screen the Qualification System is displayed in the Record Source box.

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.

Refresh. The term used to update a Web page with new data. When a ROSS page is opened it is the equivalent of taking a snapshot of the data. While the page is opened, data can be constantly changing in the background. Clicking the **R** button will Refresh the ROSS application and display the most recent information from the database on the screen.

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. There is a Reload Bases tab on the Incident screen. Reload Base is a required field on the New Request screen for Type 1 and Type 2 Airtankers.

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?”

Reporting Affiliation. Within most organizational 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 (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 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 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 Category. In ROSS, category is a subset of catalog. (See Resource Catalog Item below.) For example, in the Equipment catalog, some of the categories are: Dozer, Engine, and Miscellaneous.

Resource Catalog Item. In ROSS, catalog item is a subset of category. (See Resource Category above.) For example, in the Helicopter category, some of the catalog items are: Helicopter, Type 1 Limited and Helicopter, Type 3 Standard. In the Engine category, some of the catalog items are: Engine, Type 1 and Engine, Type 4.

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”.

Roles. These are authorities that are given by the ROSS Administrator in an office to a ROSS user to enable the user to perform various dispatch functions. Roles are granted on the User Accounts screen.

ROSS. Resource Ordering and Status System.

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.

Roster. This is a list of positions 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.

S

Selection Areas. 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. The ROSS application allows selection areas to be expanded or limited depending on circumstances.

Server. A computer that a server program runs on to provide services to a client. The client in this case is the ROSS user. The ROSS servers are located in Kansas City, Missouri, at the National Information Technology Center.

Service. A service is a support activity provided by an external provider in the aircraft, equipment, and supply catalogs. 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 systems. Examples are: state code, overhead mnemonics, and unit identifiers.

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 that is 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.

T

Tanker Base. In ROSS a tanker base is a type of government (non-dispatch) organization on the Organization screen. Tanker bases are not resource providers and do not have Unit IDs. Users must designate an airport when creating a tanker base. Only airports of type 'Tanker Base' can be selected. The main purpose for creating tanker base organizations is to enter and manage information such as coordinates, address, contacts, and frequencies.

T-1 Line. A telephone line connection for digital transmission that can handle 24 voice or data channels at 64 kilobits per second, over two twisted pair wires. T-1 lines are used for heavy telephone traffic, or for computer networks linked directly to the Internet. ROSS works best with T-1 lines.

Travel Itinerary. The specific mode, timing and route that a resource is scheduled to follow in order to mobilize to or demobilize from an incident. Itineraries are created on the Travel screen.

Travel Plan. A travel plan describes an established route and itinerary for a transport resource, such as an aircraft or ground vehicle. It is similar to a flight plan in that the itinerary is for the aircraft or vehicle and then passengers and cargo can be added and dropped off anywhere along the route of the travel plan.

U

Unavailable. A resource status that indicates a resource 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 Account. Once a person is established as a ROSS user, a user name and password are needed to access the system. When a user name and password are given, one or more of the five ways to access the system must be given to the user. The five ways are: ROSS User; OH Web Access; Supervisor Web Access; Vendor Rep Web Access; and Gov't Rep Web Access. If a person is a ROSS user, then roles must also be given to establish the screens that the user will have access to when logging on to ROSS.

User Name. 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 login for John Wayne could be **jwayne**.

User Role. User roles are based on the ROSS screens that a user needs to perform the job at his current duty station. Different roles provide access to different screens. Examples of user roles include: Dispatcher, Data Manager, and Basic User.

W

Web Status. This allows overhead resources to report their availability status and for vendor representatives to report the availability status of their contracted resources. The ability to use web status must be set up by an account manager on the User Accounts screen by establishing a user name and password for the overhead resource or the vendor representative.

Wide Area Network (WAN). A geographically dispersed telecommunications network that is much broader than a local area network. The term usually connotes the inclusion of public (shared user) networks.