

IRIS

# Forward Planner Manual

May 2013



IRIS has been developed by

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Published by the Victorian Government  
Department of Environment and Primary Industries - May 2013

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For more information contact the FireWeb team on (03) 9412 4608

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# 1. Introduction

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## 1. Introduction

### 1 Audience

The IRIS Forward Planner is an **internet**-based application for use by the Planning section of an Incident Management Team, to establish the resourcing needs (people, vehicles, equipment) for one or more future shift(s) of a selected event.

### 2 Program

The **IRIS Coordination** program – an **intranet** application – is used to display resource commitments now – but it has always lacked the ability to forward plan.

The **IRIS Forward Planner** program - the subject of this manual – runs as a separate **internet** application, allowing the user to:

- (a) plan future shift(s) and then
- (b) 'export' a planned shift to IRIS Coordination.

That exported shift then becomes the 'current' shift in IRIS Coordination and is visible statewide.

The IRIS Coordination program lists Events – wildfires, prescribed burns, Incident and Regional Control Centres etc. – for which forward planning can be conducted.

**Note:** The IRIS Forward Planner connects to – and is reliant upon – the IRIS Coordination program to obtain the list of Events you can plan for ... you cannot 'create' Events in the Forward Planner.

### 3 Scope

This manual describes use of the IRIS Forward Planner application.

Separate manuals cover:

- IRIS Dispatcher ~ *recording crew dispatch to an Event within IRIS Coordination.*
- IRIS Operator ~ *recording crew deployment / tasking at an Event within IRIS Coordination.*
- IRIS Time Recorder ~ *recording times worked and considerations by NEO employees at an Event within IRIS Coordination ( for upload to SBS for payment of overtime).*
- IRIS Time Recorder Plant ~ *recording times worked by approved RCTI plant operators and their plant, within IRIS Coordination.*

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# 1. Introduction

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- IRIS FireTimes Chargecode Management ~ *recording chargecodes against event types for which a chargecode cannot be automatically inferred<sup>1</sup>. Done via a separate, intranet-based website.*

## 4 Platform

The IRIS Forward Planner is accessible from any computer that can connect to the internet.

You should be using the CenITex-supported version of Internet Explorer (version 8) and have an ISDN connection to the internet.

You must also establish be able to connect to DSE's intranet (so you can reach the IRIS Coordination program).

## 5 Pre-requisites

### NEO Users (DEPI, Parks Vic, Vic Forests, Melb Water, DPCD)

You must be a **registered** FireWeb user.

You must have been assigned the **Role: IRIS Forward Planner**.

This role must be:

- (a) approved by [*name goes here*] in your Region;
- (b) that approval e-mailed to [fireweb@dse.vic.gov.au](mailto:fireweb@dse.vic.gov.au), then
- (c) the role assigned by the Fire Information Communications & Technology Unit staff.

Your access will be confirmed by return e-mail.

### Non-NEO Users (e.g. CFA, SES, MFB)

You must be a **registered** FireWeb user.

This means you have to:

- (a) be nominated by your Agency to have the **Role: IRIS Forward Planner**;
- (b) complete a Privileges and Acceptable Uses form;
- (c) have that form signed by the appropriate DSE Sponsor;
- (d) have attended appropriate training and
- (e) receive an e-mail from the FireWeb Support Team confirming you've been granted that role.

## Network Connections

You must have a connection to both the internet and DSE's intranet.

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<sup>1</sup> Due to the absence of any standard Business Practices.

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# 1. Introduction

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You should have an ISDN connection.

## Computing Grunt

We recommend the following at a minimum:

- [????] processor
- [????] mB of RAM
- [????] screen resolution of

## 6 Who You Gonna Call?

### E-mail

Help is available via contacting the Fire Information and Systems Group – [fireweb@dse.vic.gov.au](mailto:fireweb@dse.vic.gov.au)

### Phone

(03) 9412 4608

### After Hours / Weekends / Public Holidays Support During the Fire Season

After hours or on weekends / public holidays during the fire season – roughly November through March – a person with IRIS skills may be placed on Standby. This is done at the discretion of the State Duty Officer.

Requests for help should be directed through the State Duty Officer who can then relay you on if seen fit.

### After Hours / Weekends / Public Holidays Support Outside the Fire Season

Presently, there's no funding to provide support outside normal business hours, outside the fires season.

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## 2. Starting the Application – From IRIS Coordination

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## 2. Starting the Application – From IRIS Coordination

### 1 Start IRIS Coordination

You can start the Forward Planner from within **IRIS Coordination**.



Log-in using:

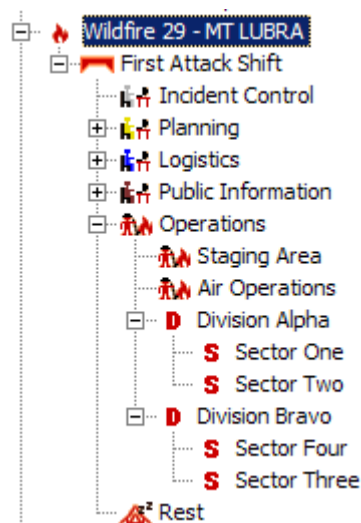
- (a) your SOE ID – e.g. PP18 – and
- (b) your FireWeb password.

Connect to the **IRIS Central** server, and the Fire District responsible for the relevant event.

### 2 Choose the Event of Interest

In the **Destination** pane, locate the event – fire / burn / whatever – that you wish to plan future shifts for.

The Event may already have a structure – if it's a wildfire, it will definitely have a structure, similar to the following:





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## 2. Starting the Application – From IRIS Coordination

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### 3 Why Run The Planner from IRIS Coordination?

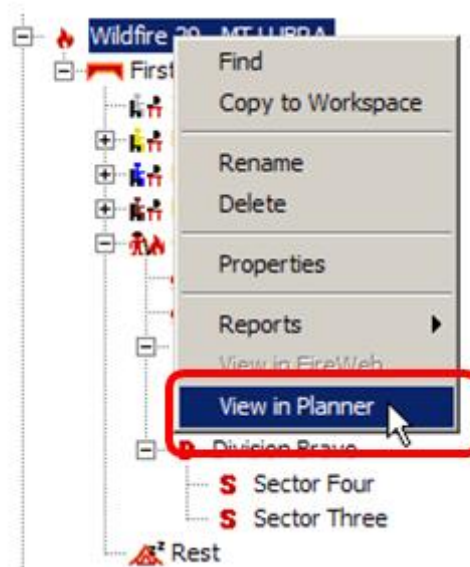
**Note:** Starting the Forward Planner from the IRIS Coordination screen **saves you a great deal of time.**

This is because you:

- have already specified which Event you wish to plan for
- can import an existing shift structure (from IRIS Coordination) - which can then be tailored as required.  
*This saves building one from scratch.*
- can import a 'copy' of all the resources (from IRIS Coordination) already at your incident.  
*This saves adding them individually.*

### 4 How Do I Start the Forward Planner?

1. Right-click the Event in the **Destination** pane
2. Choose **View in Planner** as shown:



*This opens a new window in your Web Browser.*

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## 2. Starting the Application – From IRIS Coordination

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3. Log-in using your SOE ID and your FireWeb password – e.g.

**DSE Forward Planner**

**Login** *using your Fireweb credentials*

Username  
pp18

Password  
.....

Login

For help with accounts please contact Fireweb support [fireweb@dse.vic.gov.au](mailto:fireweb@dse.vic.gov.au)

**Note:** Skip to Chapter 4 if you're connecting to the Forward Planner in this way.

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## 3. Starting the Application – Independently

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### 3. Starting the Application – Independently

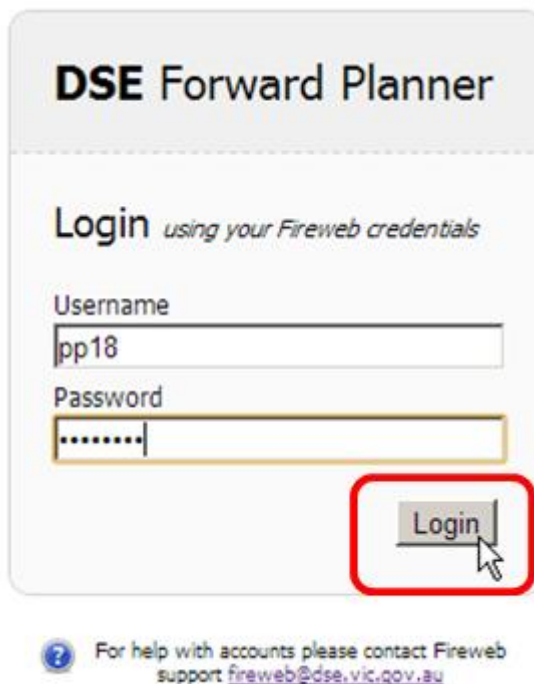
Alternately, you can start the IRIS Forward Planner directly from your web browser (without starting IRIS Coordination).

#### 1 Start the Application

1. Start your web browser (Internet Explorer).
2. Type <http://iristraining.fire.dse.vic.gov.au:8081/> into the Address Bar and press [Enter] or click the **Refresh**  button.

#### 2 Log-in

1. Enter your usual FireWeb **Username** (e.g. pp18) and **Password**



**Note:** Your **Username** is your standard SOE ID – e.g. pp18 or AGRAYSTONE and is case-sensitive.

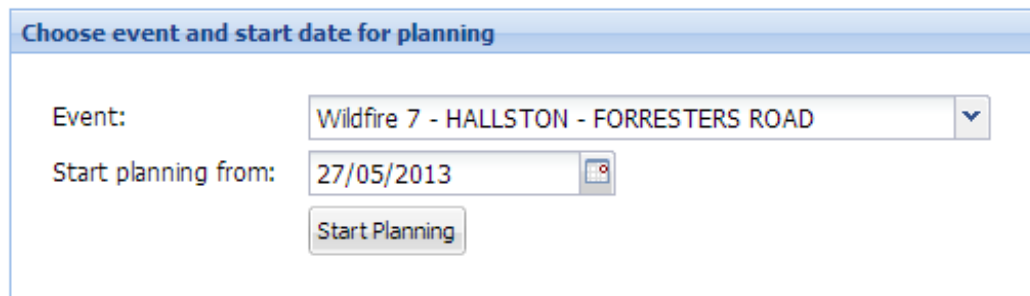
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## 3. Starting the Application – Independently

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### 3 Choose the Event and Period to Start Planning from...

The Event: list reflects all events currently recorded in the **Destination** pane of the IRIS Coordination program...



Choose event and start date for planning

Event: Wildfire 7 - HALLSTON - FORRESTERS ROAD ▼

Start planning from: 27/05/2013 [Calendar Icon]

Start Planning

1. Select an Event:  
*This list is pulled from the IRIS Coordination program.*
2. Using the Calendar icon, select the future date to Start planning from:
3. Click the **Start Planning** button.


**Can I build my own Event,  
independent of the  
IRIS Coordination program?**

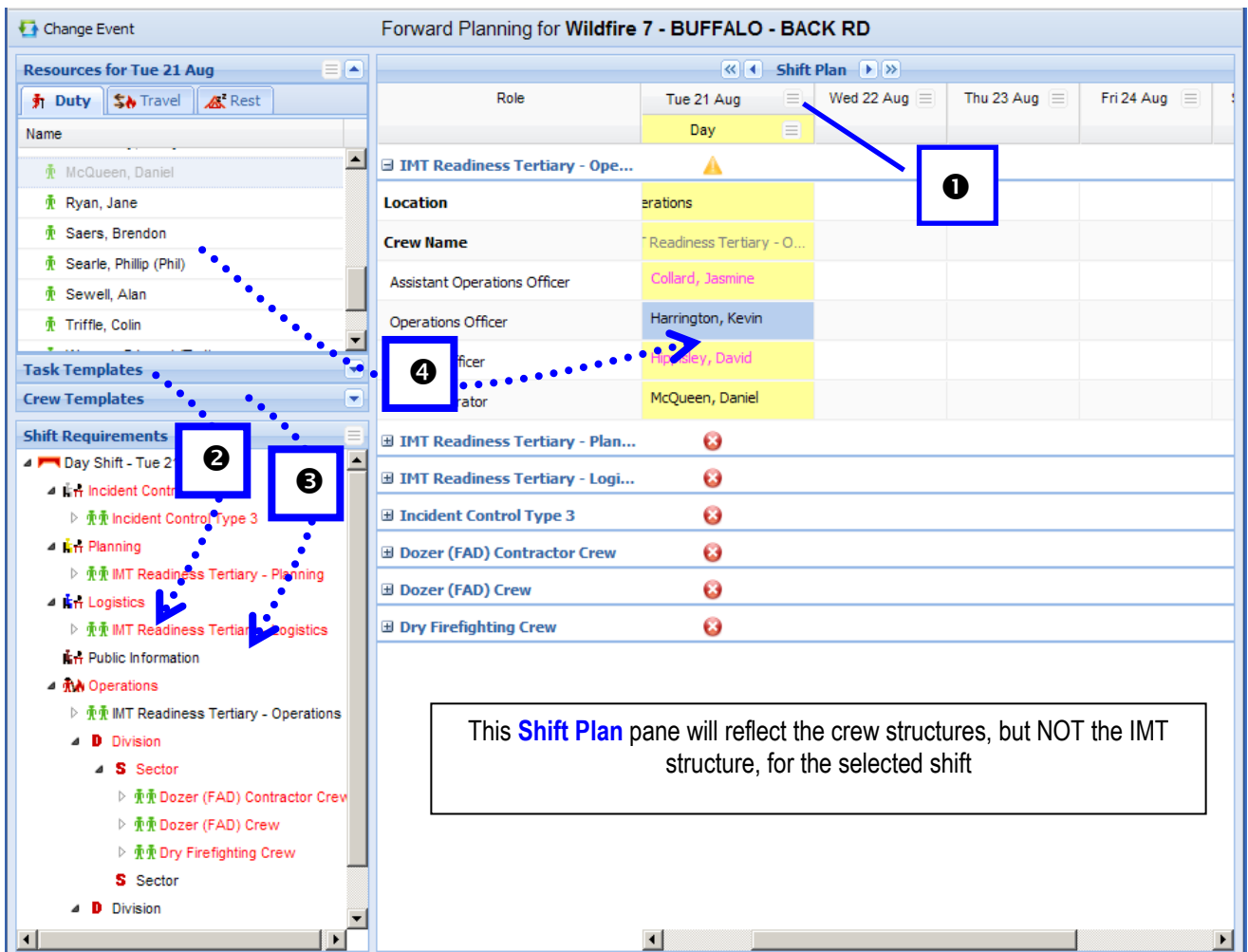
No.

## 4. Big-Picture Overview

### 4. Big-Picture Overview

#### 1 In Brief...

- 1 Create a Shift. *Must be in the future.*
- 2 Build a structure for that shift by drag-dropping components from the **Task Templates** pane, down onto the Shift in the **Shift Requirements** pane.
- 3 Represent the planned numbers and types of crews, by drag-dropping components from the **Crew Templates** pane, down onto the **Shift Requirements** pane. *Those crews then appear in the dominant Shift Plan pane.*
- 4 In the **Resources** pane, click the  button, select the resources of interest, define their availability, then fill those positions by drag-dropping from the **Resources** tab, across onto roles in your **Shift Plan**.



Resources for Tue 21 Aug

Change Event Forward Planning for Wildfire 7 - BUFFALO - BACK RD

Shift Plan

Role Tue 21 Aug Wed 22 Aug Thu 23 Aug Fri 24 Aug

Day

IMT Readiness Tertiary - Ope...

Location Operations

Crew Name Readiness Tertiary - O...

Assistant Operations Officer Collard, Jasmine

Operations Officer Harrington, Kevin

Officer McQuay, David

Operator McQueen, Daniel

IMT Readiness Tertiary - Plan...

IMT Readiness Tertiary - Logi...

Incident Control Type 3

Dozer (FAD) Contractor Crew

Dozer (FAD) Crew

Dry Firefighting Crew

This Shift Plan pane will reflect the crew structures, but NOT the IMT structure, for the selected shift

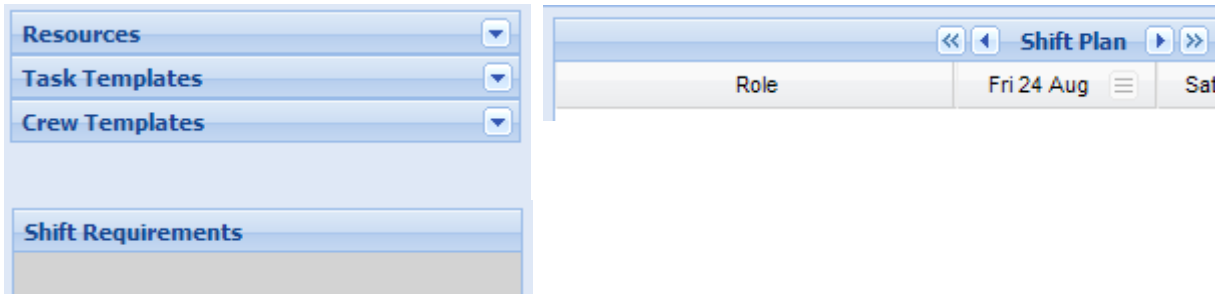
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## 4. Big-Picture Overview

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### 2 Screen Components

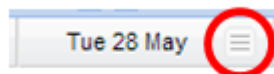
The planning screen consists of five panes, laid out as shown:



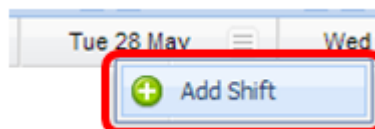
### 3 Basic Sequence of Use...

Creating a Shift from Scratch  
(independently of Shifts  
recorded in  
IRIS Coordination)

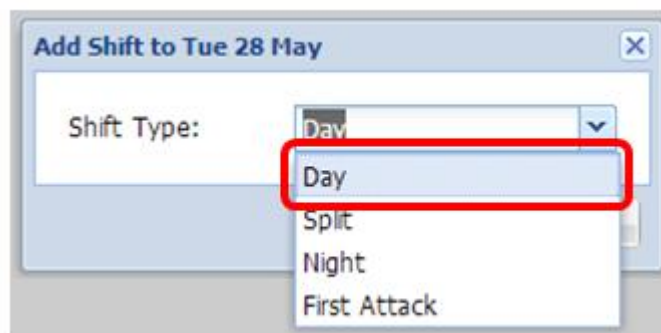
1. In the **Shift Plan** pane, click the  icon beside a (future) date to plan for -



2. Add the shift you wish to plan for ...



3. Choose ...

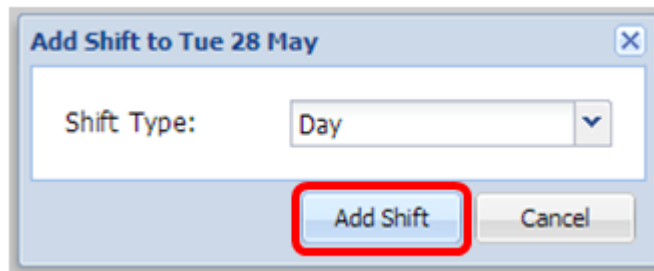


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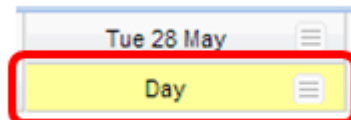
## 4. Big-Picture Overview

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4. Add that type of Shift...

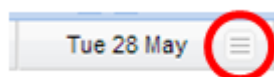


5. Select ('click') that Shift to commence planning ... *yellow indicates selected.*

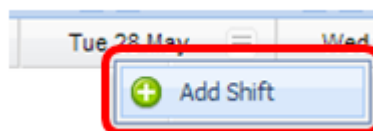


### Importing a copy of an Existing Shift from IRIS Coordination

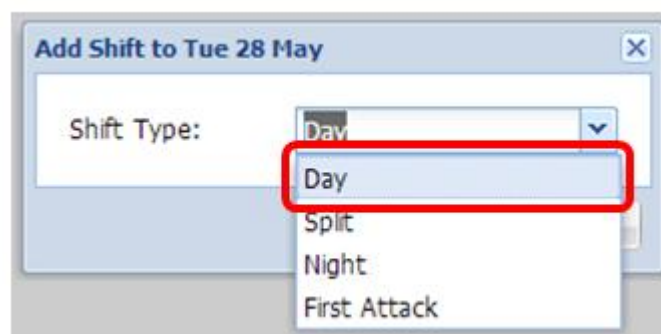
1. In the **Shift Plan** pane, click the  icon beside a (future) date to plan for -



2. Add the shift you wish to plan for ...




3. Choose ...

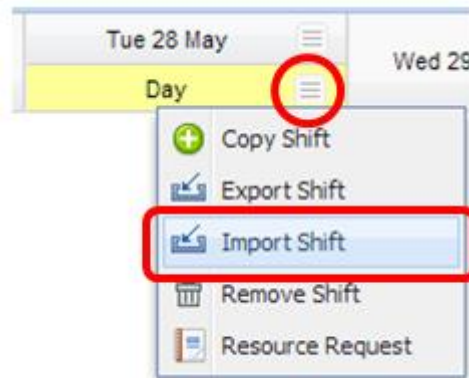


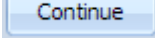
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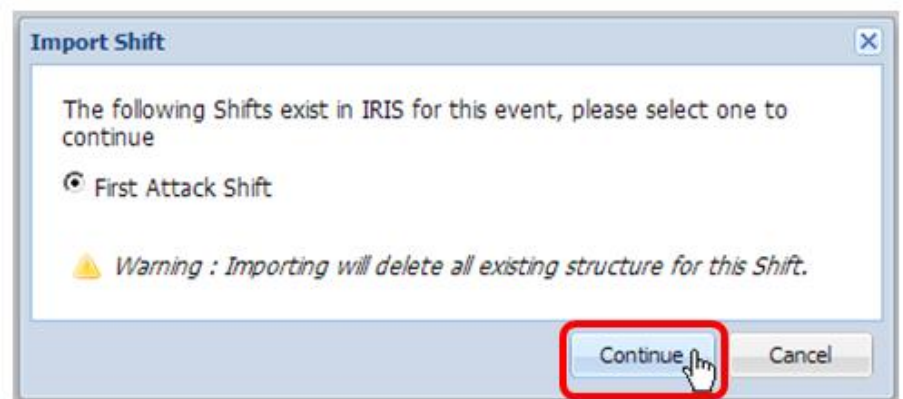
## 4. Big-Picture Overview

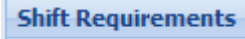

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4. Click the  icon beside that newly created Shift then click **Import Shift** as shown...



5. Select the Shift to import, then click  ... e.g.




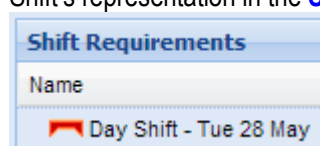
After a brief delay, that shift's structure will appear in the  pane, and any crews will appear in the .

### Building (or modifying the copied) Shift Requirements

You can either:

- build a AIIMS management structure from scratch, or
- work on modifying an imported structure to suit.

1. Drag AIIMS components from the  pane, down onto that Shift's representation in the **Shift Requirements** pane ...








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## 4. Big-Picture Overview

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...to build-up its AIIMS structure – e.g. an **Incident Control** section, a **Planning** section, an **Operations** section, etc.


2. Drag crew templates from the **Crew Templates** pane, down onto the appropriate parts of that AIIMS structure in the **Shift Requirements** pane.

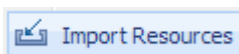
e.g. a  Camp Crew onto the  Logistics portion beneath your .

**Note:**

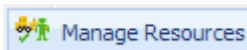
The **Shift Plan** will reflect whatever **Crew Templates** components you've drag-dropped onto, or imported into, the **Shift Requirements** pane.

The **Shift Plan** will **not** reflect any of the **Task Templates** you've drag-dropped onto the **Shift Requirements** pane.

3. From the **Resources for Tue 28 May** pane, click the adjacent  icon. You can:



Copy the resources at your event in the IRIS Coordination screen (if you haven't already imported them), or



(a) specify which resources, from which location(s), will be used on that shift,  
(b) record their availability on each day over the coming period – e.g. Duty, Travel or Rest<sup>2</sup>.

4. Drag-drop resources from the **Resources for Tue 28 May** pane, onto roles in crews on the **Shift Plan**.
5. Once all planned roles are filled for the selected shift, you can opt to Copy Shift ...

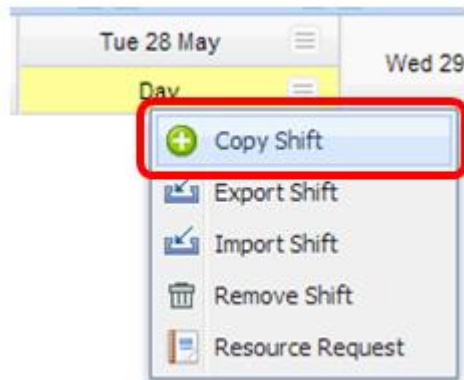
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<sup>2</sup> Ideally, much of this personnel capacity data will be pre-populated from personal calendars maintained elsewhere. Where such data is recorded in HR, it should flow through seamlessly to avoid double-handling.

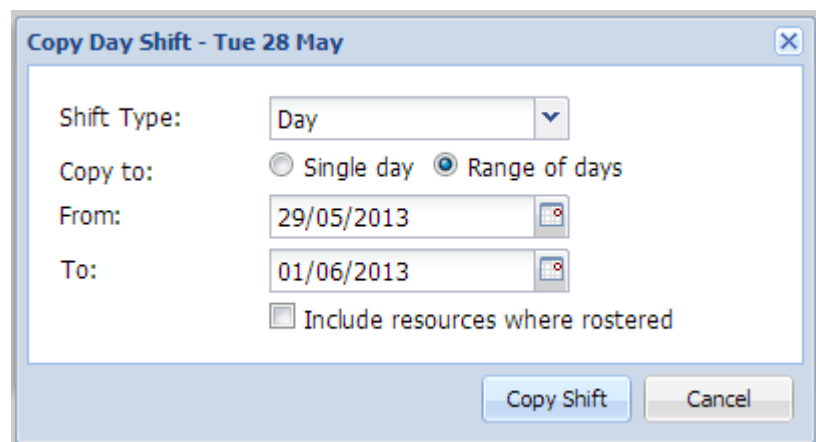
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## 4. Big-Picture Overview

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... to one or more future date(s) as required...



6. Make modifications to selected future shifts as required.

The next chapter goes into these steps in a bit more detail...

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## 4. Planning a Shift

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### 4. Planning a Shift

A shift is typically Day, Split, Night or First Attack.

A shift requires an AIIMS-style management structure.

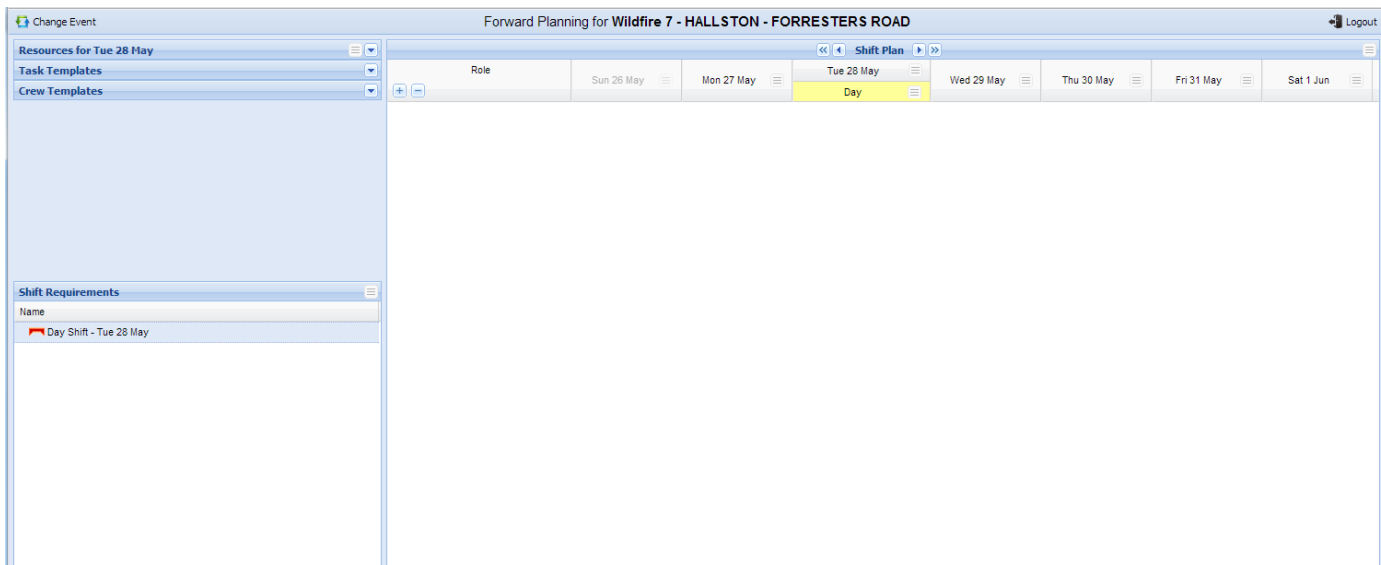
A shift requires particular types of crews in particular amounts.

The crew roles need to be filled by resources that are:

- capable of performing the selected role
- of the right type (e.g. a person role can't be filled by a vehicle)
- that are available on that date/time

#### 1 The Forward Planning Screen

The Forward Planning screen looks like this...



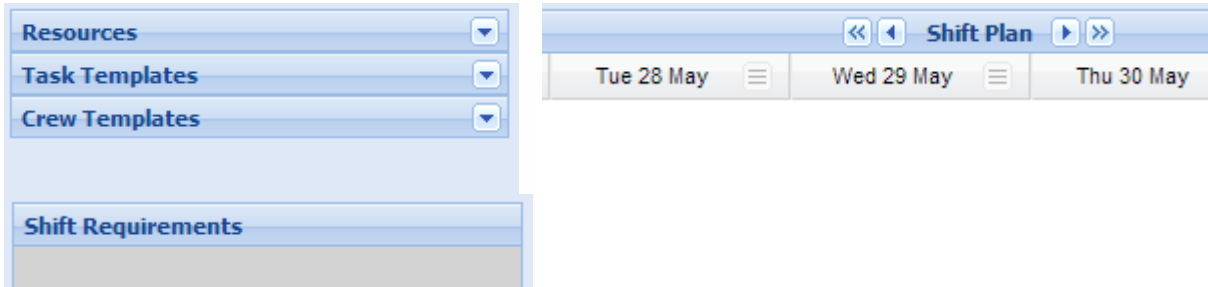
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## 4. Planning a Shift

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### 2 Screen Components

The planning screen consists of five panes:



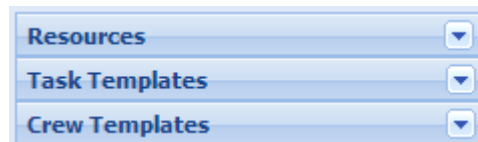
### 3 Expanding / collapsing panes

Click once, anywhere on a pane's **Title Bar** to open or expand it.

Click again to close or collapse it.

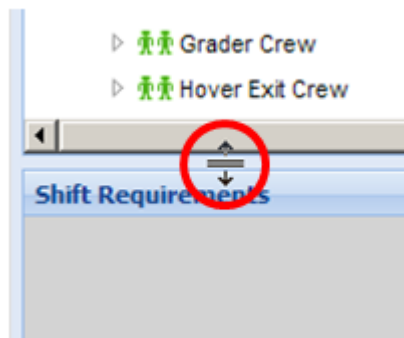
*Alternatively*, click the  icon.

All three of these panes work the same way.



### 4 Resizing panes

Drag the **Shift Requirements** pane's split lines to reallocate space vertically ...

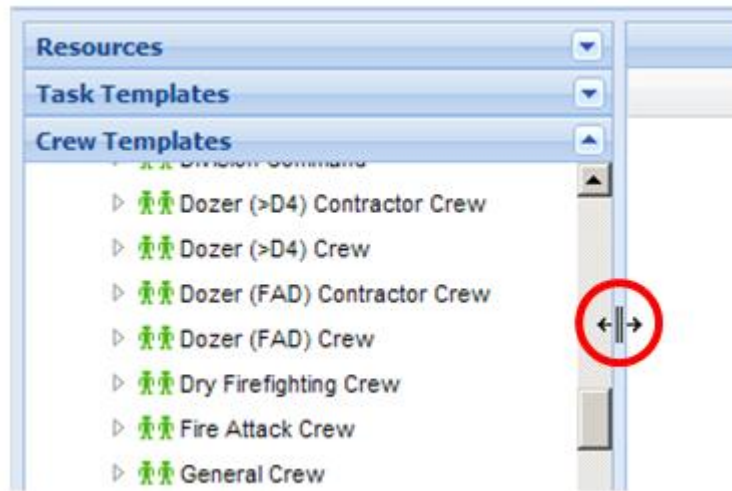


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## 4. Planning a Shift


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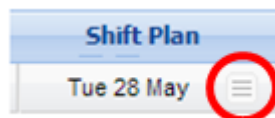
... or horizontally ...

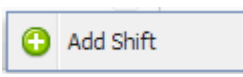


### 5 Add a Shift For a (Future) Date...

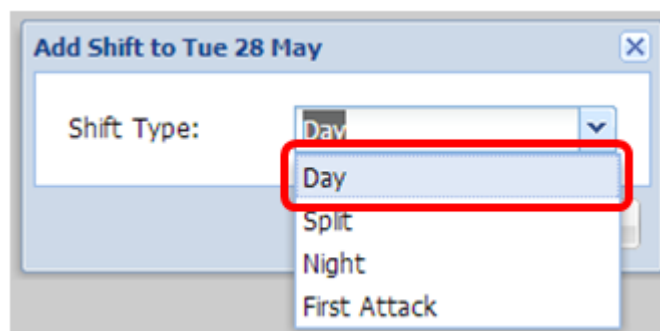
#### Adding the Shift

In the **Shift Plan** pane, click the  icon beside the date you're planning for ...



... and click  ...

#### What type of Shift?



Select, then click .

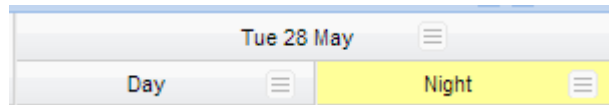
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## 4. Planning a Shift

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### Multiple Shifts per Day?

Each date may have one or more shifts planned against it – e.g. one DAY shift and one NIGHT shift for Tue 28 May would display like this...



You can only forward-plan one shift at a time.

**Note:** The currently selected Shift is displayed in yellow – e.g. the **Night** shift for **Tue 28 May** (above).

### Viewing other Dates?

Hover the cursor over a button ...  ... to see a yellow ToolTip explaining their purpose.



Previous 7 days



Previous day



Next day



Next 7 days

## 6 The Shift Requirements Pane...

### Purpose

The purpose of the **Shift Requirements** pane is to:

- build the structure of the planned shift
- record the types of crews and how many of each you require
- clearly convey who's planned to do what, where.

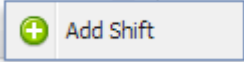
All crew templates you drag-drop from the **Crew Templates** pane, will also automatically appear on the **Shift Plan** pane.

---

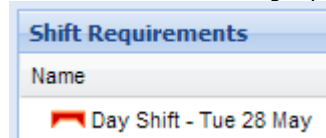
## 4. Planning a Shift

---

### Adding a Shift

Before you can *structure* a Shift, you must first add one - in the **Shift Plan** pane – by clicking  against the date of interest.

This results in a matching representation in the **Shift Requirements** pane ... e.g.



### Structuring the Shift

This pane is where you purposefully 'build' that selected Shift's AIMS **structure** by drag-dropping components from the **Task Templates** pane.

For example – add a **Division** to the **Operations** component.

Then add two **Sectors** to that **Division**.

### Adding Crew Templates

With that shift's structure planned, you then drag-drop sufficient types of crews from the **Crew Templates** pane, onto that structure – e.g. four Fire Attack Crew templates are drag-dropped onto Division Red of the Operations section of that (planned) Day Shift.

*This causes (matching) empty crews to appear in the **Shift Plan** pane too.*

Those empty crews in the **Shift Plan** pane must then be populated by drag-dropping available resources from the **Resources for** pane.

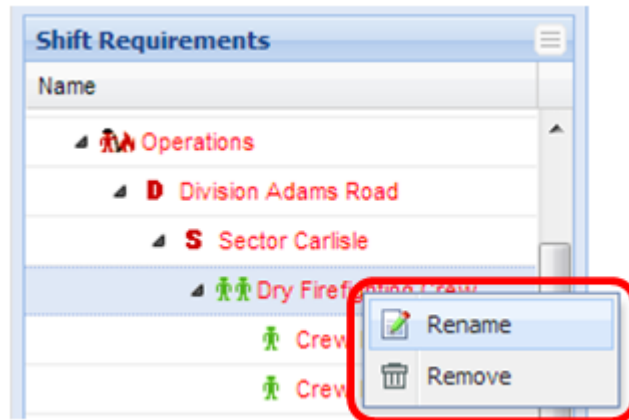
---

## 4. Planning a Shift

---

### Renaming and/or Removing Crews

You can Rename and/or Remove crews via a right-click as shown:



## 7 The Task Templates Pane...

### Understanding what the pane is offering

The **Task Templates** pane – when expanded ▶ – offers AIMS components ...






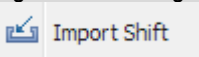
---

## 4. Planning a Shift

---

Basically, it's a bucket of building blocks with which you can 'build' the management structure for the Shift you're planning.

**Note:** Text with an arrowhead  beside it is a heading and cannot be drag-dropped.

**Note:** If you're already recording resource usage at your event via IRIS Coordination, you can  to import that shift's structure, instead of building it from scratch – much quicker.

---

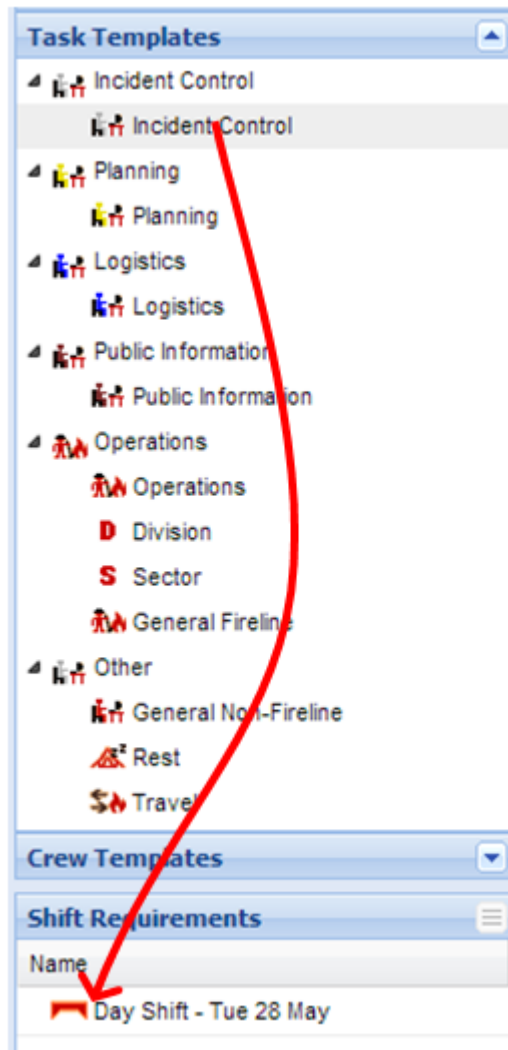
## 4. Planning a Shift

---

### Building the AIIMS Structure for your planned Shift

Drag-drop each **non-arrowed** component onto the shift in the **Shift Requirements** pane, to build that planned shift's AIIMS structure.

Example below shows an Incident Control section being added to that Day Shift...



**Note:**

A role / position / crew from the **Crew Templates** pane – e.g.

Incident Controller Level 3

- cannot be drag-dropped into the

**Shift Requirements**

pane until it has a 'grouping' – from the

**Task Templates**

- that it can belong (report) to.

---

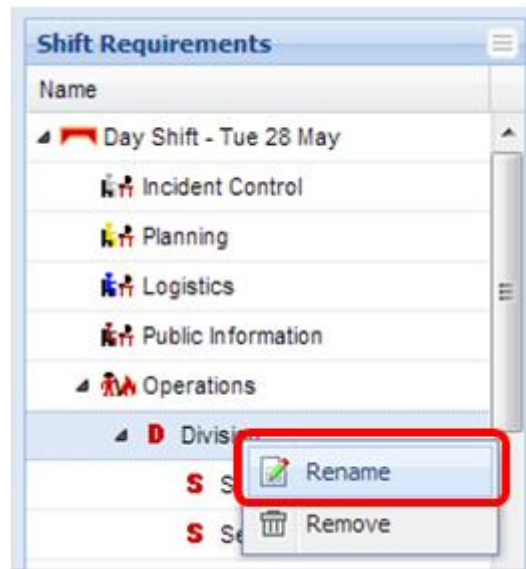
## 4. Planning a Shift

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### Editing that Planned AIMS Structure

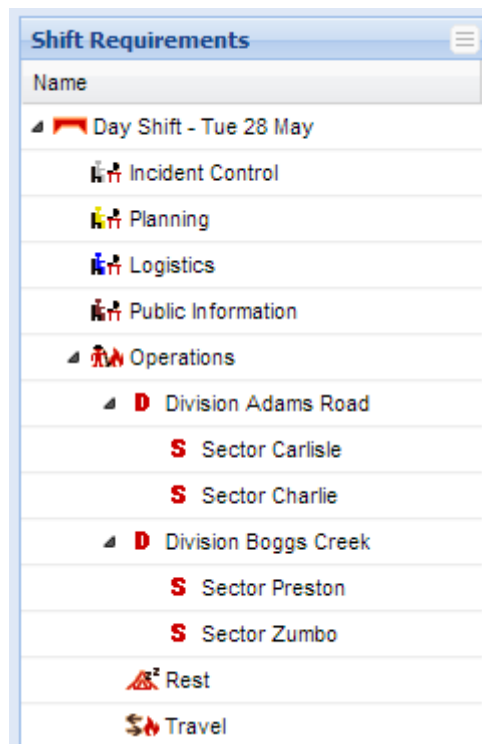
The components of the **Shift Requirements** pane can be altered via right-click.

e.g. I want the selection (below) to read Division Adams Road...



### Sample Shift Requirements Structure

A planned shift structure could end up looking as shown:



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## 4. Planning a Shift

---

### 8 The Crew Templates Pane

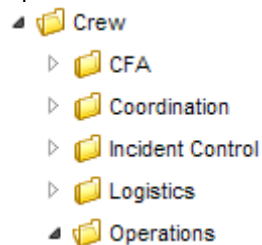
You are planning to put resources into roles within crews within an IMT structure.

This pane lets you drag-drop as many hollow crews / roles / task forces / strike teams onto your planned AIIMS Shift structure as you are planning to use.

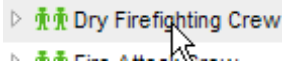
In the example below, you are planning for a Dry Firefighting Crew working on a particular Sector...

In the **Crew Templates** pane:

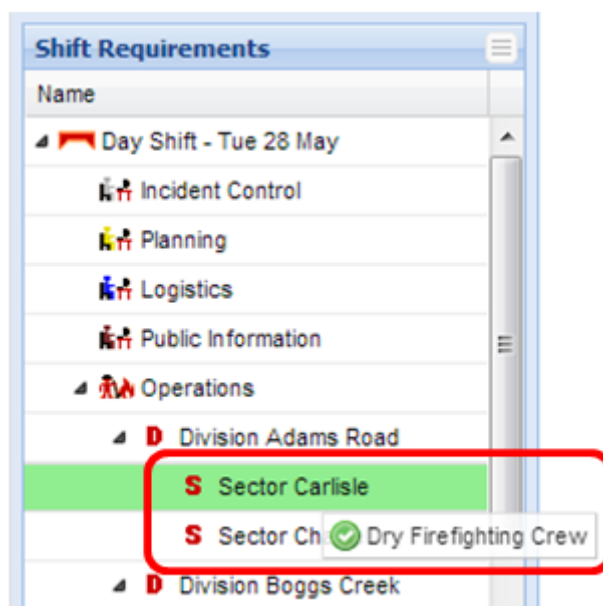
- Open ▸ the folder of interest – e.g. a Crew of type Operations...



- Drag the template crew downwards...



- Drop it onto where it belongs in the **Shift Requirements** pane ... e.g. **Sector Carlisle**...




---

## 4. Planning a Shift


---

### 9 The Resources Pane

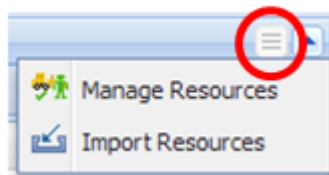
The idea here is to establish a list of all the resources – people, vehicles (and equipment?) – you are planning to use.

If you want, you can  **Import Resources** from IRIS Coordination – all the resources will be copied to the Forward Planner.

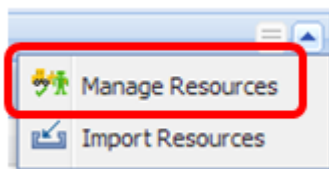
You can then set which days each resource is available to work into the future – e.g. Phil is available to work on Tues / Wed / Thur / Fri but must Rest on Saturday and Travel home on Sunday.

If you have not chosen to  **Import Resources** from IRIS Coordination, then the pane will show no resources, and you will have to tell it which resources you want.

A click on the  icon offers two choices:




#### 1<sup>st</sup> Choice: Manage Resources



Managing resources consists of two parts:

1. Adding resources;
2. Recording their availability.

Click  **Manage Resources** to work *independently* of existing work done in the IRIS **Coordination** application when forward planning.

*This could be handy if you're using the Forward Planner to plan resource usage at a future prescribed burn, for instance, where no deployments using IRIS Coordination have yet been made.*

## 4. Planning a Shift

The resulting **Search for Resources** box lets you:

- (a) **Search** for particular people | vehicles | equipment 'based' somewhere<sup>3</sup>
- (b) select ☒ the ones you want
- (c) add them to the bucket of resources on that day;
- (d) set their availability.<sup>4</sup>

### 1. Adding Resources

Say you're planning to use particular people (Resource Type: Person) from Location: Benalla

On clicking **Search**, everyone based at any location which includes Benalla in its description will list – e.g. BENALLA SYDNEY RD and BENALLA LOWRY PL.

Name	Location
Aggenbach, Caroline	BENALLA SYDNEY RD
Bekker, Gregory (Greg)	BENALLA SYDNEY RD
Berry, Jacinta	BENALLA SYDNEY RD
Biggs, Dan	BENALLA SYDNEY RD
Brennan, Geoff (GBCMA)	BENALLA SYDNEY RD
Broughton, Geoffrey (G...	BENALLA SYDNEY RD
Brown, Lawrence (Lawrie)	BENALLA SYDNEY RD
Chadband, Kim	BENALLA LOWRY PL

You can click column headings to control sort orders, e.g.

Name	Location
Chadband, Kim	BENALLA LOWRY PL
Nelson, Matthew	BENALLA LOWRY PL
Rowlands, Fiona	BENALLA LOWRY PL

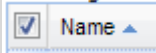
Tick ☒ those you wish to add to your planned shift - then click **Continue**.

<sup>3</sup> All resources have a **Base Location** and/or **Fire Base Location** recorded in FireWeb. If **Base Location** and **Fire Base Location** differ, the resource will list against **Fire Base Location**.

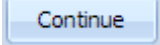
<sup>4</sup> Ideally, availability data that already exists in other sources – e.g. approved leave recorded in HR – would be shown here, so you only have to manage the exceptions. We're working on this.

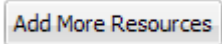
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## 4. Planning a Shift

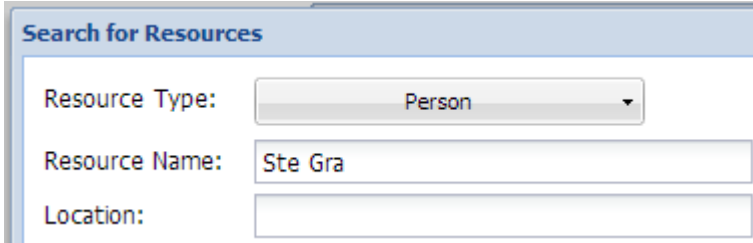
**Tip:** You can add everyone for your selected location by ticking as shown - .

Alternatively, you could 'manage by exception' by choosing everyone, then removing ticks from those you don't need...


On clicking , your chosen resources will display in the **Manage Resources** dialog box.

You can always return to .

The search responds to partial text – e.g. if you're unsure if it's **Stephen** Grant, **Steven** Grant or **Steve** Grant, searching on **ste gra** will work as shown...



### 2. Recording Resource Availability

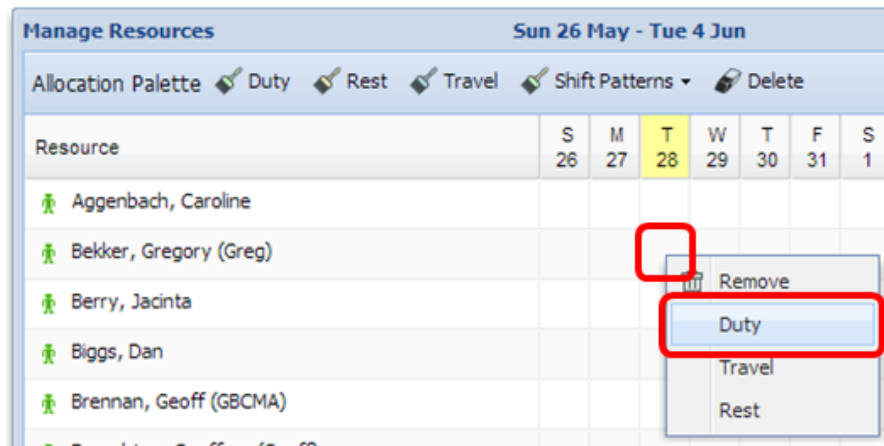
Having added resources, the  dialog lets you set the future availability of each resource.<sup>5</sup>

For example, to record Becker, Gregory (Greg) as being available for DUTY on Tue 28 May, click the intersecting cell and choose DUTY...

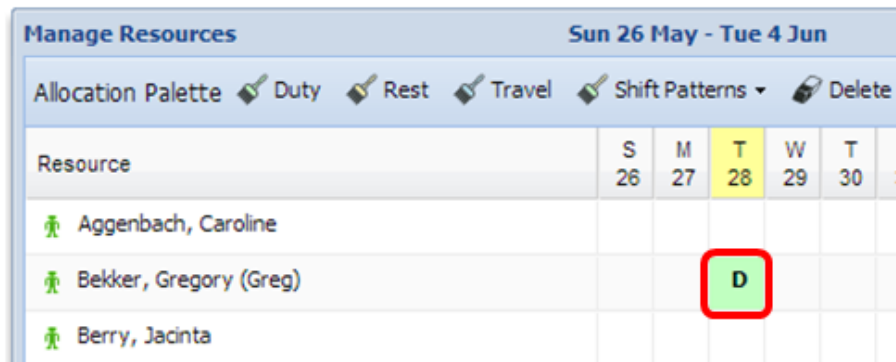
---

<sup>5</sup> We're doing parallel development work on an **Availability Calendar** which will (a) consolidate known leave data (e.g. approved leave records) and (b) allow users to define their own availability. This data could then *automatically* populate the **Manage Resources** calendar, saving you much of that manual work...

## 4. Planning a Shift

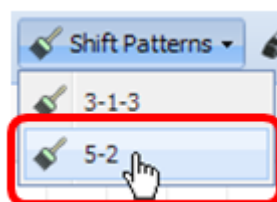


Colour-coding is applied once you've made your choices...



You can also apply 'patterns' of availability / usage – e.g. a number of people are to have a "5-Days on, 2-Days off" pattern.

Click once as shown...

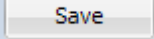


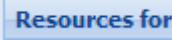
... and drag that paintbrush icon over the starting dates of the persons you want it recorded against...





## 4. Planning a Shift

Manage Resources		Sun 26 May - Tue 4 Jun						
Allocation Palette		Duty	Rest	Travel	5-2	Delete		
Resource		S 26	M 27	T 28	W 29	T 30	F 31	S 1
Aggenbach, Caroline								
Bekker, Gregory (Greg)				D				
Berry, Jacinta		D	D	D	D	D	R	R
Biggs, Dan		D	D	D	D	D	R	R
Brennan, Geoff (GBCMA)		D	D	D	D	D	R	R
Broughton, Geoffrey (Geoff)		D	D	D	D	D	R	R
Brown, Lawrence (Lawrie)		D	D	D	D	D	R	R
Chadband, Kim								

Click .

Resources appear in the  pane for the date(s) you've recorded...  
e.g. most were marked for D for Duty on Tue 28 May, but some were marked R for Rest on that day...

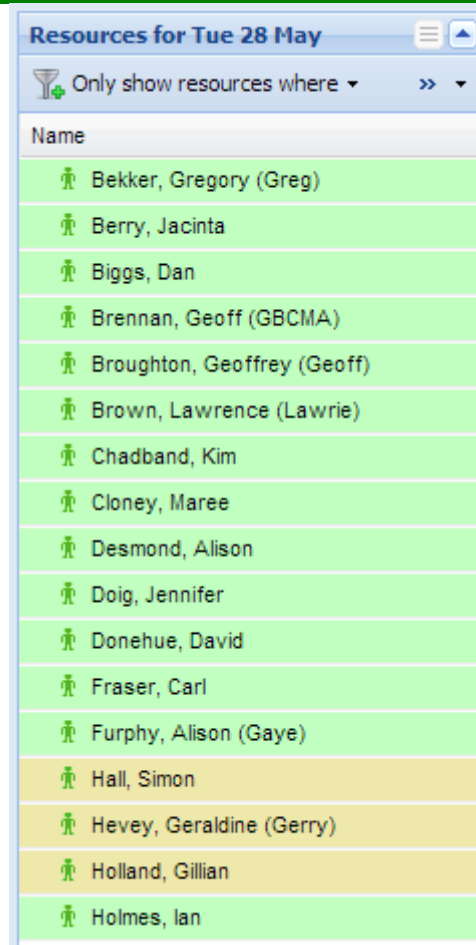
Anyone marked  for Tue 28 May can be used in your planning for that day.

Anyone marked  for Tue 28 May can **not** be used in your planning for that day.

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## 4. Planning a Shift

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The screenshot shows a window titled "Resources for Tue 28 May". Below the title bar is a filter dropdown menu that says "Only show resources where" followed by a right-pointing arrow. Below this is a table with a header row labeled "Name". The table contains 18 rows of resource names, each preceded by a small person icon. The rows are: Bekker, Gregory (Greg), Berry, Jacinta, Biggs, Dan, Brennan, Geoff (GBCMA), Broughton, Geoffrey (Geoff), Brown, Lawrence (Lawrie), Chadband, Kim, Cloney, Maree, Desmond, Alison, Doig, Jennifer, Donehue, David, Fraser, Carl, Furphy, Alison (Gaye), Hall, Simon, Hevey, Geraldine (Gerry), Holland, Gillian, and Holmes, Ian. The rows are color-coded: the first 14 are green, and the last 4 are yellow.

Name
Bekker, Gregory (Greg)
Berry, Jacinta
Biggs, Dan
Brennan, Geoff (GBCMA)
Broughton, Geoffrey (Geoff)
Brown, Lawrence (Lawrie)
Chadband, Kim
Cloney, Maree
Desmond, Alison
Doig, Jennifer
Donehue, David
Fraser, Carl
Furphy, Alison (Gaye)
Hall, Simon
Hevey, Geraldine (Gerry)
Holland, Gillian
Holmes, Ian

There are basic filtering options ... e.g.  
Only show resources where: Not Allocated.



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## 4. Planning a Shift

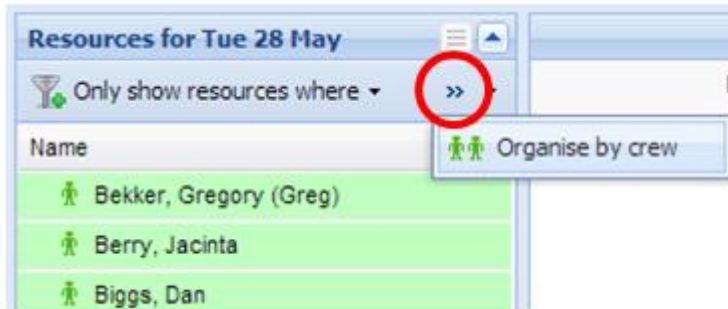
---

There are also advanced filtering options ... e.g.

Only show resources where: **Roster:** ☒ DUTY.



Additionally, resources can be organised by Crew if required...



### 2<sup>nd</sup> Choice: Import Resources

IF the IRIS **Coordination** application has been used to record resources currently at your event, you can import those resources directly into the Forward Planner.

**Note:**

You don't need to be running IRIS Coordination to copy resources recorded in it.


Your browser will – in the background – interact with that application (either through IRIS web services or by querying the database directly.)

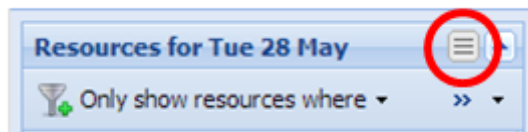
To import resources:


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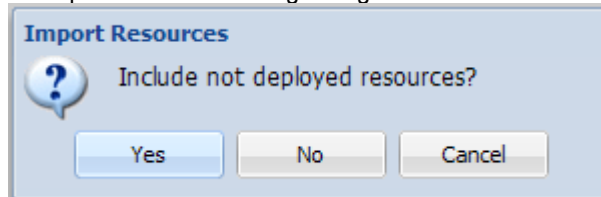
## 4. Planning a Shift

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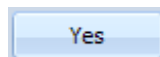
- Click the  icon ...



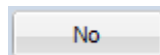
- Click the  Import Resources button.
- In response to the resulting dialog box:



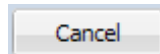
The IRIS Coordination screen includes a **Not Deployed** bucket beside the Event, containing resources yet to be tasked.



Import all resources at that Event including those in its **Not Deployed** bucket, or

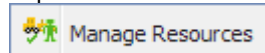


Import all resources deployed to that Event excluding those in its **Not Deployed** bucket, or



abandon the importing of resources.



Imported resources will be added to any you manually added via the




option.

They will display in alphabetical order of description.

## 10 The Shift Plan pane

The dominant  portion lists every crew you've drag-dropped onto the  pane.

### Note:

The  is purely crew based – there is no hint of the AIIMS 'structure'.

The order in which the Crews are displayed is based on a priority order controlled via FireWeb's metadata – the developers are working on the 'best' order.

## 4. Planning a Shift

In the example below, we've planned for four crews – a **Dry Firefighting Crew**, a **Dozer (FAD) Contractor Crew**, an **Airbase Management Crew**, and a **Dozer (>D4) Crew** – to be used across multiple Divisions and Sectors.

The **Shift Requirements** pane shows the AIMS structure and crews (see *bottom left corner of following screen-grab*).

The **Shift Plan** pane shows just the crews (see *top-right corner below*).

The screenshot displays the IRIS Forward Planner interface for 'Wildfire 7 - HALLSTON - FORRESTERS ROAD'. The interface includes a left sidebar with 'Resources for Tue 28 May' and a main area with two panes: 'Shift Requirements' and 'Shift Plan'.

**Shift Requirements Pane (Bottom Left):** This pane shows a hierarchical tree structure of resources. It includes sections for 'Incident Control', 'Planning', 'Logistics', 'Public Information', and 'Operations'. Under 'Operations', there are several divisions and sectors, each with associated crews:

- Division Adams Road**
  - Sector Carlisle**
    - Dry Firefighting Crew
  - Sector Charlie**
    - Dozer (FAD) Contractor Crew
- Division Airbase**
  - Orbost Airbase Management Crew
- Division Boggs Creek**
  - Dozer (>D4) Crew
- Sector Preston**
- Sector Zumbo**

**Shift Plan Pane (Top Right):** This pane shows a table of crew assignments for 'Tue 28 May'. The table has columns for 'Role', 'Mon 27 May', and 'Tue 28 May'. The 'Tue 28 May' column is further divided into 'Day' and 'Night' shifts. The following table represents the data shown in the Shift Plan pane:

Role	Mon 27 May	Tue 28 May	
		Day	Night
Orbost Airbase Management ...			
Dozer (>D4) Crew			
Dozer (FAD) Contractor Crew			
Dry Firefighting Crew			

### Summarise / Show Detail



Crews default to showing as single-line summaries – e.g. **Orbost Airbase Management....**

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## 4. Planning a Shift




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Click the adjacent  icon – e.g.  to see roles within that crew.

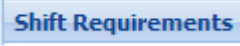

These icons   - *above the 1<sup>st</sup> crew listed* – let you ‘expand all’ and ‘collapse all’ crews, respectively.

### Symbology

Symbols next to your planned crews’ names summarise rule fulfilment:

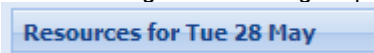

-  Some crew position(s) are not filled
-  All crew positions are filled, **but** requirement(s) are not met
-  All crew positions filled, all requirements met

You have now – for a date and Shift of your choosing:

- planned a management structure (on the  pane)
- planned which crew types – and how many – are required to staff that management structure
- imported (from IRIS Coordination), and/or manually added resources – e.g. 
- categorised each resource’s capacity on that day (*and future dates*) as Duty | Rest | Travel

### Populate the Crews

The remaining task is to drag-drop available resources from the

 pane, onto the **required** positions in the .

In the example below, we’re planning to use **Biggs, Dan** in the **Assistant** role within the **Orbost Airbase Management...** crew, on Tuesday’s (planned) **Day** shift...

## 4. Planning a Shift

Change Event Forward Planning for Wildfire 7 - HALLSTON - FORRESTER'S ROAD

Resources for Tue 28 May

Only show resources where >> >>

Rostered for DUTY

Name

- Bekker, Gregory (Greg)
- Berry, Jacinta
- Biggs, Dan
- Brennan, Geoff (GBCMA)
- Broughton, Geoffrey (Geoff)
- Brown, Lawrence (Lawrie)
- Cab Chassis Extra Cab MCF718 Toyota Hilux
- Cab Chassis MCG775 Nissan Patrol
- Cab Chassis MCG786 Nissan Patrol
- Chadband, Kim

Task Templates

Shift Plan

Role Mon 27 May Tue 28 May

Day Night

Orbost Airbase Management ...

Location Division Airbase

Crew Name pending

Assistant required

Airbase Manager required Biggs, Dan

Dozer (>D4) Crew

Dozer (FAD) Contractor Crew

Dry Firefighting Crew

Following that commitment, that role's **required** status is removed (filled), and

**Biggs, Dan** displays as being unavailable in the pane...

Resources for Tue 28 May

Change Event Forward Planning for Wildfire 7 - HALLSTON - FORRESTER'S ROAD

Resources for Tue 28 May

Only show resources where >> >>

Rostered for DUTY

Name

- Bekker, Gregory (Greg)
- Berry, Jacinta
- Biggs, Dan
- Brennan, Geoff (GBCMA)
- Broughton, Geoffrey (Geoff)
- Brown, Lawrence (Lawrie)
- Cab Chassis Extra Cab MCF718 Toyota Hilux
- Cab Chassis MCG775 Nissan Patrol
- Cab Chassis MCG786 Nissan Patrol
- Chadband, Kim

Task Templates

Shift Plan

Role Mon 27 May Tue 28 May

Day Night

Orbost Airbase Management ...

Location Division Airbase

Crew Name Orbost Airbase Management

Assistant Biggs, Dan

Airbase Manager required

Dozer (>D4) Crew

Dozer (FAD) Contractor Crew

Dry Firefighting Crew

Repeat to fill other roles as required.

### Note:

Drag the resource across onto the **Shift Plan** pane ~ not down onto the **Shift Requirements** pane.

---

## 4. Planning a Shift

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### What do the Colours Mean?

Role		Tue 28 May	
<div><div>+</div><div>-</div></div>		Day	<div>☰</div>
Orbost Airbase Management ...		<div>⚠</div>	
Location	Division Airbase		
Crew Name	Orbost Airbase Manageme...		
Assistant	<div>👤</div> Biggs, Dan		
Airbase Manager	<div>👤</div> Berry, Jacinta		

#### Black text

Black text indicates a resource that **does** meet that role's requirements...

Assistant	👤 Biggs, Dan
-----------	--------------

#### Pink text

Pink text means that resource does **not** meet the role's requirements ...

Airbase Manager	👤 Berry, Jacinta
-----------------	------------------

#### Red text

Roles which are yet to have any resources assigned to them will display as **required** in both the **Shift Plan** and **Shift Requirements** panes.

### Can I Remove a Resource from a Role?

Yes.

If you have placed a person into the wrong position / role – e.g. Biggs, Dan should not have been placed into the Assistant role – you can *right-click* Take off duty ...

Assistant	👤 Biggs, Dan	<div>Take off duty</div> <div>Properties</div> <div>Manage Roster</div>
Airbase Manager	👤 Berry, Jacinta	
Dozer (>D4) Crew	❌	

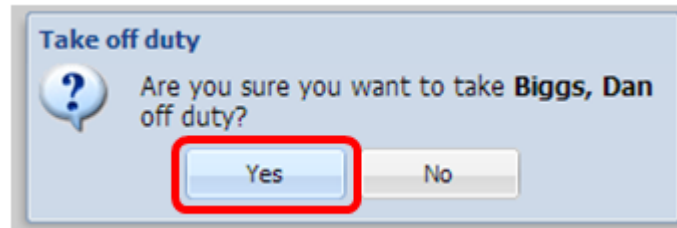


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## 4. Planning a Shift

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... and confirm your action ...

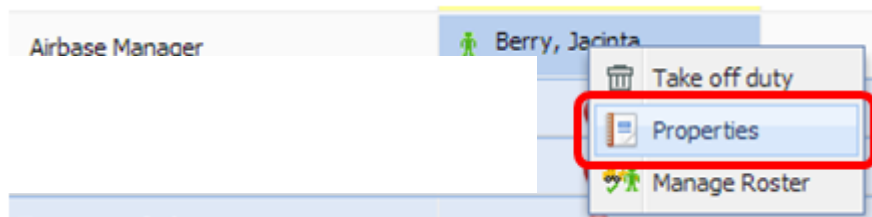


That role will return to being **required** to be filled, and Dan will return to the **Resources for Tue 28 May** pool.

### Can I View Why Someone's Not Considered Adequate to Fill that Role?

Yes.

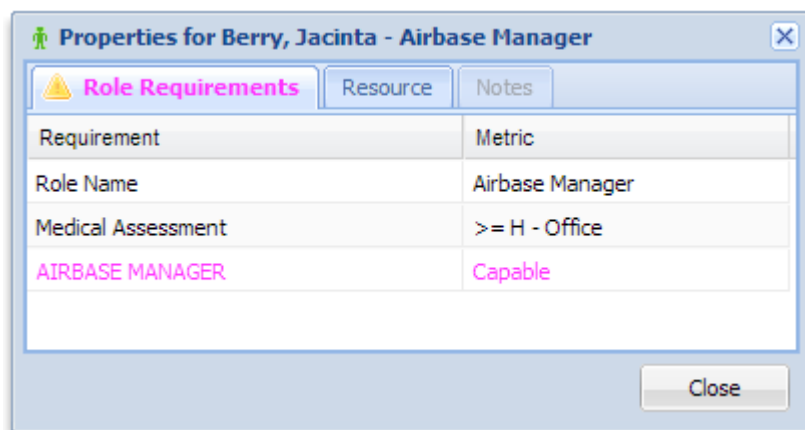
Right-click that pink person and choose Properties as shown..



In this example:

**Medical Assessment** Jacinta's medical meets the minimum requirements of that role (it's black text)

**AIRBASE MANAGER** Jacinta's not recorded as being Airbase Manager capable (it's pink text)...



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## 4. Planning a Shift

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A NEO employee must be recorded FireWeb's **Training** module as holding a matching, valid...


(a) valid Departmental Fire Accreditation or

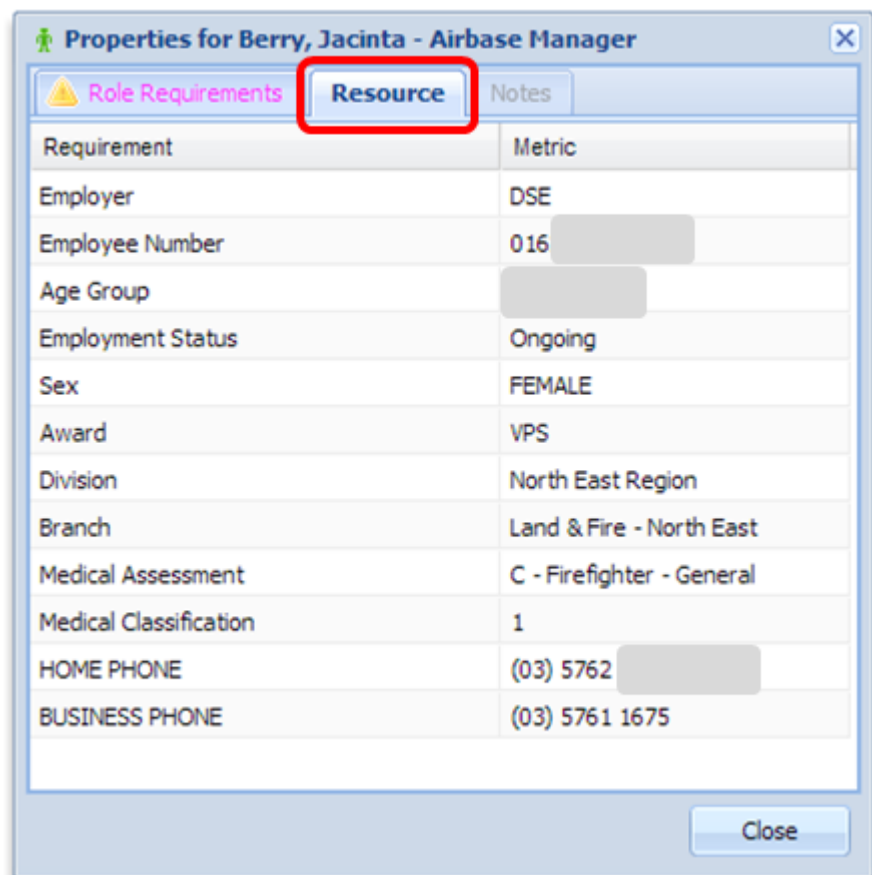
(b) Readiness & Response Role

... as this is what IRIS is checking against.

### Can I View More Details on That Resource?

Yes.

Right-click, Properties then click the  tab, e.g.



Requirement	Metric
Employer	DSE
Employee Number	016
Age Group	
Employment Status	Ongoing
Sex	FEMALE
Award	VPS
Division	North East Region
Branch	Land & Fire - North East
Medical Assessment	C - Firefighter - General
Medical Classification	1
HOME PHONE	(03) 5762
BUSINESS PHONE	(03) 5761 1675

### Can I Find Someone 'Outside' my 'available' / planned pool of resources, Capable of Filling a Specific Role?

In the previous example, Jacinta Berry couldn't fill the role of AIRBASE MANAGER ... how do you find someone who could?

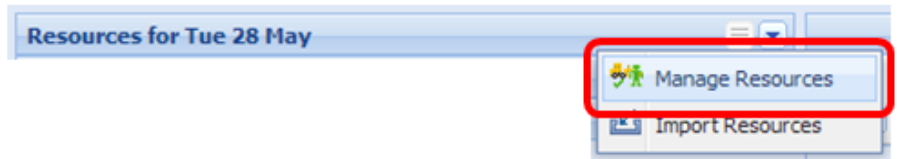
If you wanted to – say – view which people in the NORTH EAST FIRE REGION, held that capability, you could:

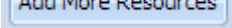
---

## 4. Planning a Shift


---

- Manage the resources for that date



- Choose to  (Bottom-left corner of the dialog box)
- Use the **Advanced** settings to – for example – search for all people capable of acting as Airbase Managers, based in the North East Fire Region...
  - select Location: and typing NORTH EAST FIRE REGION
  - select Filter by: Capability
  - select Having Capability = AIRBASE MANAGER...

A screenshot of a "Search for Resources" dialog box. It contains several input fields and a search button. The "Resource Type" is set to "Person". The "Location" is set to "NORTH EAST FIRE REGION". The "Advanced" section is expanded, showing a "Having Capability" filter set to "=" and "AIRBASE MANAGER". The "Filter by" dropdown is set to "Please Select...". A "Search" button is located at the bottom right of the dialog.

- Click  to generate a result set ...

## 4. Planning a Shift

- Assuming the right formal requests have been made and approval given, you can then ☒ select the approved resource(s) and Continue...

<input type="checkbox"/>	Name	Location
<input type="checkbox"/>	Barker, Helen	CORRYONG
<input checked="" type="checkbox"/>	FLACK, JULIE	ALEXANDRA
<input checked="" type="checkbox"/>	Koers, Matthew	OVENS
<input type="checkbox"/>	MACKINNON, NEIL	LAKE EILDON PARK
<input type="checkbox"/>	Ryan, Judith (Judy)	SEYMOUR
<input type="checkbox"/>	Sutcliffe, Kriss	MANSFIELD
<input type="checkbox"/>	Wentworth, Anthony (Fred)	OVENS

- Then record the Availability of those two new resources...

Manage Resources Sun 26 May - Tue 4 Jun

Allocation Palette ☒ Duty ☒ Rest ☒ Travel ☒ Shift Patterns ☒ Delete

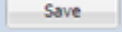
Resource	S 26	M 27	T 28	W 29	T 30	F 31	S 1	S 2	M 3	T 4
Donehue, David	D	D	D	R	D	D	D			
Dual Cab MCG347 Holden Colorado	D	D	D	D	D	D	D	D	D	
Dual Cab MCI837 Toyota Hilux	D	D	D	D	D	D	D	D	D	
Dual Cab MCL037 Toyota Hilux	D	D	D	D	D	D	D	D	D	
FLACK, JULIE										
Fraser, Carl	D	D	D	R	D	D	D			
Furphy, Alison (Gaye)	R	D	D	D	R	D	D	D		
Hall, Simon		D	R	D	R	D	D	D		
Hevey, Geraldine (Gerry)			R	D	D	R	D	D	D	
Holland, Gillian			R	D	D	R	D	D	D	
Holmes, Ian			D	D	D	R	D	D	D	
Koers, Matthew										
SLIP ON Cab Chassis MCC751 Toyota Landcruiser	D	D	D	D	D	D	D	D	D	

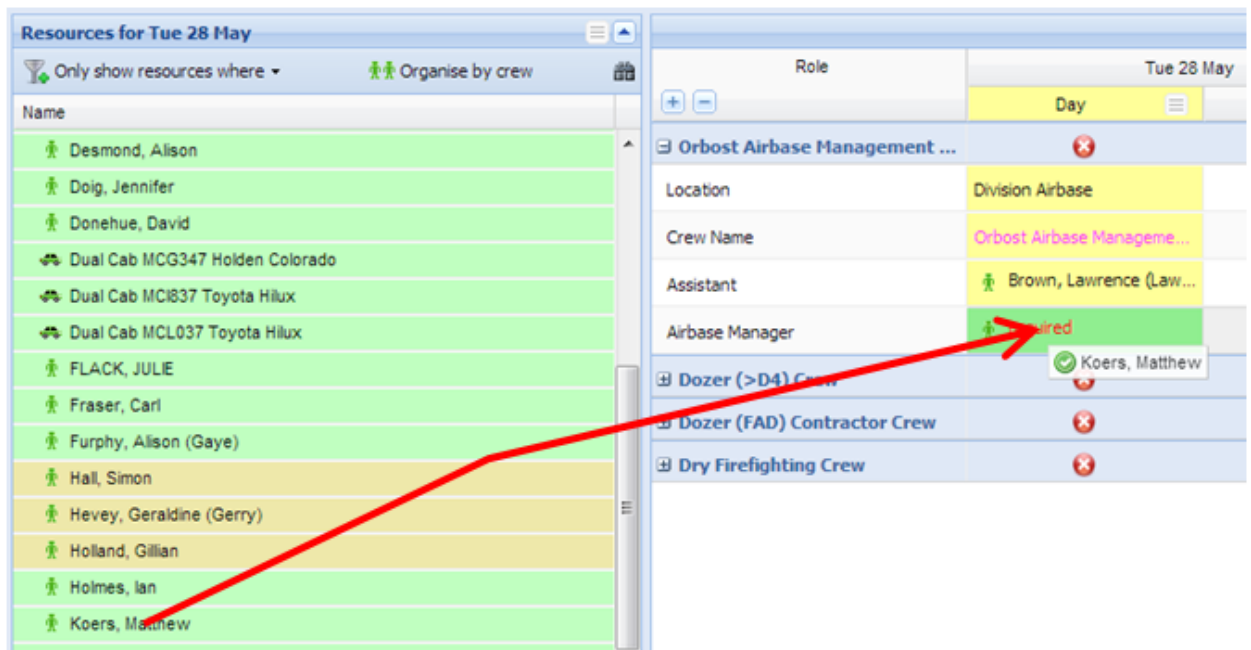
☒ - Duty ☒ - Travel ☒ - Rest ☒ - Unavailable D/T/R - Unallocated D/T/R - Allocated

---

## 4. Planning a Shift

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-  your work, and...
- Drag-drop that 'available, capable' resource, onto that vacant role...



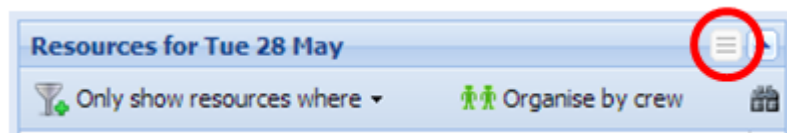
Can I Find Someone 'Inside'  
my existing pool of  
resources, Capable of Filling  
a Specific Role?

Not yet ... looking at adding that filtering functionality in a future release.

Can I Search by Name?

Yes.

Click the **Search** icon as shown...

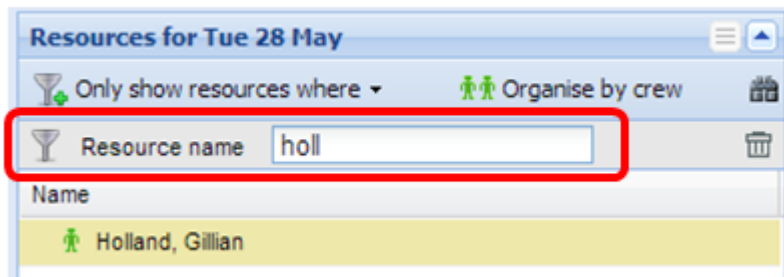


The screen responds to partial text searches – e.g. entering **holl** will filter the **Resources** pane to displaying **Holland, Gillian** (actually, any resource containing those letters) as shown:



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## 4. Planning a Shift


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Resources for Tue 28 May

Only show resources where  Organise by crew 

 Resource name  

Name
 Holland, Gillian

### Clear a Search

Click the adjacent **Delete**  icon.

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## 4. Planning a Shift


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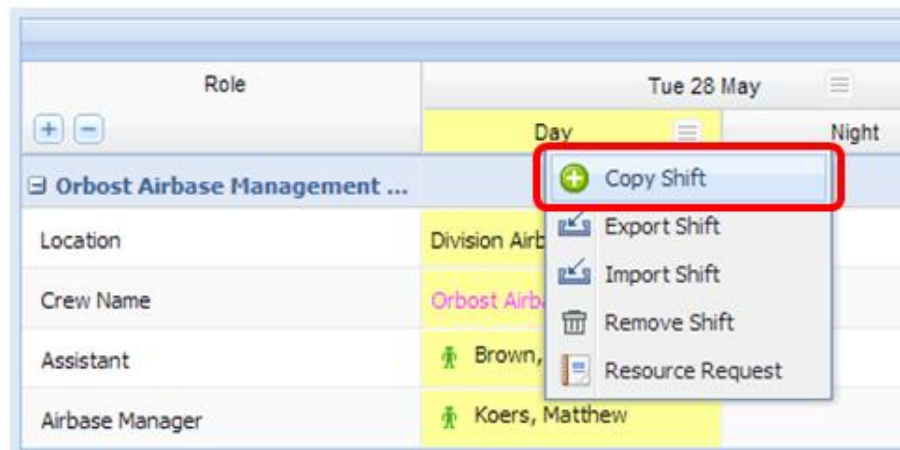
### 11 Copy that Shift to one or more day(s)

Say you're planning a "3-days" Day Shift pattern.

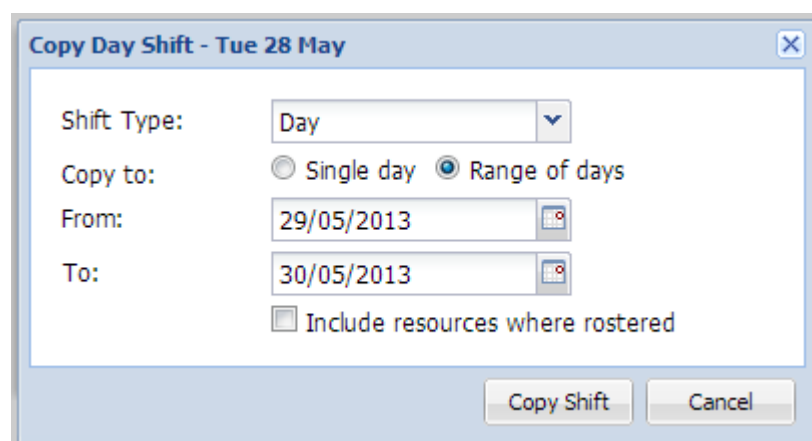
Having planned day 1, you'd ideally want to 'copy' that shift's structure – with or possibly without the crews – to days 2 and 3.

You could then manage the exceptions – e.g. plan for Person A on Crew B on Day 3 being replaced by Person D.

A planned Shift can be copied by clicking the adjacent  icon and choosing as shown:



You need to specify the Shift Type and the day (or days) it is to be copied to ... e.g. the planned Day Shift for Tues 28 May, is to be copied to Wed 29 and Thu 30 May...



Note the option to ☒ Include resources where rostered.

This will also copy the resources ~ not just the crew structures ... see the example overpage...

## 4. Planning a Shift

Shift Plan				
Role	Tue 28 May		Wed 29 May	Thu 30 May
	Day	Night	Day	Day
Orbost Airbase Management ...	✓	✓	✓	✓
Location	Division Airbase		Division Airbase	Division Airbase
Crew Name	Orbost Airbase Manageme...		Orbost Airbase Manageme...	Orbost Airbase Manageme...
Assistant	👤 Brown, Lawrence (Law...		👤 Brown, Lawrence (Law...	👤 Brown, Lawrence (Law...
Airbase Manager	👤 Koers, Matthew		👤 Koers, Matthew	👤 Koers, Matthew
Dozer (>D4) Crew	✗		✗	✗
Dozer (FAD) Contractor Crew	✗		✗	✗
Dry Firefighting Crew	✗		✗	✗

### 12 Import a Shift

The **Coordination** screen should retain the most recent instance of each past Shift type (e.g. Day, Night, Split).

The Planners can then save time by *importing* (a copy of) that structure into the Forward Planner ... and modifying as required.



**Note:** This is much quicker than building the Shift structure by hand (via drag-dropping components from the **Task Templates** pane, onto the **Shift Requirements** pane.)



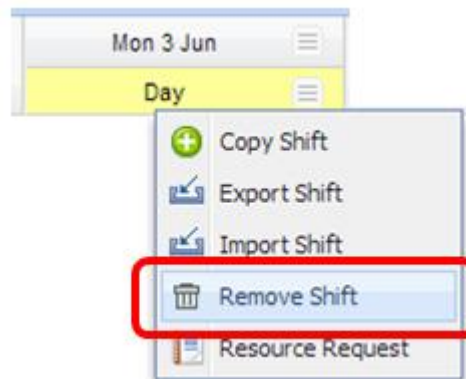
---

## 4. Planning a Shift

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### 13 Remove a Shift

Any planned (future) Shift can be removed as shown:

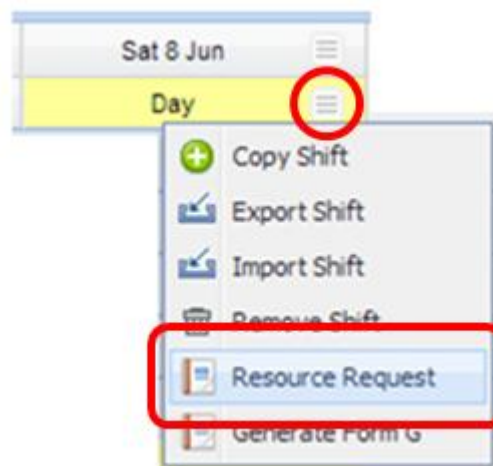


Can I Remove a Past Planned Shift?

No.

### 14 Resource Request

You can 'output' any shortfall in positions within your planned Shift...



This runs a 'SQL Server Reporting Services' report to your web browser.

If you prefer, you can then Export those results to Excel...

**Report Results: IRIS Planner - Reso**

1 of 1



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## 4. Planning a Shift

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A sample output of fields and data is shown below:

Heading	Example data
IRIS Incident Type	Wildfire
Status	Requested
Incident Name	Wildfire 7 – Hallston – Forresters Road
Request ID	Wildfire 7 – Hallston – Forresters Road 762013_#
Destination Location in IRIS	Heyfield Fire District
Requesting Branch (IRIS)	Heyfield Fire District
Requesting Region (IRIS)	Gippsland Fire Region
IRIS Crew Classification	DSE
Crew Template to be used to form crews in IRIS	Air Attack Supervisor Crew
IRIS Resource Type	Person
IRIS Role Required	Air Attack Supervisor
Shift Pattern	
Day/Night	Day
Date First Shift	08/06/2013
Start Time	08:00
Arrival Contact Person	Bruce Diamond
Arrival Contact Number	(03) 9999 8888
Arrival Location	
Forward to	
WBS	

**Note:** Yes, we are aware of the need to build linkages to the State Resource Request System...

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## 5. Exporting a Planned Shift to the Coordination Screen

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### 5. Exporting a Planned Shift to the Coordination Screen

#### 1 Overview

At shift changeover, you can transfer your 'planned' shift – the IMT Structure and all of the planned resources and their allocations – to the IRIS Coordination screen, to 'make it real'.


For example – you've been working the Night Shift through the early hours of the morning of Tue 28 May.

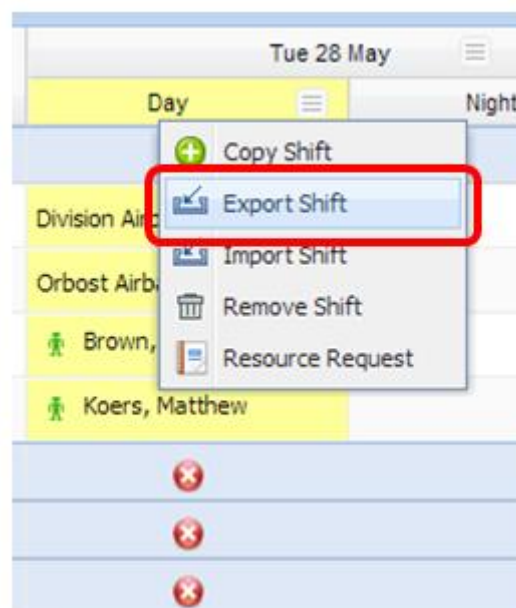
The plan for which crews will be doing what, where, on the coming Day Shift has been approved by the Incident Controller.

It's 08:00 on Tue 28 May and you now wish to make that (planned) shift appear as the 'current', working, active shift. All IRIS Coordination users will 'see' that work.

#### 2 Export Shift

In the  pane:

- Click once on the  icon of the planned Shift you want to publish to IRIS Coordination.
- Choose Export Shift as shown...



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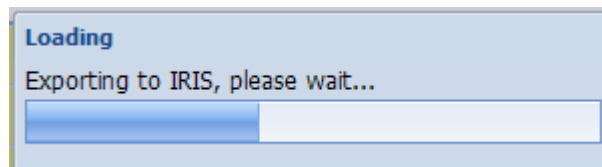
## 5. Exporting a Planned Shift to the Coordination Screen

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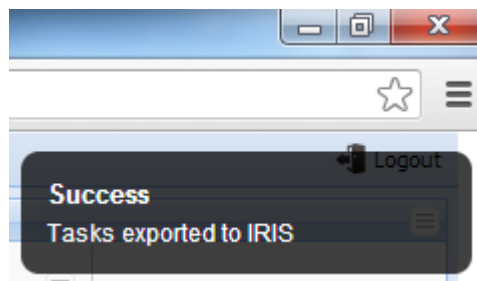
- Confirm your choice...



- Wait while the data is exported...

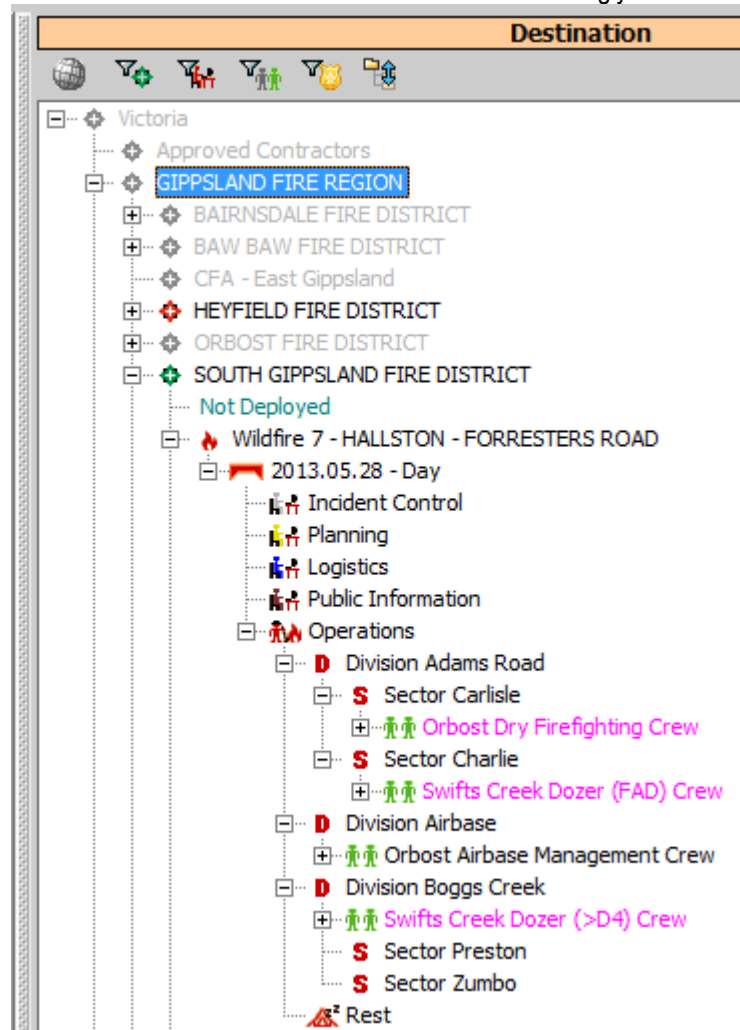


The top-right corner of the Planning screen will flash a confirming "Success" message...



## 5. Exporting a Planned Shift to the Coordination Screen

In the IRIS Coordination screen, you will note that the **2013.05.28 – Day** Shift has been created and the resources allocated accordingly...



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## 5. Exporting a Planned Shift to the Coordination Screen

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### 3 Shift Naming Conventions

Shift names are controlled by the system: this ensures that they appear sequentially, e.g.

**2013.05.08 – Day**

**2013.05.08 – Night**

**2013.05.09 – Day**

**2013.05.09 – Night**

**2013.05.10 - Day**

Do I need to keep old,  
empty Shifts in the  
Coordination screen?

In the **Coordination** screen, you'd only choose to retain one instance of a past Shift type (e.g. Day, Night, Split).

Keeping an example shift structure in **Coordination**, means your Planners can save time by *importing* (a copy of) that structure into the Forward Planner...



This would be much quicker than building it by hand from the components.

[Task Templates](#)

### 4 Reconciling Clashes in Resource Deployments

The IRIS Forward Planner will **NOT** 'take control' of any resources that are recorded...

- in the Coordination screen

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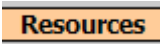

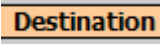
## 5. Exporting a Planned Shift to the Coordination Screen

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- as being deployed to another Event.

*i.e. you can't expect to 'steal' resources that are shown as working elsewhere.*

The IRIS Forward Planner WILL 'take control' of any resources in the Coordination screen – i.e. dispatch and deploy them to the crew and Shift you've planned them for – if they were ...

- showing in the  pane as 'available' at their Home Location (i.e. not dispatched)
- sitting in the  pane in any **Not Deployed** bucket
- sitting in the  pane at anything that is NOT an Event – i.e. at a Fire District, at a Fire Region, or at a Standby event.

**In Brief:** Real use now trumps planned use in the future.

**Note:** If some resources that you are planning to use, are already committed elsewhere, you will NOT receive notification of those 'omissions'.

You'll just end up with gaps in those crews.

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## Suggested Improvements

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# Suggested Improvements

Ideas for future iterations ... interested in others contributing what they see as priorities...

## KEY:

☒ Not yet implemented

☑ Implemented.

- ☒ Change the display of crew completion in the **Shift Plan** to
  - (a) condense the display, and
  - (b) convey more data ...

For example, from current...

+ Fire Attack Crew		
		incomplete

... to something like this...

<div>Expand All / Collapse All feature</div>				
+ SHIFT				
<div> <div>Wed 9 May</div> <div>Day</div> <div> <div>Person</div> <div>29/51</div> </div> <div> <div>Truck</div> <div>7/10</div> </div> <div> <div>Truck</div> <div>1/4</div> </div> <div> <div>Truck</div> <div>3/6</div> </div> </div>				
+ Dozer (>D4) Contractor Crew	1/2	1/1	0/0	1/1
+ Dozer (FAD) Crew	3/3	1/1	0/0	1/1
+ Fire Attack Crew	4/5	1/2	0/1	0/1
+ Fire Attack Crew	0/5	0/2	0/1	0/1
+ Fire Attack Crew	5/5	2/2	1/1	1/1
+ Fire Attack Crew	4/5	2/2	0/1	0/1
+ Communications Planning Unit	10/11	0/0	0/0	0/0
+ Incident Control Type 3	12/15	0/0	0/0	0/0

Red colouring applies where roles have not been filled.

Green colouring applies where all roles have been filled.

e.g. "4/5" against Person means four of five people in that crew have been filled.


Consider NOT displaying "0/0" counts at all.

Colours need to be dynamically applied.

- ☑ Add ability to "Collapse All" and "Expand All" crews in the **Shift Plan** pane (rather than one-at-a-time as is currently the case).
- ☒ Consider ability to create, save and apply custom patterns of usage.
- ☒ As above, consider replacing "D = Duty" with "D = Day" and "N = Night" ... typically, people arrive for a 7-Day pattern, or a 4-Night pattern...

# Suggested Improvements


Manage Resources							
Resource	Tue 8 May	Wed 9 May	Thu 10 May	Fri 11 May	Sat 12 May	Sun 13 May	14
Aggenbach, Caroline			D	D	D	D	
Bekker, Gregory (Greg)			D	D	D	D	
Berry, Jacinta			D	D	D	D	
Biggs, Dan			D	D	D	D	
Brennan, Geoff (GBCMA)			T	T	D	D	
Broughton, Geoffrey (Geoff)			D	D	D	D	
Brown, Lawrence (Lawrie)			D	D	D	D	

- ✓ IMPROVE the existing “Format Painter”  ability for the above screen – currently working poorly.
- ✗ Develop an agreed set of abbreviations for resource availability – i.e. work with Parks Vic FATMAN system to ensure we don’t develop differing standards.
- ✗ Add ability to mark a resource as UNAVAILABLE on a day – e.g. a vehicle offline being serviced, or a person having to go to a funeral on a particular day.

In the **Resources for Thu 10 May** pane – and (?) the **Manage Resources** dialog box:

- ✗ separate the resources by type – e.g. all People together, all Dozers together etc. – perhaps aggregated in folders that can be expanded / collapsed?
- ✗ consider adding ability to **Filter By Capability** – e.g. only show those capable of filling the selected, vacant, planned *Operations Officer Level 1* role? If the **Resources for Thu 10 May** pane’s listing was auto-filtered, you’d know who you could drag-drop into that role...

- ✗ consider adding toolbar counts – e.g. for **Thu 10 May**,

	
80	Duty
20	Travel
30	Rest
10	Unavailable

- ✗ consider adding rules that apply formatting to cells which assist the Planner in recognising poor OH&S Tour of Duty compliance – e.g. “Put a red dashed border around cells where continuous “D = Duty” day counts exceed 10”...

# Suggested Improvements

Pre-guess the 5 most common rules and make them capable of being applied via toolbar buttons.

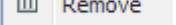
Resource	Tues 08 May	Wed 09 May	Thu 10 May	Fri 11 May	Sat 12 May	Sun 13 May	Mon 14 May	Tue 15 May	Wed 16 May	Thu 17 May	Fri 18 May	Sat 19 May	Sun 20 May	Mon 21 May
Allenby, Steve	D	D	D	D	D	D	D	D	D	D	D	D	T	T
Bunbury, Barbara	R	R	D	D	D	D	D	D	D	D	D	D	D	T
Charleston, Andy	D	D	D	D	D	D	D	D	D	D	D	D	T	T
Dante, David	T	R	D	D	D	D	D	D	D	D	D	D	R	R
Egbert, Steven	D	D	D	D	D	D	D	D	D	D	D	D	D	T
Falborough, Felicity	D	D	D	D	D	D	D	D	R	R	D	D	D	D
Gainsborough, George	D	D	D	D	D	D	D	D	R	R	D	D	D	D

- ✗ Add ability to print a planned Shift's structure to a PDF
- ✗ Add ability to send outputs to the **Incident Shift Plan** web-based tool ... they're doing some of their planning in the ISP and some here in IRIS - makes sense to allow export from one to another.
- ✗ Ability to push planned data to other apps including:
  - \* FireWeb | Burns | Burns Scheduling / Rostering tool.
  - \* FireWeb | State Map | Readiness | SCC/RCC/ICC 'week ahead' plans
- ✓ Add ability to import the most recent Shift's structure for your event, from IRIS Coordination, to the IRIS Forward Planner ... why make them create one from scratch?

## Shift Requirements

- ✗ In the **Shift Requirements** why do we make the planner plan an IMT structure from scratch? [Can import from Coordination, but what if you're planning an Event that's yet to commence? E.g. a burn planned for two month's time?]

Instead, offer a number of 'template' IMT patterns – e.g. a "Level 1" IMT, a "Level 2" IMT and a "Level 3" IMT structure, each with differing numbers of standard crews, Divisions, Sectors.

Easier to right-click  bits, than to build from scratch?

- ✗ If planned-for resources are already allocated elsewhere (e.g. at another fire), then when that Shift is 'made real' in Coordination, the system should notify the user of the resulting deficiencies (in a summary format).

e.g. You'd planned to use Steve Grant on the coming Night Shift, but he's already recorded as working at another incident at that time.

- ✗ Add Custom Template crew types from the Coordination pane ... they've gone to the trouble to define them, why not permit re-use?
- ✗ Let Location X people view Location Y's custom templates?
- ✗ When building a (planned) crew, what's seen as its "Home" location? i.e. to where will it return once that shift plan is exported to Coordination, then the crew is Released? Could we provide something like a right-click, **Crew From?** option where you could choose the Work Centre / Fire District /

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## Suggested Improvements

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Fire Region it's from? Perhaps use that choice to auto-update the planned crew's name?

- ☒ Allow (or automate?) a **Fill With Unknowns** so empty roles exported from Planner to Coordination are counted for Logistics purposes ... e.g. CFA Strike Team membership may never become known to Planners, but they know the Strike Team is there...
- ☒ Consider including Event Identifier in the Browser's tab?
- ☒ Consider adding an Admin window so users can see other Planners logged-in, and know which Event(s) are being planned? i.e. equivalent of Coordination | Admin pane.
- ☒ Include, as one of the Properties of the Shift, whether that Shift has been Exported to the Coordination window, and if so, when (and by whom?) Perhaps expand that concept to store, and show, a history of exports for that Event?
- ☒ List those in the planned Shift that did NOT get exported to Coordination, as there were clashes in their availability? (i.e. need to be aware of any shortfalls from implementing the plan).
- ☒ Implement an hour-glass to indicate an action is occurring ... not just blank screen, need some visual confirmation that requested action is processing.
- ☒