

# Accessing and Using Overhead Self-Status

KB0010142 - [Latest Version](#)

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This article outlines how an Overhead resource with qualifications can log in to IROC to manage their Resource Status, including how to request Self-Service access, use Web Status Self-Service, and manage Unavailability and Qualification visibility.

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## Overview

To manage your own Resource status, you must first request Self-Status access, as described below. You can only self-status if you are an Overhead resource with qualifications and are Available, Unavailable, or Returned From Assignment. If you still show At Incident and you have been released, call the incident's dispatch center to have them release you in IROC.

## Requesting Self-Status Access

1. Log in to IROC from the Wildland Fire Application Portal in FAMAuth. (See the [Accessing IROC](#) ([https://iroc.nwcg.gov/kb\\_view.do?sysparm\\_article=KB0010026](https://iroc.nwcg.gov/kb_view.do?sysparm_article=KB0010026)), knowledge article.)
2. To open the Submit a New Access Request screen, choose one of the following:

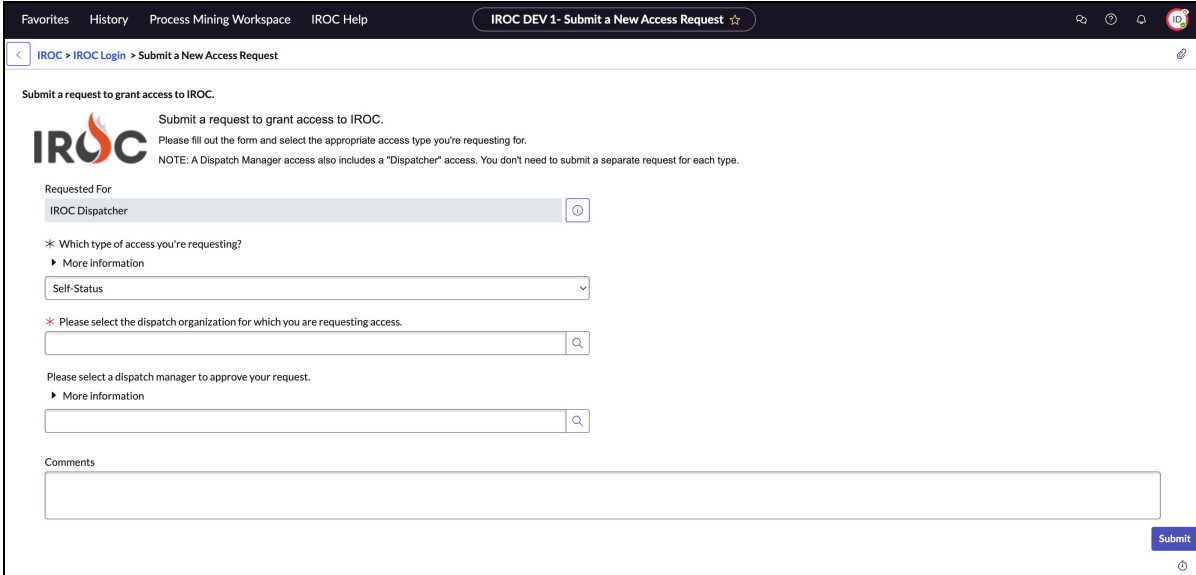
The screenshot displays the IROC Self Service interface. On the left, the 'All' menu is visible, with 'New Access Request' highlighted. The main content area features a 'Self Service' header and a 'My Login Requests' table. The table contains the following data:

Number	Requested For	Access Type	Status	Dispatch Organization
IRQ0011784	IROC Dispatcher	Dispatcher	Approved	Northeastern Interagency Coordination Ce...
IRQ0024173	IROC Dispatcher	Dispatcher	New	Wisconsin Interagency Coordination Center
IRQ0024174	IROC Dispatcher	Dispatcher	New	Lewistown Interagency Dispatch Center
IRQ0028847	IROC Dispatcher	Self-Status	New	Virginia Interagency Coordination Center

Below the table, there is an 'Actions on selected rows...' dropdown menu. In the bottom left corner, there is a 'Submit a New Access Request' button.

- o Click **Submit a New Access Request** in the IROC Login box in the main body of the page.
  - o Click **New Access Request** in the **All** menu.
3. Complete the Submit New Access Request form.  
*All required fields, as indicated by an asterisk (\*) must be completed. Click on **More Information** on the form*

to learn more.

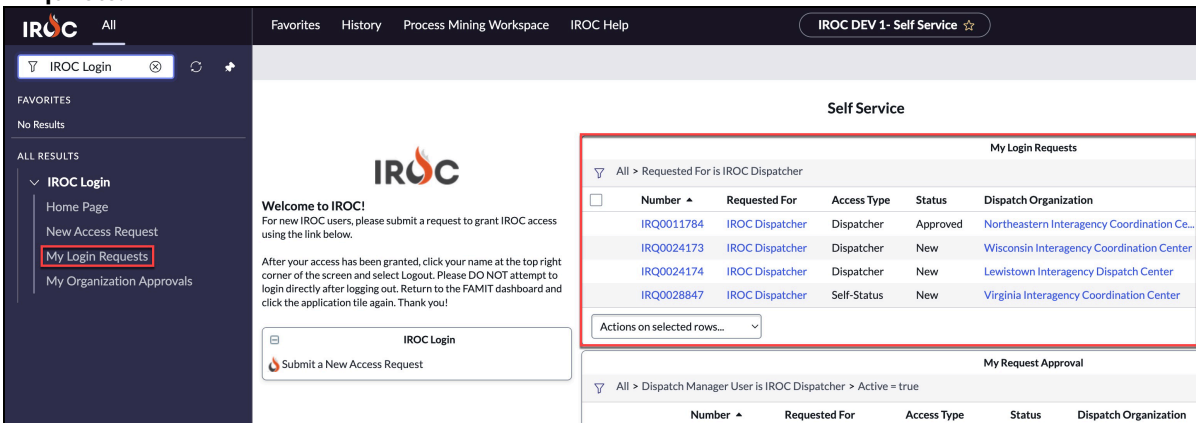


- a. Your login account auto-populates the **Requested For** field.
- b. For **\*Which type of access you're requesting**, choose Self-Status from the drop-down.
- c. **\*Select the dispatch organization for which you are requesting access** by typing in the field and selecting an option or clicking the **Search** icon.
- d. *Optional:* Select a dispatch manager to approve your access by typing in the field and selecting an option or clicking the **Search** icon.  
*Selecting a dispatch manager sends an email directly to your manager for approval once you click Submit. However, any dispatch manager at that center can approve an access request.*
- e. *Optional:* Type any comments or questions directly in the **Comments** field.
- f. When done, click **Submit**.  
*An email will be sent to the address associated with your FAMAAuth account, notifying you that your request has been submitted.*

## Tracking Your Request

This section outlines how to monitor the progress of your Access Request.

1. In IROC, open the **All** menu, start typing "IROC Login" in the Filter Navigator, and then click **My Login Requests**.



*If your status is pending, the **Status** column will show New. The other two statuses are Approved and Rejected.*

2. The My Login Requests list filters show your submitted access requests. Review the information, including the **Status** column.
  - o A submitted request shows a **Status** of New.
  - o The other two statuses are Approved and Rejected.

- Optional: Click on the **Information** icon to the left of your request number (IRQ#####) and click **Open Record** in the Request preview screen to see details related to your request.

**My Login Requests**

All > Requested For is IROC Dispatcher

Number	Requested For	Access Type	Status	Dispatch Organization
IRQ0011784	IROC Dispatcher	Dispatcher	Approved	Northeastern Interagency Coordination Ce...
			New	Wisconsin Interagency Coordination Center
			New	Lewistown Interagency Dispatch Center
			New	Virginia Interagency Coordination Center

**Request**

Number: IRQ0011784      Status: Approved

Requested For: IROC Dispatcher      \* Access Type: Dispatcher

Vendor Organization:      Approved/Rejected By: Melinda Brogden

Dispatch Organization: Northeastern Interagency C      Active:

[Open Record](#)

- Once approved, your status will change to **Approved** on the **My Login Requests** list, and you will receive an email indicating that your request has been approved.
- After receiving your approval, log out of IROC and log back in via the Wildland Fire Application Portal in FAMAAuth. You will now see the **Web Status Self Service** module in the Application Navigator.

## Using Web Status Self Service

This section describes how to manage your Resource Status once you receive Self-Status access.

- In IROC, open the **All** menu, start typing "Web Status", and click on **Web Status Self Service** to open the Web Status Self Service page.

**IROC** All

Web

FAVORITES

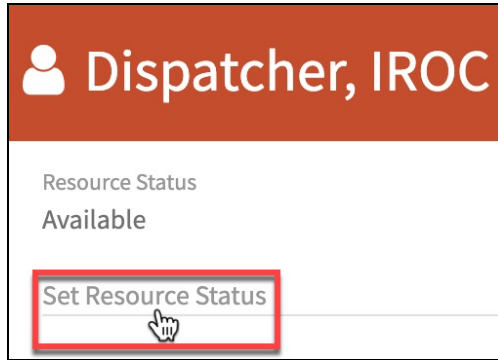
No Results

ALL RESULTS

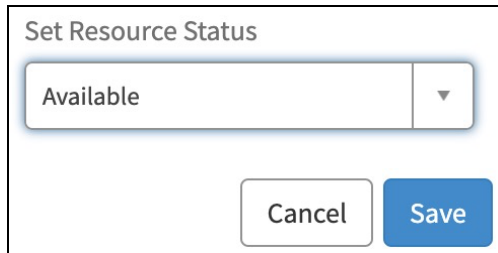
- Web Status
  - Web Status Self Service**

- To set your status:

a. Click on **Set Resource Status**.



b. Choose Available or Unavailable from the drop-down.

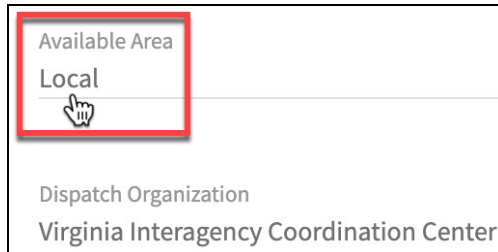


You can only self-status if you are Available, Unavailable, or Returned From Assignment. If you still show At Incident, and you have been released, call the incident's dispatch center to have them release you in IROC.

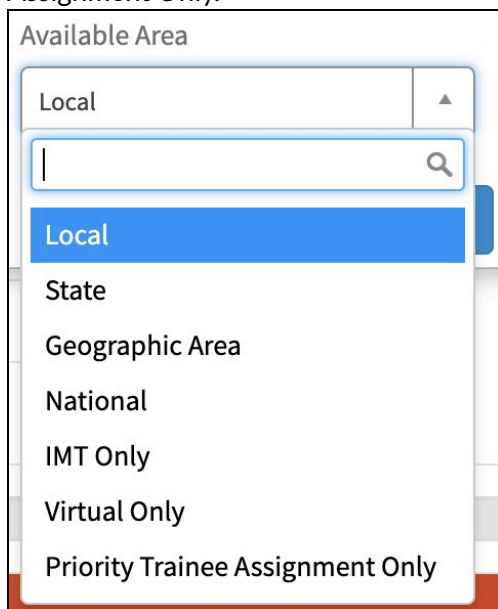
c. When done, click **Save**.

3. To set your Available Area:

a. Click on the text beneath **Available Area**.



b. Choose Local, State, Geographic Area, National, IMT Only, Virtual Only, or Priority Trainee Assignment Only.



c. When done, click **Save**.

4. To set a new Unavailability Period:

A resource will revert to it's previous status once an Unavailability Period has ended. Unavailability Periods

must be ended before a resource can be set to Available. You cannot set half-days as Unavailable. The resource will show Unavailable from 12:00 am on the Start Date through 11:59 pm on the End Date.

- a. Go to the Unavailability Section.
- b. Click **New Unavailability Period +**.

**Unavailability**

☰ Resource Unavailables

Reason	Start Date	End Date
Vacation	12-21-2024	12-29-2024

◀ ▶ Rows 1 - 1 of 1

TIP: Click on a record to edit it

**New Unavailability Period +**

- c. Enter the **\*Reason**, **\*Start Date**, and **\*End Date**.

**Resource Unavailable** ✕

☰ Resource Unavailable - new record

Resource Unavailable

\*Resource  
 ⓘ Dispatcher, IROC

\*Reason  
 Day Off

\*Start Date  
 12-31-2024

\*End Date  
 12-31-2024

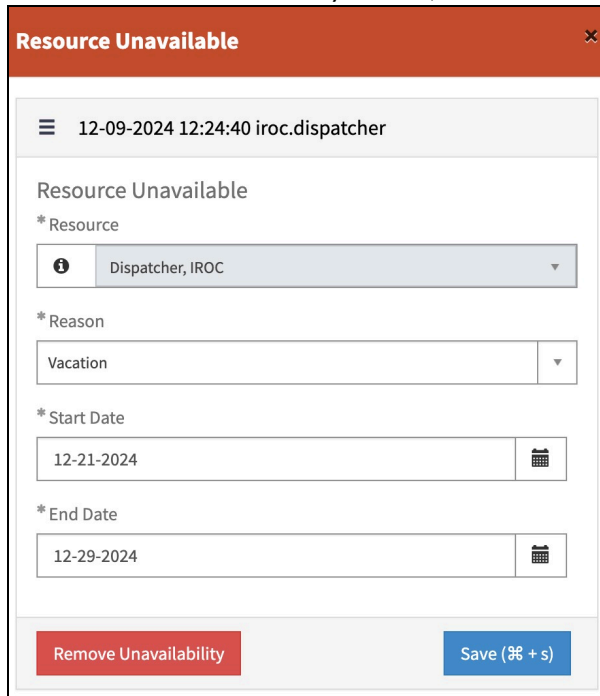
Save (# + s)

- d. When done, click **Save**.

5. To edit or remove a previously entered Unavailability Period:

- a. Go to the Unavailability section.
- b. Click on an entry in the list to open the Resource Unavailable modal.
- c. To edit an Unavailability Period, make changed to **\*Reason**, **\*Start Date**, and/or **\*End Date**. Then click **Save**.

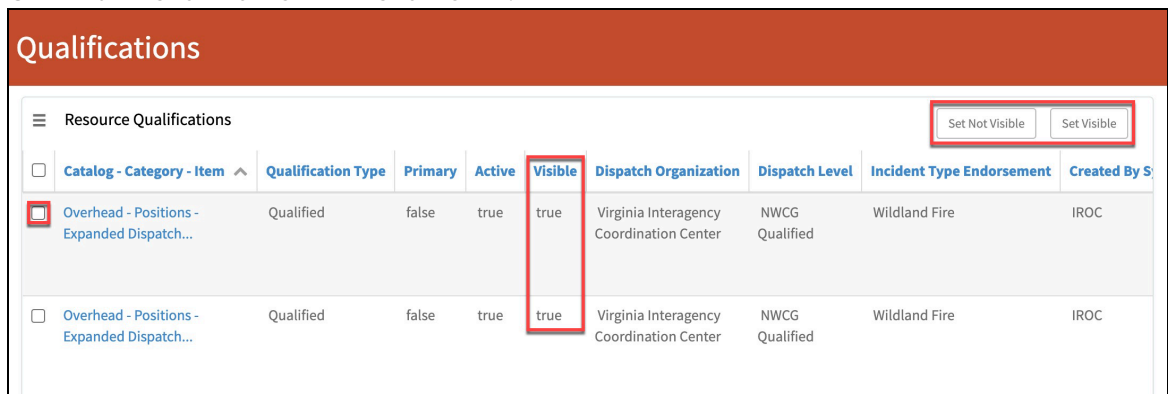
d. To remove an Unavailability Period, click **Remove Unavailability**.



6. Follow the steps below to indicate which qualifications are visible for dispatch centers submitting resource requests.

*Once a qualification's visibility has been changed, it will remain that way until changed back. For Qualifications that show Visible False, that resource will not show when a request for that qualification comes into a dispatch center. Qualification visibility has no affect on the validity or expiration of a qualification.*

- a. Click the checkmark next to the qualification(s) to be updated.
- b. Click either **Set Not Visible** or **Set Visible**.



Catalog - Category - Item	Qualification Type	Primary	Active	Visible	Dispatch Organization	Dispatch Level	Incident Type Endorsement	Created By S
<input checked="" type="checkbox"/> Overhead - Positions - Expanded Dispatch...	Qualified	false	true	true	Virginia Interagency Coordination Center	NWCG Qualified	Wildland Fire	IROC
<input type="checkbox"/> Overhead - Positions - Expanded Dispatch...	Qualified	false	true	true	Virginia Interagency Coordination Center	NWCG Qualified	Wildland Fire	IROC



Revised by Ross Rabe (IROC Admin)  
Last modified 6 days ago

Helpful?

93% found this useful