Assigning Agencies and their Roles to an Analysis
Revised 8/11/2011

The information in this chapter describes how to assign agencies and define their role relative to the selected team and analysis.

Before Assigning Agencies and their Roles to an Analysis

Enter the following information into FPA before assigning agencies and their roles to an analysis:

- FPU/FMG/FWAs as entered in **Set Up FPA >FPU Attributes**, **Set Up FPA > FPU Agencies**, **Set Up FPA > Define Team**, and **Set Up FPA > Large Fire** screens.

In This Chapter

This chapter discusses:

Use this screen to add, modify, or delete agency roles for a selected analysis. An FPU Administrator defines agency roles within the FPU for partners, participants and cooperators.

Assigning Agencies to a Selected Team and Analysis

1. Select **Welcome > Set Up FPU > FPU Agencies**.

    Displays the default view of the FPU Agencies table.

FPU Agencies

| Unit Code	Name	Role
CATIA	Tule River Agency	partner
CABBD	Bakersfield District	partner
CACDD	California Desert District	cooperator
CAKRN	Kern County Fire Department	cooperator
CATUU	Tulare Unit	cooperator
CAR05	Pacific Southwest Regional Office	cooperator
CASQF	Sequoia National Forest	partner
CAKNP	Sequoia & Kings Canyon National Park	partner

Edit

The Edit button moves the entire table into edit mode, and produces a subset of action buttons.

Definitions

Unit Code: The abbreviation for federal, state, and local agencies included in the analysis. Includes where the FPU is located, the Fire Management Group (FMG), and the Fire Workload Area (FWA) name.

Name: The jurisdictional or protection unit that is represented by the Unit Code.

Role: Defines the current role of the Unit Code in the selected analysis.

2. Review the displayed information and:

    *   Move to the Navigation pane and select another screen, or

    *   Highlight one or more rows, and click Edit to open the edit dialog box. The edit dialog box allows users to add, modify, and/or delete information.

3. Click Edit.

    Displays the FPU Agencies table edit dialog box.

	Unit Code ▲	Name	Role
✖	AKAKA	Alaska Regional Office	partner
✖	AKAKD	Alaska Fire Service Resources	partner
✖	AKAKS	Central Office	participant
✖	AKAMMX	Anchorage Municipality	cooperator
✖	AKASO	Alaska State Office	partner
✖	AKCGF	Chugach National Forest	partner
✖	AKCRS	Valdez-Copper River Area Forestry	participant
✖	AKDAS	Delta Area Forestry	participant
✖	AKDBFX	Denali Borough	cooperator
✖	AKDEP	Denali National Park & Preserve	partner
✖	AKFAS	Fairbanks Area Forestry	participant
✖	AKFNFX	Fairbanks Northstar Borough	cooperator
✖	AKFRKX	Funny River Volunteer Fire Department	cooperator

[Add] [Save] [Cancel]

**Add** allows you to enter another Unit Code for your FPU team.

Save allows you to save any additions and modifications. This action saves modifications to the database.

✖ allows you to delete an agency's role for the selected analysis.

Cancel allows you to exit the **Edit** view without saving changes to the database.

Defining the Agency Role for Agencies Assigned to a Selected Team and Analysis

1. Select **Welcome > Set Up FPU > FPU Agencies.**

   Displays the FPU Agencies table.

2. Click to highlight the row displaying the appropriate Unit Code.

3. Click **Edit**.

   Displays the FPU Agencies table edit dialog box.

4. For each Unit Code, accept the default role (partner), or use the drop-down menu to select participant or cooperator.
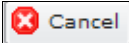
   Participant - Any agency unit that has any portion of their fire occurrence, any fire resource, or dispatch location analyzed in an FPU analysis. An FPU Participant does not need to be formally associated with an FPU to meet this definition (e.g., it may be a tanker base, smoke jumper base or similar that is not a formal partner in the FPU and a signatory to their charter). State agencies and private landowners would be examples of participants if they have resources in the analysis and there are threat fires on their lands being analyzed by an FPU.

Partner - A local administrative unit that participates on a Fire Planning Team in order to analyze their fuels and preparedness (initial response and prevention) programs. FPA analyzes this unit's resources, ignitions, and budgets.

Cooperator - Fire resources from a local administrative unit whose fire resources are included as analysis inputs. Workloads (fire ignitions) for this unit are not system input. Examples may be local/rural fire districts.

5. Click [Save] to save the modified agency information and update the database, or click [Cancel] to return to the FPU Agencies table. No database updates occur.

Users return to the FPU Agencies table.

Adding One or More Existing Agencies to an Analysis

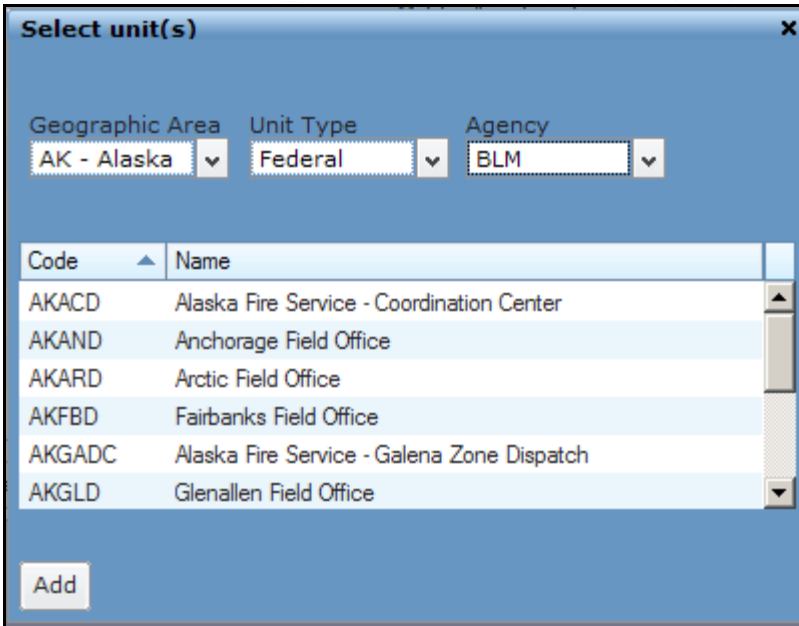1. Select **Welcome > Set Up FPU > FPU Agencies**.

   Displays the FPU Agencies table.

2. Click [Edit].

   Displays the FPU Agencies table edit dialog box.

3. Click [Add].

   Displays the Select unit(s) dialog box.

Select unit(s)	✕

Geographic Area	Unit Type	Agency
AK - Alaska ⌄	Federal ⌄	BLM ⌄

Code ▲	Name
AKACD	Alaska Fire Service - Coordination Center
AKAND	Anchorage Field Office
AKARD	Arctic Field Office
AKFBD	Fairbanks Field Office
AKGADC	Alaska Fire Service - Galena Zone Dispatch
AKGLD	Glenallen Field Office

[Add]

Definitions

Geographic Area: The area of the country that represents the Unit ID.

Unit Type: Federal, state, local, tribes and/or non-governmental organizations.

      Agency: The abbreviation for the Federal, state, local, tribes and/or non-governmental organization selected in Unit Type.

      Code: The FPU name. Typically, the name is a meaningful abbreviation of the geographic area where the FPU is located, the Fire Management Group (FMG), and the Fire Workload Area (FWA) name.

      Name: The name of the area that represents the Code.

4. From the drop-down menus, select the appropriate Geographic Area, Unit Type, and Agency.

   Code and Name columns automatically populate based on the available information.

5. Click to select the row of the agency you want to add. The row highlights with a blue background.

   Press the CTRL|SHIFT keys to select multiple rows.

6. Click Add .

   Users return to the FPU Agencies table.

   The added agency information displays in the FPU Agencies table. The system defaults the new agency information to partner role. You can change the role using by Defining the Agency Role for Agencies Assigned to a Selected Team and Analysis.

7. Click Save to save the modified agency information and update the database or, click Cancel to return to the FPU Agencies table. No database updates occur

   Users return to the FPU Agencies table.

Deleting Agencies from an Analysis

> Deleting an agency from an analysis removes the agency and its resources from the specified analysis. This action does not delete the agency from the system.

1. Select **Welcome > Set Up FPU > FPU Agencies.**

   Displays the FPU Agencies table.

2. Click Edit .

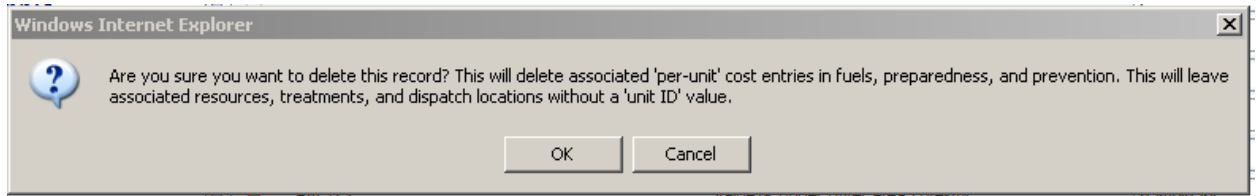   Displays the FPU Agencies table edit dialog box.

4. Click to highlight the row displaying the Unit Code you want to delete. The row highlights with a blue background.

5. Click ✖ .

   Displays the Delete Confirmation dialog box.

6. Click [OK] to continue deleting the agency from the analysis, or click [Cancel] to stop the deletion process. Users return to the FPU Agencies table edit box.

7. Click [Save] to complete the deletion and update the database, or click [Cancel] to return to the FPU Agencies table. No database updates occur.

   Users return to the FPU Agencies table.