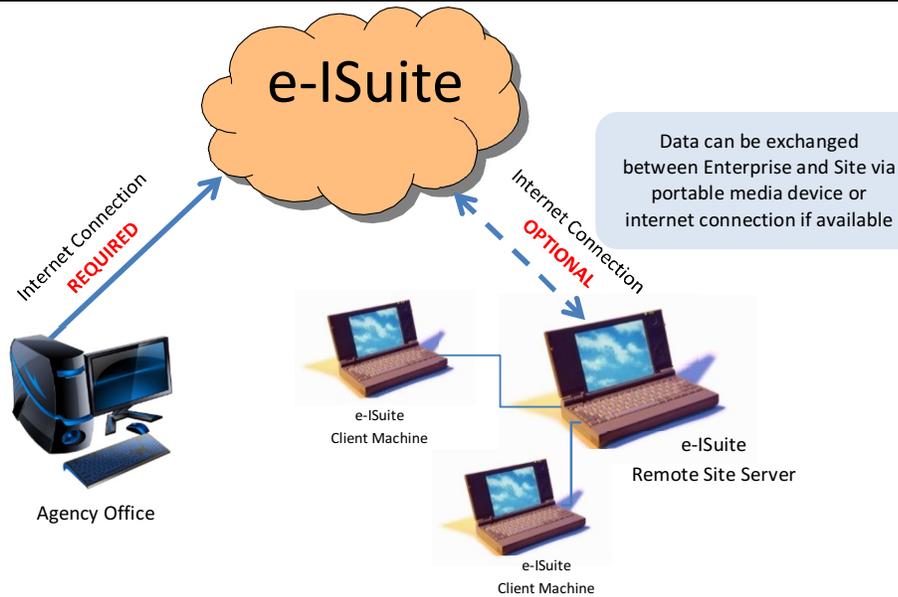


## e-ISuite Enterprise – Site Relationship Diagram



## e-ISuite Enterprise

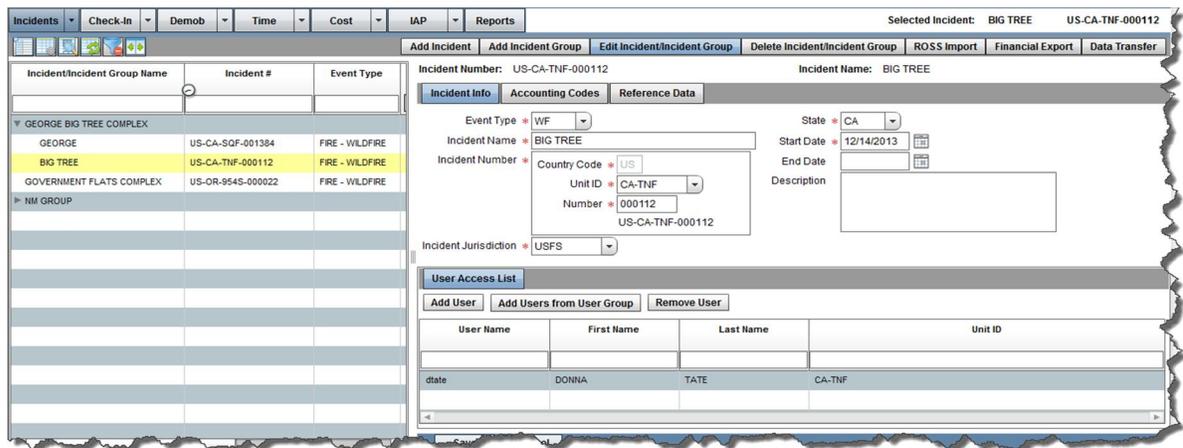
- Application will be hosted at the National Information Technology Center (NITC) in Kansas City, MO
- Access and authentication is managed through the NESS Application Portal (NAP)
- Two types of user accounts:
  - Privileged (privileged accounts will have an ad. appended to the beginning of the user name
    - e.g. ad.sbear
  - Non-privileged (Module Users)
- Synchronizes with e-ISuite Site via internet or portable media device
  - Sends Data to Site
  - Receives Data from Site
- Centralized Database
- Resource Inventory (addressed later in document)

## e-ISuite Site

- Installed and managed on local Incident Server
- No need to install on client computers
- Internet Connection is not required
- Accessible through a Browser
- Database resides locally
- Users are managed locally
- Two types of user accounts:
  - Privileged (privileged accounts will have an ad. appended to the beginning of the user name
    - e.g. ad.sbear
  - Non-privileged (Module Users)
- Synchronizes with Enterprise via internet or portable media device
  - Receives Data from Enterprise
  - Sends Data to Enterprise

## New Functionality and General Changes

- Browser Setup Requirements
  - Need to “allow” Popups
  - Designed to work in full screen mode
    - Use F11 key to toggle browser in/out of full screen mode
- Resource Inventory – Enterprise Only
  - A list of local resources based on the user’s dispatch center
  - Inventory data is imported from ROSS and updated on regular intervals
    - Update intervals are to be determined
  - Resources from the user’s inventory can be added to active incidents
  - All non-privileged (module) users have access to Resource Inventory
- New split screen user interface



- Roles
  - New – Account Manager (Described below)
  - New – Data Steward (Described below)
  - Combined the Check-in Role and Demob Role into one – Check-in/Demob Role
- The Status of R – Reassigned will be managed and reported with the same rules as a status D – Demobed resource
- Home Page
  - Message Board for information sharing is available in both Site and Enterprise – Requirements are still under development
  - Displays last log-in date
  - User Preferences
    - Checkbox to disable/enable the “Data Saved” message
  - Links to other information
- Injury/Illness and Supply modules will not be included in the first release
- Limited column configuration capabilities in first release
- Grid refresh requirement
  - Certain areas of the application do not update real time. It may be necessary to refresh the grid view to see newly added data.
- No ability to customize grid colors
- Custom Reports
  - Redesigned Custom Reports module to provide users the ability to create simple or complex custom reports without having to enter SQL statements

## New Role - Enterprise Account Manager

- Privileged Role
  1. Adds users from NESS Application Portal (NAP)
  2. Manages Roles
  3. Enables and Disables User Accounts
  4. Manages User Sessions
  5. User Auditing

## New Role – e-ISuite Site Account Manager

- Similar to legacy I-Suite DB Admin user
- Manages Site Database(s)
- Manages User Accounts
- Initial Account Manager user and site database will be defined at set up
  - By default, Auto Backups will be set at 6 hour intervals
  - User can edit database to change backup intervals and establish additional backup location

### Database Management

- Create New Database
  - Backup intervals and additional backup locations can be defined when creating new database
- Copy database
  - Creates and attaches renamed copy of selected database
- Edit Database
  - Allows Account Manager to edit the following database fields
    - Enable/Disable Automatic Backups
    - Change database password
    - Change Backup intervals
    - Add/Edit additional Backup Destination
- Manual backup
  - Creates an immediate database backup
- Restore Database
  - Process to Restore backup database file
- Remove Database
  - Removes database from e-ISuite server
  - One active database is required
- Recover Database Password
  - Creates an encrypted code that can be provide to the helpdesk
  - Includes feature to copy code to Windows clipboard
- A maximum of 5 active databases can be available for use

### User Accounts

- Manages Privileged and Non-Privileged user accounts
  - Assigns Non-Privileged roles
  - Password resets
  - User Sessions
  - Export/Import user accounts
  - User Auditing

## New Role – Data Steward

Data Steward Role replaces the Legacy I-Suite Data Admin Role

- The Data Steward role manages the following functions:

The screenshot displays the I-Suite interface for a Data Steward. At the top, a navigation bar includes buttons for 'Add Incident', 'Add Incident Group', 'Edit Incident/Incident Group', 'Delete Incident/Incident Group', 'ROSS Import', 'Financial Export', and 'Data Transfer'. Below this, the incident details for 'US-CA-TNF-001562' (AMERICAN) are shown. A sub-menu is open with 'Incident Info', 'Accounting Codes', and 'Reference Data' options. The 'Incident Info' section contains fields for Event Type (WF), Incident Name (AMERICAN), Incident Number, State (CA), Start Date (08/10/2013), End Date, Description, Incident Jurisdiction (USFS), and ROSS ID (161642). A 'User Access List' section is also visible, with buttons for 'Add User', 'Add Users from User Group', and 'Remove User'. Below this is a table with columns for User Name, First Name, Last Name, and Unit ID.

- Add/Edit Incident Data
  - Event type is a required incident data element, i.e. Wildland Fire – Search and Rescue – Hurricane
  - Accounting Code
    - Is not required when adding an incident
    - Is required to process financial transactions
    - The use of the 4 digit Fire Code will be enforced for Incidents with a Wildland Fire Event type
      - All federal agencies will use the 4 digit fire code with a FED Agency type
      - No need to add unique codes for each federal agency
- Incident Groups - Enterprise
  - Incident groups can be created to allow 1 or more incidents to be grouped. The grouped incidents can then be managed separately or as a group. Managing as an Incident Group allows the user to manage Resources associated with the Incidents as if the Incidents were one Incident. This is similar to “Manage all Incidents as One” in Legacy I-Suite.
- Incident Groups – Site
  - A Site Database is equivalent to an Incident Group. A user can add 1 or more incidents to a Site Database and manage the incidents separately or as a group. This is Similar to legacy I-Suite database and the “Manage all Incidents as One” functionality.
  - To maintain code consistency between Enterprise and Site, in e-ISuite first release, the incident screen will display a “Site Group”. The user will need to click the Site Group arrow to expand the tree view and display incidents in the Site Database.
- ROSS Import
  - Improved ROSS Import Wizard
- Financial Export
  - No changes from current process
- User Groups – Enterprise Only
  - User groups can be created to include any user with an active user account in the e-ISuite Enterprise system. The purpose of a User Group is to provide a quick and easy way to add multiple User Accounts to an incident or incident group.

- Reference Data
  - Incident Specific Reference Data can be added to an incident/incident group
  - To manage enterprise data integrity, standard reference data can no longer be edited
  - For consistency with other applications:
    - The acronym for the US Forest Service is changed from “FS” to “USFS”
    - The Kind Code field is changed to Item Code
    - The Home Unit field is changed to Unit ID
- Data Transfer – *At this time, the e-ISuite System will only include processes for managing an Incident either in the e-ISuite Enterprise System or in an e-ISuite Remote Site System. It does not include the ability to simultaneously manage an Incident from both the e-ISuite Enterprise System and an e-ISuite Remote Site system. This functionality will be added in a future release.*
  - Enterprise
    - Transfers incident to Site
      - Creates Transfer File
      - Incident will be locked at Enterprise
  - Site
    - Syncs incident data (schedule to be determined)
    - Transfers incident back to Enterprise
      - Creates Transfer file
      - Incident will be locked on Site Server

## Resource Add/Edit Screen All Modules

- New layout using vertical screen split
- New Non-Personnel filter
- Added Reassigned Status to the Exclude Demob filter
- Request Number is no longer a required field
- Changed the name of the "Contractor" check box to "Invoice Set Up (OF-286)"
- Check-in Date and Time moved to the common data screen
- Split module specific data into separate tabs

The screenshot shows the e-ISuite Enterprise Resource Add/Edit screen. The interface is split vertically. On the left is a table of resources with columns for Request Number, Resource Name, Item Code, and Status. The right side contains a form for adding or editing a resource. Red boxes highlight several changes:

- Filters:  All Non-Personnel and  Exclude Demob/Reassigned
- Request Number: O-5.1
- Invoice Setup (OF-286):
- Check-in Date: 06/01/2013
- Check-in Time: [field]
- Check-in tab selected at the bottom

- For release 1 all remarks fields will be limited to 250 characters
- Ability to Roster any Resource Type to any other Resource Type

|           |                 |     |
|-----------|-----------------|-----|
| ▼ O-14.58 | SANDOVAL, MARC  | DVS |
| O-14.58.1 | SANDOVAL PICKUP | PU  |

## Plans Reporting Module

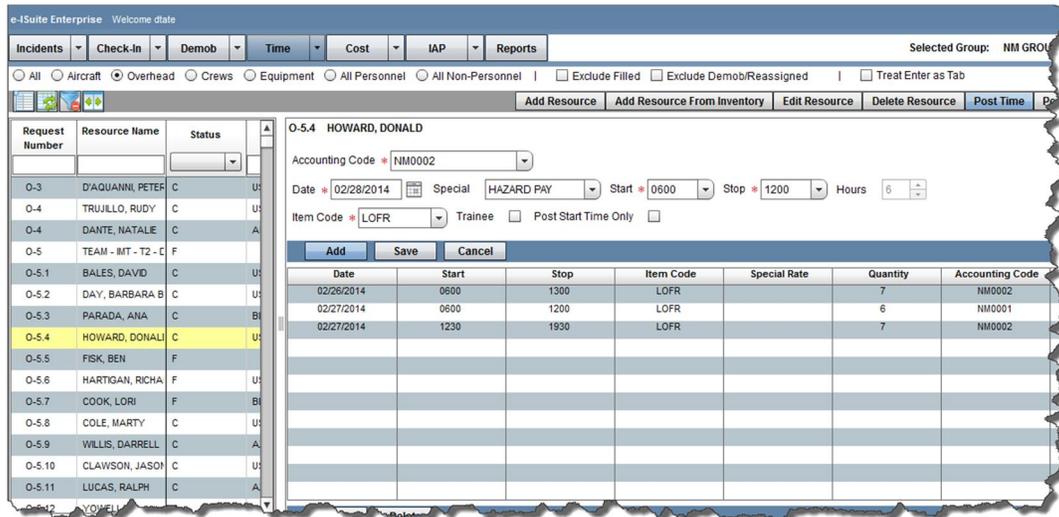
- Expanded selection criteria in most reports
  - Added ability to group by Section
- ICS-209
  - Resources with no agency defined will display in a column labeled “No Agency”
  - The “Other” column that displays in I-Suite for resources that do not have a 209 category will display in a column labeled “Non-209”
- Qualifications Report
  - Includes filter criteria to include qualified resources or trainee resources, or both on one report
- Demob – Ground Support Report
  - The airline and flight times can be added to the resource PU record and will display on the report.
- ICS-221 (Demob Checkout Form)
  - Captures and prints RON information in the Remarks section
  - The ICS-221 will be redesigned in a future release to the incorporate the DHS version

## IAP Module

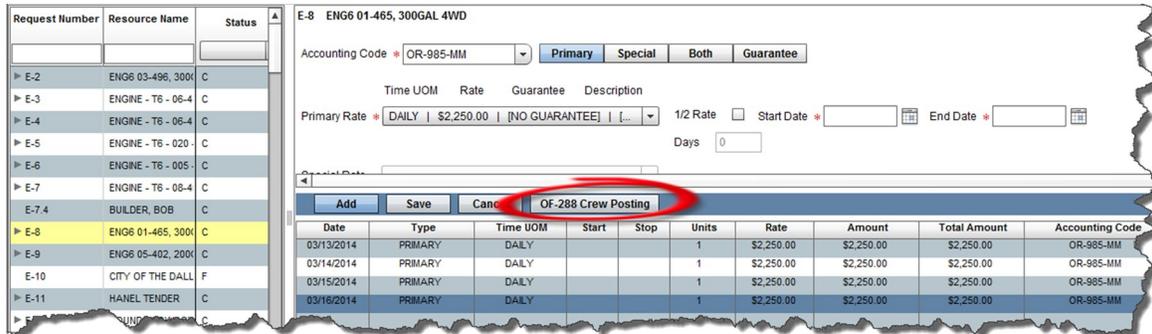
- Major Redesign of the IAP Module
  - IAP will incorporate the new Department of Homeland Security (DHS) ICS forms for the ICS-202, ICS-203, ICS-205, ICS-220
  - The ICS-204 and ICS-206 will incorporate a revised Wildland Fire format
  - Users have the ability to create multi day plans
  - IAP Forms will be generated based on the data, not by the limitations of the form
  - Columns and rows will auto adjust to display the data entered
  - ICS 204
    - Added Last Work Day (LWD) column
    - Additional frequencies can be added to Block 8 on the ICS-204

## Time Module

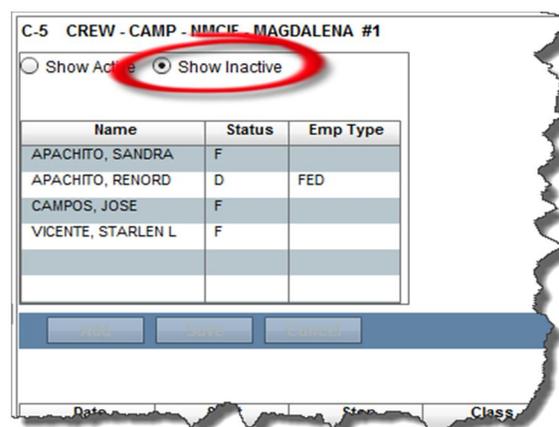
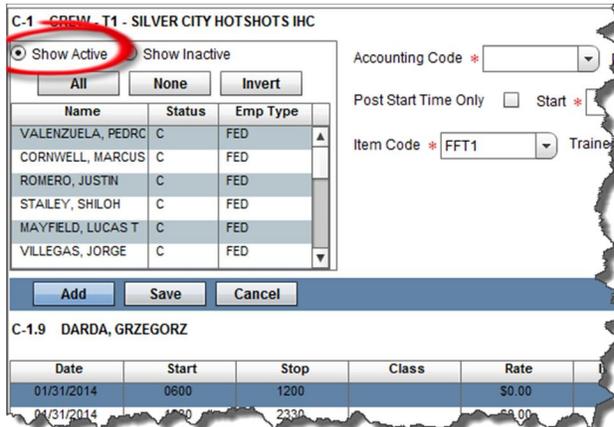
- New layout using vertical screen split



- Ability to toggle to the crew post time screen from the OF-286 parent



- Crew post screen will have an Active and Inactive view of the crew resources.
  - Active: Resources with a status of C or P and an employment code defined.
  - Inactive: Resources with a status of F, D or R.  
Resource without an employment code defined



- In addition to the RED font, a column was added in the post time grid to designate an original invoice was printed and time postings are locked.

| Date       | Start | Stop | Class | Rate    | Item Code | Special Rate | Quantity | Accounting Code | Invoiced                            |
|------------|-------|------|-------|---------|-----------|--------------|----------|-----------------|-------------------------------------|
| 03/22/2014 | 1300  | 1930 | AD-A  | \$13.96 | BCMG      |              | 6.5      | IDPC01          | <input checked="" type="checkbox"/> |
| 03/23/2014 | 0800  | 1200 | AD-A  | \$13.96 | BCMG      |              | 4        | IDPC01          | <input checked="" type="checkbox"/> |
| 03/23/2014 | 1230  | 1900 | AD-A  | \$13.96 | BCMG      |              | 6.5      | IDPC01          | <input checked="" type="checkbox"/> |
| 03/24/2014 | 0800  | 1230 | AD-A  | \$13.96 | BCMG      | TVL          | 4.5      | IDPC01          | <input type="checkbox"/>            |
| 03/24/2014 | 1300  | 1930 | AD-A  | \$13.96 | BCMG      |              | 7        | IDPC01          | <input type="checkbox"/>            |
| 03/25/2014 | 1300  | 1930 | AD-A  | \$13.96 | BCMG      |              | 7        | IDPC01          | <input type="checkbox"/>            |

- Adjustments will now display correctly
  - Deductions will display as a Negative
  - Additions will display as a Positive
- Time Reports
  - The user must determine if the invoice is a draft or original before processing the report
  - An OF-286 with OF-288 subordinates can be processed from the same report screen
  - Redesigned the Work/Rest Ratio report to improve the identification of 2:1 hours and hours needed for mitigation
  - Redesigned the Summary of Hours Worked to reflect shift hours worked by resource by day
  - Consolidated Contractor/Cooperator (OF-286) resources into a single report titled "Vendor Resource Summary"
  - Crew Roster will include additional fields (similar to the Plans Roster report)
  - The logic from the "No Postings Prior" report is included in the "Missing Days of Postings" Report

## Cost Module

- New layout using vertical screen split
- Cost Settings
  - Ability to setup default hours for estimated daily cost
  - Cost will have an Auto Run function
    - Events such as adding a new resource or posting time will trigger cost to automatically create and update daily records
- Total Incident Cost will display on the main Cost screen
- Consolidated the Run Cost process, to just one option. Thus removing the option to just run incremental portions of the run cost process

Resource Costs | Resource Other Costs

INCIDENT TOTAL: **\$180,320.00**

Resources Selected In **Run Cost**

All
  Aircraft
  Overhead
  Crews
  Equipment
  All Personnel
  All Non-Personnel
  Exclude Filled
  Exclude Demob/Reassigned

- Daily Cost Records
  - Ability to have multiple Cost Records per day
  - Ability to manually add additional daily cost records
  - View Daily cost screen will display a primary total, a subordinate total and a grand total for the selected resource
  - Modified the aircraft daily cost screen
  - Adjustments now flow from Time to Cost as their own data element
  - The Cost Level function has been updated to add an “F” denoting a flow down of an actual cost.
  - Accrual codes can now be identified down to the daily cost level
  - Other Cost – A separate area for Cost users to manage cost items that are typically entered by the Cost user such as: Buying Team purchases, mobilization costs, miscellaneous supplies

| Activity Date            | Account | Cost Group | Shift  | Cost UOM | Units | Unit Cost | Adjustment | Cost Level | Locked | Primary           | Subordinate   | Grand Total       |
|--------------------------|---------|------------|--------|----------|-------|-----------|------------|------------|--------|-------------------|---------------|-------------------|
| 03/19/2014               | ABCD    |            | HOURLY |          | 6     | \$40.00   | \$78.00    | A          |        | \$318.00          | \$0.00        | \$318.00          |
| 03/19/2014               | Y7TR    |            | HOURLY |          | 3.5   | \$40.00   | \$0.00     | A          |        | \$140.00          | \$0.00        | \$140.00          |
| 03/19/2014               |         |            |        |          | 0     | \$0.00    | \$0.00     |            |        | \$458.00          | \$0.00        | \$458.00          |
| 03/19/2014               | ABCD    |            | HOURLY |          | 6     | \$40.00   | \$78.00    | F          |        | \$318.00          | \$0.00        | \$318.00          |
| 03/21/2014               | Y7TR    |            | HOURLY |          | 3.5   | \$40.00   | \$0.00     | F          |        | \$140.00          | \$0.00        | \$140.00          |
| 03/21/2014               |         |            |        |          | 0     | \$0.00    | \$0.00     |            |        | \$458.00          | \$0.00        | \$458.00          |
| <b>PRIMARY TOTAL</b>     |         |            |        |          |       |           |            |            |        | <b>\$1,374.00</b> | <b>\$0.00</b> | <b>\$1,374.00</b> |
| <b>SUBORDINATE TOTAL</b> |         |            |        |          |       |           |            |            |        | <b>\$0.00</b>     | <b>\$0.00</b> | <b>\$0.00</b>     |
| <b>GRAND TOTAL</b>       |         |            |        |          |       |           |            |            |        | <b>\$1,374.00</b> | <b>\$0.00</b> | <b>\$1,374.00</b> |

- Cost Groups have replaced Cost Divisions
  - Changed various aspects of how Cost Groups are created, edited and managed
- Cost projections
  - Changed various aspects of how Projections are created, edited and managed
  - Users can manually add item codes to their projection
  - User can adjust Support costs
- Cost Rates
  - Standard Geographic rates can be established at the master database level – This will provide an interface in e-ISuite Enterprise where each geographic area can establish rates for State/Cooperator resources by item code.  
*This will not be fully implemented in the first release*
  - Users can add/edit Incident specific Standard Rates and Geographic rates
  - Removed the rate area functionality
- Cost Reports
  - Updated several report titles to better represent the data the report is producing
  - Most reports will offer the ability to create graphs
  - Updated formatting to provide a more modern look
  - Removed Acres/Net Value Changed, Underutilized Resources and People Summaries reports
  - Removed aircraft analysis reports
- Cost Graphs
  - Each cost report will include a graphing option
  - Removed custom graphing tool

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