



## Adding Equipment

1. When adding equipment into Fire Department Directory, click on the **My Account** tab. Then click on the **Equipment** tab.

The screenshot shows the user interface for the Fire Department Directory. At the top, there are navigation tabs: Home, Directory, My Account: Testing VFD (highlighted with a red circle '1'), My Depts, and Incident Reports. Below these, the user is logged in as 'My Account: Testing VFD'. A sub-menu is open for 'Equipment' (highlighted with a red circle '2'), showing options for Account Info, Personnel (0), Fire Reports, Equipment, TFS Assistance, and File Uploads (2). The main content area displays 'Equipment Inventory (1)' with a table containing one entry: a Foam Tender from 1995. Below the table, there is an 'Add equipment +' link and an 'Export data' button set to 'Excel'. At the bottom, there is a section for 'TRRN Inventory (0)' which is currently empty.

	IMAGE	USER_DESC	DESC	TYPE	YEAR	VEH SIZE	TANK SIZE	PUMP	FEPP	OPER	DATE UPDATED	TO TRRN	
Edit	Delete		Foam Tender	Foam Tender, Firefighting	Type I	1995		500		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	7/13/2010	xfer

2. Next, click on the **Add equipment** link.

This screenshot is identical to the previous one, but with a mouse cursor pointing to the 'Add equipment +' link, which is highlighted with a yellow starburst effect.



3. A new screen will appear with the title Manage Equipment. The minimum needed to add a piece of equipment is the Description selection, Type selection if available, and User description.

Manage Equipment

Upload image:   

Date updated: 1/20/2011 3:45:16 PM

FD name: Testing VFD

Description:

Types:

User description:  

Year:  

Vehicle size:  

Tank size:  

Pump capacity:  

FEPP:

Operational:

4. To upload an image of the equipment being added, click on the **Browse** button.

Manage Equipment

Upload image:   

Date updated: 1/20/2011 4:35:51 PM

FD name: Testing VFD

Description:

Types:

User description:  

Year:  

Vehicle size:  

Tank size:  

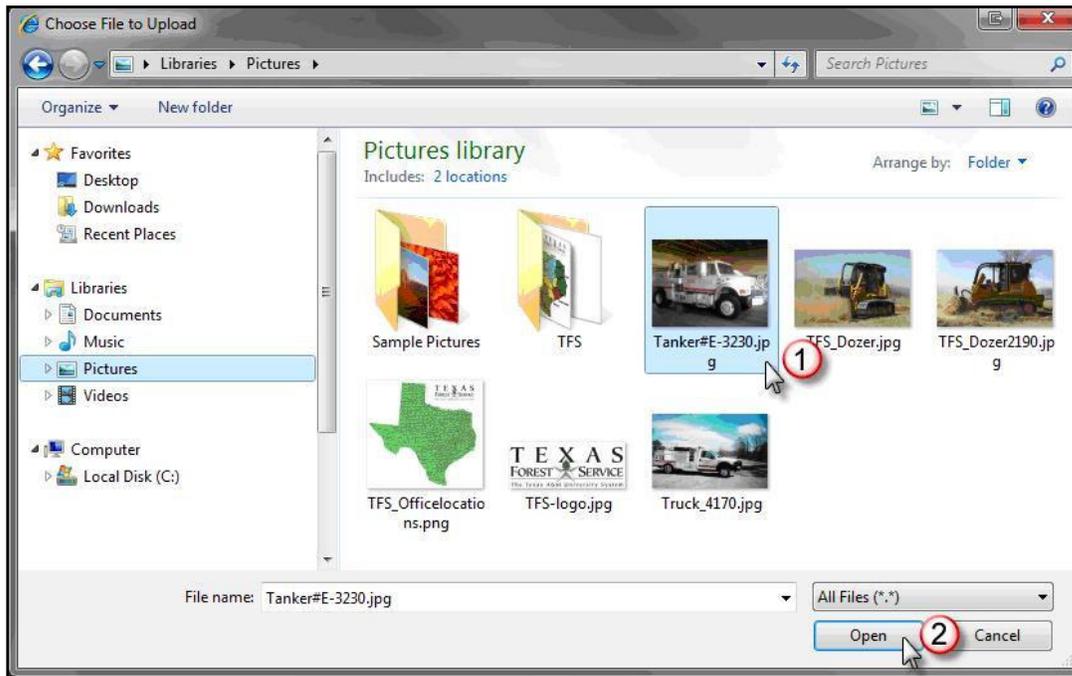
Pump capacity:  

FEPP:

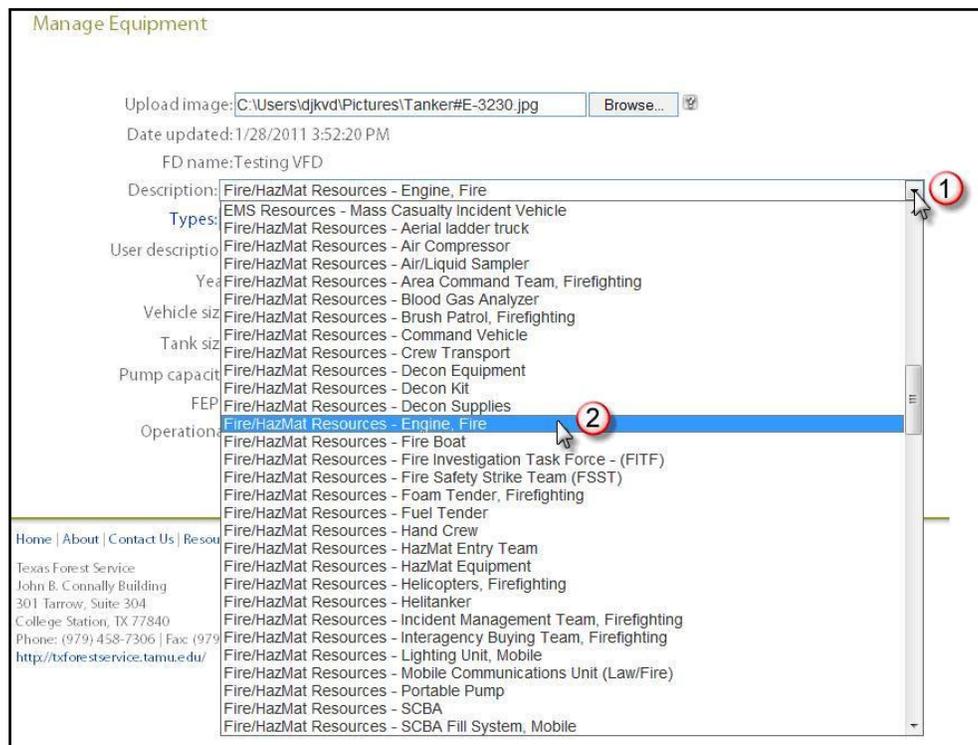
Operational:



- Next, a new window will open – **Choose File to Upload**. Select the file you want to upload and then click **Open**.



- Next, from the drop-down box, choose the **Description**.





- Next, choose the **Type** from the drop-down list.  
(Note: To view a breakdown of the types, select the **Types** link and a new window will appear.)

FD name: Testing VFD  
 Description: Fire/HazMat Resources - Engine, Fire  
 Types: Choose one...  
 User description: Choose one...  
 Yes: Type I  
 Vehicle size: Type II  
 Tank size: Type III  
 Pump capacity: Type IV  
 FEPP:   
 Operational:

U.S. Department of Homeland Security  
 Federal Emergency Management Agency

Resource: Engine, Fire (Pumper)

Category: Firefighting (ESF #4)  
 Kind: Equipment

Minimum Capabilities (Component)	Minimum Capabilities (Metric)	Type I	Type II	Type III	Type IV	Type V	Type VI	Type VII
Pump Capacity		1,000 GPM	500 GPM	120 GPM	70 GPM	50 GPM	50 GPM	50 GPM
Tank Capacity		400 Gallon	400 Gallon	500 Gallon	750 Gallon	500 Gallon	200 Gallon	125 Gallon
Hose, 2.5 inch		1,200 Feet	1,000 Feet					
Hose, 1.5 inch		400 Feet	500 Feet	1,000 Feet	300 Feet	300 Feet	300 Feet	200 Feet
Hose, 1 inch		200 Feet	300 Feet	800 Feet	300 Feet	300 Feet	300 Feet	200 Feet
Personnel		4	3	3	2	2	2	2

**Comment:**  
 The engine typing needs to be taken out to Type VII. Compromise between FIRESCOPE and NWCG is to use NWCG Standards for Engines and Crews. NWCG has seven engine types.

National Mutual Aid & Resource Management Initiatives Fire/HazMat

- In the **User Description**, type in a short description of the equipment (EG: Department's Truck Number). You can also continue to type the model **Year** of the equipment, **Vehicle Size**, **Tank Size**, and **Pump Capacity**.

Manage Equipment

Upload image: C:\Users\djkvd\Pictures\Tanker#E-3230.jpg

Date updated: 1/28/2011 3:52:20 PM

FD name: Testing VFD

Description: Fire/HazMat Resources - Engine, Fire

Types: Type III

User description: E-3230

Year: 2004

Vehicle size: 2 ton

Tank size: 600

Pump capacity: 500

FEPP:

Operational:



9. Check the **FEPP** check box, if the equipment has been acquired through the Federal Excess Personal Property program.

### Federal Excess Personal Property

Federal – was purchased by and is still owned by the Federal Government  
Excess – is no longer needed by the Federal agency that purchased it originally  
Personal – refers to any tangible property that is not real estate. Includes trucks, aircraft, personal protective equipment, motor oil, nuts, bolts, fire hose, et cetera, but not buildings.  
Property – something that is or may be owned or possessed.

For the **Operational** check box, if the equipment is operational, then click on the check box.

Types:	Type III	▼
User description:	E-3230	?
Year:	2004	?
Vehicle size:	2 ton	?
Tank size:	600	?
Pump capacity:	500	?
FEPP:	<input checked="" type="checkbox"/>	
Operational:	<input checked="" type="checkbox"/>	

10. Once complete, click on the **Submit** button. The equipment will then be added. (Note: If an image was uploaded, it will have to be approved by OFS. Once it is approved, you will be able to view the image.)



Manage Equipment

Upload image:

Date updated: 1/28/2011 3:52:20 PM

FD name: Testing VFD

Description:

Types:

User description:

Year:

Vehicle size:

Tank size:

Pump capacity:

FEPP:

Operational:

[Click Here](#)

11. To view a list of your equipment, click on the **Equipment** tab. An equipment inventory will appear for all equipment that has been added.

My Account: Testing VFD

Account Info | Personnel (0) | Fire Reports | **Equipment** | TFS Assistance | File Uploads (6)

Equipment

Equipment Inventory (3)

		IMAGE	USER DESC	DESC	TYPE	YEAR	VEH SIZE	TANK SIZE	PUMP	FEPP	OPER	DATE UPDATED	TO TRRN
<a href="#">Edit</a>	<a href="#">Delete</a>		Foam Unit	Foam Tender, Firefighting	Type I	1995		500		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1/24/2011	xfer
<a href="#">Edit</a>	<a href="#">Delete</a>		#2190	Track Dozer	Other	2005				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1/24/2011	xfer
<a href="#">Edit</a>	<a href="#">Delete</a>		E-3230	Engine, Fire	Type III	2004	2 ton	600	500	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1/28/2011	xfer

Add equipment +

as

TRRN Inventory (0)

No data