Allocating Crews to Trucks, using a Phone

When you allocate a crew member to a truck, they will receive a 'Discussion' message at the top of their screen which is their cue to go immediately to the station for departure.

Unless pre-arranged you should only allocate members from the 'Attending List' as they have replied with a thumbs up. Liaise between Captain, Senior Deputy and Deputy 1.

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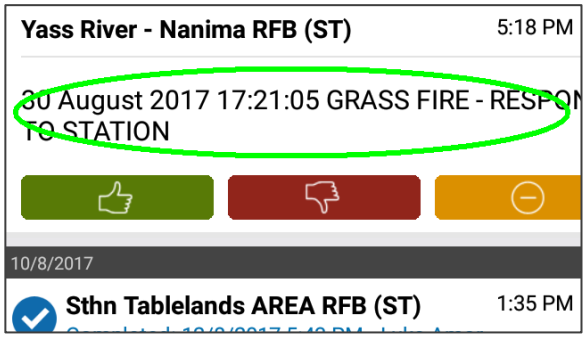
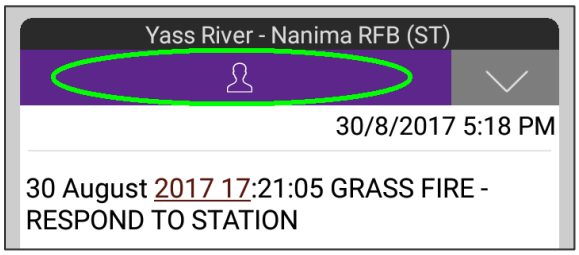
If you are viewing the alert in 'List View' **tap** the current alert then tap the three circles on the top right of the screen.

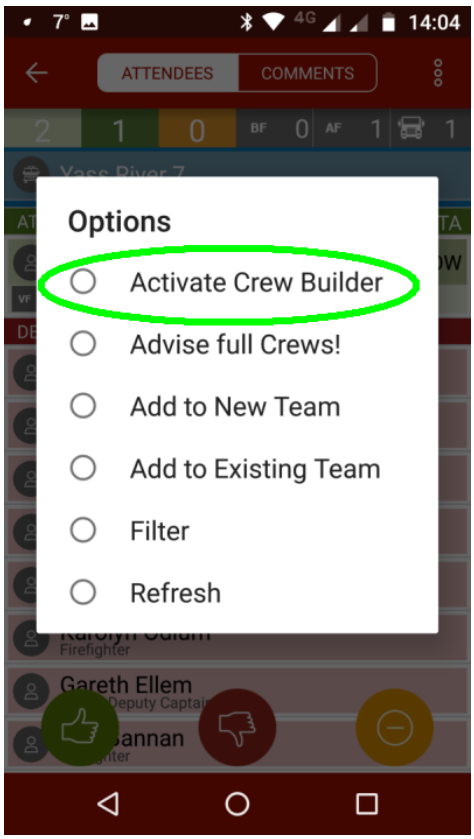


Or,

In 'Quick View' **tap** on the purple banner then Tap the three circles, top right.



Choose **'Activate Crew Builder'** to open the list of 'Attending' members and trucks.



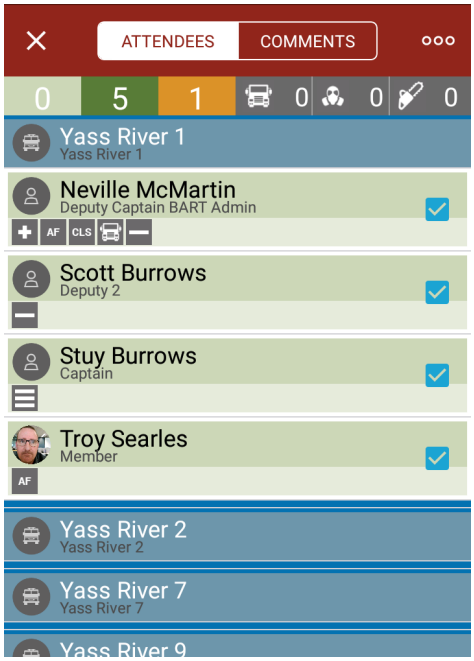
Tap (tick) the members that you require, and **then tap the truck** to allocate those members to that truck.

In the image to the right the four ticked members have been allocated to Yass River 1.

Remember to include a driver and don't exceed the number of seats in the vehicle.

Members will receive a message in **Discussions** and should drive immediately to the station.

If you have extras consider assigning them to STAND DOWN or STAND BY, as you would if you were assigning them to a truck. You can also 'Advise full crews' from the above menu



Optional: Tap allocated name to designate them as 'Crew Leader' and/or 'Driver".