

**2010 PHASED IMPLEMENTATION  
OF COLORADO IQS WEB  
February 16, 2010**

**I. For the 2010 Fire Season:**

A. Fire Departments, Counties, and other fire cooperators should **NOT** attempt to install or run the IQSweb server application on any system. The Rocky Mountain Coordination Center and the ROSS Group will only support access from the Central CSFS IQS Server, and CSFS is not able to support a system with multiple servers. After full transition to IQSweb, the only link for listing state and local resources to ROSS will be through the Central CSFS IQS server.

B. Fire Departments, Counties, and other fire cooperators should continue to use Version 6 of the PC based IQS program for preparation for the 2010 Fire Season. Use the existing procedures for maintaining data and for exporting resource qualifications to ROSS.

C. Although Version 6 of IQS creates G.U.I.D.s (which will replace social security numbers in IQSweb) do not delete/replace social security numbers in the PC based version. They are still needed (for the time being) to make the different systems (IQS/ROSS/IQSweb) talk to each other. For new IQS PC entries, the system still requires an SSN. Contact your local CSFS Zone FMO if you are prohibited from using a social security number.

**II. Preparation for Implementation of IQSweb:**

A. After all necessary qualification data updates have been completed and exported to ROSS, in preparation for the 2010 fire season, we will begin a gradual/phased transition of individual fire departments to the IQSweb Server for use during the 2011 fire season.

1. Because the data cleanup and export to IQSweb is labor intensive, departments that have their data in the best shape will be the first to be transitioned.

2. CSFS Zone FMOs are available to provide guidance and review of your data cleanup process.

3. The goal is to have all participating wildland fire agencies migrated to IQSweb in time for the 2011 Fire Season.

### III. IQSweb Data Preparation Process:

A. IQSweb does not presently have all-risk/hazard positions, standards, or training requirements. Until such time as those national standards are established, only NWCG/ROSS positions, standards, and courses will be entered or imported to the Web Server. Existing PC IQS Databases will have to be cleaned/edited to meet the existing data standards for the IQSweb Server. You may contact your local CSFS Zone FMO for assistance in completing the data preparation process, which includes the following steps:

1. Make sure you are running the current version (V.6.0.0) of IQS available at: <http://www.vdatasys.com/download/iqs/IQSV6.zip> .
2. Make a backup copy of your existing IQS Database for historical record or for use as an “all-risk” qualification training experience record.
3. Create an “Export Individual” file for all current/active personnel in your existing IQS Database.
4. Obtain a new V.6.0.0 Database including the current standard Colorado reference data, available from your local CSFS Zone Fire Management Officer ,approximately April 15, 2010.
5. Open the new standard Colorado V6.0.0 Database from the IQS program.
6. Import the “Export Individual” file you created earlier into the new database.
7. Using this new database, systematically go through each individual’s record removing qualifications, training courses, and experience that are not NWCG sanctioned, and positions and experience that are not recognized in ROSS.
8. Use the IQS Data Cleanup User Guide at: <http://www.vdatasys.com/download/docs/iqsv5or6/IQSwebCleanupUtilityUserGuide.pdf> and the IQS Data Cleanup Utility Program at: <http://www.vdatasys.com/download/iqs/IQSCleanup2.zip> to begin final cleanup of your database prior to export.
9. After you have completed the data cleanup, contact your CSFS Zone FMO for review and instructions regarding how to submit your data.

**❖ Failure to follow the guidelines listed above could result in fire resource qualifications data that can not be exported into the statewide IQS system or imported into ROSS; subsequently making them unavailable outside their local jurisdiction until the problems are corrected.**