COVID-19 Supply Portal
Glossary

General

COVID-19 Supply Portal
Platform for requesting critical COVID-19 supplies, accessible through this link

Control Tower
Central interface that manages execution of allocation against the principles and strategy provided by the Task Force / Consortia

COVID-19 Partners Platform
Platform supporting the planning and budgeting aspects of COVID-19 response

CSCS
COVID-19 Supply Chain System, mechanism including Control Tower, Task Force and Consortia

Task Force
Supervisory body setting strategic direction and guidance for the CSCS

Purchasing Consortia
Team responsible for procurement and Quality Assurance of COVID-19 supplies

SPRP
Strategic Preparedness Response Plan

Roles

Country Partner
Supply Portal user with access rights to place requests for supplies

Supply Coordinator
Supply Portal user appointed by UN Resident/Humanitarian Coordinator to review and validate requests within country

Global Viewer
Supply Portal user with viewing right for activities across countries

Country Viewer
Supply Portal user with viewing rights for activities within a given countries

Global Admin
Control Tower personnel, in charge of managing access and editing rights

Request Statuses

Requested & validation outstanding
Request submitted and waiting for Supply Coordinator validation

Requested & validated
Request validated by Supply Coordinator and awaiting endorsement by Control Tower

Confirmed (endorsed)
Request endorsed by Control Tower with valid funding source (PTAEO if WHO request), shipment destination, and quantity

Supplying agency assigned
Request allocated to a supplying agency for fulfillment

Contracted (financing, q & p confirmed)
Request with confirmed quantity and signed Proforma Invoice

Order planned
Products are being booked and processed in preparation for dispatch

Shipment packed
Products are bundled and packed, awaiting shipment or airfreight

Ready to be shipped
Products are at transporter warehouse, awaiting go-ahead for shipment

Shipped
Products have left the warehouse and are in transit

Shipment arrived
Products have landed in the destination country

Shipment delivered
Products have been handed over to the consignee, including all paperwork

Deleted in portal/cancelled
Request deleted (most often due to duplication) or cancelled by requestor

Not endorsed
A request is incomplete, incl. invalid funding source, shipment destination or quantity

Invoicing & Legal

PTAEO
Workplan based on "Project, Task, Award, Exp-type, Exp-Organization", equivalent to a "budget line" or a "charge code"

PI
Pro-Forma Invoice used for requests supplied by WHO, includes final quantity and pricing; binding if signed

MOU
Memorandum of Understanding, purchasing agreement to be signed with requesting organization

Products

Non-scarce items
To be defined by Consortia on a regular basis

Scarce item
To be defined by Consortia on a regular basis

WAC
Weighted Average Cost of items in stock, used as basis for calculating selling price