

Family Planning Executive Dashboard User's Guide



Population Welfare Department and Department of Health
Government of Khyber Pakhtunkhwa

USAID GLOBAL HEALTH SUPPLY CHAIN PROGRAM
Procurement and Supply Management

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List of Acronyms

AJK	Azad Jammu and Kashmir
CW&S	Central Warehouse and Supplies
CYP	Couple Years of Protection
DDP	District Distribution Points
DOH	Department of Health
DPIU	District Project Implementation Unit
DPWO	District Population Welfare Office
FATA	Federally Administered Tribal Areas
FLCF	Fist Level Care Facility
FWC	Family Welfare Center
LHW	Lady Health Worker
LMIS	Logistics Management Information System
MoNHSR&C	Ministry of National Health Services, Regulations and Coordination
MSU	Mobile Service Unit
PLDO	Provincial Line Department Outlets
PPIU	Provincial Project Implementation Unit
PWD	Population Welfare Department
RHS-A	Reproductive Health Services – A
RHS-B	Reproductive Health Services – B
RMP	Registered Medical Practitioners
SDP	Service Delivery Point
TB	Tuberculosis
TBA	Traditional Birth Attendants
USAID	United States Agency for International Development
WMS	Warehouse Management System

Chapter 1:

Background

Welcome to the *Family Planning (FP) Executive Dashboard User Guide!*

This user guide provides step by step instructions on getting started with the FP Executive Dashboard which is a part of Contraceptive Logistics Management Information System (cLMIS). This user guide is organized according to the logical flow of cLMIS features and describes tasks in the same order users may undertake while using the web application.

This chapter provides background of the FP Executive Dashboard.

Background of FP Executive Dashboard

The Contraceptives Logistics Management Information System is a fully functional, Government of Pakistan owned web-based Logistics Management Information System (LMIS) (<http://lmis.gov.pk>) that manages the logistics management of FP commodities in Pakistan. It also provides business intelligence that leaders at various levels can utilize to inform policies and decisions. The USAID funded Global Health Supply Chain – Procurement & Supply Management (GHSC-PSM) project created a Family Planning Executive Dashboard as a step towards ensuring commodity security through use of cLMIS data for policy, procurement planning, financing, and stock monitoring decision making and to ensure evidence-based decisions around contraceptive stock sufficiency up to the service delivery point (SDP)/health facility level.

The GHSC-PSM project, in collaboration with the Population Program Wing / Ministry of National Health Services, Regulations & Coordination, organized a one-day session on 8th February 2018 in Lahore to launch and introduce the Family Planning (FP) Executive Dashboard to all of the Secretaries and relevant Director Generals of provincial Departments of Health and Population Welfare Departments.

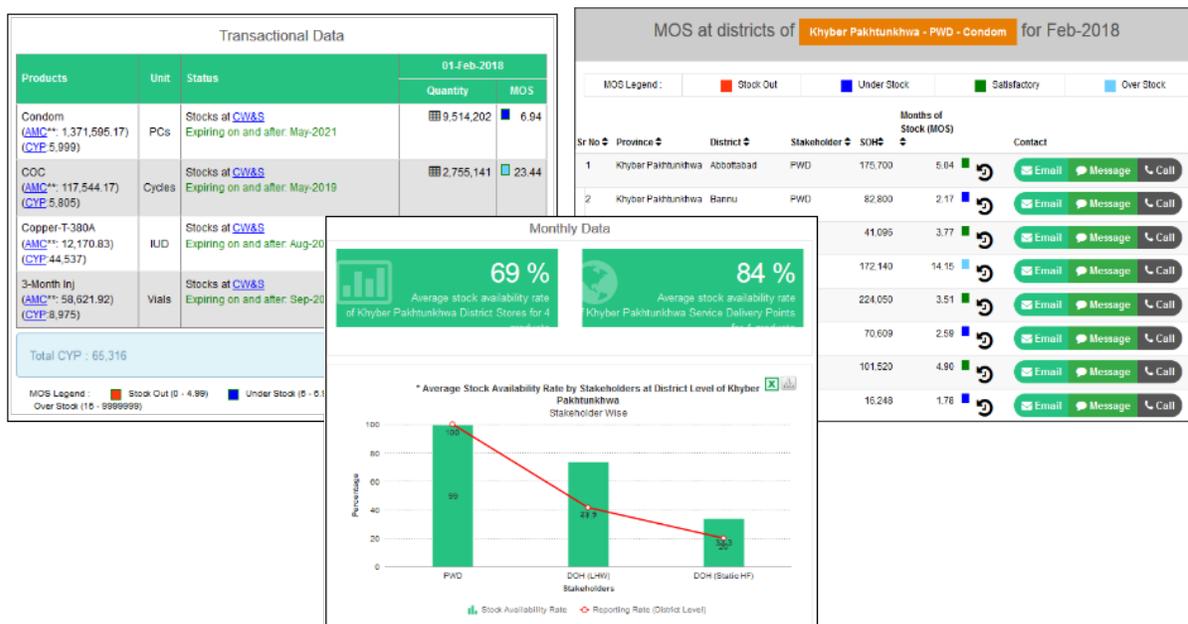
One outcome from the orientation session was the decision that the GHSC-PSM program would create a user guide for FP Executive Dashboard that will help in understanding the use of the dashboard for the relevant users today and in the future to institutionalize this knowledge.

Salient Features of the FP Executive Dashboard

The prominent features of the FP Executive Dashboard include:

- The Executive Dashboard has the capability to generate “advisories” addressed to appropriate senior level officers at the provincial and district levels where SDP stocks have gone below the agreed-upon levels posing risk of stock-out.
- The Dashboard focuses on engaging higher levels of management for their intervention at appropriate times to ensure action throughout the supply chain hierarchy. Below are recent screen shots from the FP Dashboard.

Khyber Pakhtunkhwa - Executive Dashboard - Feb-2018



Chapter 2:

FP Executive Dashboard

This chapter introduces the features of the FP Executive Dashboard, available in the Contraceptives Logistics Management Information System (cLMIS).

In this chapter, the user will be introduced to the following:

1. [FP Executive Dashboard](#)
2. [Transactional Data Table](#)
3. [District's Stock Availability](#)
4. [SDP Level Stock Availability](#)
5. [Health Facilities Compliance Rate](#)

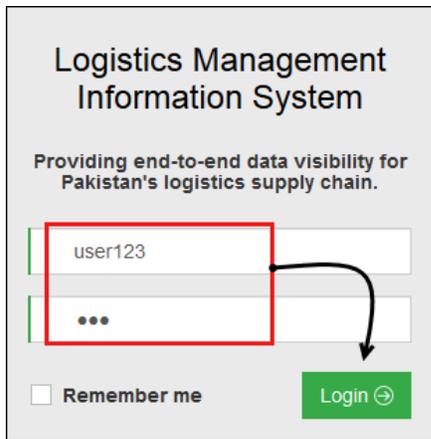
FP Executive Dashboard Overview

The FP Executive Dashboard has been developed to provide an overview of stock sufficiency of family planning commodities for all four provinces, relevant districts and Service Delivery Points (SDP) / health facilities. In each province, health and population welfare departments are the main consumer of FP commodities and in some provinces like Sindh and Khyber Pakhtunkhwa, both departments are procuring jointly with storage at the Central Warehouse & Supplies (CWS), Karachi. The dashboard also enables users to drill down to a particular commodity's stock situation at the SDP level for deeper insight into commodity stock levels.

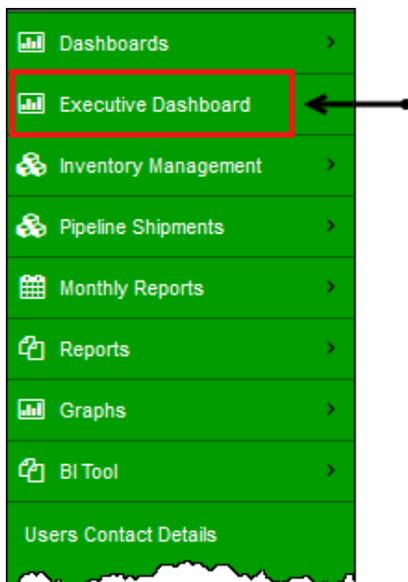
Working with the FP Executive Dashboard

To open the Executive Dashboard:

1. Go to www.lmis.gov.pk.
2. Log into the LMIS account using your provided credentials.



3. After logging in, click **Executive Dashboard** on the left side menu.



The Executive Dashboard will then display.

Upon loading, the dashboard displays on the left and is a real-time stock situation at the CWS, Karachi, as on the current date, in the Transactional Data table. Please note that districts and health facilities data reporting is compiled monthly, therefore, the stock data of districts and

health facilities on the right will be displayed in the next month, e.g., data related to March will be displayed in April after data entry is completed.

Filter by

Reporting Month: 2018-03-30 Province: Punjab Funding Source: All

Show All Products

- Condom
- COC
- Copper-T-380A
- 3-Month Inj

Punjab - Executive Dashboard - Mar-2018

Transactional Data

Products	Unit	Status	Quantity	MIOs
Condom (AMC**: 7,723,896.55)	PCs	Stocks at CW&S Expiring on and after: Jun-2021	165,701,085	21.45
Order 46,343,379 Condom PCs after 3 months to maintain the desired stock level				
COC (AMC**: 653,312.61)	Cycles	Stocks at CW&S Expiring on and after: May-2019	11,963,632	18.31
Order 3,919,876 COC Cycles ASAP to maintain the desired stock level				
Copper-T-380A (AMC**: 47,882.19)	IUD	Stocks at CW&S Expiring on and after: Jun-2020	1,834,418	38.31
		Pipeline	11,650	0.24
Total			1,846,068	38.55
Order 287,293 Copper-T-380A IUD after 2 years to maintain the desired stock level				
3-Month Inj (AMC**: 184,576.44)	Vials	Stocks at CW&S Expiring on and after: Mar-2020	3,822,444	20.71
Order 1,107,459 3-Month Inj Vials after 3 months to maintain the desired stock level				
Total CYP : 0				

Monthly Data
Districts and health facilities data reporting is on monthly basis. Stocks data of districts and health facilities will be displayed in Apr 2018 after data entry of Mar 2018

On loading, the Transactional Data table displays real time stock situation of the central warehouse.

4. In order to populate Executive Dashboard reports, select the desired filter options.

Filter by

Reporting Month: 2018-02-01

Province: Khyber Pakhtunkhwa Funding Source: All

Show All Products

- Condom
- COC
- Copper-T-380A
- 3-Month Inj

Go

Select the required filter options and then click Go.

The options include:

- **Date:** select the required date from the calendar tool.
- **Province:** specify the desired province.

- **Funding Source:** specify the funding source, e.g. **Govt. of Punjab – PWD**, or **Govt. of Punjab – DoH**.
- **Products:** specify the product(s) desired. The user can select one or more products of choice.

5. Click **GO** to populate the dashboard graphs.

The Executive Dashboard populates, as shown in the image below:

Filter by

Reporting Month: 2018-02-01 | Province: Khyber Pakhtunkhwa | Funding Source: All

Show All Products:
 Condom, COC, Copper-T-380A, 3-Month Inj

Go **Filter**

Transactional Data Table

Products	Unit	Status	Quantity	MOS
Condom (AMC**: 1,371,595.17) (CYP: 5,999)	PCs	Stocks at CW&S Expiring on and after: May-2021	9,514,202	
COC (AMC**: 117,544.17) (CYP: 5,805)	Cycles	Stocks at CW&S Expiring on and after: May-2019	2,755,141	
Copper-T-380A (AMC**: 12,170.83) (CYP: 44,537)	IUD	Stocks at CW&S Expiring on and after: Aug-2022	85,695	7.04
3-Month Inj (AMC**: 58,521.92) (CYP: 9,975)	Vials	Stocks at CW&S Expiring on and after: Sep-2019	583,700	9.96

Total CYP: 65,316

Stock Availability Graph for Districts

* Average Stock Availability Rate by Stakeholders at District Level of Khyber Pakhtunkhwa Stakeholder Wise

Stakeholder	Stock Availability Rate (%)	Reporting Rate (%)
PWD	98	100
DOH (LHW)	43.7	69
DOH (Static HF)	25	84

Stock Availability Graph for Health Facilities

* Average Stock Availability Rate at SDP Level for Feb-2018

Stakeholder	Stock Availability Rate at SDPs (%)	Reporting Rate (SDP Level) (%)
PWD	93.82	99.3

Stock Availability Graph for Health Facilities

Stock Availability Graph for Districts

Stock Availability Graph for Health Facilities

The following sections explain each of the analysis reports available in the FP Executive Dashboard.

Transactional Data Table

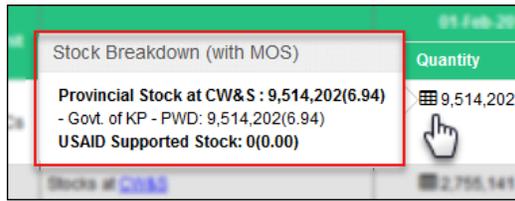
The Transactional Data table provides the status of stock availability at the CWS, Karachi and pipeline for each product for the selected province.

Transactional Data				
Products	Unit	Status	01-Feb-2018	
			Quantity	MOS
Condom (AMC**: 8,478,635.55) (CYP:54,710)	PCs	Stocks at CW&S Expiring on and after: Jun-2021	165,701,085	19.54
Order 50,871,813 Condom PCs after 2 months to maintain the desired stock level				
COC (AMC**: 709,561.80) (CYP:33,511)	Cycles	Stocks at CW&S Expiring on and after: May-2019	11,963,632	16.86
Order 4,966,933 COC Cycles ASAP to maintain the desired stock level				
Copper-T-380A (AMC**: 51,569.69) (CYP:254,992)	IUD	Stocks at CW&S Expiring on and after: Jun-2020	1,834,418	35.57
		Pipeline	11,650	0.23
		Total	1,846,068	35.80
Order 309,418 Copper-T-380A IUD after 2 years to maintain the desired stock level				
3-Month Inj (AMC**: 200,644.19) (CYP:29,914)	Vials	Stocks at CW&S Expiring on and after: Mar-2020	3,822,444	19.05
Order 1,203,865 3-Month Inj Vials after 1 months to maintain the desired stock level				
Total CYP : 373,128				
<p>MOS Legend : ■ Stock Out (0 - 4.99) ■ Under Stock (5 - 6.99) ■ Satisfactory (7 - 14.99) ■ Over Stock (15 - 9999999)</p> <ul style="list-style-type: none"> • ReOrdering Dates are calculated in order to maintain stock sufficiency level of 12-18 months • Shipments may take estimated delivery time of 2 - 6 months. • Key: POP (Progestin only Pill), COC (Combined Oral Contraceptive); ECP (Emergency Contraceptive Pill), MoS (Months of Stock), AMC (Average Monthly Consumption) • *All above estimated MoS represents provincially procured and MoNHSR&C allocations from past USAID support • AMC** : Average Monthly Consumption calculated on last 12 Non-Zero months • ReOrder On : Estimated Date to order , for maintaining minimum stock level. • ReOrdering Quantity : Estimated quantity to be ordered. • ReOrdering Quantity : Calculated only on current month. • LHW Program reports only 3 products i.e. Condom ,COC , 3-Month Inj 				

The information includes:

- **Products:** display the FP product type.
- **Unit:** displays the unit measure for each product.
- **Status:** displays the stock location at the CWS, in the pipeline, or both.

- **Quantity:** displays the quantity of available stocks and the stocks in pipeline.



Hover over the  icon to view the stock breakdown by funding source.

- **MOS:** displays the months of stock for each product with different colors to identify level of severity. The legends include:

-  Stock Out (0 - 4.99)
-  Under Stock (5 - 6.99)
-  Satisfactory (7 - 14.99)
-  Over Stock (15 - 9999999)

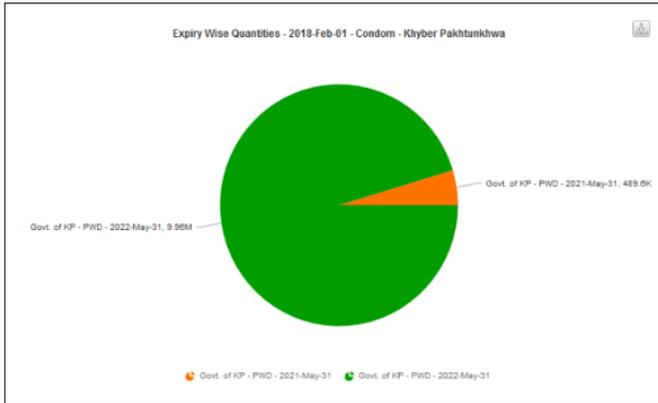
- The Transactional Data table also provides intelligence for when and how much needs to be ordered in the future for maintaining desired maximum stock levels.

Transactional Data		
Products	Unit	Status
Condom (AMC**: 8,478,635.55) (CYP:54,710)	PCs	Stocks at CW&S Expiring on and after: Jun-2021
Order 50,871,813 Condom PCs after 2 months to maintain the desired stock level		
COC (AMC**: 709,561.80) (CYP:33,511)	Cycles	Stocks at CW&S Expiring on and after: May-2019
Order 4,966,933 COC Cycles ASAP to maintain the desired stock level		

In order to maintain optimum stock levels for each product, intelligent estimates are displayed for when and how much quantity needs to be ordered in future.

- The user can click on the Expiry information under the stock information to view the expiry-wise quantities graph, as shown in the image below:

Transactional Data				
Products	Unit	Status	01-Feb-2018	
			Quantity	MOS
Condom (AMC**: 8,478,635.55) (CYP: 54,710)	PCs	Stocks at CW&S Expiring on and after: Jun-2021	165,701,085	19.54
Order 50,871,813 Condom PCs after 2 months to maintain the desired stock level				



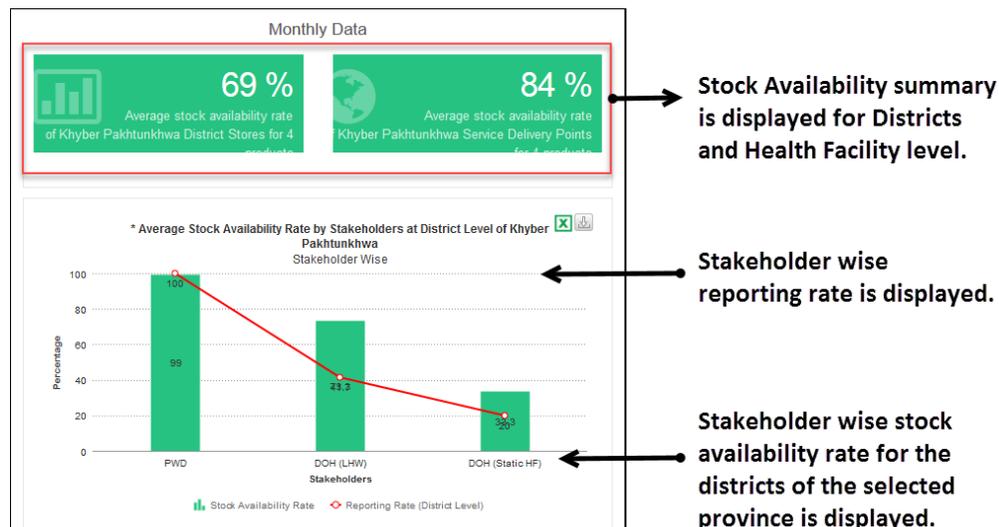
The user can also view the expiry-wise quantities of the product using the pie chart here.

- The bottom section displays the total CYP generated based on the data selected in the filter. For example, the CYP generated for Punjab for the month of February 2018 is displayed in the image below:

3-Month Inj (AMC**: 200,644.19) (CYP: 29,914)	Vials	Stocks at CW&S Expiring on and after: Mar-2020
Order 1,203,865 3-Month Inj Vials after 1 months to maintain the desired stock level		
Total CYP : 373,128		

District Stores Stock Availability

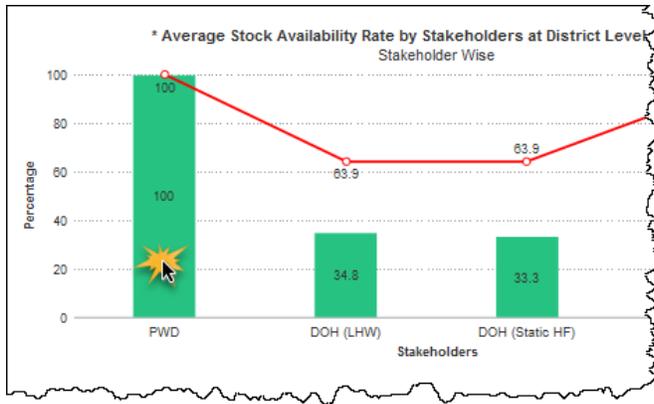
The Monthly Data table is a comprehensive report that shows the stock availability rate at district stores of the selected province by stakeholder. The image below describes the information available in the graph report.



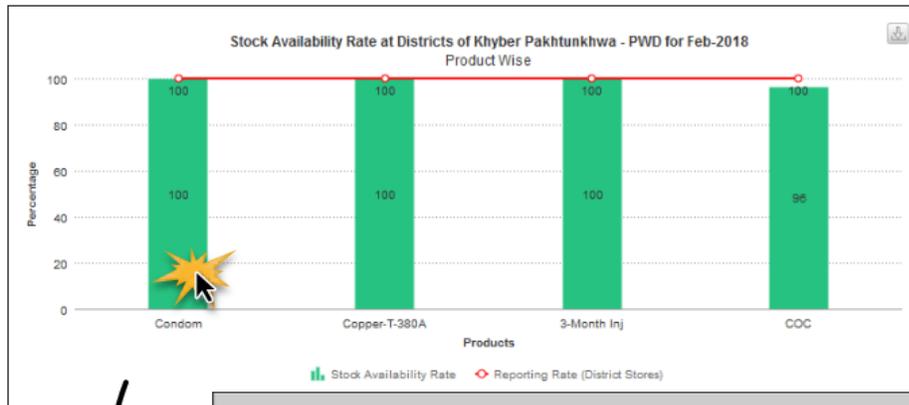
- **Stock Availability Summary:** The Stock Availability Summary of key products is displayed at the district and SDP level at the top.
- **Reporting Rate (District Level):** The stakeholder reporting rate is displayed as a red line. This enables decision-makers to analyze the credibility of the reported numbers through the district's reporting rate. A good reporting rate validates the stock availability information.
- **Stock Availability Rate at Districts:** The green bars display the stock availability rate in the districts of the selected province by stakeholder.

The user can click  to export the graph to an Excel format and click  to export the graph as a chart.

Click any of the green bars to view the stock availability rate of each stakeholder by product, as shown in the image below:



For the selected stakeholder, the stock status of each product will then be displayed in form of a bar graph as shown in the smaller table below.



Click on each product to drill-down and view the months of stock in each of the districts.

MOS at districts of Khyber Pakhtunkhwa - PWD - Condom for Feb-2018					
MOS Legend : ■ Stock Out ■ Under Stock ■ Satisfactory ■ Over Stock					
	District	Stakeholder	SOH	Months of Stock (MOS)	Contact
1	Khyber Pakhtunkhwa - Abbottabad	PWD	175,700	5.04	Email Message Call
2	Khyber Pakhtunkhwa - Bannu	PWD	82,800	2.17	Email Message Call
3	Khyber Pakhtunkhwa - Batagram	PWD	41,096	3.77	Email Message Call
4	Khyber Pakhtunkhwa - Bunner	PWD	172,140	14.15	Email Message Call
5	Khyber Pakhtunkhwa - Charsadda	PWD	224,050	3.51	Email Message Call
6	Khyber Pakhtunkhwa - Chitral	PWD	70,609	2.59	Email Message Call
7	Khyber Pakhtunkhwa - Dera Ismail Khan	PWD	101,520	4.90	Email Message Call
8	Khyber Pakhtunkhwa - Hangu	PWD	16,248	1.78	Email Message Call

The user can further drill down and click each of the products to view the months of stock for that product in each of the districts for the selected stakeholder. The user can view the following information:

- **Province:** displays the selected province.

- **District:** displays the districts in the province.
- **Stakeholder:** displays the relevant stakeholder.
- **SOH:** displays the Stock on Hand for the product.
Stock on Hand is the actual stock available in the district.
- **Months of Stock:** displays the months of stock of the product.
Months of stock refers to the sufficiency of stock in number of months.

The user can click on the MOS legend on top to filter the districts based on their MOS, as shown in the image below:

MOS at districts of **Khyber Pakhtunkhwa - PWD - Condom** for Feb-2018

Legend: ■ Stock Out, ■ Under Stock, ■ Satisfactory, ■ Over Stock

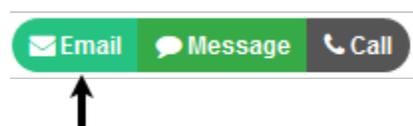
Sr No	Province	District	Stakeholder	SOH	Months of Stock (MOS)	Contact
4	Khyber Pakhtunkhwa	Bunner	PWD	172,140	14.15	
18	Khyber Pakhtunkhwa	Nowshera	PWD	89,856	6.87	
19	Khyber Pakhtunkhwa	Peshawar	PWD	273,636	9.36	
23	Khyber Pakhtunkhwa	Tank	PWD	63,004	7.39	

Easily filter the districts based on their MOS by clicking the legend above.

- **Contact:** The user can contact the focal person within the district to ask for more information or give instruction in order to balance stock on hand or prevent stock-out at a given facility.

Contact via Email

The user can contact the district focal person via email by clicking the email button.



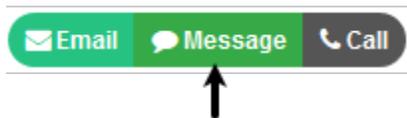
The email dialog displays as shown in the image below:

Send Email	
Write e-mail to :	javed khokhar PWD - Abbottabad - Khyber Pakhtunkhwa
Regarding	Abbottabad District Store
Subject (131 chars left)	Add subject here...
Message (979 chars left)	Add message here....
<input type="button" value="Send"/>	

Specify the email **Subject** and **Message** and then click **Send** to send an email.

Contact via Message

The user can contact the focal person in the district via short message service (SMS) by clicking the Message button.



The Message dialog displays as shown in the image below:

Send SMS	
Send SMS to :	javed khokhar PWD - Abbottabad - Khyber Pakhtunkhwa
Regarding	Abbottabad District Store
Message (128 chars left)	Write message here...
<input type="button" value="Send"/>	

Specify the **Message** and then click **Send** to send an SMS.

Upcoming Feature!

Contact via Call

In the future, users will be able to call the focal person in the district by clicking on the call button, as shown in the image below:

This will enable the user to easily connect with the concerned person and verify the stock situation on hand.

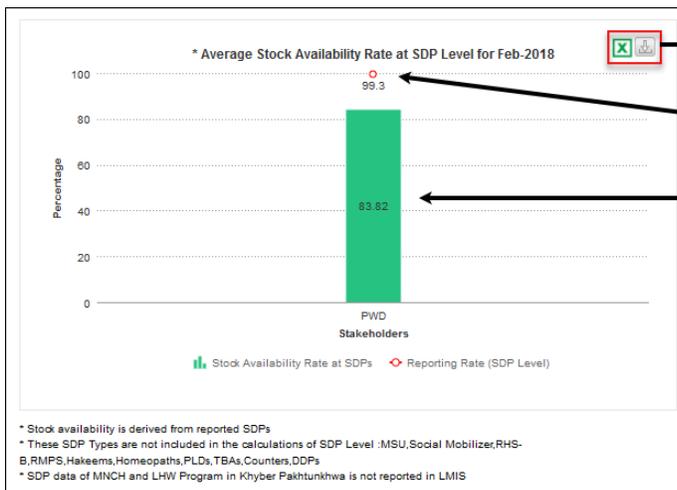
View Correspondence History

The users can view the correspondence history by clicking the icon. The correspondence history is displayed for each district.

#	Type	Sent By	Sent On	Message	Status
1	SMS	Muhammad Ahmed	29-Mar-2018 03:03 PM	Please transfer stock to adjacent SDPs due to overstock.	sent
2	Email	Muhammad Ahmed	29-Mar-2018 03:03 PM	AoA, Please transfer stock to adjacent SDPs due to overstock. Regards, Ahmed	sent
3	SMS	Guest	08-Feb-2018 01:02 PM	Please check coc pills expiry status	sent
4	Email	Guest	08-Feb-2018 01:02 PM	AoA, Please verify the receiving of stock ASAP. Regards, Ahmed	sent

SDP Level Stock Availability

This report shows the average stock availability rate at the Service Delivery Point (SDP) level by stakeholder for the selected month along with the SDP's reporting rate.



Export the report using these options.

Reporting rate is displayed here.

Green bars display the Stock Availability at SDP level.

- **Stock Availability Rate at SDPs:** The **green** bars display the stock availability rate by stakeholder at the SDP level in the districts of the selected province.

- **Reporting Rate (SDP Level):** The reporting rate by stakeholder is displayed as a red line, that enables decision-makers to analyze the credibility of the reported numbers through the SDP reporting rate. A good reporting rate validates the stock availability information.

The user can click  to export the graph in an Excel format and click  to export the graph as a chart.

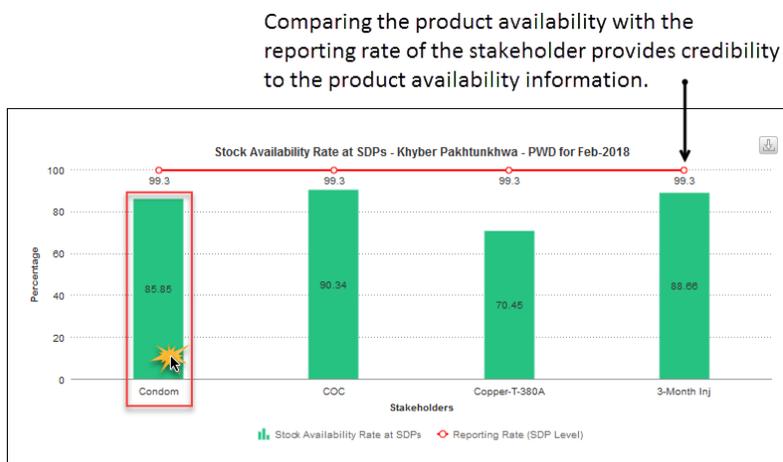
To analyze SDP stock sufficiency:

1. Click any of the green bars to view product stock availability rate of each stakeholder, as shown in the image below:

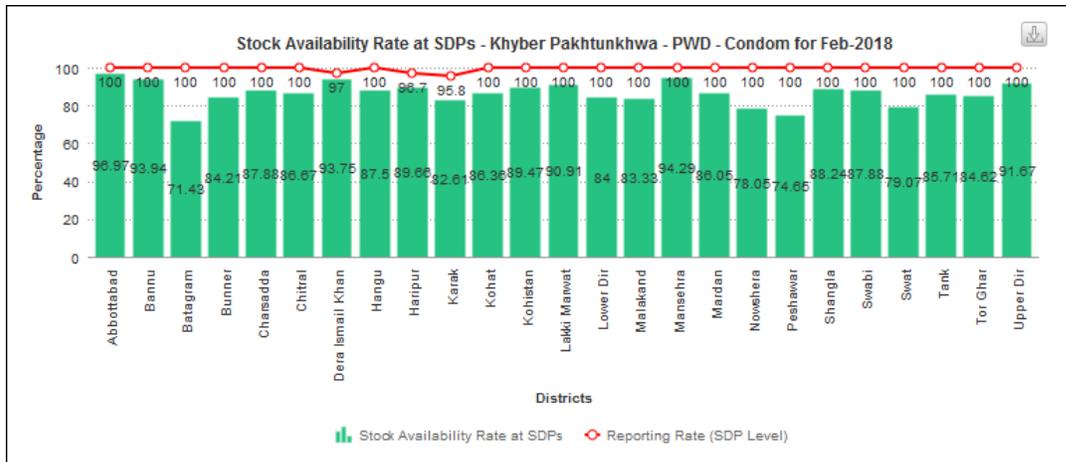


2. Click on the stakeholder to view the product stock availability status in the form of a bar graph. The reporting rate is also displayed which helps provide credibility to the product availability statistics. A 100% reporting rate indicates that the stock availability information is reliable and correct.

See image below for more information:



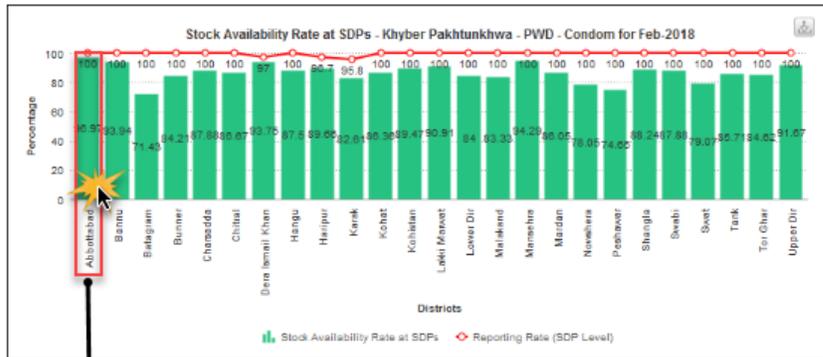
- Click on the product to further drill down to view the selected product's availability at each District for the selected stakeholder and province. This information is also clubbed with the District's reporting rate being shown as a red line.



The user can scroll down to view the district's contact list. This makes it easier for the user to contact the focal person at the district for any inquiry. The contact list also provides the 'Reporting Rate' and the 'Stock Availability Rate' of each district, as shown in the image below:

Districts Contact List PWD - Condom				
#	District	Reporting Rate	Stock Availability Rate	Action
1	Abbottabad	100.00 %	96.97 %	Email Message
2	Bannu	100.00 %	93.94 %	Email Message
3	Batagram	100.00 %	71.43 %	Email Message
4	Bunner	100.00 %	84.21 %	Email Message
5	Charsadda	100.00 %	87.88 %	Email Message
6	Chitral	100.00 %	86.67 %	Email Message
7	Dera Ismail Khan	96.97 %	93.75 %	Email Message
8	Hangu	100.00 %	87.50 %	Email Message
9	Haripur	96.67 %	89.66 %	Email Message
10	Karak	95.83 %	82.61 %	Email Message

- The user can click on 'Email' to contact via email or click on 'Message' to send a text message to the district focal person for any desired action. Refer to the '[Contact via Email](#)' and '[Contact via Message](#)' for more information.
- Clicking on the 'Stock Availability Rate' of any district displays the Months of Stock for relevant SDPs, as shown in the image below:



Click on a district to drill-down to view the stock availability for the product (selected above) at each SDP.

MOS at SDP's of District : **Abbottabad - PWD - Condom** for Feb-2018

MOS Legend : ■ Stock Out ■ Under Stock ■ Satisfactory ■ Over Stock

Sr no	District	Warehouse	SOH	Months of stock - (MOS)	Contact
1	Abbottabad	Ayub Medical Complex Abbottabad	1,000	0.80 ■	Email Message
2	Abbottabad	FWC Abbottabad City	1,900	1.69 ■	Email Message
3	Abbottabad	FWC Baladehari Mangal	790	0.91 ■	Email Message
4	Abbottabad	FWC Bandi Dhundan	2,000	2.14 ■	Email Message
5	Abbottabad	FWC Bandi Phullan	1,000	0.88 ■	Email Message
6	Abbottabad	FWC Bangnoter	1,806	1.29 ■	Email Message
7	Abbottabad	FWC Beerangali	1,450	1.43 ■	Email Message
8	Abbottabad	FWC Beerote	900	0.53 ■	Email Message

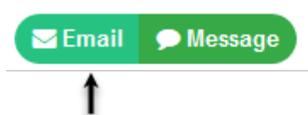
The user can view the following information:

- District:** displays the districts in the province.
- Warehouse:** displays the area where the warehouse is located.
- SOH:** displays the Stock on Hand for the product.
Stock on Hand is the actual stock available at the SDP.
- Months of Stock (MOS):** displays the months of stock for the product.
Months of stock refers to the sufficiency of stock in number of months.

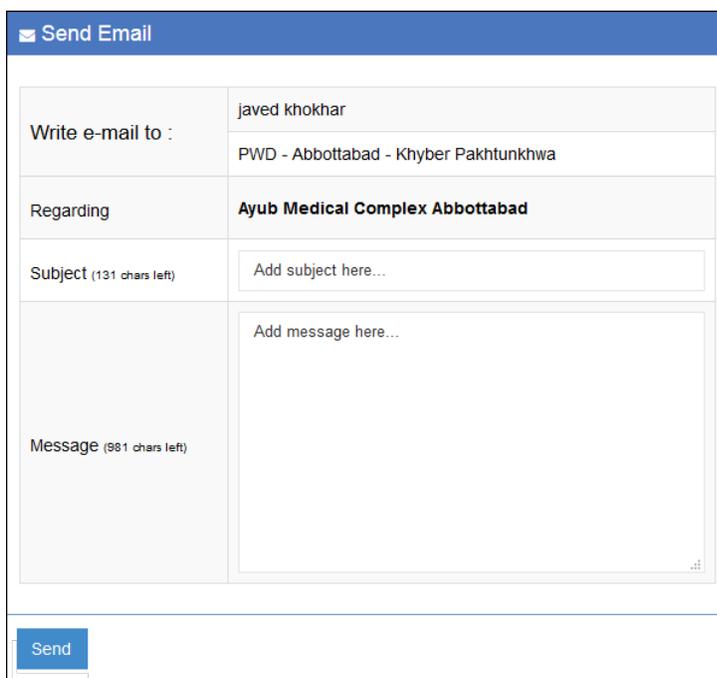
- **Contact:** The user can even contact the SDP in the district to confirm stock levels and ask for further information.
- : The user can click on this icon to view the correspondence history via email and text messages.

Contact via Email

The user can contact the SDPs of the district via email by clicking the email button.



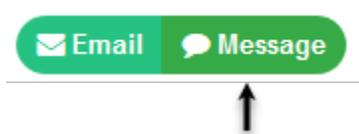
The email dialog displays as shown in the image below:



Specify the email **Subject** and **Message** and then click **Send** to send an email.

Contact via Message

The user can contact the district via SMS by clicking the Message button.



The Message dialog displays as shown in the image below:

✉ Send SMS

Send SMS to :	javed khokhar
	PWD - Abbottabad - Khyber Pakhtunkhwa
Regarding	Ayub Medical Complex Abbottabad
Message (131 chars left)	<div style="border: 1px solid #ccc; min-height: 100px; padding: 5px;">Add message here... </div>

Send

Specify the **Message** and then click **Send** to send an SMS.



In case of any further information, please contact our support representative at support@lmis.gov.pk.