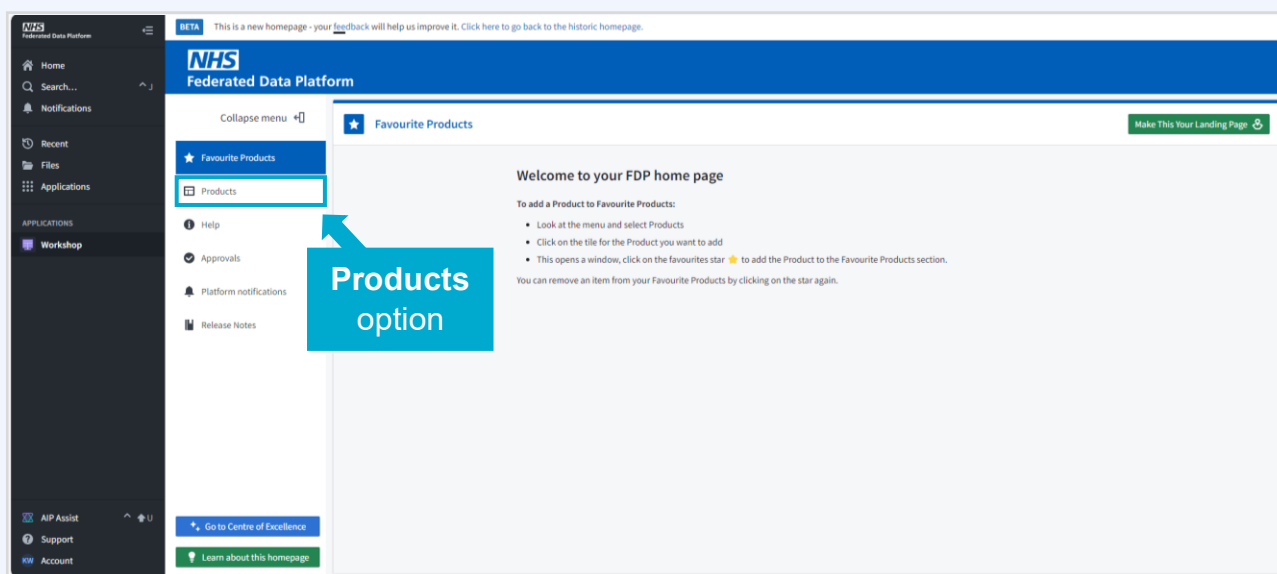


Access and use the dashboard

This information is OFFICIAL

Accessing the dashboard

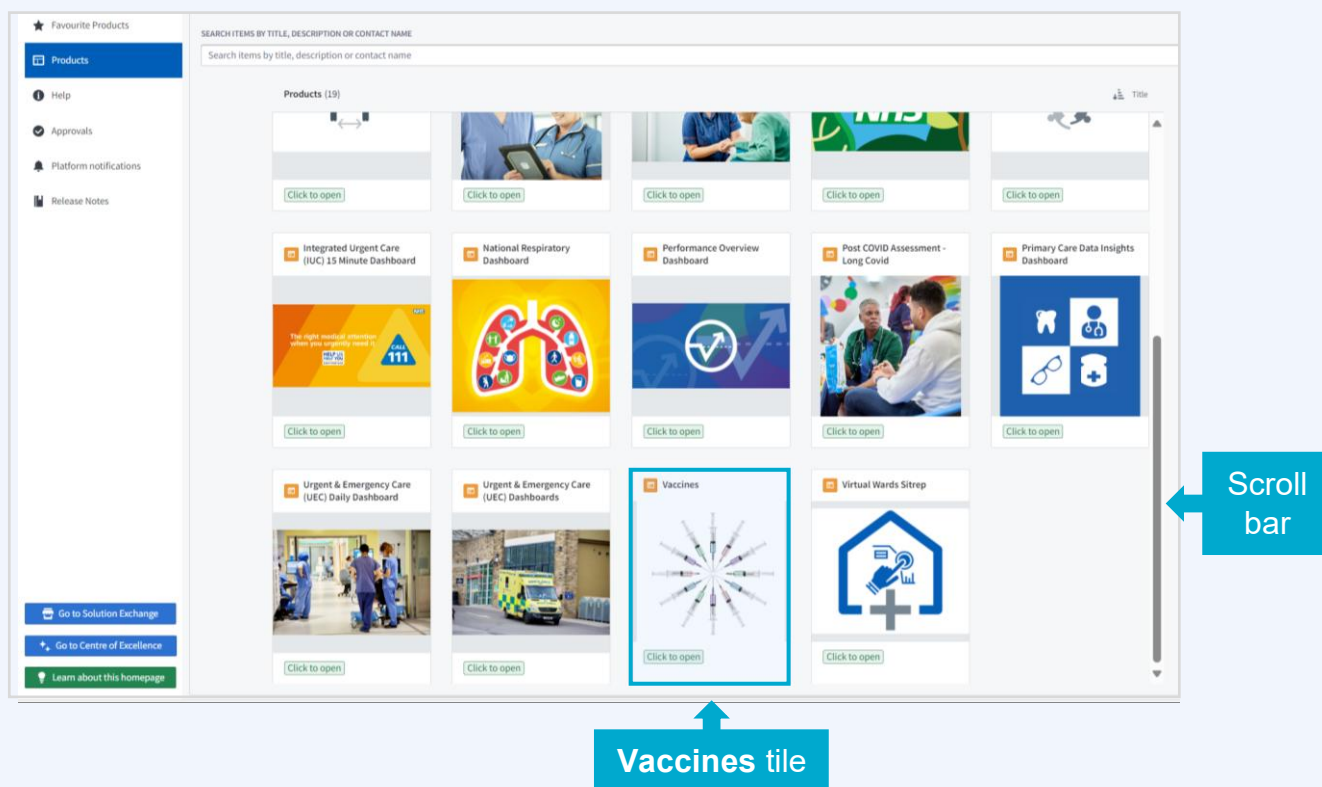
1. Log into the FDP ([Vaccines Homepage - Vaccines Homepage](#)) and select the **Products** option.



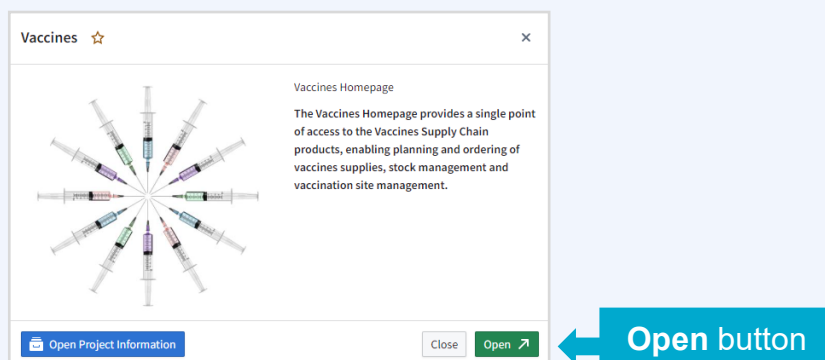
2. Use the scroll bar at the right of the product tiles to scroll down and select the **Vaccines** tile.

Note

The **Vaccines** tile may be in a different location to that shown below.



3. Select the **Open** button to take you to the **Vaccines Homepage**.



4. Select the **Supply Dashboard** option.

The screenshot displays the 'Vaccines Homepage' with a blue header bar containing 'National Workstations' and 'Regional Workstations' tabs, and the text 'Welcome to the Vaccines Homepage'. Below the header, a grey bar indicates 'RESTRICTED - management information - not for onward sharing'. The main content area is divided into three columns. The left column, 'Supply Chain Applications', lists several tools, with 'Supply Dashboard' (described as 'Includes Site Allocations Planner and Site Summary Details Stock Assurance') highlighted by a blue box and a blue arrow pointing to it. A blue callout box with the text 'Supply Dashboard option' is positioned below this list. The middle column, 'Vaccines Reporting Dashboards', lists 'Covid Dashboard', 'Flu Dashboard', 'MMR Reporting', 'RSV Reporting', and 'Mpox Reporting'. The right column contains a 'Regional Workstations Release Announcement', a 'Request Access' section with 'Request Access' and 'Request Access For Regional Workstations' options, and an 'Administration' section with the 'Native Approvals App'.

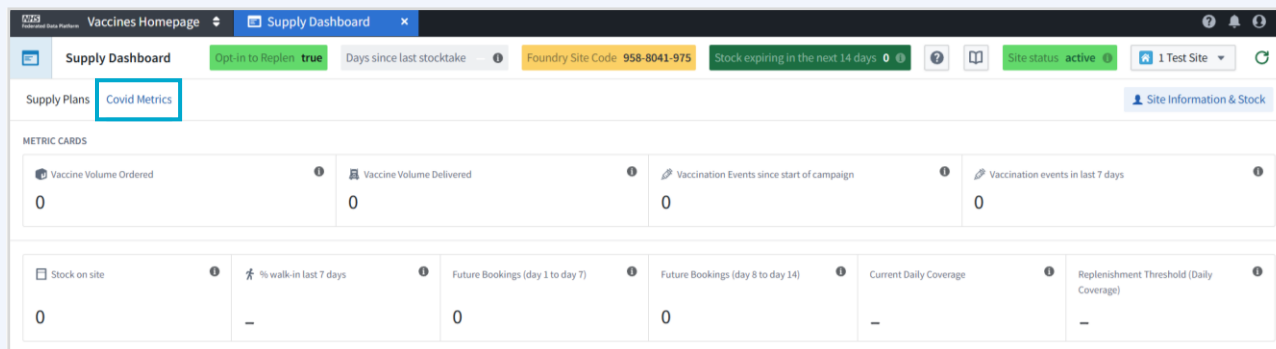
Note

Due to permissions, your Vaccines Homepage may look different to the one shown above.

The supply dashboard – Covid Metrics view

The supply dashboard is displayed.

1. At the top left two options are available – **Supply Plans** and **Covid Metrics**. Select the **Covid Metrics** tab to view the metrics for the site for the current campaign.



- The metrics cards are explained in further detail below.

METRIC CARDS					
Vaccine Volume Ordered	Vaccine Volume Delivered	Vaccination Events since start of campaign	Vaccination events in last 7 days		
0	0	0	0		

Vaccine Volume Ordered: Excludes children's vaccines.

Vaccine Volume Delivered: Volume of vaccine that has been received and receipted by the site. It excludes children's vaccines.

Vaccination Events since start of campaign: COM30 is only included. Position as of the end of yesterday.

Vaccination events in last 7 days: COM30 is only included. Position as of the end of yesterday.

Stock on site	% walk-in last 7 days	Future Bookings (day 1 to day 7)	Future Bookings (day 8 to day 14)	Current Daily Coverage	Replenishment Threshold (Daily Coverage)
0	–	0	0	–	–

Stock on site: COM30 is only included. Position as end of yesterday.

% walk-in last 7 days: Percentage of VVE activity identified as walk-ins in the last 7 days.

Future Bookings (1 day to day 7): From NBS and Accubook only. Position as of end of yesterday.

Future Bookings (day 8 to day 14): Includes bookings from NBS and Accubook only. Position as of end of yesterday.

Current Daily Coverage: Includes day 0 (today). Maximum coverage is 15 days. Figure includes pending deliveries.

Replenishment Threshold (Daily Coverage): When the current coverage is below this threshold and order will be generated by TDM (if switched on).

The supply dashboard – Supply Plans view

1. Select the **Supply Plans** tab at the top left of the dashboard to view the supply plans for the site for the current campaign.

Supply Dashboard | Opt-in to Replen: **true** | Days since last stocktake: **0** | Foundry Site Code: **594-8351-877** | Stock expiring in the next 14 days: **0** | Site status: **active** | **MOCK PLG VC Site 1**

Supply Plans | Covid Metrics | Site Information & Stock

Information

Supply Plan | [View history](#) | [Request additional volume](#) | [Reset Selected](#)

Supply Plan Name	Site Name	Product Name	Vaccine Category	Total Approved Volume (doses)	Request for Additional Volume	Comments	Status	For Action By	Updated By
Exceptions Test Plan for INC0307012	MOCK PLG VC Site 1	Cominmaty 10 (JN.1)	covid	0	0	No value	Allocation ...	No value	JOHN PIPER
Exceptions Test Plan for INC0307012	MOCK PLG VC Site 1	Cominmaty 3 (THREE) [...]	covid	0	0	No value	Allocation ...	No value	JOHN PIPER

Orders

Filter Orders | [See Contents](#)

Supply Plan	Supply Plan Start Date	Item	Quantity Ordered	Order Process Date	Order Status	Scheduled Delivery Date	Order Note	Order Number	ETA Start Time	ETA End Time	Delivered At	Signatory	Updated At
AW25 Cov...	17 Sept 2025	Cominmaty 10 (LP...	10	15 Sept ...	DENIED	17 Sept 2025	SC - Test ...	No value	No value	No value	No value	No value	12 Sept ...
SS25 into...	18 Jun 2025	Morbidly Obese N...	1	10 Sept ...	PENDING	12 Sept 2025	Test - MK	No value	No value	No value	No value	No value	10 Sept ...
SS25 into...	18 Jun 2025	Cominmaty 3 (THR...	120	10 Sept ...	PENDING	12 Sept 2025	No value	No value	No value	No value	No value	No value	10 Sept ...

View history

- In the **Supply Plans** view you can select the vaccine type to **View history**, **Request additional volume** and **Reset Selected** by using the buttons at the top right as shown below.

Supply Dashboard | Opt-in to Replen: **true** | Days since last stocktake: **0** | Foundry Site Code: **594-8351-877** | Stock expiring in the next 14 days: **0** | Site status: **active** | **MOCK PLG VC Site 1**

Supply Plans | Covid Metrics | Site Information & Stock

Information

Supply Plan | [View history](#) | [Request additional volume](#) | [Reset Selected](#)

Supply Plan Name	Site Name	Product Name	Vaccine Category	Total Approved Volume (doses)	Request for Additional Volume	Comments	Status	For Action By	Updated By
Exceptions Test Plan for INC0307012	MOCK PLG VC Site 1	Cominmaty 10 (JN.1)	covid	0	0	No value	Allocation ...	No value	JOHN PIPER
Exceptions Test Plan for INC0307012	MOCK PLG VC Site 1	Cominmaty 3 (THREE) [...]	covid	0	0	No value	Allocation ...	No value	JOHN PIPER

2. Select the **View history** button.

The screenshot shows the 'Supply Dashboard' in the 'Vaccines Homepage'. A blue arrow points to the 'View history' button, which is located above a table of supply plans. The table has columns for Supply Plan Name, Site Name, Product Name, Vaccine Category, Total Approved Volume (doses), Request for Additional Volume, Comments, Status, For Action By, and Updated By. Two rows are visible, both for 'Exceptions Test Plan for INC0307012' at 'MOCK PLG VC Site 1', with products 'Comirnaty 10 (JN.1)' and 'Comirnaty 3 (THREE)'. The 'View history' button is highlighted with a blue arrow.

Supply Plan Name	Site Name	Product Name	Vaccine Category	Total Approved Volume (doses)	Request for Additional Volume	Comments	Status	For Action By	Updated By
Exceptions Test Plan for INC0307012	MOCK PLG VC Site 1	Comirnaty 10 (JN.1)	covid	0	0	No value	Allocation ...	No value	JOHN PIPER
Exceptions Test Plan for INC0307012	MOCK PLG VC Site 1	Comirnaty 3 (THREE)	covid	0	0	No value	Allocation ...	No value	JOHN PIPER

3. A window pops up. Select the **History** tab to see all the steps taken and who the order will be approved by.

The screenshot shows a 'History' window that has popped up. A blue arrow points to the 'History' tab, which is selected. The window displays a list of actions taken, including 'Ivor Buckner changed 1 property using [SC Supply Planning] Open allocations for orders' and 'JOHN PIPER created c6b9c69e-63f1-4af8-8fd5-ad3d64423498_covid_comirnaty10_in.1 using [SC Supply Planning] Create Supply Plan Allocations'. The 'History' tab is highlighted with a blue arrow.

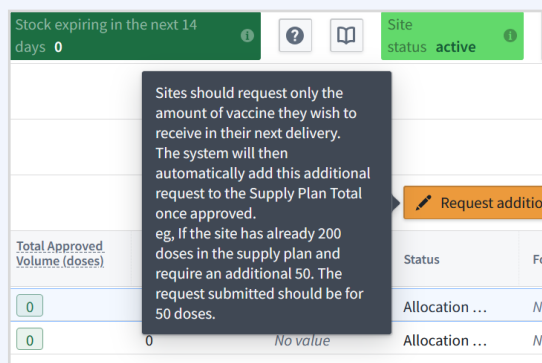
History tab

- Ivor Buckner changed 1 property using [SC Supply Planning] Open allocations for orders
Jul 31, 2025, 13:10
Is Open For Orders: ☒ Yes
- JOHN PIPER created c6b9c69e-63f1-4af8-8fd5-ad3d64423498_covid_comirnaty10_in.1 using [SC Supply Planning] Create Supply Plan Allocations
Jul 31, 2025, 11:18
Data Access Scopes: NHSE | prd-da | vaccines | local_authority | 111 | NHSE | prd-da | vaccines | nhs-suffolk-and-north-east-essex-integrated-care-board | NHSE | prd-da | vaccines | east-of-england | NHSE | prd-da | vaccines | national
End Date: 31 Oct 2025

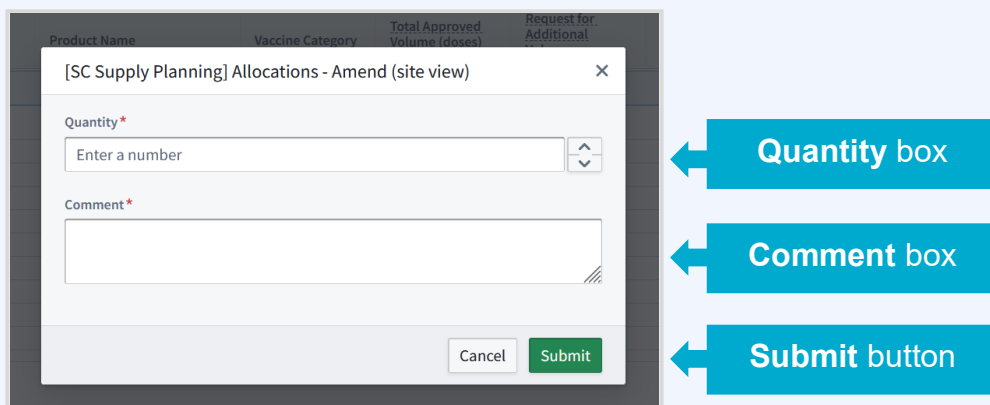
4. Click the cross at the top right of the **History** window to return to the previous screen.

Request additional volume

1. Hover your mouse over the **Request additional volume** button. An important message is displayed.



2. Select the **Request additional volume** button. A dialogue box appears. This is where you can request additional stock in **doses**.
3. Add the number of additional doses in the **Quantity** box.
4. Add a comment in the **Comment** box. Note that this must be included. This gives the approver the information required to approve the request.
5. Click the **Submit** button.



- Volume that is **approved** is displayed in the **Total Approved Volume (doses)** column.
- Volume that is requested but **not approved** is displayed in the **Request for Additional Volume** column.

Vaccines Homepage

Supply Dashboard

Supply Dashboard

Opt-in to Replen true

Days since last stocktake

Foundry Site Code 594-8351-877

Stock expiring in the next 14 days 0

Site status active

MOCK PLG VC Site 1

Supply Plans

Covid Metrics

Site Information & Stock

Information

Supply Plan

View history

Request additional volume

Reset Selected

Filters

Supply Plan Name	Site Name	Product Name	Vaccine Category	Total Approved Volume (doses)	Request for Additional Volume	Comments	Status	For Action By	Updated By
Exceptions Test Plan for INC0307012	MOCK PLG VC Site 1	Comirnaty 10 (JN.1)	covid	0	0	No value	Allocation ...	No value	JOHN PIPER

- When requesting additional volume please be aware of the vaccine pack sizes as shown below.

COVID-19 Vaccines	Vaccine	Pack Configuration (there are no changes to box dimensions)	Cohort (eligibility in line with Green Book)
Standard COVID-19 Vaccine Available to all sites	Comirnaty 30 KP.2	No change: 10 Vials / 6 Doses Per Vial / 60 Dose Pack	Aged 12 years and over The only vaccine in Detained Estates
	Comirnaty 10 (LP.8.1)	Change: 10 Vials / 1 Dose Per Vial / 10 Dose Pack	Aged 5 to 11 years
Other COVID-19 Vaccines Available based on contracts	Comirnaty 3 (THREE) (LP.8.1)	Change: 10 Vials / 3 Doses Per Vial / 30 Dose Pack	Aged 6 months to 4 years
	Concentrate		

Please also take note of the site deliveries information as shown below.

- Deliveries will be made between 8am-4pm.
- The delivery day will be visible in the Federated Data Platform Supply Dashboard 3 days before the delivery is due.
- ETAs for deliveries on Monday will be available on the preceding Friday.
- If you require an emergency order due to fridge failure this can be requested through your SVOC.
- It is your Site Leads' responsibility to ensure that there will be a trained individual available on site to receive vaccine deliveries between 8am-4pm on the day of delivery, not just during the ETA window, as delivery timings can be impacted by traffic and other unforeseen circumstances.
- Should there be nobody available to receive the vaccine the driver will move on to the next site and your order will not be delivered.
- Please do a stocktake on receipt of your first delivery.

Day 0	Day 1	Day 2	Day 3
Auto-replenishment generated/Exception order approved by region (i.e. Monday).	Automated order generated and sent to SPL for planning.	SPL process order.	Order delivered to site between 8am-4pm (i.e. Thursday).

- Once the order is approved it moves down to the **Orders** section.

Vaccines Homepage
Supply Dashboard

Supply Dashboard
Opt-in to Replen: true
Days since last stocktake
Foundry Site Code: 594-8351-877
Stock expiring in the next 14 days: 0
Site status: active
MOCK PLG VC Site 1

Supply Plans
Covid Metrics
Site Information & Stock

Information

Supply Plan
View history
Request additional volume
Reset Selected

Supply Plan Name	Site Name	Product Name	Vaccine Category	Total Approved Volume (doses)	Request for Additional Volume	Comments	Status	For Action By	Updated By
Exceptions Test Plan for INC0307012	MOCK PLG VC Site 1	Comirnaty 10 (JN.1)	covid	0	0	No value	Allocation ...	No value	JOHN PIPER
Exceptions Test Plan for INC0307012	MOCK PLG VC Site 1	Comirnaty 3 (THREE) (...)	covid	0	0	No value	Allocation ...	No value	JOHN PIPER

Orders
See Contents

Supply Plan	Supply Plan Start Date	Item	Quantity Ordered	Order Process Date	Order Status	Scheduled Delivery Date	Order Note	Order Number	ETA Start Time	ETA End Time	Delivered At	Signatory	Updated At
AW25 Cov...	17 Sept 2025	Comirnaty 10 (J.P....)	10	15 Sept ...	DENIED	17 Sept 2025	SC - Test ...	No value	No value	No value	No value	No value	12 Sept ...
SS25 into...	18 Jun 2025	Morbidly Obese N...	1	10 Sept ...	PENDING	12 Sept 2025	Test - MK	No value	No value	No value	No value	No value	10 Sept ...
SS25 into...	18 Jun 2025	Comirnaty 3 (THR...	120	10 Sept ...	PENDING	12 Sept 2025	No value	No value	No value	No value	No value	No value	10 Sept ...

Orders section

Amend an order

If there is an order you have submitted but wish to amend you can reset the order.

1. Select the supply plan you wish to amend then select the **Reset Selected** button.

The screenshot shows the 'Supply Dashboard' interface. At the top, there are several status indicators: 'Opt-in to Replen: true', 'Days since last stocktake', 'Foundry Site Code: 594-8351-877', 'Stock expiring in the next 14 days: 0', and 'Site status: active'. Below these, there are tabs for 'Supply Plans' and 'Covid Metrics'. A blue callout box with an arrow points to the 'Reset Selected' button in the top right corner of the dashboard. Below the callout, there is a table with the following columns: Supply Plan Name, Site Name, Product Name, Vaccine Category, Total Approved Volume (doses), Request for Additional Volume, Comments, Status, For Action By, and Updated By. The table contains two rows of data for 'Exceptions Test Plan for INC0307012'.

Supply Plan Name	Site Name	Product Name	Vaccine Category	Total Approved Volume (doses)	Request for Additional Volume	Comments	Status	For Action By	Updated By
Exceptions Test Plan for INC0307012	MOCK PLG VC Site 1	Comirnaty 3 (THREE) [...]	covid	0	0	No value	Allocation ...	No value	JOHN PIPER
Exceptions Test Plan for INC0307012	MOCK PLG VC Site 1	Comirnaty 10 (JNL1)	covid	0	0	No value	Allocation ...	No value	JOHN PIPER

2. Click the **Submit** button.

The screenshot shows a modal dialog box titled '[SC Supply Planning] Allocations - Reset Site Request'. It contains a text field labeled 'Alloc *' with the value 'c6b9c69e-63f1-4af8-8fd5-ad3d64423498_covid_comirnaty10_jn.1'. Below the text field are two buttons: 'Cancel' and 'Submit'. A blue callout box with an arrow points to the 'Submit' button.

Supply dashboard views and explanations

Metric cards and supply plans sections

Metric cards →

The screenshot shows the 'Supply Dashboard' for a 'Foundry Site' with code '951-7456-102'. The 'Metric Cards' section displays various vaccine-related metrics, all currently at 0. The 'Supply Plans' section shows a table of plans for 'SS25 into AW25 Year Round Pathway'.

Supply Plan	Supply Plan Start Date	Supply Plan End Date	Item	Quantity Approved	Quantity Ordered	Next Replen	Next Order Cut Off
SS25 into AW25 Year Round Pathway	18 Jun 2025	14 Sept 2025	Comimaty 36 (J.N...)	0	0	0	Tue, 26 Aug 2025, 08:00:00
SS25 into AW25 Year Round Pathway	18 Jun 2025	14 Sept 2025	Comimaty 3 (THL...)	0	0	0	Tue, 26 Aug 2025, 08:00:00
SS25 into AW25 Year Round Pathway	18 Jun 2025	14 Sept 2025	Comimaty 10 (J.N.1)	0	0	0	Tue, 26 Aug 2025, 08:00:00

↑ The supply plans that the site is added to

Orders section

Vaccine type **Order status** **Expected delivery window** **Who signed for the delivery**

The screenshot shows the 'Orders' section with a table of vaccine orders. Annotations point to specific columns: 'Vaccine type' points to the 'Item' column, 'Order status' points to the 'Order Status' column, 'Expected delivery window' points to the 'ETA Start Time' and 'ETA End Time' columns, and 'Who signed for the delivery' points to the 'Signatory' column.

Supply Plan	Supply Plan Start Date	Item	Quantity Ordered	Order Process Date	Order Status	Scheduled Delivery Date	Order Note	Order Number	ETA Start Time	ETA End Time	Delivered At	Signatory	Updated At
AW25 Cov...	17 Sept 2025	Comimaty 10 (J.P.102)	10	15 Sept ...	DENIED	17 Sept 2025	SC - Test ...	No value	No value	No value	No value	No value	12 Sept ...
SS25 into...	18 Jun 2025	Morbidly Obese N...	1	10 Sept ...	PENDING	12 Sept 2025	Test - MK	No value	No value	No value	No value	No value	10 Sept ...
SS25 into...	18 Jun 2025	Comimaty 3 (THR...	120	10 Sept ...	PENDING	12 Sept 2025	No value	No value	No value	No value	No value	No value	10 Sept ...
SS25 into...	18 Jun 2025	Comimaty 10 (J.N.1)	60	9 Sept 202...	PENDING	11 Sept 2025	No value	No value	No value	No value	No value	No value	8 Sept 202...

Supply plan Quantity ordered Scheduled delivery date Time delivery was made

A future development currently being implemented as of **September 2025** is that TDM orders will show below (by around 10am) as the Exception orders do.

Orders

Filter Orders

...

See Contents

Supply Plan	Supply Plan Start Date	Item	Quantity Ordered	Order Process Date	Order Status	Scheduled Delivery Date	Order Note	Order Number	ETA Start Time	ETA End Time	Delivered At	Signatory	Updated At
AW25 Cov...	17 Sept 2025	Comirnaty 10 (LP...)	10	15 Sept ...	DENIED	17 Sept 2025	SC - Test ...	No value	No value	No value	No value	No value	12 Sept ...
SS25 into...	18 Jun 2025	Morbidly Obese H...	1	10 Sept ...	PENDING	12 Sept 2025	Test - MK	No value	No value	No value	No value	No value	10 Sept ...
SS25 into...	18 Jun 2025	Comirnaty 3 (THR...)	120	10 Sept ...	PENDING	12 Sept 2025	No value	No value	No value	No value	No value	No value	10 Sept ...
SS25 into...	18 Jun 2025	Comirnaty 10 (JNL1)	60	9 Sept 202...	PENDING	11 Sept 2025	No value	No value	No value	No value	No value	No value	8 Sept 202...