

# USAID GHSC-PSM Health Commodity Delivery Dataset

Dataset containing detailed information about all health commodity orders delivered through the USAID Global Health Supply Chain Program - Procurement and Supply Management (GHSC-PSM) project. This includes orders funded through PEPFAR, PMI, family planning / reproductive health, maternal and child health, COVID-19, and other USAID and USG programs.

## Column Definitions

- **ROPOLine:** Unique order line item identifier. Concatenation of RO Number, PO DO IO Number, Prime Line Number.
- **Task Order:** Task order under which the requisition order (RO) is managed.
- **Condom Adjusted Task Order:** All condom and lubricant line items, regardless of funding source, are assigned to TO1. All other line items have the same value as "Task Order." All condoms are reported under TO1 for monitoring and evaluation (M&E) global supply chain performance indicators, per the project's IDIQ M&E Plan.
- **Country:** Destination Country
- **RO Number:** Requisition Order number. Country orders will start with "RO" or "ROM\_". Regional Distribution Center (RDC) replenishment orders will say "Replenishment Order."
- **PO DO IO Number:** Purchase Order (PO), Distribution Order (DO), or Replenishment Order (IO) number. (Note that Distribution Orders are commonly referred to as "DOs", but are identified with RO prefixes in this column).
- **Order Number:** Same as PO DO IO Number. For Distribution orders, "\_##" suffixes are trimmed off.
- **Prime Line Number:** Line item number. Prior to PO/DO/IO generation, this will be the line number from RO. After PO/DO/IO generation, line numbers are updated to PO/DO/IO line numbers.
- **Status Name:** Current status of line item. "Shipment Delivered" indicates that all delivery activity for the line item is complete. "Partially Delivered" indicates that additional shipments or quantities may still be in process for delivery.
- **TLP Indicator:** Procurement type: Global Supply Chain (GSC) or Decentralized Procurement (DCP)
- **Order Type:** Purchase Order, Distribution Order, or Replenishment Order. This will be blank prior to PO/DO release for non-Replenishment Orders
- **Fulfillment Method:** Direct Drop (IOs and POs) or RDC (DOs)
- **Transportation Mode:** Land, Sea, Air, or Multiple. "Multiple" refers to line items with multiple shipments that have different modes.
- **Item Tracer Category:** Product category used for M&E reporting
- **Product Category:** Product categories used for other types of project management and analysis
- **Product ID:** 12-digit product identification number
- **Product Name:** Name of item, including pack size.
- **UOM:** Unit of Measure (i.e. pack type) for ordering
- **Base Unit:** Type of units contained within the ordering unit of measure
- **Base Unit Multiplier:** Number of base units within the ordering unit of measure
- **Framework Contract:** Framework or non-framework contract categorization. Framework contracts include IDIQs, BPAs, and BOAs. All others are non-framework contracts.
- **D365 Health Element:** USAID Health Element, specifying the name of the health program that funded the order (HIV/AIDS, Malaria, etc.).
- **D365 Funding Source:** Funding Source (Mission Commodity Funding, CORE Commodity Funding, etc.)
- **D365 Funding Source Detail:** Funding Detail. Additional detail about funding programs.
- **Fiscal Year Funding:** Tag noting the fiscal year or Malaria Operational Plan (MOP) year of the budget that financed the order. FY = Fiscal year. MP = MOP. PL = pipeline funds (leftover MOP funds. PL funds from MOP20 onwards are identified with the year they are from (e.g. PL20, PL21, etc.). PL funds from all earlier years are identified as PL00).
- **Estimated Lead Time in Days:** Estimated lead time from USAID approval date to recipient delivery, in calendar days. The recipient is the delivery location defined during order submission, typically a central medical store for most orders.
- **Vendor Incoterm:** Incoterm governing GHSC-PSM's agreement with the vendor
- **Destination Incoterm:** Incoterm governing GHSC-PSM's agreement with the recipient
- **Illustrative Price:** Illustrative unit price of the product. Equal to the median unit price for orders delivered in the preceding two complete quarters prior to dataset extraction from ARTMIS. For products with no deliveries in that timeframe, the price will be the last reported illustrative price. Prices for sole-source items will not be published.
- **Ordered Quantity:** Line item ordered quantity from the RO
- **Shipped Quantity:** Sum of item quantity for all shipment bookings associated with the line item. Shipments may be in any LMIS status, i.e. may not have been shipped or delivered yet. Shipped quantities may be less than ordered quantities if not all bookings have been made yet, or if items are short shipped.
- **OTD OTIF Exclusion Flag:** Flag (Y) indicating whether the line item should be excluded from delivery performance metrics, according to the approved policy for excluding line items from M&E Delivery Metrics. The policy allows for exclusions if 1) line item are explicitly excluded by USAID in a Technical Directive Memo, 2) line items are associated

with previously delivered orders or special logistics processes (transfers, recall replacements, donations, etc.), or 3) line items do not represent delivery of commodities or services.

- **In Full (IFD):** If no Shipped quantity, then blank. If shipped quantity  $\geq$  ordered quantity, then "Y". Otherwise "N".
- **On Time (OTD):** If there is no Revised Agreed Delivery Date, then blank. If no shipments have been delivered and the delivery window (-14/+7 calendar days) is not yet closed, then blank. If the delivery window has closed and no shipments have been delivered, then "N". If all shipments have been delivered not on time, then "N". If at least one shipment has been delivered on time, then "Y". This field will populate as soon as the delivery window closes, even if the line item has undelivered shipments.
- **Between -14 and 14:** Same rules as [On Time (OTD)] within a -14/+14 day delivery window
- **Between -30 and 30:** Same rules as [On Time (OTD)] within a -30/+30 day delivery window
- **OTIF Categories:** On time In Full: The full ordered quantity of the line item is delivered within the delivery window (-14/+7). On time not in full: Some but not all of the ordered quantity was delivered within the window. Can occur with split lines, where some shipments fall within the window and some outside, or with short-shipped lines, where the shipped quantity is less than the ordered quantity. Not on time in full: All shipments were delivered outside the delivery window, but the shipped quantity  $\geq$  ordered quantity. Not on time not in full: All shipments are delivered outside the delivery window and the shipped quantity  $\leq$  ordered quantity. If there are any shipment bookings associated with the line item, this field will populate as soon as the delivery window closes, even if the line item has undelivered shipments.
- **OTIF Between -14 and 14:** Same rules as [OTIF Categories] within a -14/+14 day delivery window
- **OTIF Between -30 and 30:** Same rules as [OTIF Categories] within a -30/+30 day delivery window
- **Average Days Late Binned:** Categorization of delivery timeliness, based on the average difference between Actual Delivery Date and Agreed Delivery Date of all shipments associated with the line. Categories are: <-14 (i.e. early), Between -14 and 7 (i.e. on time), Between 8 and 30, >30
- **Average Days Late:** Average difference between Actual Delivery Date and Agreed Delivery Date of all shipments associated with the line. A line item with an early shipment and a late shipment can average out to an "on time" line item in this calculation, but the line will not be considered on-time for the purposes of performance metrics.
- **Number of Shipments:** Number of LMIS bookings in any status associated with a line item.
- **Delivery Progress:** 0 – No associated bookings have been delivered. 1 – Some but not all associated bookings have been delivered. 2 – All associated bookings have been delivered
- **Line Delivery Status:** Blank – Line item does not have an Agreed Delivery Date (ADD), so timeliness cannot be determined. Delivered – Early: All delivered shipments associated with this line were delivered early. Delivered – On time: At least one shipment associated with the line item was delivered on time. Delivered – Late: All delivered shipments associated with this line were delivered late. Undelivered: All shipments associated with this line item have not yet been delivered, and the on-time delivery window has not yet closed. Status will be updated as shipments are delivered and/or the delivery window closes. Undelivered – Late: All shipments associated with this line item have not yet been delivered, and the on-time delivery window has closed. This means the line item cannot be delivered on-time given the current ADD. On Hold – Line item is in a WCS hold status.
- **Agreed Delivery Date:** Original Agreed Delivery Date (ADD) for the line item, as calculated at the point of USAID Approval using the Estimated Lead Time. The date will remain constant throughout the life of the line item. It will not be impacted by any reason code.
- **Agreed Delivery Date Year:** Calendar year of the ADD
- **Agreed Delivery Date Year Month:** Calendar year and month of the ADD in YYYY-MM format
- **Agreed Delivery Date Fiscal Year:** Fiscal year of the ADD
- **Agreed Delivery Date Fiscal Quarter Year:** Fiscal year and quarter of the ADD in YYYY-QQ format
- **Revised Agreed Delivery Date:** Current active agreed delivery date for the line item. The revised ADD (rADD) will show any changes that have been made to the original ADD using an acceptable delay (AD) reason code. If there have been no reason codes applied, the rADD will be equal to the ADD. OTIF and OTD indicators will use the rADD date to determine whether a line item is on time.
- **Revised Agreed Delivery Date Year:** Calendar year of the rADD
- **Revised Agreed Delivery Date Year Month:** Calendar year and month of the rADD in YYYY-MM format
- **Revised Agreed Delivery Date Fiscal Year:** Fiscal year of the rADD
- **Revised Agreed Delivery Date Fiscal Quarter Year:** Fiscal year and quarter of the rADD in YYYY-QQ format
- **Order Entry Date:** Parent order entry date (OED) of the requisition order. This is the timestamped date that the entering user submits their order in ARTMIS for the first time.
- **Order Entry Date Year:** Calendar year of the OED
- **Order Entry Date Year Month:** Calendar year and month of the OED in YYYY-MM format
- **Order Entry Date Fiscal Year:** Fiscal year of the OED
- **Order Entry Date Fiscal Quarter Year:** Fiscal year and quarter of the OED in YYYY-QQ format
- **Requested Delivery Date:** Requested Delivery Date (RDD) from the RO. This is the preferred delivery date entered by the recipient or recipient proxy at the time of order entry. RDDs and standard lead time estimates are taken into consideration when setting agreed delivery dates (ADDs).
- **Requested Delivery Date Year:** Calendar year of the RDD
- **Requested Delivery Date Year Month:** Calendar year and month of the RDD in YYYY-MM format
- **Requested Delivery Date Fiscal Year:** Fiscal year of the RDD

- **Requested Delivery Date Fiscal Quarter Year:** Fiscal year and quarter of the RDD in YYYY-QQ format
- **Estimated Delivery Date:** Current Estimated Delivery Date (EDD) from OMS. Defaults to the ADD upon PO/DO/IO release. May be updated by procurement staff as the order progresses.
- **Estimated Delivery Date Year:** Calendar year of the EDD
- **Estimated Delivery Date Year Month:** Calendar year and month of the EDD in YYYY-MM format
- **Estimated Delivery Date Fiscal Year:** Fiscal year of the EDD
- **Estimated Delivery Date Fiscal Quarter Year:** Fiscal year and quarter of the EDD in YYYY-QQ format
- **Latest Actual Delivery Date:** Date that the line item shipment is delivered to the recipient. If there is more than one shipment per line item, the most recent delivery date will show in the dataset.
- **Latest Actual Delivery Date Year:** Calendar year of the Latest Actual Delivery Date (LAcDD)
- **Latest Actual Delivery Date Year Month:** Calendar year and month of the LAcDD in YYYY-MM format
- **Latest Actual Delivery Date Fiscal Year:** Fiscal year of the LAcDD
- **Latest Actual Delivery Date Fiscal Quarter Year:** Fiscal year and quarter of the LAcDD in YYYY-QQ format
- **RO Clarified Date:** Date that clarification of order specifications is completed so that sourcing may proceed. Manually entered date. May not be entered or relevant for all orders.
- **RO Sent Plan Fulfillment Date:** Date that RO is sent to the Plan team to determine fulfillment from the regional distribution center. Manually entered date. May not be entered or relevant for all orders.
- **RO Sent Sourcing RFX Event Date:** Date that RO is sent to the Sourcing team to prepare an RFX. Manually entered date. May not be entered or relevant for all orders.
- **Initial PSM Source Approval Date:** System-generated timestamp of order approval by internal GHSC-PSM procurement manager.
- **Recipient Approval Date:** System-generated timestamp of order approval by country recipient or recipient proxy.
- **USAID Approval Date:** System-generated timestamp of order approval by USAID.
- **PO Released For Fulfillment Date:** System-generated timestamp of PO/DO/IO release to LMIS
- **Committed Goods Available Date:** Date by which supplier has committed to make goods available to 3PLs for pick up. For D Incoterm orders where the supplier is responsible for shipment, the committed goods available date is equivalent to the agreed delivery date. Not required for distribution orders.
- **Actual Goods Available Date:** Actual date by which supplier makes goods available for 3PL pick up. For D Incoterm orders where the supplier is responsible for shipment, the committed goods available date is equivalent to the actual delivery date. Not required for distribution orders.
- **Actual Cargo Ready Date:** Actual date by which distribution orders have been prepared at the warehouse and are available for pick up. Not required for direct drop replenishment and purchase orders.
- **QA Complete Date:** Date by which QA process associated with the order is complete. Applicable to Task Order 2 malaria orders only.
- **Max Pick Up Date:** Date the line item shipment is picked up by the logistics provider. If there is more than one shipment per line item, the most recent date will show in the dataset.
- **Max Ship Date:** Ship date from LMIS. If there is more than one shipment per line item, the most recent date will show in the dataset.
- **Max Departure Date:** Departure date from LMIS. If there is more than one shipment per line item, the most recent date will show in the dataset.
- **Max Arrival Date:** Date of shipment arrival date at port (not delivery to recipient). If there is more than one shipment per line item, the most recent date will show in the dataset.
- **Order Cycle Time:** Total cycle time in days from order entry to final delivery, inclusive of start and end dates. (Latest Actual Delivery Date – Order Entry Date)+1.
- **RO Validation:** Total cycle time in days to complete order validation. For DOs: (RO Sent to Plan Date – Order Entry Date). For POs: (RO Sent to Sourcing Date – Order Entry Date). For both order types: RO Clarified date may be used as a proxy if RO Sent to Plan or RO Sent to Sourcing dates are blank
- **Sourcing and Planning:** Total cycle time in days to plan warehouse fulfillment for Distribution Orders or to complete sourcing for Purchase Orders. For DOs: (Recipient Approval Date – RO Sent to Plan Date). For POs: (Recipient Approval Date – RO Sent to Sourcing Date). For both order types: RO Clarified date may be used as a proxy if RO Sent to Plan or RO Sent to Sourcing dates are blank
- **USAID Approval:** Total cycle time in days for USAID to approve an order. USAID Approval Date – Recipient Approval Date
- **Process PO/DO:** Total time in days to release an order for fulfillment following USAID approval. PO Released for Fulfillment Date – USAID Approval Date
- **Manufacture:** Total time in days for an order to be made ready for pick up after order release. For POs: Actual Goods Available Date – PO Released for Fulfillment Date. For DOs: Actual Cargo Ready Date – PO Released for Fulfillment Date
- **Pick Up:** Total time in days for an order to be picked up for shipment. For POs: Max Pick Up Date – Actual Goods Available Date. For DOs: Max Pick Up Date – Actual Cargo Ready Date
- **Deliver:** Total time in days from order pick up to delivery. Latest Actual Delivery Date – Max Pick Up Date
- **Quality Assurance:** Total time in days to complete QA following goods availability. QA Complete Date – Actual Goods Available Date. Applicable to Task Order 2 malaria orders only.
- **Reason Code:** Most recent Reason Code applied to the line item. May include Acceptable Delay (AD) codes,

Unacceptable Delay (UD) codes, or Supplier Delay (SD) codes. See additional Reason Code documentation for code definitions.

- **Reason Code Duration:** Duration associated with the current reason code, if the code was used to change an agreed delivery date.

## Reason Code

Reason codes explain a change in the anticipated timing of a delivery. Acceptable delays (AD codes) are unforeseeable delays that are beyond GHSC-PSM's manageable control. They are considered acceptable reasons to change the Agreed Delivery Date (ADD), with USAID mission or COR approval. Unacceptable delays (UD codes) are foreseeable or within GHSC-PSM's manageable control. They are not valid reasons to change a delivery commitment (i.e. the ADD), but may be used when updating the Estimated Delivery Date (EDD). Supplier delays (SD codes) are an additional set of codes used to explain changes in supplier goods availability or delivery timelines.

Multiple reason codes may be applied to an order line item during its life cycle. In these cases, only the most recently applied reason codes will be listed in the accompanying USAID GHSC-PSM Health Commodity Delivery Dataset.

Code	Name	Definition
AD010	USAID-authorized change	Delivery delay authorized by USAID to prevent adverse impact on the supply chain. Specific cases are defined within sub-codes AD011-AD017.
AD011	USAID-requested delay	USAID initiates a request to delay the delivery.
AD012	USAID authorized early delivery	GHSC-PSM can make an early delivery and determines that there are no adverse impacts (e.g. shelf-life, warehouse space). GHSC-PSM receives authorization from USAID to proceed with the early delivery.
AD013	Product overstock	Delivery on ADD would cause or contribute to an overstock of the product.
AD014	Change to specs/qty/ship mode	The recipient requested a change to the specifications, quantities, or shipment mode after RO approval.
AD015	Warehouse closed/not enough space	Warehouse is unable to receive the shipment due to insufficient warehouse capacity or warehouse closure.
AD016	Requested divert/split/consolidate	USAID or recipient requested that the line item be diverted to another location/country. USAID or recipient requested that a line item be split into multiple deliveries (multiple dates or multiple locations).
AD017	Change in drug policy	Country or global (WHO) treatment guidelines require a change or delay to the line item.
AD020	Global supply shortage	Global supply shortage affects the availability of API/product.
AD030	Recall/quality-related delay	Quality issue causes recall, change of schedule, hold, FDA Warning, or other official regulatory notice.
AD040	Pre-shipment QA testing delay	Shipment delayed because QA testing was not conducted within the standard lead time.
AD050	USAID/government caused docs delay	Client or host government provided insufficient documents or took longer than agreed to supply proper import waiver/registration/pre-shipment inspection, and/or shipping documents, preventing the shipment from arriving as scheduled.
AD060	Force majeure	Extraordinary event, such as a hurricane, volcano, earthquake, etc.
AD070	COVID19 or other security incident	Extraordinary event, such as political/civil unrest, violent conflict, cyber attack, pandemic, curfew, port strikes, etc.
AD998	Data cleaning	User error or ARTMIS glitch created an incorrect ADD. ADD changed to match the date on the approved RO.
AD999	Other acceptable delay	A delay outside GHSC-PSM's manageable control that is not covered by any of the other AD/UD codes.
UD010	Sourcing delay	Delay in sourcing line item, including RFx not opened or closed on time, quotes submitted late, or bid evaluation and award did not occur within standard processing time.
UD020	Contracting delay	Delay in preparing, approving, issuing, or executing contract/PO. May also include delays related to framework contract not in place, administrative errors in contract/PO, or delay in Risk approval.
UD030	Vendor delayed GAD btwn quote & PO	Vendor confirms a different availability date at PO confirmation stage than quoted at the RO stage.
UD040	Goods not available on GAD	Vendor did not make goods available on the contractually agreed upon GAD. If this was due to a global shortage, quality-related issues, or force majeure, an acceptable delay code may apply.
UD050	Vendor delay/error on shipping doc	Vendor sends documents late and/or with mistakes.
UD060	Shelf-life below requirements	Vendor offered product with shelf-life below the required level, resulting in a delay while GHSC-PSM waited for fresher product.
UD070	Inbound order was late to RDC	Delayed arrival of replenishment/inbound/restocking order caused distribution orders to be delayed.
UD080	Delay in RDC processing	Delay in processing distribution order at RDC.
UD090	Poor coordination on QA inspection	Lack of coordination to organize QA inspection and sampling for TO1, TO3, & TO4. If there is a delay in GHSC-QA conducting the QA, use the acceptable delay code. For TO2, see UD100.
UD100	QA Delay (TO2)	Delay in conducting QA for TO2 products. For QA delays on TO1, TO3, & TO4, see UD090 and/or AD040.
UD110	Shipped without pre-	For C- or D-incoterms, the vendor did not alert GHSC-PSM that goods were shipped to the country,

UD110	alert	causing in-country delays.
UD120	3PL delays/errors on shipping docs	3PL is late preparing shipping documents and/or does so incorrectly.
UD130	Waiver/product registration delay	Delay in obtaining a waiver and/or import documents.
UD140	Delay in picking up shipment	Delay in picking up goods from the supplier after the goods were available.
UD150	Delay in booking flight/ship/truck	Unable to book confirmed transport.
UD160	Transit delay	Missed flight, truck, port congestion. If caused by natural disasters, civil unrest, etc., please reference the appropriate acceptable delay code.
UD170	Customs clearance delay	Import/clearing agent did not process the customs clearance in the standard lead time.
UD180	System error	ARTMIS or LMIS was not updating, generated errors, or restricted an order from proceeding.
UD190	Payment or credit delays	Vendor refused to ship/release goods because GHSC-PSM is on credit-hold or prepayment/invoices haven't been paid.
UD200	Insufficient lead time calculated	GHSC-PSM did not calculate sufficient lead time to ensure on-time delivery.
UD210	Other internal delay	Other internal delay
UD990	GAD was earlier than expected	Vendor made goods available before GAD.
UD980	Waiver secured faster than normal	Waiver was obtained earlier than the standard lead time.
UD970	Transit time shorter than expected	Transit time was shorter than the standard lead time.
UD960	Internal processes expedited	Internal processes moved faster than expected.
UD000	EDD changed to match ADD	The ADD was changed due to an acceptable delay. The EDD was changed to match it.
SD000	No delay	No delay registered.
SD001	Revised GAD or Supplier Delivery Date accepted by PSM	The revised GAD or Supplier Delivery Date was accepted by GHSC-PSM. Includes requests from the country/Mission to delay or advance orders.
SD002	Force Majeure	Extraordinary event, such as a hurricane, volcano, earthquake, etc.
SD003	Security Incident	Extraordinary event, such as political/civil unrest, violent conflict, cyber-attack, pandemic, curfew, port strikes, etc.
SD004	Incorrect INCO pickup or delivery location	Based on supplier INCO term, the supplier provided the incorrect pickup location or delivered goods to the wrong location.
SD005	Incorrect/Delayed Shipping Doc	Documents provided by the supplier were late, incomplete, and/or contained errors.
SD007	Supplier Production Capacity Issue	Supplier delay due to production capacity issues.
SD008	Supplier Packaging Delays	Supplier delay due to packaging issues/delays.
SD009	Product Released to other Buyer	Supplier released the order to another buyer.
SD010	Incorrect/insufficient lead times	Supplier quoted insufficient/incorrect lead times, including early release or delivery of goods not requested or previously approved by GHSC-PSM.
SD011	Product Shortage (incl Yield Loss)	Short shipment (including due to production yield loss).
SD014	Shelf-life Below Requirements	Delay due to supplier offering a product with shelf-life below the required level thereby necessitating fresher product and prolonged timelines.
SD015	Global Supply Shortage (API/KSM)	Global supply shortage of API/KSM that affects the availability of the finished product.
SD016	Product Allocated to another PSM order	Product re-allocated to a different GHSC-PSM order per GHSC-PSM's request.
SD017	Credit Hold	Supplier refused to ship or release goods because GHSC-PSM is on credit-hold or prepayment/invoices haven't been paid.
SD018	Other/Unknown Delay	Reason for supplier delay is unknown or rationale not captured by available Supplier Delay Reason Codes.
SD019	API/KSM Supply Shortage	API/KSM supply shortage other than global shortage (e.g. poor planning, cash flow issues, reformulation delays).
SD020	Security Incident COVID-19	Supply chain delays due to COVID-19 (API/KSM/PM, FP, logistics, etc.).
SD021	QA Failure/ Unacceptable Delay	Delay due to supplier QA incident/failure (e.g. Out of Specification, produce non-compliance) or delay in conducting QA.
SD022	QA Acceptable Delay	Delay because QA testing was not conducted within the standard lead time.

SD023	Waiver/Import Permit Delay	Waiver or import permit not obtained within the standard lead time.
SD024	Shipped without Pre-alert	Supplier did not alert GHSC-PSM that goods were shipped, causing in-country delays.
SD025	Transit Delay	Supplier 3PL transit delays (e.g. missed flight, trucking delay, port congestion not related to a security incident).
SD012	Supplier QA Failure	Delay due to supplier QA incident/failure (e.g. Out of Specification, produce non-compliance). Use of this code was retired in March 2021 and consolidated with SD013 into the new code SD021.
SD013	Supplier QA Delay	Delay due to supplier delay in conducting QA. Use of this code was retired in March 2021 and consolidated with SD012 into the new code SD021.
SD006	Product Non-compliant to Spec (e.g. OOS)	Delay due to product non-compliance. Use of this code was retired in December 2021 and consolidated into code SD021.

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