

Create Mandatory Stock Request



This guide provides a step-by-step process for creating a mandatory stock request.

Version 1.0

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Log in as "FONES authorization holder employee". Open the issue detail view from the issue overview by clicking on the issue (disruption report or market withdrawal) which you'd like to create a mandatory stock request for.

Issues

Active reports & mandatory camp and market withdrawal

Search... Issue type 3 Medicine Organization Status 4 Sort by Last update

Issue type	Issue number	Medicine name	Visible for	Disruption start date	Expected normal state	Last update	Status	Replenishment date for mandatory compulsory stock	Cut-off date
HMP-50	Voriconazol	200mg, Lactab	FBHM,			03/06/2025 14:34	In Progress		
HMP-48	Voriconazol	200mg, Lactab	FBHM,	21/05/2025	27/05/2025	03/06/2025 14:23	Open		
HMP-2...	Buprenorphin-	35ug/h, Tra...	FBHM,	10/06/2025	24/06/2025	03/06/2025 14:10	Monitoring		
HMP-2...	Rivaroxaban-	10 mg, Filmt...	FBHM,	04/06/2025	18/06/2025	03/06/2025 11:35	Open		
HMP-2...	Fentanyl-	100, transdermal...	FBHM,	04/06/2025	18/06/2025	03/06/2025 09:56	Open		
HMP-2...	Buprenorphin-	15ug/h, Tra...	FBHM,			03/06/2025 09:48	Open		
HMP-1...	Co-Amoxi-	1000 mg, Filmt...	FBHM,	21/05/2025	08/08/2025	03/06/2025 09:25	In Analysis		
HMP-2...	Co-Amoxi-	1000 mg, Filmt...	FBHM,	31/05/2025	31/07/2025	03/06/2025 09:25	Open		
HMP-2...	Co-Amoxi-	1000 mg, Filmt...	FBHM,	03/06/2025	03/06/2025	03/06/2025 09:24	Open		

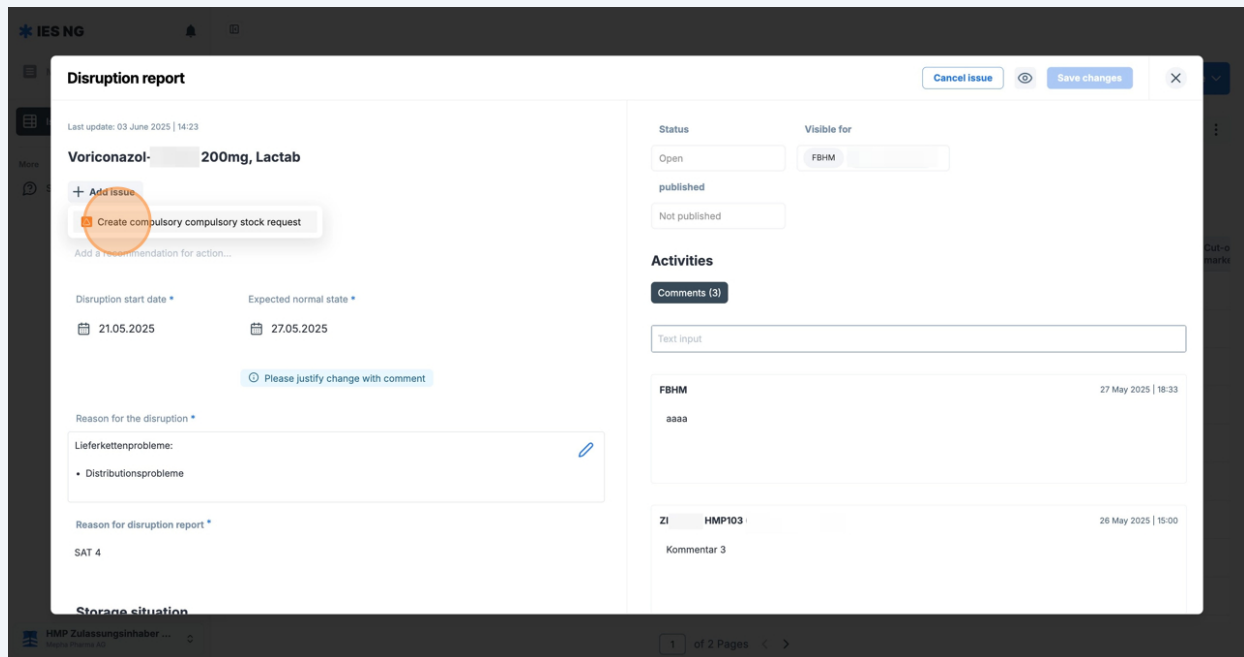
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Hint: A mandatory stock request can only be submitted in connection with an already recorded supply disruption (disruption report or market withdrawal). It is always created as a subordinate process to the corresponding supply disruption.

2 Click on "+ Add Issue" and then on "Create compulsory stock request".



Disruption report

Last update: 03 June 2025 | 14:23

Voriconazol- 200mg, Lactab

+ Add Issue

Create compulsory stock request

Add a recommendation for action...

Disruption start date * Expected normal state *

21.05.2025 27.05.2025

Please justify change with comment

Reason for the disruption *

Lieferkettenprobleme:

- Distributionsprobleme

Reason for disruption report *

SAT 4

Storage situation

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Status: Open

Visible for: FBHM

published: Not published

Activities: Comments (3)

Text input

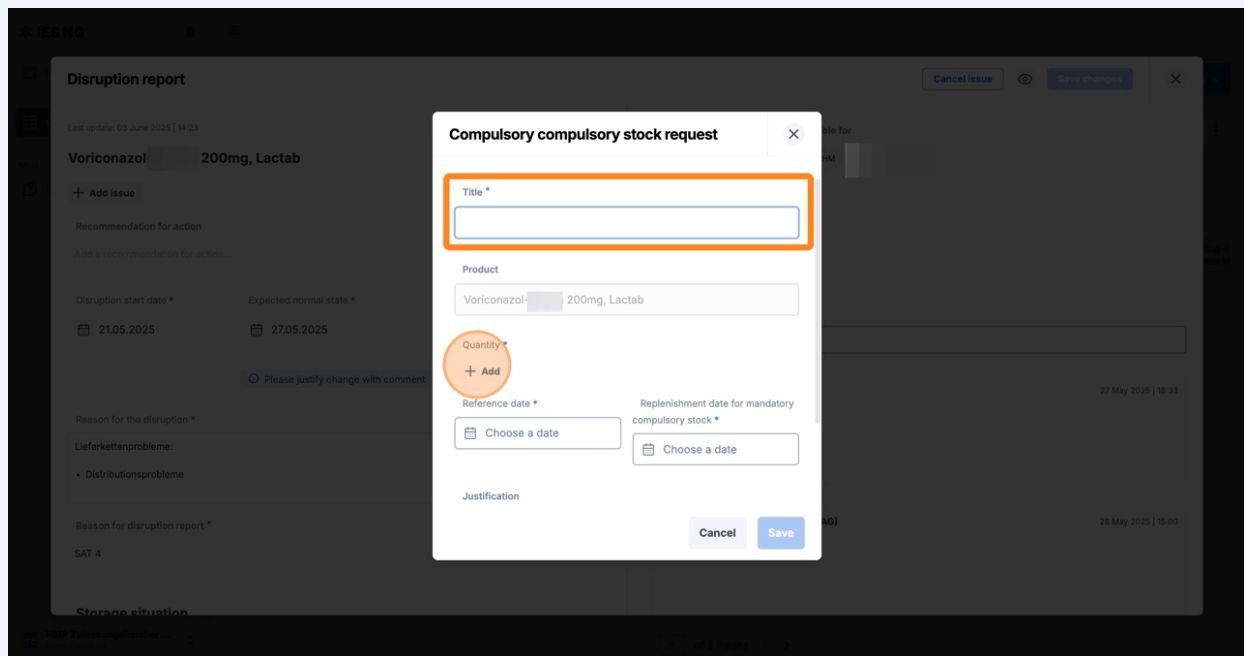
FBHM 27 May 2025 | 18:33

aaaa

ZI HMP103 26 May 2025 | 15:00

Kommentar 3

3 Write a title and click on "+ Add".



Disruption report

Last update: 03 June 2025 | 14:23

Voriconazol- 200mg, Lactab

+ Add Issue

Recommendation for action

Add a recommendation for action...

Disruption start date * Expected normal state *

21.05.2025 27.05.2025

Please justify change with comment

Reason for the disruption *

Lieferkettenprobleme:

- Distributionsprobleme

Reason for disruption report *

SAT 4

Storage situation

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Compulsory compulsory stock request

Title *

Product: Voriconazol- 200mg, Lactab

Quantity *

+ Add

Reference date * Choose a date

Replenishment date for mandatory compulsory stock * Choose a date

Justification

Cancel Save



Note: Please use the following naming convention for the compulsory stock request title:

Request for compulsory stock release for product <Product Name>
(Example: Request for compulsory stock release for product Aspirin)

4 Enter the number of packs you wish to request from the mandatory stock.

You can submit your request either based on the total amount of active substance or by specifying the number of packs per pack size. If you submit your request using pack quantities, the total amounts will be calculated for you automatically.

The screenshot shows a web application interface with a dark theme. A modal dialog titled "Edit compulsory compulsory stock application quantity" is open. The dialog contains the following fields:

- OTIN: 7680631670020
- Product name, pack size: VORICONAZOL Lactab 200 mg 28 Stk
- Total kg active ingredient
- Total number of units
- Total volume in liters
- Request (circled in orange)
- kg Active ingredient
- Piece
- I

At the bottom right of the dialog are "Cancel" and "Save" buttons. The background shows a blurred view of the application's main interface, including a "Compulsory compulsory stock request" button.

5 After entering the data, click on "Save".

The screenshot shows a dark-themed application window titled "Disruption report". A modal dialog box titled "Edit compulsory compulsory stock application quantity" is open. It contains the following fields:

- GTIN: 7680631670020
- Product name, pack size: VORICONAZOL Lactab 200 mg 28 Stk
- Request: 4000 Package(s)
- Total kg active ingredient: 22.4 kg Active ingredient
- Total number of units: 112'000 Piece
- Total volume in liters: 1

At the bottom right of the dialog, there are "Cancel" and "Save" buttons. The "Save" button is highlighted with an orange circle.

6 Select your preferred reference and replenishment dates and click on "Save".

The new designation for Reference date is now: Obtention date

The date refers to when the mandatory stock is intended to be used.

The screenshot shows the same "Disruption report" window. A modal dialog box titled "Compulsory compulsory stock request" is open. It contains the following fields:

- Product: Voriconazol- 200mg, Lactab
- Quantity *
 - Total kg active ingredient: 22.4 kg Active ingredient
 - Total number of units: 112'000 Piece
- Reference date *: 05.06.2025
- Replenishment date for mandatory compulsory stock *: 30.06.2025
- Justification: (empty text area)

At the bottom right of the dialog, there are "Cancel" and "Save" buttons. The "Save" button is highlighted with an orange circle.

7 Please confirm the conditions and save.

Confirmation of the conditions ✕

The FONES only approves the release of mandatory compulsory stock items under the following conditions:

1. The mandatory stock items are only sold and used in Switzerland.
2. Your company informs customers that the goods supplied are mandatory compulsory stock items. The corresponding letter is submitted to the FONES in advance for review.
3. Your company reports the stock quantities of the product to the FONES on a weekly basis (via the Platform of therapeutic products) and informs the FONES about the planned and received deliveries.

The FONES may attach further conditions to a compulsory compulsory stock release on a case-by-case basis.

Cancel **Confirm and save**

8 You can then close the issue.

Disruption report Cancel issue Save changes ✕

Last update: 03 June 2025 | 14:23

Voriconazol- 200mg, Lactab

[+ Add issue](#)

Recommendation for action

Add a recommendation for action...

Disruption start date * Expected normal state *

21.05.2025 27.05.2025

[Please justify change with comment](#)

Reason for the disruption *

Lieferkettenprobleme:

- Distributionsprobleme

Reason for disruption report *

SAT 4

Storage situation

Status: Open Visible for: FBHM

published: Not published

Activities

Comments (3)

Text input

FBHM 27 May 2025 | 18:33

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Kommentar 3

HMP Zulassungsinhaber ... 1 of 2 Pages