Why and how to maintain a library of SDSs?

Why are new revisions of Safety Data Sheets for the same product issued?

Regulations related to chemicals are constantly improved. These changes often require new information to be included in SDSs, or require information to be presented in a different way.

When the supplier of an SDS is aware of an error in their SDS, they are also required to issue a revised version.

Consequently, suppliers of SDSs follow the changes in the regulations and update their SDSs regularly, typically every 2–3 years. There is always a date on the SDS that shows its revision date.

If your company uses 300 different substances, that means that you need to update 10 of your SDSs every month to keep your library up to date.

As you can imagine, it is quite a large manual job to regularly check with your suppliers if there are any updates to your SDSs.

If you use SDS Manager to manage your SDS library, you are alerted when we find new versions of your SDSs. Read more: User manual for "Manage SDS Updates" - see how you can upgrade SDSs to the latest version

See exactly what changed

SDS Manager highlights the changes between the SDS you have in your library and the new revision. Click **Upgrade to new version** on the SDS: the **Current version** is on the left and the **Newer Version** on the right, and only the values that have changed are listed. You don't need to read and compare entire documents line by line.

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Assign updates for review

Owners and admins can choose a colleague in **Assign upgrade reviewer**, for example someone in HSE or QA, a site manager or the chemical owner. This makes clear who is responsible for reviewing and approving the update, and reduces the risk that changes are overlooked.

Print the differences (for offline documentation)

Need documentation for audits, internal reviews or offline access? Click the print icon in the window with the differences. You can print the list of changes, or save it as a PDF from your browser's print dialog. This gives you a clear, shareable record of what has changed.

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