

Daily use

How can I move or copy SDSs from one location to another?

From [Location management \(require login\)](#) and from [All my SDSs page \(require login\)](#) you can move one SDS from one location or site to another using the "Move SDS" on the more-menu.

The screenshot shows the 'All my SDSs' page. At the top, there is a header with a QR code and instructions. Below the header is a filter bar with a search icon and a 'General' tab. The main table lists SDS entries with columns: Product Name, Supplier Name, Location, Signal word, Pictograms & Controls, Substance hazard, and Actions. The first four rows show '1,2-Dimethoxyethane' from different suppliers. The 'Actions' column for the first row has a more-menu icon (three dots) which is highlighted with a red box. A dropdown menu is open, showing options like 'Move SDS', 'Log presence of product', 'Create risk evaluation', etc. 'Move SDS' is highlighted with a red box.

From the [All our SDS page \(require login\)](#) on the "SDS compliance" tab, you can multiselect SDSs and bulk move or bulk copy several SDSs in one operation.

The screenshot shows the 'All Our SDS' page. On the left is a sidebar with a menu. The 'SDS compliance' tab is selected, and 'All Our SDS' is highlighted with a red box. The main table lists SDS entries with columns: Product Name, Supplier Name, Product Code, Revision date, GHS, Substance hazard, Last evaluated, and Locations. The first four rows show different products. The 'Locations' column for the first row has a 'Bulk Action' link, which is highlighted with a red box. A dropdown menu is open, showing options like 'Move SDS to another location', 'Copy SDS to another location', 'Move to archive', etc. 'Move SDS to another location' is highlighted with a red box.

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