

How to keep our SDS library up-to-date

SDS Approval function explained

The Approval functionality can be enabled on the [Settings page](#)

Settings

SDS Approval functionality		<input checked="" type="checkbox"/>
Measurement system	US	<input checked="" type="radio"/> Metric
Show chemical tracking QR code on labels. Allow recording of chemical usage using QR codes		<input type="checkbox"/>
Automatically update SDS to new versions		<input type="checkbox"/>
Employee SDS search: Show search result from global database if SDS is not found in Company SDS library		<input checked="" type="checkbox"/>

SDS Approval helps you manage which products and chemicals are approved for use in your organization.


You set approval on an SDS on the SDS detail page


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Danger


A-100 XXX

Solvents & Petroleum Service, Inc









No approval info

Approve

Approve

Mark Approval in process

Mark Not allowed for use

Remove approval status

☐ Show rows where SC

Add information message

General Information

Product name:

Product Synonyms:

Product identifiers:

CAS no.:






Revision date:

Icons in PDF:

A-100

64742-95-6

2020-06-01



Approval comment can be added

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URL: <https://sdsmanager.com/faq/content/39/241/en/sds-approval-function-explained/>

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Warning

AATREX LIQUID 480
Syngenta Canada Inc

Approved Approve

updated by: Erlend Bruvik - 2024-08-31
(Approved for use in ventilated areas only.)

☐ Show rows where S

Only use in ventilated areas

On the [All Our SDS](#) page you can filter on SDS that are Approved / Need approval

Search SDS in use and global database

All Our SDS

Export to XLSX

Search for SDS

Filter by CAS# in components

All Locations

SDS status

Approval Status

Supplier

Revision date

Risk assessment

Hazard statements

GHS pictograms

Only list SDS in use

All

Supplier

Revision date

All

Hazard statements

GHS pictograms

Custom Fields

Presence of Product

Language

Updated By

External System Id Presence

All

All

Amount stored

Bulk Action

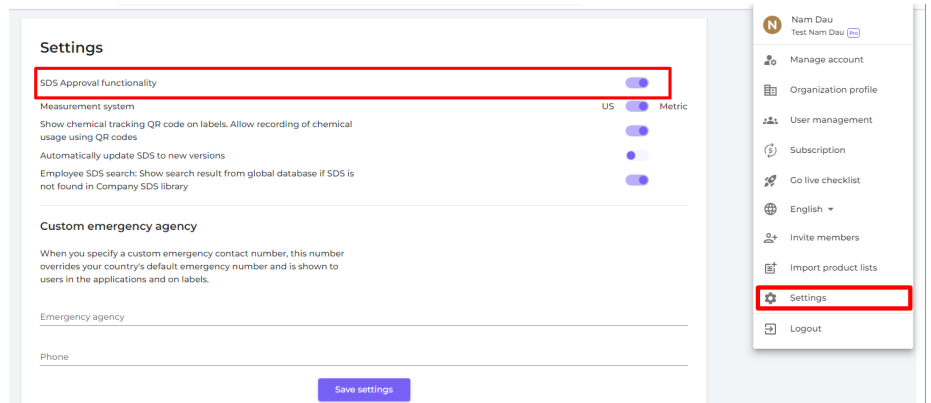
<input type="checkbox"/>	Product Name	Supplier Name	Product Code	Revision date	GHS	Substance hazard	Last evaluated	Locations	Approval Status	
<input type="checkbox"/>	CHAIN SPRAY	CRC Industries Europe BV	CHAIN SPRAY	2021-02-08		H2 S4 E3	Need approval	View location	Approved	<div>Replace with new SDS Add to Location</div>
<input type="checkbox"/>	CRC Hardener for Polyester Filler	CRC Industries	Chemwatch: 4546-50	2017-09-11		H5 S4 E4	Risk must be evaluated	View location	No approval info	<div>Replace with new SDS Add to Location</div>
<input type="checkbox"/>	CRC Hardener for Polyester Filler	CRC Industries		2023-03-10		H5 S4 E5	Risk must be evaluated	View location	No approval info	<div>Replace with new SDS Add to Location</div>
<input type="checkbox"/>	GAS-003	Nordic Immunological Laboratories B.V.	GAS-003	2022-10-19		H4 S1 E1	Risk must be evaluated	View location	No approval info	<div>Replace with new SDS Add to Location</div>
<input type="checkbox"/>	High Temperature Paint	Omega Paints P/L	High Temp Paint	2019-06-05		H3 S2 E1	Risk must be evaluated	View location	No approval info	<div>Replace with new SDS Add to Location</div>

On [All Our SDS](#) page you can also bulk set approval status using the Bulk action function

You can also 'Remove Approval' for a SDS later.

If your organization doesn't have this management process, 'SDS Approval functionality' can be

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turned off on the 'Settings' page.

User need role "Admin with approval" to be able to approve SDSs and risk assessments.

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Manage Location Access

Change user role: Staff
Access setting: **Customize access**

Select user: Owner D

JK409

- Test Nam Dau
 - Hai Nam
 - Test 31
 - Owner D
 - Industry 9
 - Factory 4

Admin with approval

No Access

Staff

Admin

Admin with approval

Save

Collapse location tree

User with regular "Admin" role on the location will be notified when trying to approve an SDS

SDS MANAGER

Dashboard

SDS All my SDSs

My locations

99+ Manage SDS Library

> Factory Tokyo (79)

Archived locations

Add location

Danger

1,2-Dimethoxyethane

Merck Life Science AS

Need approval Approve

Approval can only be done by users with user role "Admin with approval"

Product name: 1,2-Dimethoxyethane

Product Synonyms:

Show r

When an employee requests an SDS to be added to the SDS library, the approval can be recorded on the SDS request, documenting the approval process before the chemical is authorized for use in your company.

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Manage SDS request

Requester

Comments


R

We need to use this product for lubrication and cleaning in maintenance department.

Have checked safety issues and approve the product to be used as long as employee use mandated PPE during use.

Aug 31, 8:46 AM

Info from SDS

Product Name	WD-40 Aerosol	
Supplier Name	WD-40 Company	
Revision date		
Signal word	Danger	
GHS pictograms	 	
Approval Status	<ul style="list-style-type: none">Approved by Erlend B - Aug 31 2024, 8:46 AM (Have checked safety issues and approve the product to be used as long as employee use mandated PPE during use.)	

Add to SDS library

Remove my approval

Create risk evaluation

If your company uses a multi-step approval process, you can forward SDS requests to the "Next Approver." The next approver will receive an email notification that an SDS request is awaiting their approval.

How to keep our SDS library up-to-date

Manage SDS request

Comments Change log

Info from SDS

Process
Support
Review
Sign
GHS
Approval

Register approval SDS request

write_your_comment*:

Approved by EHS department for use in ventilated areas.

Next approver

Safety Manager

Register

Register your approval

Create risk evaluation

Unique solution ID: #1050

Author: n/a

Last update: 2024-09-26 08:36