

# How to keep our SDS library up-to-date

## My supplier sent me a new updated Safety Data Sheet

Suppliers sometimes send their customers updated Safety Data Sheets for products that they have bought.

If you receive a new Safety Data Sheet e.g., by email you first [search for your current SDS](#) (require login) and select "Replace with new SDS"

Next you drag your new file to the drop field of upload the file using the button "Browse File"

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SDS Manager will import the file you upload. You are then shown a confirmation dialog where you confirm replacing your current SDS (in below example from 2023) with the new SDS from 2024.

The current SDS will be move to [Archive](#) (require login) and the new SDS you added will be active in your library.

Unique solution ID: #1139

Last update: 2024-10-04 09:20