Add SDS to our new library

Importing Product Lists and Linking SDSs

Easily build and manage your SDS library by importing your product inventory

If you already maintain a list of products or chemicals used in your organization, stored in Excel or CSV format, you can quickly populate your SDS library using SDS Manager’s product list import feature. This approach is especially useful in the following scenarios:

- You are just getting started and do not yet have SDS files, but you do have a list of chemicals in use.
- You want to document all chemicals before collecting or linking the corresponding SDSs.
- You need to link existing metadata (such as quantities, comments, usage descriptions, or internal notes) to SDSs.
- You operate across multiple locations and want to delegate the initial setup to site managers. Each site can provide its own XLS file with local chemicals, which you can then import centrally.

The import wizard supports flexible column mapping and allows you to create custom fields to match your internal data structure. A template file (Template_product_list_import.xlsx) is attached at the bottom of this article. Using it is optional: you can keep your own column names and match each column to one of our fields in the wizard.

When a product list is imported, SDS Manager will automatically add an SDS to your library if a matching SDS is found based on **product name** and **supplier name**.

For any SDSs that are not automatically found, you can use our easy-to-use search tool to manually link the correct SDS from our global database of **30 million+ Safety Data Sheets**.

Below is a description of the fields that are supported in our product list import

SUPPLIER OF SDS	Supplier Name (Mandatory) Enter the name of the product's supplier—typically the manufacturer name f product label. If the supplier is unknown, you may temporarily enter the product name to b mandatory field requirement.
PRODUCT NAME	Mandatory: Name of the product
PRODUCT CODE	Optional: Manufacturer product code
LOCATION	Optional: Name of location product is used.

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If the field is empty, SDS Manager asks you during the import which location
products to.

if you set value " Factory A/Basement/Room 101" as location, SDS Manager
create the location hierarchy

Factory A

Basement

Room 101

and link the product to location "Room 101"

If the same product is used on multiple locations, the file should have one ro
location you want to add the product.

LINK TO SDS

SDS URL (Optional)

If you already have a direct link to the product's Safety Data Sheet, you can
here. When linking SDSs to imported products later, this pre-filled link can h
process.

SKU

SKU (Optional – for eCommerce Integration)

Use this field to enter the product’s SKU. When linked to an SDS, this enable
distribution via our API.

For example, you can trigger an email with the correct SDS to a customer by
with the customer’s email address and the product’s SKU.

EXTERNAL SYSTEM ID

Internal Product ID (Optional)

Use this field to enter the internal product ID from your ERP system. Linking
the product allows you to later export SDS information and import it back int
system.

This enables features like displaying direct links to Safety Data Sheets from
including SDS links on invoices for products that require them.

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EAN	Non-US barcodes (optional): Enter any EAN codes associated with the produc EAN codes correspond to the same SDS, you can list them as a comma-sepa By including EAN codes, your employees will be able to quickly find the corre Sheet by simply scanning the barcode using the SDS Manager app.
UPC	US Barcodes (Optional): Enter any UPC codes associated with the product he codes correspond to the same SDS, you can list them as a comma-separated By including UPC codes, your employees will be able to quickly find the corre Sheet by simply scanning the barcode using the SDS Manager app.
CAS NO.	CAS Number (Optional) If the product has a known CAS number, you can enter it here. It will be used the correct Safety Data Sheet during import. Note: This field should only be used for pure substances—not for chemical m contain multiple components with different CAS numbers.
AMOUNT	If you are using SDS Manager for tracking chemical usage, you can import th have in stock here.
MEASUREMENT UNIT	supported measurement units>

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Metric volume
µl
ml
l
cc
m3

US volume
fl oz
pt
qt
gals
cu ft

Metric weight
µg
mg
g
kg

US weight
oz
lbs

VENDOR EMAIL

When email address to your vendor is imported, it is easier for your to reque
from your vendor.

REQUIRE SDS

Optional: Some products, such as water, do not require a Safety Data Sheet
your employees are aware that a product intentionally lacks an SDS, you car
"Require SDS" field.

When the system imports your product list, any product marked with "Requi
still be added to your SDS library. These entries will include a note:
"This product does not have any SDS."

This feature helps you maintain transparency and communicate clearly to yo
SDS is available or necessary for certain items.

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CUSTOM FIELD	Optional: Use this field to match and link with your available custom field on NOTE: For an enumerated custom field, the values in your import file must be ident created in the SDS Library For a date-type custom field, the values in your import file must follow the fo For more information on custom field. Please check this link

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Importing XLS Files

During the import process, the import wizard allows you to define custom fields and map your column headers to the field names used in our system.
You can start from the template file attached at the bottom of this article, or keep your own column headers and match them to our fields in the wizard.

If your organization operates across multiple sites, you can import a separate file for each site. Any new location specified in the **Location** field will be automatically created during import if it doesn't already exist in your account's location structure.

Read more: How do I import our xls/csv file with all the products we use? · SDS Requests - find SDS for chemicals/substances you have added/imported

Unique solution ID: #1126

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