SDS Chemical Inventory Database

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Last updated: March 2015

The most important role of the SDS Chemical Inventory Database is to provide easy access to an up-to-date SDS. Please remember that the best reference for the safe handling, storage and disposal of many hazardous waste products is the product's material safety data sheet (SDS). In the event that the online SDS Chemical Inventory Database is not available, SDS can still be accessed via the offline CD-ROM (located in the orange SDS Database sleeve) or SDS binder located adjacent to every chemical storage area.

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Public Component

To access to the public component of the SDS Chemical Inventory Database (SDS) application enter the application URL into your web browser. The SDS application address is currently;
http://sds.nipissingu.ca or http://msds.nipissingu.ca

The SDS application displays the Splash screen shown below in Figure 1. Click the Inventory to be taken to the inventory page of the SDS application described below.

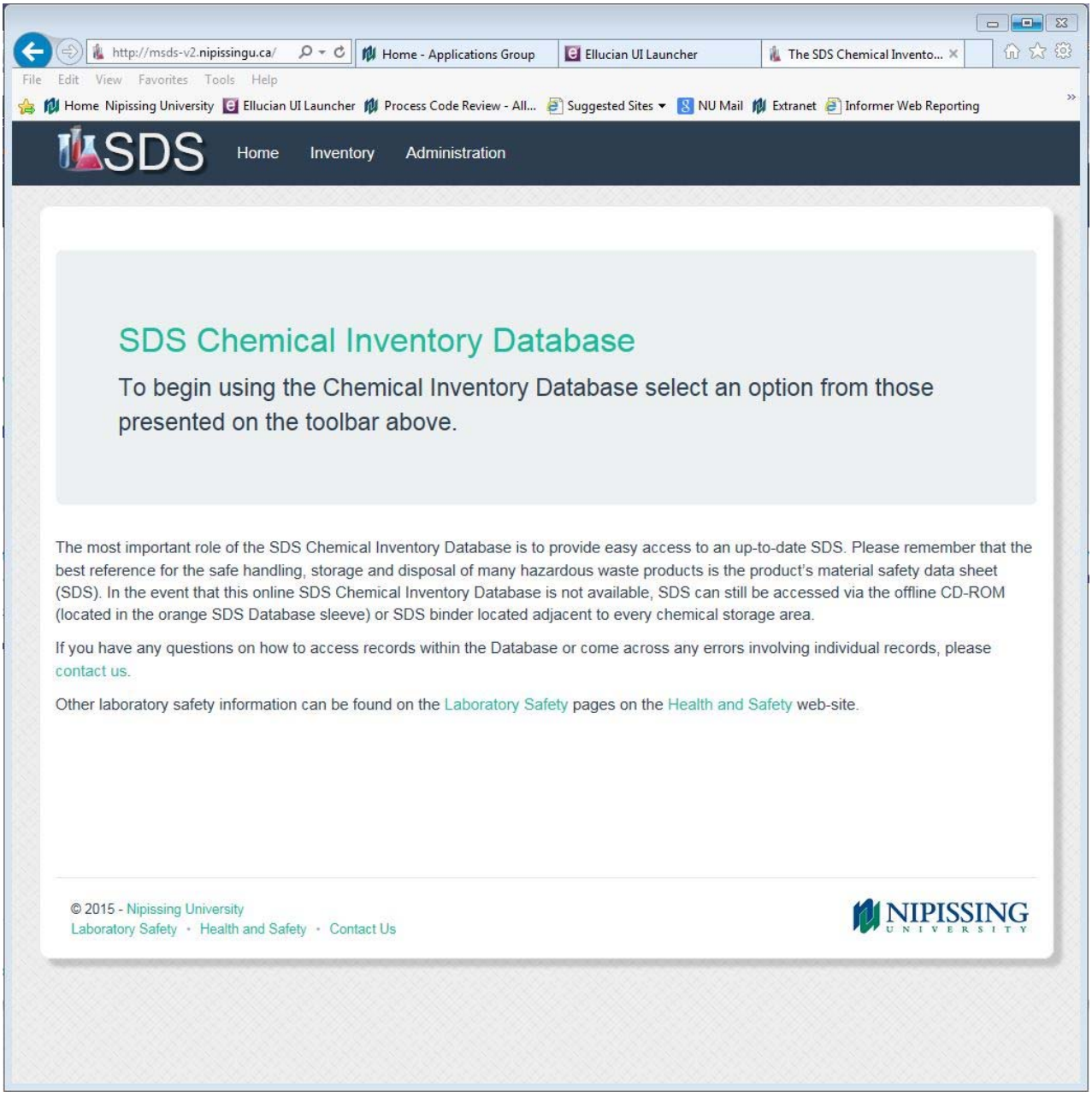

Figure 1: SDS Main Page

1.1 MSDS Main Page

The SDS Main page allows you to navigate to any one of several options for displaying the SDS information managed by the application. Access to these options is made available through the main menu located at the top of the page. See Figure 2.

The options available to all users are;

- **Home** – This option allows the user to return to the SDS Main page.
- **Inventory** – This is where the public facing chemical inventory is.
- **Administration** – This is where the inventory is maintained by those with access.
- **Reagents (tab)** – This option allows users to browse and search all reagent records with reagent as the first column.
- **CAS Numbers (tab)** – This option allows users to browse and search all reagent records with reagent as the first column.
- **Vendors (tab)** - This option allows users to browse and search all reagent records with vendor as the first column.
- **Rooms (tab)** – This option allows users to browse and search all reagent records with room as the first column.
- **Product Code (tab)** - This option allows users to browse and search all reagent records with product code as the first column.
- **Chemical Formula (tab)** - This option allows users to browse and search all reagent records with chemical as the first column.

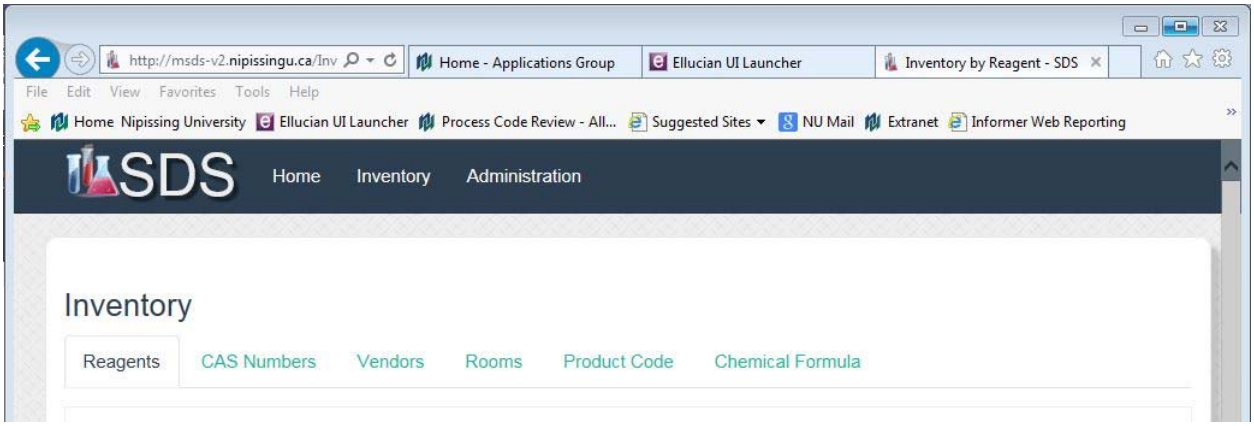

Figure 2: Inventory

1.2 Performing a search

There are textboxes located above Reagent, CAS Number, Chemical Formula, Room, Location, Vendor/Supplier and Spill Kit. Enter text into the textbox above the column you'd like to search and then click the Search button.

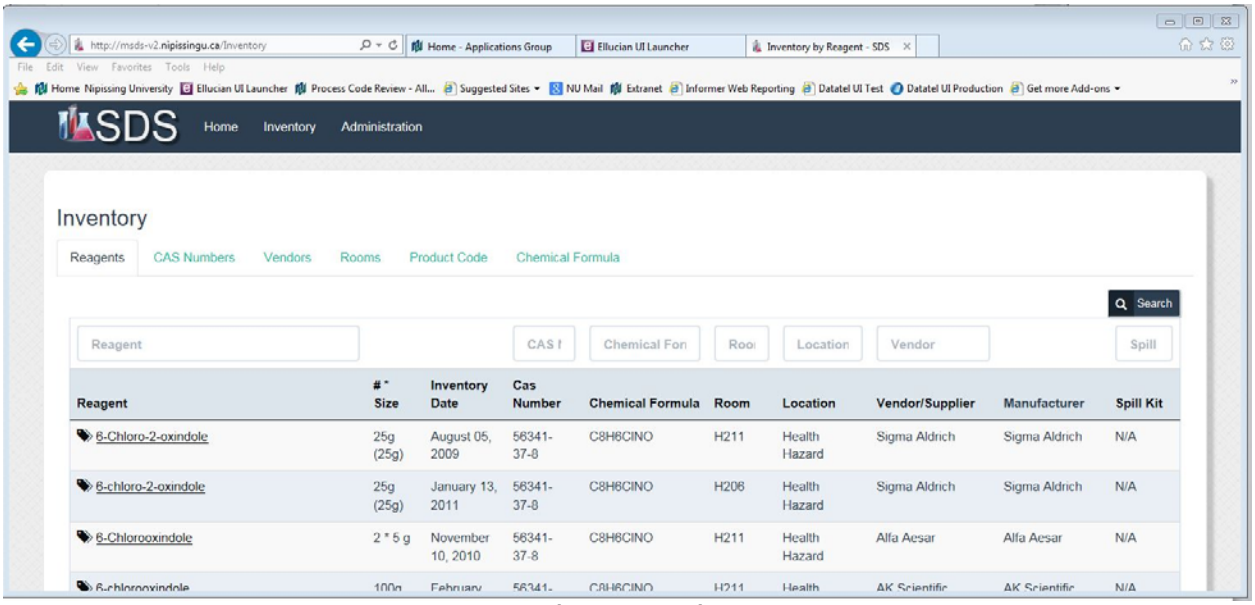

Figure 3: Search

The SDS application will search all records for those that match the entered criteria for the column and display the results as illustrated below in Figure 5. The application will display 15 records per page.

If a returned record has an SDS file associated with it, the name of the Reagent will be hyperlinked. Clicking the hyperlink will display the SDS file in your browser.

1.3 Paging Results

If there are more than 15 records returned by the search the application will display a set of buttons that allows you to move forward and backwards through the pages as well as an indicator of how many records were found and how many pages or records were returned. See Figure 4 below;

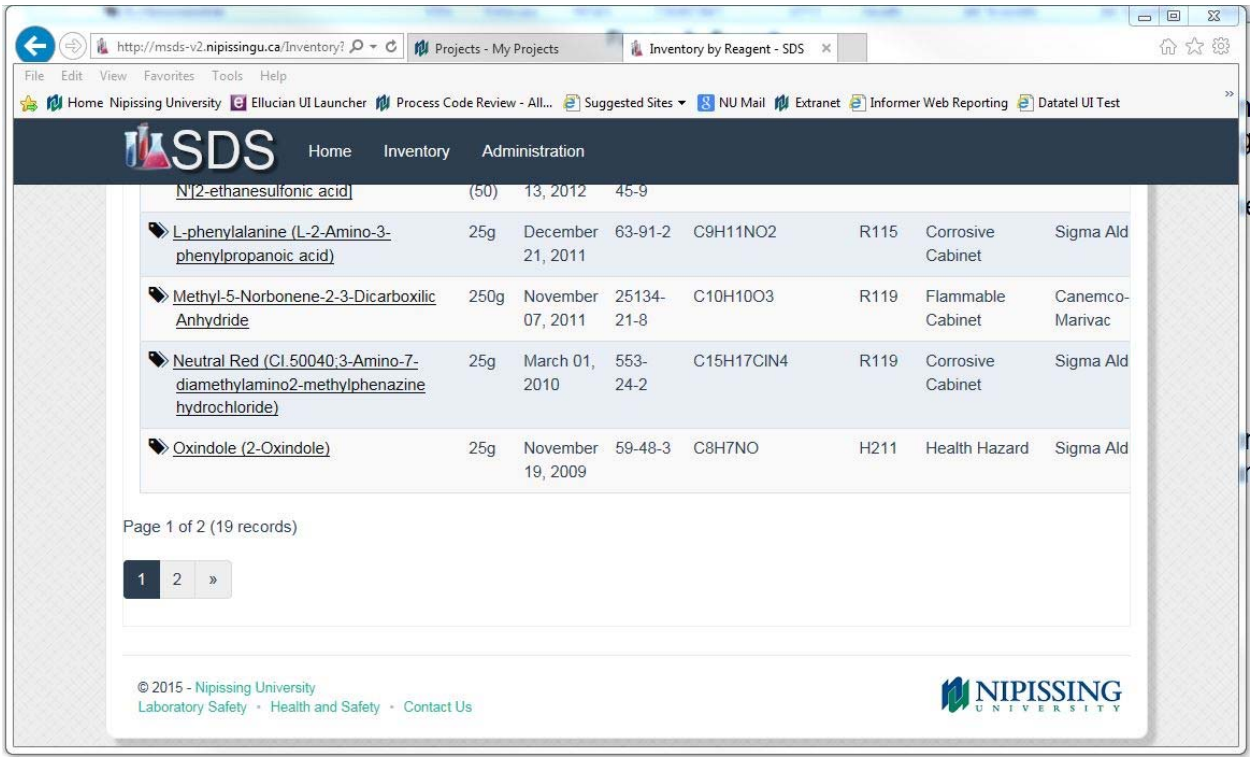

Figure 4: Paging Results