

Daily use

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

From [Location management \(require login\)](#) and from [My-sds 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 'SDS Library for EB test' interface. It features a search bar, tabs for 'General', 'Hazard', 'Revision', 'Risk', and 'Custom Fields', and a table of SDS entries. The table columns are Product Name, Supplier Name, Location, Pictograms & Controls, Substance hazard (H, S, E), and Actions. A context menu is open for the 'Acetone' entry, showing options like 'Move SDS', 'Move amount to other location', 'Create risk evaluation', 'Move to archive', 'Hide from Non-admin', 'Safety information summary', 'Replace with new SDS', 'Edit SDS information', and 'Add attachment'.

Product Name ↑	Supplier Name	Location	Pictograms & Controls	Substance hazard H S E	Actions
320105701 Larix MED SN-SS SAE 5W30	Dyade Lubricants B.V	2nd floor	[Pictograms]	H1 S1 E1	[Icons]
Acetone	Recochem Inc.	Factory Equator	[Pictograms]	H2 S3	[Icons]
Acetone for analysis EMSURE	Merck KGaA	Factory Paris	[Pictograms]	H2 S3	[Icons]
Acetone for analysis EMSURE	Merck KGaA	Biomed	[Pictograms]	H2 S3	[Icons]

From the page [All our SDS \(require login\)](#) you can multiselect SDS and bulk move or bulk copy several SDS in one operation

The screenshot shows the 'All Our SDS' interface. It features search bars for 'Search for SDS' and 'Search for CAS# in components', and filters for 'SDS status', 'Approval Status', 'Supplier', 'Revision date', 'Risk assessment', and 'Statement'. A table of SDS entries is displayed with columns for Product Name, Supplier Name, Product Code, Revision date, GHS, Substance hazard (H, S, E), Risk assessment, and Statement. A bulk action menu is open, showing options like 'Move SDS to another location', 'Copy SDS to another location', and 'Move to archive'.

Product Name	Supplier Name	Product Code	Revision date	GHS	Substance hazard H S E	Risk assessment	Statement
Acetone for analysis EMSURE	Merck KGaA	1.00014	2023-07-04	[Pictograms]	H2 S3 E1	Risk must be evaluated	View locations Not approved
AMERCOAT 370 PEARL GRAY RESIN	PPG Industries, Inc	AT370-23	2015-06-03	[Pictograms]	H5 S5 E5	Risk must be evaluated	View locations Not approved
Coal Tar	ArcelorMittal Dofasco, Inc		2015-05-27	[Pictograms]	H5 S5 E5	Risk must be evaluated	View locations Not approved

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