

# Add SDS to our new library

## Template file for product list

Before you start adding Safety Data Sheets to your SDS library you need to have an overview of all chemicals your organization are using.

Below is an example file you can use for that purpose.

SUPPLIER_OF_SDS	PRODUCT_NAME	PRODUCT_CODE	LOCATION	LINK_TO_SDS	SKU	EXTERNAL_SYSTEM_ID
WD-40	Multi Use aerosol	490081	Factory A/Basement/Room 101	<a href="https://files.wd40.com/pdf/sds/mup/wd-40-multi-u">https://files.wd40.com/pdf/sds/mup/wd-40-multi-u</a>	6655443322	BB1234567

SUPPLIER_OF_SDS	Mandatory: Name of supplier of the product. Typically manufacturer name on product label.
PRODUCT_NAME	Mandatory: Name of the product
PRODUCT_CODE	Optional: Manufacturer product code
LOCATION	Optional: Name of location product is used. If field is left empty, the product will be assigned to you default location in SDS Manager.  if you set value " Factory A/Basement/Room 101" as location, SDS Manager will automatically 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 row for each location you want to add the product.

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LINK_TO_SDS	Optional: Here you add the URL to the SDS if you know it. When you later link Safety Data Sheets to the imported product, having the link will save you some time.
SKU	Optional: For use by ecommerce solutions
EXTERNAL_SYSTEM_ID	Optional: Use this field for your ERP system internal id used for the product. With your internal ID linked to the product, you can later export SDS information and import it to your ERP system to be able to have links to Safety Data Sheets from your ERP system or if you want to add link to Safety Data Sheets on your invoices for products that have SDS

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