

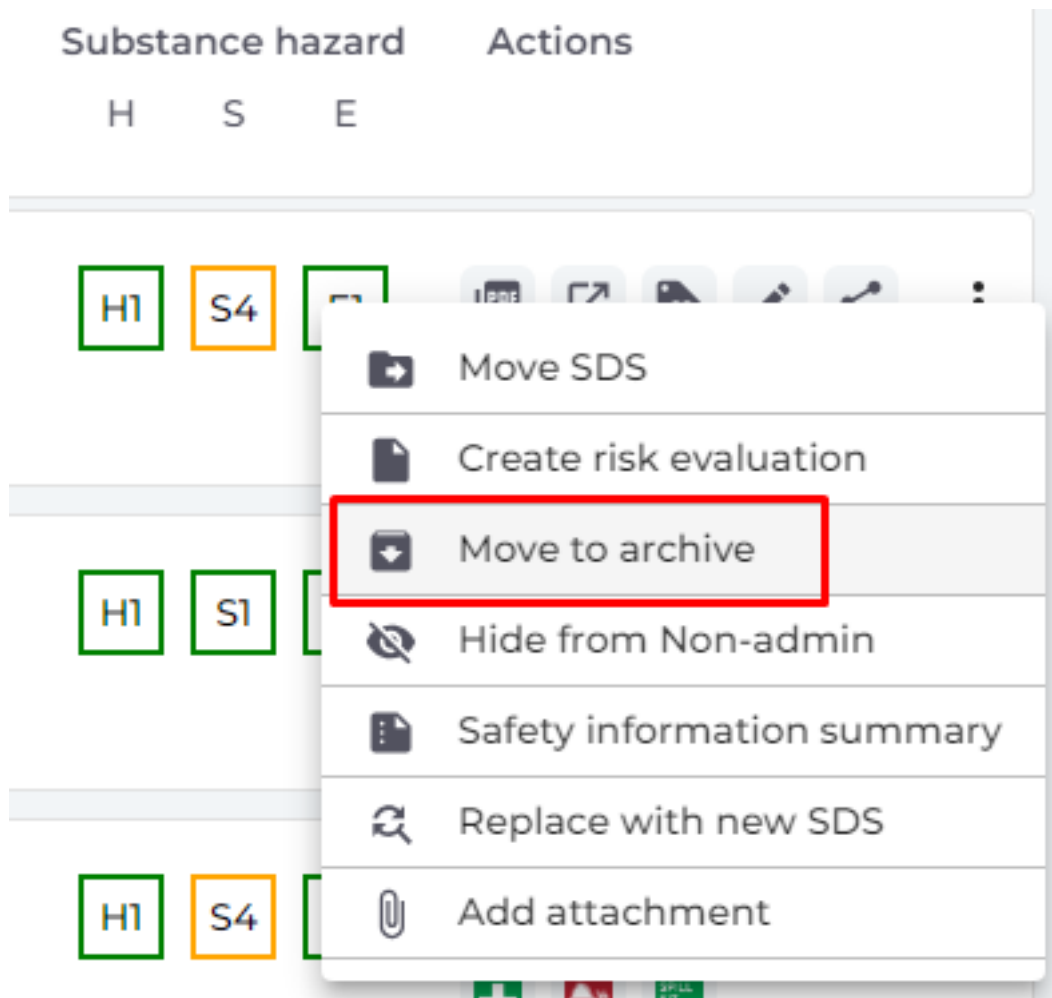
How to keep our SDS library up-to-date

What do I do with SDS for chemicals that we no longer use (Archive SDS)?

Chemicals that you no longer use can be archived from a location. Here is how to do that:

Open 'All my SDSs' or 'Manage SDS Library' page and find the SDS.

Click on 'More actions' icon in the Actions column, select 'Move to archive' and confirm.




The archived substances will be seen in the 'Archive' page.

Click here to [open SDS Manager and access your archived SDSs \(require login\)](#).

On the archive page, you can permanently remove a Safety Data Sheet (SDS) from your library. Simply click "Permanently Delete" next to the SDS you wish to eliminate.

How to keep our SDS library up-to-date



Dashboard

All my SDSs

My locations

Manage SDS Library

Global SDS Search

SDS compliance

All Our SDSs



Archive

SDS where newer version exists

Substances with missing SDS

Archive

Product, supplier name

Product Name	Supplier Name	Product Code	Revision date	GHS	Locations	
100 % natural processed walnut shell	Agri Empresa LLC		2022-09-15		Factory Himalaya	<div>Undo Archive</div> <div>Permanently delete</div>
12415 FOAM INS REP CDN 9.5% DEET	Croc Bloc Products Inc	12415	2018-10-31	<div> </div>	Factory Equator	<div>Undo Archive</div> <div>Permanently delete</div>

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