

Uploading SDS to Risk & Safety Solutions (RSS)

Downloading the SDS

1. Search the chemical followed by SDS
2. Click the site that is the same brand as the chemicals
 - a. If brought to the brand's website, scroll down the page and find the link to the SDS Sheet PDF (sometimes listed as MSDS)
 - b. If brought to PDF continue to the next step
3. Click the arrow pointing down in the top right corner to download the SDS
 - a. Name the download the same as on the SDS (to simplify names)



Download safety data sheet - pdf



Adding the SDS to RSS

1. Open the Risk and Safety Solutions website
<https://csu.risksafety.solutions/sds>
2. Log in with your employee email address
3. At the top of the page, click the search bar
 - a. See if there is already an SDS for the chemical
4. If not, click the 3 dots in the blue circle at the bottom right of the page
5. Then click "Add New"
6. Drag the downloaded Safety Data Sheet to the upload file box on the left side of the screen
 - a. If it won't drag and drop, click on "Upload file" and click on the downloaded SDS
7. On the right side of the screen, insert all the information from the SDS

a. Product Name*

- i. Found at the top of the SDS
- Be sure to check the specific cleaner (ex: Original)

b. Vendor Name*

- i. Usually found at the top of the page (may be listed as the manufacturer)
- If the vendor (or manufacturer) cannot be found anywhere, N/A can be put in its place


c. Add in CAS number(s) if applicable

- i. Found under ingredients section

d. Date Created and Version Date (Revision Date)

- i. Found on the first page

8. Click save and the new SDS will be added to the list!

Safety Data Sheet	
according to Hazard Communication Standard; 29 CFR 1910.1200	
	
WINDEX® CLEANER ORIGINAL	
Version 1.3	Print Date 03/09/2018
Revision Date 01/23/2018	SDS Number 350000014153

Manufacturer, importer, supplier : S.C. Johnson & Son, Inc.
1525 Howe Street
Racine WI 53403-2236

3. Composition / information on ingredients		
Component	CAS-No	Weight %
trans-Cinnamaldehyde	14371-10-9	99