

Instructions for Searching MSDSonline

For campus specific items there are two ways to get to your campus database once you are in MSDSonline. On the main page you will see two places that say "Location". One is on the far left and one is in the Drop-down menu area. They both work pretty much the same way, they just look slightly different. Click on either one and scroll down until you find your campus. They are in alphabetical order.

Campus locations can be broken down into four levels. The levels are color coded to aid in your selection. Selecting a higher level will include all lower level locations. Based off of what location is selected the page will populate with the SDS's for that location. SDS's for lower level locations will also be shown if a higher level location was selected. When you scroll down the list of the SDS's the page will continue to populate until all of the SDS's for that location are shown. Using the A-Z sort feature on the right hand side of the Drop-down menu area is recommended to make searching easier. CAUTION: If you are searching for a particular product avoid using the "Product name starts with" feature because it pulls you out of the location you selected and it will search ALL of the IU database. Using the Search bar doesn't do this. It will search the location you selected.

Make sure you select the correct SDS/MSDS from the specific manufacturer so you get the correct information. Similar products may be listed in MSDSonline with the same basic description (or very close) but, especially in the case of different manufacturers, the ingredients they use and the amount of those ingredients can be very different and result in different types and/or levels of hazards. Product and/or UPC numbers are very helpful for ensuring you select the correct one. If you are in doubt contact the EHS representative for your respective campus.

Once you have found the product you are looking for you can click on the .pdf icon to the left of the product name and it will display the manufacturers SDS/MSDS for that product.

If you are looking for a product and it is not in the specific location or the campus level location use one of the methods above to search the IU database. If it's not in the IU database click on the "MSDSonline Search" tab on the left side of the page. This takes you to a page that will search the entire MSDSonline database not just the IU database. Depending on what you are searching for you may get anywhere from one to thousands of results. The more information you type in the more it narrows the results.

If you only want to see the SDS's for a specific location when you first enter MSDSonline use the Edit Memory button on the upper right of the page. Using this feature only affects the device you are currently using. Click on Edit Memory and select the location you want to see when MSDSonline opens, click Save. Once you leave the site and come back in it will take you directly to the location you selected. You can still select other locations from the drop-down box or the Location tab. To reset what initially displays go back to Edit Memory and scroll up to Select Location (at the very top) and click the Save button.

A few important things to keep in mind:

1. Not all products contain hazardous chemicals so they are not required to have an SDS nor are they required to be in the database. Many (not all) non-hazardous products are in the database simply so you can easily check to see if they have hazards or not. It takes the guesswork out of it.

2. Not all products that contain hazardous chemicals and have an SDS are required to be in our database because certain products used under certain conditions are exempt from the OSHA requirement to have that SDS in the workplace. Many of these are still included in the database even though it's not required because it helps you to stay protected.

3. It may not be in a campus specific database because EHS doesn't know it's on campus. Unfortunately people bring in products from home or the store and there is no way of knowing they are on campus unless you let EHS know or they're found during walkthroughs. If you have products that aren't in the database let EHS know and if it's determined that it needs to go in the database it will be added.