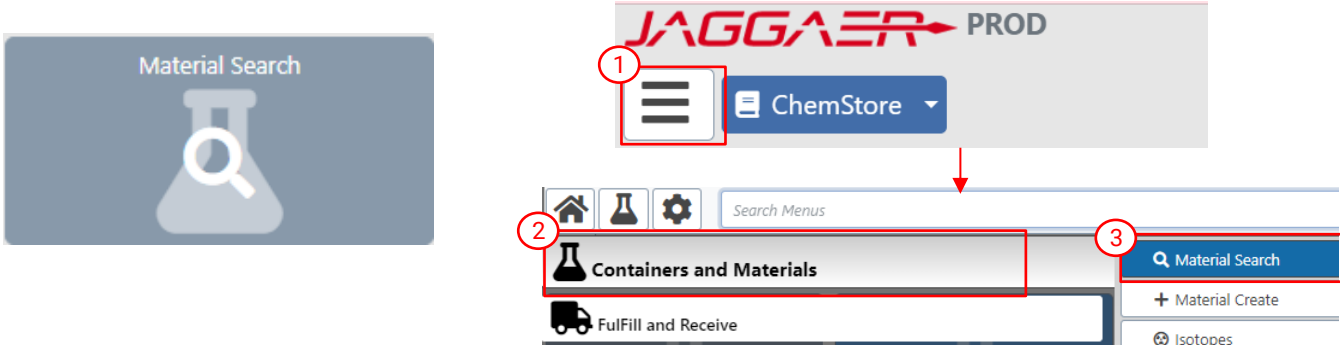
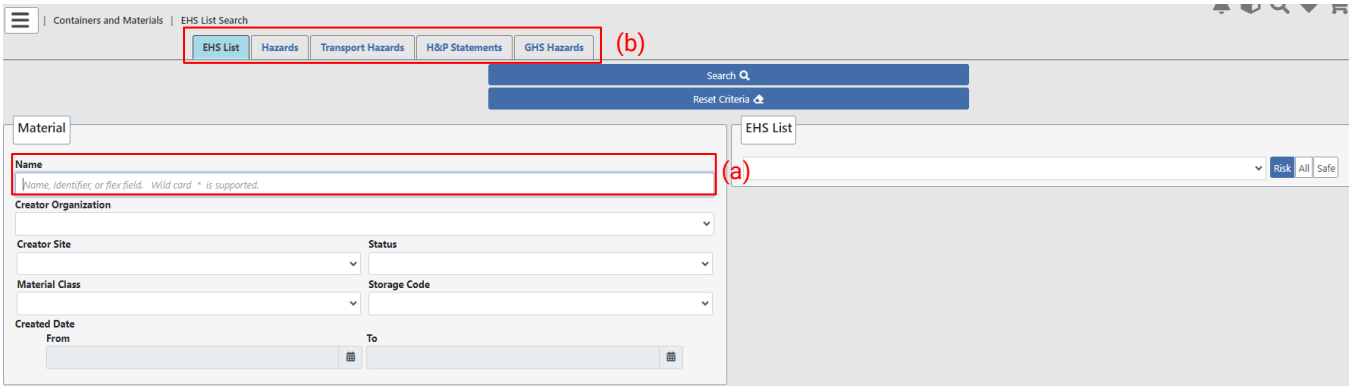



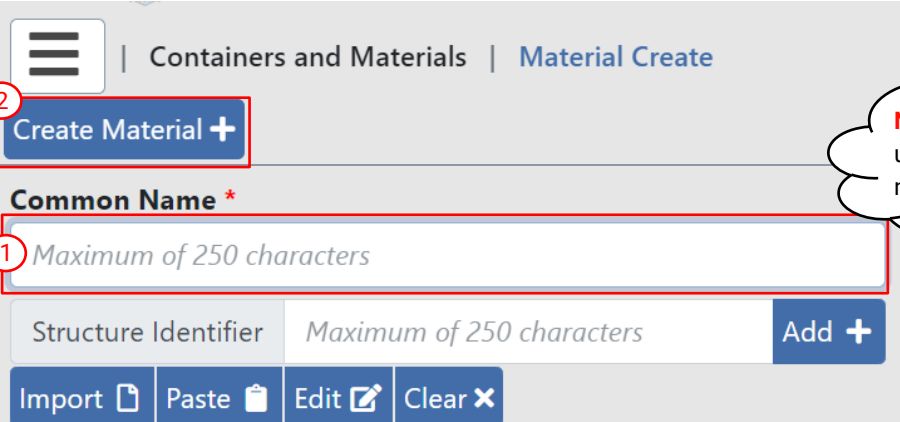
## Contents

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# 1. Search for Materials

Step	Screenshot
<p>1. In the Home page, click on <b>Material Search</b> tile or go to <b>Menu -&gt; Containers and Materials -&gt; Material Search</b>.</p>	
<p>2. Search for a material:</p> <p><b>(a) Search for an existing material:</b></p> <p>In the <b>Name</b> field, enter Common Name or Identifiers (e.g. CAS number) with wild card supported to search.</p> <p><b>(b) Search for materials using filtering criteria</b></p> <p>Navigate to a relevant tab below to search the relevant category for filtering:</p> <ul style="list-style-type: none"> <li>• EHS List, e.g. Schedule 7 Poisons, Flammable Gas</li> <li>• Hazards</li> <li>• Transport Hazards</li> <li>• H&amp;P Statements</li> <li>• GHS Hazards, e.g. Acute Toxicity, Skin Sensitization</li> </ul>	

## 2. Create a New Material

Step	Screenshot
<p>1. In the Home page, click on <b>Material Create</b> tile or go to <b>Menu -&gt; Containers and Materials -&gt; Material Create</b>.</p> <p><b>Note:</b> Before creating a new material, please do a thorough search and make sure the material does not exist in Jaggaer.</p>	
<p><b>2. Create a Material</b></p> <p>① Input <b>Common Name</b> of the new material.</p> <p>② Click <b>Create Material</b> button to open <b>Edit Material Identifiers</b> page.</p>	 <p><b>Note:</b> Common Name must be unique. If not unique, an error message will pop up.</p>

### 3. Edit Material – General Information

Fill in details of the material in each tab as much as possible:

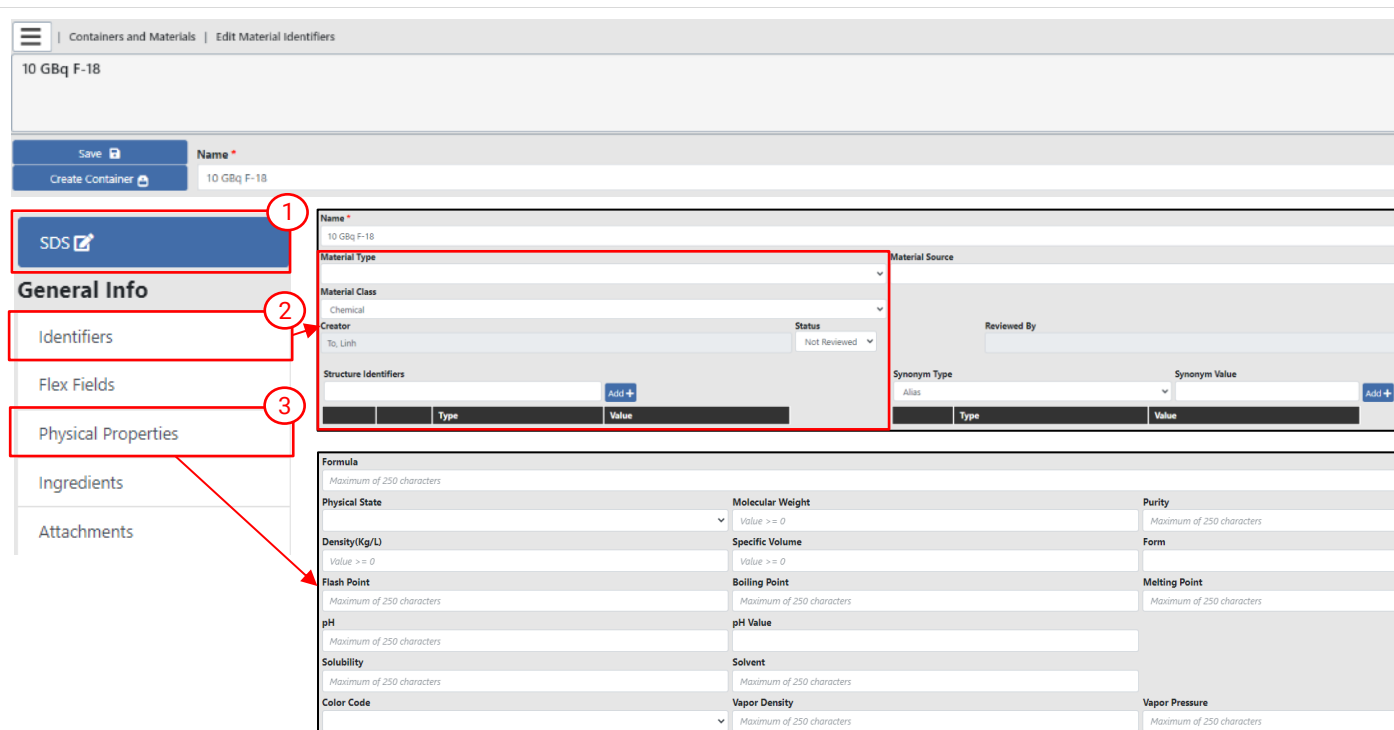
① **SDS:** Add attachment of **Safety Data Sheet (SDS)**.

② **Identifiers:**

- Material Type: Biological, Mixture, Pure chemical
- Material Class: Chemical, Chemical do not create ontainer, Lab supplies
- Structure Identifiers: CAS number or MDL number

③ **Physical Properties:**

- Formula
- Physical State
- Molecular Weight
- Purity: concentration of material
- Density (Kg/L)



Containers and Materials | Edit Material Identifiers

10 GBq F-18

Save | Name \* | 10 GBq F-18

Create Container

**SDS**

**General Info**

Identifiers

Flex Fields

Physical Properties

Ingredients

Attachments

Name \*  
10 GBq F-18

Material Type  
Material Class  
Chemical

Creator  
To, Linh

Status  
Not Reviewed

Structure Identifiers

Material Source  
Reviewed By

Synonym Type  
Alias

Synonym Value

Formula  
Maximum of 250 characters

Physical State Maximum of 250 characters	Molecular Weight Value >= 0	Purity Maximum of 250 characters
Density(Kg/L) Value >= 0	Specific Volume Value >= 0	Form Maximum of 250 characters
Flash Point Maximum of 250 characters	Boiling Point Maximum of 250 characters	Melting Point Maximum of 250 characters
pH Maximum of 250 characters	pH Value	
Solubility Maximum of 250 characters	Solvent Maximum of 250 characters	
Color Code	Vapor Density Maximum of 250 characters	Vapor Pressure Maximum of 250 characters

#### 4. Edit Material – Health/Safety (VERY IMPORTANT)

- ① **GHS:** Record all the Hazard and Safety data.
- Complete ALL fields.
  - Choose the appropriate category (as stated on the SDS) for **each** of the relevant Hazard Classes.
  - Click **Save**.

**Note:** This information determines the pictograms for the safety label PLUS enables accurate reporting for the emergency services.

- ② **H&P Statements:** Hazard & Precaution Statements
- Select the relevant hazard/risk/safety/precaution statements (as stated on the SDS) and click **Add**.

**Health/Safety**

- H&P Statements
- Storage Codes
- GHS
- EHS List
- Hazard Properties
- NFPA/HMIS Ratings
- Transport Hazards

**GHS**

**Tip:** MUST use the information from the SDS to complete this section.

- Acute Toxicity
- Acute Toxicity - Dermal
- Acute Toxicity - Inhalation
- Acute Toxicity - Oral
- Aerosols
- Aspiration Hazard
- Carcinogenicity
- Chemicals Under Pressure
- Corrosive to Metals

**Hazard & Precaution Statements**

R	R1 Explosive when dry	Add Risk +	S	S1 Keep locked up	Add Safety +
H	H000 Non-Hazardous according to GHS criteria	Add Hazard +	P	P201 Obtain special instructions before use.	Add Precaution +

Statement # | Statement Text

### 3. Edit Current Materials

- Search for an existing material (follow Section 1).
- Edit the existing material (follow Step 3 & Step 4 in Section 2).