

Safety Data Sheets Portal

User Manual



User Manual



Safety Data Sheets Portal — User Manual

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Safety Data Sheets Portal - User Manual

1 Introduction

This document is a user guide for the "Safety Data Sheets" application, a website where you can consult the Safety Data Sheets of Eni spa products sold.

The site can be reached via the URL https://msds.eni.com or from the eni.com portal.



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2 Requirements

"Safety Data Sheets" is an internet tool that does not require enabled customers to install any software.

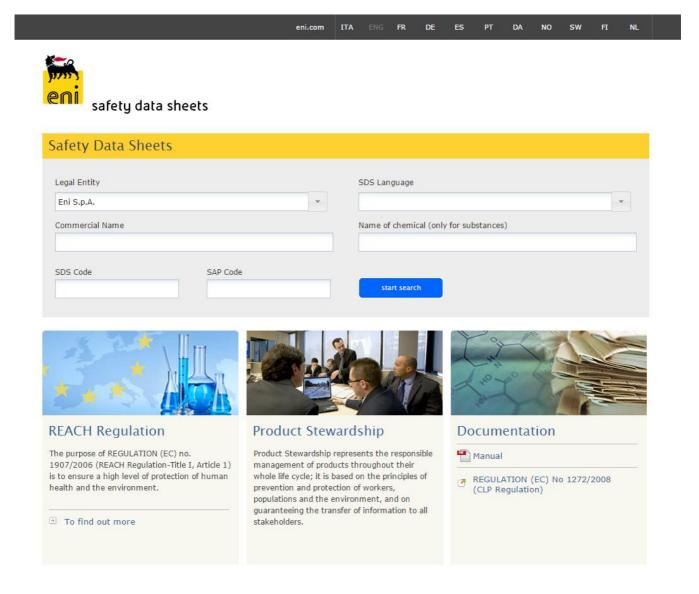
The only components needed are a browser(Microsoft Internet Explorere 7,8,9 or 10 or Google Chrome 35 and Apple Safari), Adobe Reader (or an equivalent pdf file reader) and a program for extracting .zip files.



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3 Language

The language selection bar is visible in all the pages, at the top, and allows the language to be changed (ITA, ENG, FR, DE, ES, PT, DA, NO, SW, FI, NL).





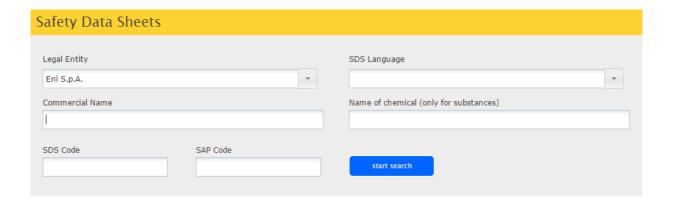
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4 Searching for and Downloading an SDS

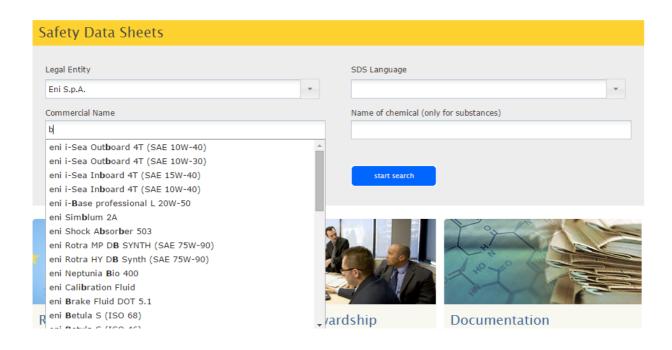
To search for and download a Safety Data Sheet – abbreviated hereinafter as SDS – the application provides a search form, accessed directly from the Home Page, containing the following fields:

- · Legal Entity of Reference
- Data Sheet Language
- Commercial Name of the Product
- Chemical Name of the Product
- Data Sheet Code
- SAP Code (loose product code)

To search for and download a SDS.



The only mandatory field in the form is the Legal Entity. The search uses the AND operator to relate the completed fields to one another. All available fields are set to autocomplete: it is sufficient to type several letters and the system will propose several options intended to identify the product of interest. If the search returns more than fifty results, the message "Search results exceed 50 items. Please refine your search" will appear.



Once the desired search criteria have been entered, click on "start search". The system shows the list of SDSs that match the specified criteria.

Safety Data Sheets

Selected Legal Entity: Eni S.p.A.

no.10 results

					new search	your	cart
Commercial A	SDS Code	Name of chemical (only for substances)	SAP Code	Language \$	Hazardous 🏺	Download 🌲	Add to Your Cart
							Add All
eni Betula S (ISO 32)	11958 🕀		705400	DA	•	383.7 KB	÷
eni Betula S (ISO 32)	11958 😷		705400	DE	•	417.1 KB	÷
eni Betula S (ISO 32)	11958 😷		705400	EN	•	400.2 KB	습
eni Betula S (ISO 32)	11958 😃		705400	ES	•	410.41 KB	÷
eni Betula S (ISO 32)	11958 😷		705400	FI	•	385.23 KB	÷
eni Betula S (ISO 32)	11958 😷		705400	FR	•	445.85 KB	÷
eni Betula S (ISO 32)	11958 😷		705400	IT	@	419.07 KB	÷



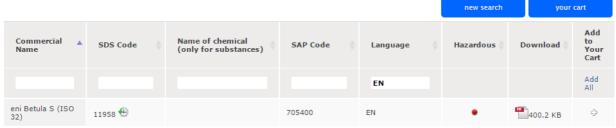
The table provided, which shows the results divided into pages containing ten results each, allows you to:

- sort the returned results by clicking on the heading of the column in question
- further filter the results, based on the columns Commercial Name, SDS Code, Chemical Name, SAP Code and Language, by entering values into the empty fields in the first row.

Safety Data Sheets

Selected Legal Entity: Eni S.p.A.

no.10 results



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- get an indication of the hazardousness of the product in question. If a product has been classified as hazardous, the icon will be shown
- get an indication of obsolete products ¹. If a product is obsolete, the ^{II} icon will appear next to its commercial name
- get an indication of the historic SDS code. ² (This is the code which was assigned to

Eni spa products in the previous system). If a product has a historic code, the icon will appear next to its SDS code, its tooltip showing the historic code.

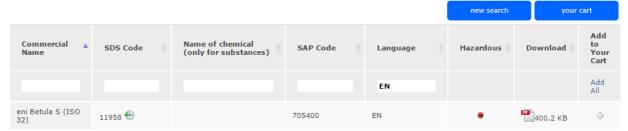
¹ Following the cessation of a product, a period (1 year) called the obsolescence period runs, starting from the date of cessation. The products in this phase are called obsolete. During this period the SDSs for the products remain available and can be consulted using the SDS site. Once the obsolescence period has passed, the SDS for such products are no longer available and cannot be consulted.

² The historic SDS code is the code which was assigned to Eni spa products in the previous system. This code is vaid only for SDSs imported from the previous system.

Safety Data Sheets

Selected Legal Entity: Eni S.p.A.

no.10 results



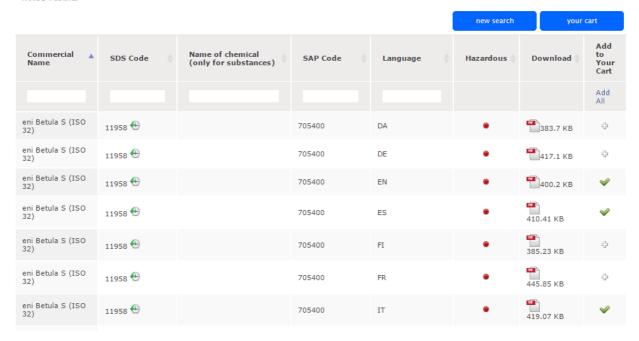
FIRST PAGE « 1 » LAST PAGE

- view a pdf file of the SDS by clicking on the icon
- add to the cart the SDS of interest which you would like to download in bulk using the button. Upon adding the SDS to the cart, the button is transformed into the icon. By clicking on this button again, you can remove the SDS in question from the cart. By clicking on the "Add All" button located at the top of the column, all the SDS returned by the search will be selected and the button will change to become "Remove All". In this case, all the SDS returned by the search will be removed from the cart.

Safety Data Sheets

Selected Legal Entity: Eni S.p.A.

no.10 results



The SDS selected in the search page are placed in the cart. The cart allows the SDS to be downloaded in bulk, creating a .zip file containing all or some SDSs from among those added in the search results.

Safety Data Sheets

Your Cart

You have added n.3 data sheets to your cart

			new search	return to results	delete selected	downloa	d selected
Commercial A	SDS Code 💠	Name of chemical (only for substances)	SAP Code	Language \$	Hazardous 🔷	Download 🌲	Select
							Select All
eni Betula S (ISO 32)	11958 🕀		705400	EN	•	400.2 KB	
eni Betula S (ISO 32)	11958 😷		705400	ES	•	410.41 KB	
eni Betula S (ISO 32)	11958 🕀		705400	IT	•	419.07 KB	

FIRST PAGE « 1 » LAST PAGE

The cart has the same functionalities already seen in the search results page. In this case too, you can sort and filter the data, or download the SDSs individually.

To select the SDS that you wish to download or remove from the cart, click on the specific checkbox in the "Select" column. Using the "Select All" button, you can select all the SDS in the cart. In the same way, you can also deselect them all.

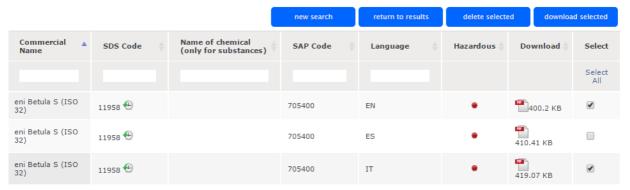
The "delete selected" button allows you to remove the selected SDSs from the cart.

The limit for bulk SDS downloads is 10 Mb.

Safety Data Sheets

Your Cart

You have added n.3 data sheets to your cart



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Using the "back to results" button it is possible to return to the results of the search and add new SDS to the basket.

Using the "new search" button it is possible to return to the home page, carry out a new search and if necessary add further SDS to the basket.

If you click on the "download selected" button, a pop-up window appears, via which two actions are possible:

- the "download data sheet" button allows you to directly download the selected SDS in the cart
- alternatively, you can register to receive future updates about the SDS to be downloaded; to do this, you simply enter your Company Name/Name and Surname and a valid email address. Finally, you must consent to the processing of personal data and click on the "register and download" button.

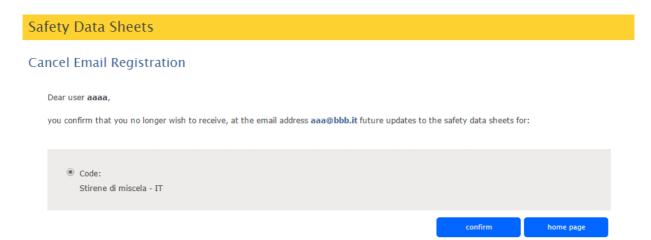


Download the sa	fety data sheet
Dear user, The selected data sheet can	be downloaded using the button below.
If you wish to receive future valid email address.	updates to the data sheet, register by entering the name of your Company or your Name and a
Company / Name and Surname *	
Valid email address *	
dedicated to and reserved carried out by eni spa. Eni	fter "Privacy Policy") relates to the internet site https://msds.eni.com, including the areas for registered users (hereinafter "Site") and describes the processing of personal data spa recognizes the importance of its users' privacy and undertakes to respect it. eni spa hal data when the user visits the site and uses the services and functions present on the
☐ I consent to the proces	sing of the data *
register and download	
Thank you for visiting our site	e.
* the fields marked with an aste	erisk are mandatory

5 Cancelling e-mail registration

The user can cancel his/her registration at any time using the specific link provided in the email updates received.

By clicking on the link, the user will be redirected to the application, where he/she will see a screen like this:



The user must decide whether:

- to cancel his/her registration in relation to the individual SDS for which he/she received the email and from which he/she obtained the cancellation link (first option);
- to cancel all the registrations made on the portal if he/she has made more than one (second option).

To proceed with the cancellation, he/she must click on the "confirm" button.