

Regulatory Management

Guide to Setup and Processing

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About This Guide

This section focuses on the following information:

- Purpose of this guide
- Conventions used in this guide

Intended Audience

This guide is for personnel who will be responsible for the implementation, maintenance and daily activities of Infinium Regulatory Management, including project managers, production managers, material planners, team leaders, internal trainers and data entry staff.

This guide assumes you already have Infinium Cross Applications, Infinium Formula Management, Infinium Order Processing, Infinium Purchase Management, Infinium Manufacturing Control and any other applicable Infinium applications set up before following the steps and instructions contained in this guide.

Purpose of This Guide

This guide will show you how to use Infinium Regulatory Management to complete specific tasks and will provide you with information about various Infinium Regulatory Management concepts.

Organization of This Guide

This guide is divided into parts. Each part contains overview and detail information. Appendices in this guide contain additional reference information.

Conventions Used in This Guide

This section describes the following conventions we use in this guide:

- Fonts and wording

- Function keys
- Character-based vs. graphical interface
- Prompt and selection screens
- Promptable fields
- Infinium applications and abbreviations

Fonts and Wording

Convention	Description	Example
<i>Italic typeface</i>	Menu options and field names The guide uses the same abbreviations as the screen.	<i>Work With Controls</i> Use <i>Max Lnth</i> to specify the maximum length of alpha user fields.
Bold standard typeface	Used for notes, cautions and warnings	Caution: You must ensure that all Infinium Regulatory Management users are signed off before reorganizing and purging. If there are jobs in the queue, those files will not be reorganized.
Bold monospaced typeface	Characters that you type and messages that are displayed	Type A to indicate that the position is alphanumeric and type N to indicate that the position is numeric. The following message is displayed: Company not found
[F2] through [F24]	Keyboard function keys used to perform a variety of commands.	Press [F2] to display a list of available function keys.
[F13] through [F24]	Function keys higher than [F12] require you to hold down the [Shift] key and press the key that has the number you require minus 12.	Press [F19] to work with project and activity comments.

Convention	Description	Example
Select	Choose a menu option or choose a record or field value after prompting.	Select <i>Work with Customers</i> and press [Enter]. Select C (capitalization), E (expense) or B (both) as the <i>Capitalization code</i> value.
Press [Enter]	Provide information on a screen and when you have finished, press [Enter] to save your entries and continue.	Press [Enter] to save your changes and continue.
Exit	Exit a screen or function, usually to return to a prior selection list or menu. May require exiting multiple screens in sequence.	Press [F3] to return to the main menu.
Cancel	Cancel the work at the current screen or dialog box, usually to return to the prior screen.	Press [F12] to cancel your entries.
Help	<p>To access online help for the current context (menu option, screen or field), press [Help] (or the function key mapped for help).</p> <p>To move through the other applicable levels of help, press [Enter] at each help screen. To return directly to the screen from which you accessed help, exit the help screen by clicking [Exit] or by pressing [F3].</p>	Press [Help] for more information about the current field.

Convention	Description	Example
[Quick Access Code]	<p>Quick access codes provide direct access to functions. Some quick access codes in Infinium Regulatory Management consist of the first letter of each word of the menu option name.</p> <p>Quick access codes are listed on the Menu Tree and in the path for each task next to the executable function.</p>	Select <i>Work with Customers</i> [WWC].
Publication and course titles	Unless otherwise stated, titles refer to Infinium applications and use standard name and abbreviations.	<i>Infinium Regulatory Management Guide to Setup and Processing</i> is referred to as <i>Infinium RM Guide to Setup and Processing</i> .

Function Keys

Infinium AM function keys and universal Infinium RM function keys for the IBM AS/400 or ~ iSeries are described in the following table. All Infinium RM function keys are identified at the bottom of each screen.

Function Key	Name	Description
[F1]	Help	Displays help text
[F2]	Function keys	Displays window of valid function keys
[F3]	Exit	Returns you to the main menu
[F4]	Prompt	Displays a list of values from which you can select a valid entry

Function Key	Name	Description
[F10]	Quick Access	Enables you to access another function from any screen Type the quick access code in <i>Level</i> . You can change the application designator, such as PA, GL, RM and so forth, by selecting another application.
[F12]	Cancel	Returns you to the previous screen
[F22]	Delete	Deletes selected item(s)
[F24]	More keys	Displays additional function keys at the bottom of the screen

Prompt and Selection Screens

A prompt screen, similar to Figure 1, is the screen in which you type information to access a record or a subset of records in a file.

A selection screen, similar to Figure 2, is the screen from which you select a record or records to perform an action.

When we first explain a task in this guide, we fully document how you access a prompt and selection screen. If a related task uses that prompt or selection screen, we include the prompt and selection steps in that task. However, we do not include the screen(s) again.

2/01/1998	9:00:00	Warehouse Security Maintenance	DMGWSM	DMDWSM
-----------	---------	--------------------------------	--------	--------

Company IS1 +
User profile MMTRAIN

F3=Exit F4=Prompt F10=QuickAccess

Figure 1: Warehouse Security Maintenance prompt screen

2/01/1998	9:00:00	Warehouse Security Maintenance	DMGWSM	DMDWSM
-----------	---------	--------------------------------	--------	--------

User profile : MMTRAIN

Enter 0 to restrict access ; 1 to allow access

Cmpy	Whse	Description		
1	IS1 ISW1	INFINIUM WAREHOUSE #1	HYANNIS	MA
1	IS1 ISW3	INFINIUM WAREHOUSE #3	DENNIS	MA

Bottom

F3=Exit F10=QuickAccess

Figure 2: Warehouse Security Maintenance selection screen

Promptable Fields

A plus sign displayed next to a field indicates that you can choose your entry from a list of possible values. Place the cursor in the field and press [F4] to display a list of values.

To select an entry perform one of the following:

- Position the cursor at the desired value, type **1** and press [Enter].
- Type the value in the appropriate field.

Infinium Applications and Abbreviations

The following table lists Infinium names and the corresponding product abbreviations that are associated with this product.

Application	Abbreviation
Infinium Application Manager	Infinium AM
Infinium Application Manager Extended	Infinium AM/X
Infinium Query	Infinium QY
Infinium Query Extended	Infinium QY/X
Infinium Financial Management Suite	Infinium FM
Infinium Accounts Receivable	Infinium AR
Infinium Currency Management	Infinium CM
Infinium General Ledger	Infinium GL
Infinium Global Taxation	Infinium GT
Infinium Payables Ledger	Infinium PL
Infinium Project Accounting	Infinium PA
Infinium Purchasing/Payables Exchange	Infinium PX
Infinium Materials Management Suite	Infinium MM
Infinium Cross Applications	Infinium CA
Infinium Electronic Exchange	Infinium EX
Infinium Inventory Control	Infinium IC
Infinium Journal Processor	Infinium JP
Infinium Order Processing	Infinium OP
Infinium Purchase Management	Infinium PM
Infinium Process Manufacturing Suite	Infinium PR

Application	Abbreviation
Infinium Advanced Planning	Infinium MP
Infinium Formula Management	Infinium PF
Infinium Laboratory Management	Infinium LA
Infinium Manufacturing Control	Infinium MC
Infinium Regulatory Management	Infinium RM

Related Documentation

For further information about Infinium Regulatory Management, refer to the following:

- *Infinium Cross Applications Guide to System Controls and Materials Maintenance*
- *Infinium Formula Management Guide to Formula Setup and Quality Control*
- *Infinium Inventory Control Guide to Setup and Processing*
- *Program Reference Guide*
- *File/Field Descriptions*
- *Database Relations*
- Online Help

Part 1

Infinium RM: An Overview

1

The part consists of the following topics:

Topic	Page
Overview of Infinium RM	1-2
Terminology and Concepts	1-5

Overview of Infinium RM

Using Infinium RM, you can create hazardous materials communication documents mandated by the government for products and materials your company manufactures and sells. Using the various options within Infinium RM, you can keep track of any hazardous materials you produce, sell, or store. You can also print Material Safety Data Sheets (MSDS), product labels, and Superfund Amendment and Reauthorization Act (SARA) reports for those products. You can also use the system to create the MSD Sheets in multiple languages.

The system retrieves raw material and product information from the Raw Material, Product, and Formula files in Infinium CA and Infinium PF. You can store physical properties information for materials, (such as flash point, evaporation rate, and explosion levels), and assign hazard codes to each of these raw materials and formulas. You can also type health hazards, exposure limits, label requirements, and other toxicological and physiological information for the materials and formulas you identify as hazardous.

Infinium RM supplies a standard MSDS format, ANSI/S2K, which is based on the 16 section MSDS standard, American National Standard for Hazardous Chemicals – Material Safety Data Sheets – Preparation, ANSI Z400.1-1993. You cannot modify this format.

With Infinium RM, you can create and assign your own phrases to raw materials, formulas, and formula types that print on MSDS's and labels. Formula types are groups of similar formulas you identify with the same formula type identifier that share the same hazardous material characteristics. You can also copy the ANSI/S2K format so that you can create and modify your own MSDS and label formats.

In conjunction with Infinium OP, the system prints MSDS's and tracks submissions to your customers. Based on an individual customer's preference, send an MSDS on each order of a product, or send an MSDS only on the customer's original order.

Infinium RM tracks inventory covered by the SARA 312 reporting requirements. This provides accurate hazardous inventory accountability on which you can report.

Infinium RM Files

Infinium RM uses the following types of files:

- Control files, which you use to tailor the system to meet your needs

- Master files, which hold entity-level, company-level, and/or warehouse-level information that you type for each product and raw material/resource
- A Usage History file, which records hazardous material usage

Before you start using Infinium RM, type information in the control and master files.

System Interactions

Infinium RM interacts with the following systems:

- Infinium CA
- Infinium PF
- Infinium OP
- Infinium IC
- Infinium AM

Infinium RM Processing

Through Infinium RM, you can do the following:

- Enter hazard data
- Create and assign phrase
- Generate MSDS, labels, and SARA reports

Information and Processing Flows

The diagram below illustrates the information and processing flows of Infinium RM and the systems with which it interacts.

Infinium RM Process Flow

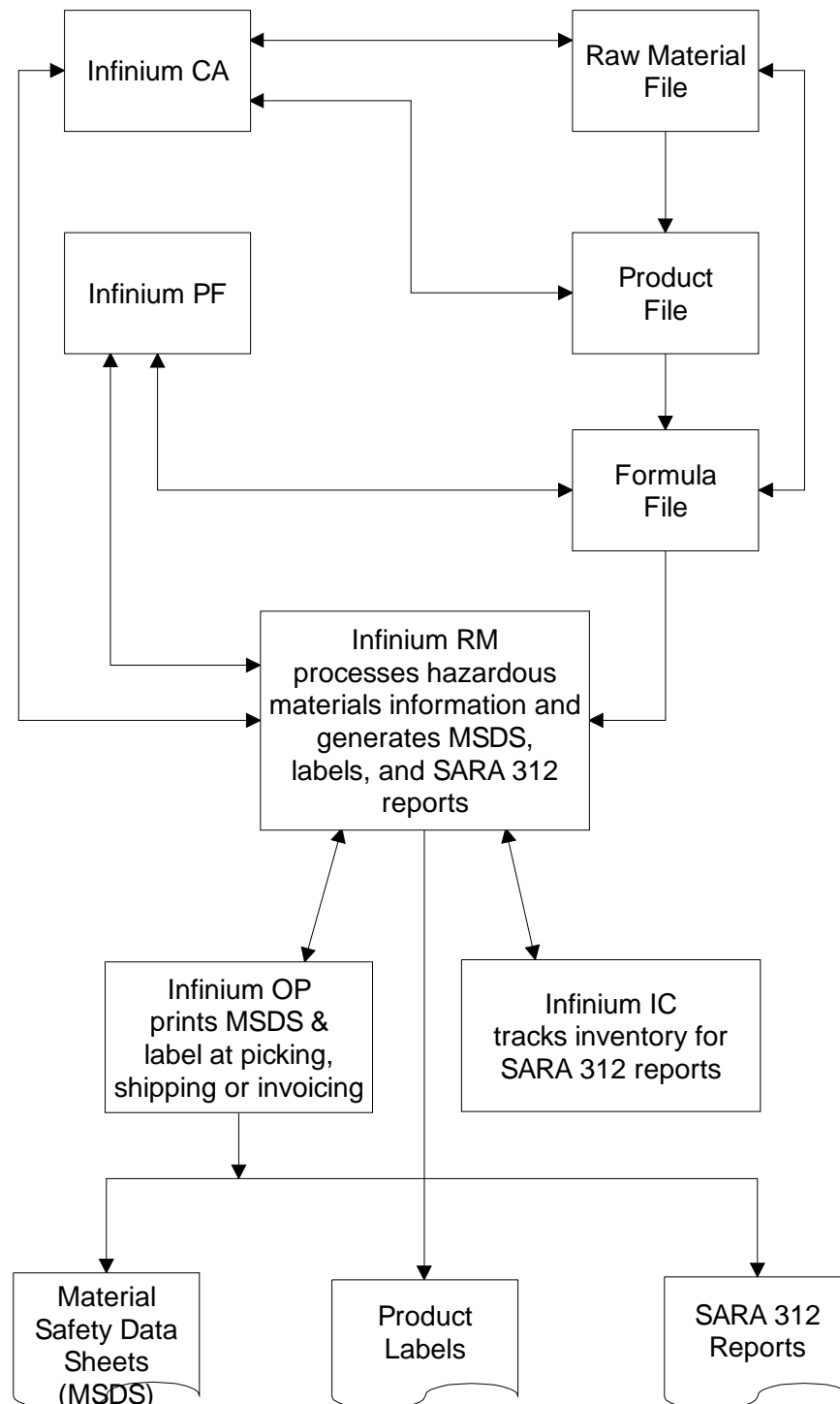


Figure 1-1: Process Flow Diagram

Terminology and Concepts

This section explains terms, concepts, and acronyms that are used throughout Infinium RM.

ACGIH

American Conference of Governmental Industrial Hygienists

Acute Health Hazard

An acute health hazard is a short-lived reaction that manifests soon after a single brief exposure.

ANSI Z400.1

This is the standard developed by the American National Standards Institute that describes the recommended 16 section Material Safety Data Sheet (MSDS). This standard makes recommendations as to what information should print on an MSDS, where the information should print on the document, and gives examples of standard verbiage that describe the material and its effects. The full title of the standard is, American National Standard for Hazardous Chemicals – Material Safety Data Sheets ANSI Z400.1.

Auto-Ignition Temperature

The temperature at which a substance self-ignites is the auto-ignition temperature.

Carcinogen

A carcinogen is a substance known to cause cancer.

CAS Registry Number

The CAS Registry Number is a numbering identification system for chemical structures developed by the Chemical Abstracts Service. Because a chemical may have different names, CAS assigns one number to each unique chemical structure.

Ceiling

The ceiling is the maximum concentration that should never be exceeded.

Chronic Health Hazard

A chronic health hazard is a slow-developing, long-term, perhaps permanent reaction that often results from repeated or continuous exposure.

Combustible Liquid

A combustible liquid is one with a flashpoint between 100°F and 200°F.

Compressed Gas

A compressed gas is one that has an absolute pressure of at least 40 psi at 70°F or an absolute pressure of at least 104 psi at 130°F. This may also be a liquid that has a vapor pressure of at least 40 psi at 100°F.

Corrosive Material

A material that causes immediate, visible, irreversible tissue damage at site of contact is corrosive.

Cutaneous Hazard

A substance that attacks the skin is a cutaneous hazard.

DOT

Department of Transportation

DOT Number

The DOT number is the phrase ID associated with the DOT-required verbiage that describes how a material should be transported.

Evaporation Rate

This is the rate at which a substance evaporates, compared either to Butyl Acetate or Ether.

Eye Hazard

A substance that can cause conjunctivitis or corneal damage is an eye hazard.

Flammable Aerosol

A flammable aerosol is a gaseous suspension of fine solid or liquid particles that produces a flame projection more than 18 inches at full valve opening or a flame that extends back to the valve at any valve opening.

Flammable Gases

A flammable gas is one that has a lower flammability limit less than 13% by air or whose upper flammability limit is more than 12% higher than its lower flammability limit.

Flammable Liquid

A liquid with a flashpoint less than 100°F is flammable.

Format

A format is a collection of phrase assignments that determine what information and where that information prints on an MSDS. Formats determine how an MSDS looks. Infinium supplies the ANSI/S2K format, which is based on the ANSI Z400.1 - 1993 16 section standard. You can create and modify your own formats.

Flammable Solid

A solid that ignites and burns with a self-sustained flame at least 0.1 inch/second along its major axis is flammable.

Flashpoint

The flashpoint is the minimum temperature that liquid will emit vapor in sufficient concentration to ignite. Can be measured by Tagliabue Closed Tester, Pensky-Martens Closed Tester, or Setaflash Closed Tester.

Entity Formula

A formula that is not associated with a specific company or warehouse. This formula is also referred to as a global formula.

Formula by Effective Date

You can create multiple instances of a formula with different effective dates. These formulas can be at the entity level or can be location-specific. You can use the same formula ID to create multiple instances of a formula and modify the effective dates and ingredients and/or instructions due to seasonal changes.

Formula by Location

Formulas or bills of materials that are specific to companies or warehouses. For example, you can create different versions of the same formula or bill of material for a specific location using the same formula identifier or bill of material identifier.

Formula Instance

A single copy of a formula with the same formula identifier for which you modify its attributes to make it a unique formula. You create formula instances for formula variations. For example, you can create an instance of a formula and modify its ingredients, instructions, effective dates and/or use by a specific location.

Global Formula

A formula that is not associated with a specific company or warehouse. This formula is also referred to as an entity formula.

HCS

Hazardous Communication Standard (OSHA standard)

Hepatotoxin

This is a substance that is toxic and may cause liver defects.

High Boiling Point

The high boiling point is the highest temperature at which the solvent portion of a formula is expected to boil at 760 mm Hg.

Highly Toxic Agent

A highly toxic agent is a substance that has an LD50 (oral, rat) of less than 50 mg/kg, an LD50 (skin, rabbit) of less than 200 mg/kg, or an LC50 (inhalation, rat, 1 hour) of less than 200 ppm.

HMIS Codes

Hazardous Material Information System codes

IARC

International Agency for Research on Cancer

Infinium MM Suite

The Infinium MM Suite includes the following applications: Infinium CA, Infinium IC, Infinium PM, Infinium OP, and Infinium JP.

Infinium PR Suite

The Infinium PR Suite includes the following applications: Infinium PF, Infinium MP, Infinium RM, Infinium MC, and Infinium LA. Both the Infinium MM and Infinium PR suites use Infinium CA.

Irritant

A substance that causes reversible inflammation at the site of contact is an irritant.

LC50

This is the median lethal concentration, that is, the air concentration at which 50% of the test animals died. A time of exposure is specified with this value.

LD50

This is the median lethal dose, that is, the dose at which 50% of the test animals died. The method of dose administration (for example, oral, subcutaneous) is specified with this value.

Low Boiling Point

The low boiling point is the lowest temperature at which the solvent portion of a formula is expected to boil at 760 mm Hg.

Lower Explosion Level

The lower explosion level represents the least concentration of gas or vapor (percent by volume in air) that burns or explodes if an ignition source is present.

MSDS

Material Safety Data Sheet

Mutagen

A mutagen is a substance known to alter genetic material in organisms, resulting in physical or functional changes in subsequent generations.

Nephrotoxin

A toxic substance that may cause kidney defects is called a nephrotoxin.

Neurotoxin

A toxic substance that may cause defects in the nervous system is called a neurotoxin.

NFPA

National Fire Protection Association

NTP

National Toxicology Program

Nuisance Pigment

A nuisance pigment is a material that becomes a dust nuisance when removed by abrasive blasting, sanding, or blasting.

OSHA

Occupational Health and Safety Administration

Oxidizer

An oxidizer is a substance that irritates or promotes combustion in other materials.

PEL

This is the permissible exposure limit set by OSHA.

pH

pH is an acronym for power of Hydrogen. pH is a measure of acidity or alkalinity.

Photochemically Reactive

A substance that reacts with light is photochemically reactive.

Phrase

A phrase is a sentence or group of words you create and assign to raw materials, formulas, and formula types that describe their physical, chemical, and various other properties and effects. These phrases print on the material's MSDS in the sections you determine.

Pyrophoric Material

A pyrophoric material is a substance that spontaneously ignites in air at temperatures below 130°F.

Reproductive Toxin

A reproductive toxin is a substance that may cause damage to the reproductive system.

SARA

Superfund Amendments and Reauthorization Act of 1986

SARA Reportable

This is a hazardous material for which on-site inventory must be tracked and reported under SARA requirements.

Short-Term Exposure Limit (STEL)

The short-term exposure limit is the threshold limit value showing the maximum concentration to which workers can be exposed for a period up to 15 minutes continuously without suffering from the following:

- Irritation
- Chronic or irreversible tissue change
- Drowsiness that impairs performance or creates a hazard.

No more than four exposures are allowed per day, with at least 60 minutes between exposures; the total exposure must be less than or equal to the mandated time-weighted average.

Teratogen

A substance that causes defects in a developing embryo is called a teratogen.

Threshold Limit Value (TLV)

This value is the airborne concentration of a substance that will not adversely affect workers exposed repeatedly day after day. The three categories of TLVs follow: the time-weighted average (TWA), short-term exposure limit (STEL) and ceiling (C). These values are published by the American Conference of Governmental Industrial Hygienists (ACGIH), who own the copyright to the term TLV.

Time-Weighted Average

The time-weighted average is the threshold limit value indicating the time-weighted average concentration for a normal 8-hour work day or 40-hour work week, to which nearly all workers may be exposed, day after day, without adverse effect.

Toxic Agent

A toxic agent is a substance with an LD50 oral between 50 and 500 mg/kg body weight or between 200 and 1000 mg/kg body weight, respectively for rats and rabbits or a 1-hour LC50 between 200 and 2000 ppm.

Upper Explosion Level

The upper explosion level represents the greatest concentration of gas or vapor (% by volume in air) that burns or explodes if an ignition source is present.

Upper Flammability Limit

The upper flammability limit represents the upper flammability limit of a formula, as required on Material Safety Data Sheets.

Vapor Density

The vapor density is the relative density or weight of a vapor or gas (with no air present) compared with an equal volume of air at ambient temperature.

Vapor Pressure

The vapor pressure is the value representing the pressure exerted by the saturated vapor above any liquid.

WHMIS

Canada's Workplace Hazardous Materials Information System

Warehouse Security

Warehouse security within Infinium RM restricts the warehouse locations that a user can access. You can change the warehouse security restrictions for Infinium RM by using the Infinium *CA Work with User/Whse Security* function.

Z-Tables (OSHA Subpart Z 1910.1000.1101)

This is a list of hazardous materials regulated by OSHA. Chemicals on this list must be labeled as hazardous; however, omission from this list does not mean a material can be treated as non-hazardous. Manufacturers are required to research further.

Part 2

Understanding Material Safety Data Sheets

2

The part consists of the following topics:

Topic	Page
Overview of Material Safety Data Sheets	2-2
MSDS Formats	2-3
Creating and Assigning Phrases	2-12
Creating MSDS Formats and Languages	2-18
Generating an MSDS	2-21

Overview of Material Safety Data Sheets

In 1985, the Occupational Safety and Health Administration (OSHA) established a Hazard Communication Standard, 29 CFR 1910.1200. This standard requires chemical manufacturers to evaluate the hazards of chemicals they produce and to communicate those hazards to those handling the chemicals through the following means:

- Material Safety Data Sheets
- Product Labels
- Employee Training

A Material Safety Data Sheet (MSDS) is a document that provides information about the physical and chemical characteristics of the material, what health and environmental effects the chemical might cause, how to safely handle the material, and what to do in an emergency situation.

The federal and state governments require manufacturers to prepare and submit an MSDS to customers who order hazardous materials and to request an MSDS for hazardous materials they purchase from suppliers. Producers and users of these hazardous materials must keep a file containing an MSDS for every hazardous material on site and keep them in a location that is readily accessible to workers. Workers must also be trained to understand and use these documents.

After you complete this part, you should be able to:

- Describe the ANSI/S2K format
- Explain the concept of formats, phrases, phrase assignments, and languages
- Describe the Infinium RM processing flow that results in a printed MSDS or product label

MSDS Formats

Even though the government mandates the generation and use of a Material Safety Data Sheet and the type of information it should contain, it does not as yet mandate how an MSDS should look or the exact form it should take. Those decisions are left to the individual chemical manufacturers and their qualified regulatory professionals.

A format is a collection of assigned phrases that determine how an MSDS looks and where information prints on the MSDS. A standard MSDS format has been developed, however, and Infinium RM gives you the option of using this standard format or developing your own.

ANSI/S2K Format

The American National Standards Institute (ANSI) has developed a format for MSDS's. This format is the American National Standard for Hazardous Chemicals – Material Safety Data Sheets – Preparation ANSI Z400.1. This standard requires that an MSDS contain 16 sections and that the section headings, order of appearance, and type of information that prints within each section follow the format detailed in the standard.

ANSI Z400.1 has become the consensus national standard and is generally accepted throughout the world. The European Community (EC) requires this format for businesses operating in, or selling to, the countries of Europe. Canada has its own standard, but it accepts this new format.

Infinium RM supplies the ANSI/S2K format. This format is based on the ANSI Z400.1 standard and has pre-defined phrases that describe the material listed on the MSDS. Each phrase adheres to the ANSI standard in both the wording and the section in which they print. Infinium supplies these phrases in English. Using Infinium RM, create a language file containing these phrases to have them translated into any language you use.

Infinium RM does not translate languages; you must translate the phrases from English to other languages.

ANSI/S2K Sections

Each section of the ANSI/S2K format contains information or categories of information about the raw material, formula, or formula type for which you are printing the MSDS. Assign phrases to the sections you want or create your own sections with section headings.

The table below lists each section and section heading of the ANSI/S2K MSDS format.

Section	Section Heading
1	Chemical Product and Company Identification
2	Composition, Information on Ingredients
3	Hazards Identification
4	First Aid Measures
5	Fire Fighting Measures
6	Accidental Release Measures
7	Handling and Storage
8	Exposure Controls, Personal Protection
9	Physical and Chemical Properties
10	Stability and Reactivity
11	Toxicological Information
12	Ecological Information
13	Disposal Considerations
14	Transport Information
15	Regulatory Information
16	Other Information

Sample MSDS

The following is an example of an MSDS based on the ANSI/S2K format:

```

1
CHEMICAL 2
PCT BY WT: 4.8010 VAPOR PRESSURE: 5.100 MMHG @ 68F
EXPOSURE LIMIT:
  ACGIH TLV/TWA: 100 PPN
  ACGIH TLV/STEL: 150 PPN
  ACGIH CEILING: NE
  OSHA PEL/TWA: 100 PPN
  OSHA STEL: 150 PPN
  LC50: 4.3 G/KG
  LD50: 5000 PPM

```

```

2
CAS# 1A397
CHEMICAL 5
PCT BY WT: 11.0000
EXPOSURE LIMIT:
  ACGIH TLV/TWA:      100 PPN
  ACGIH TLV/STEL:     150 PPN
  ACGIH CEILING:      100 PPN
  OSHA PEL/TWA:       150 PPN
  OSHA STEL:          NE
  OSHA CEILING:       NO
  LC50:               4.3 G/KG
  LD50:               4000 PPM

```

3
CHEMICAL 8
PCT BY WT: 30.0000 VAPOR PRESSURE: 5.100 MMHG @ 68F
PAGE 2

INFINIUM WAREHOUSE #1	
MATERIAL SAFETY DATA SHEET	
FORM01	02

EXPOSURE LIMIT:	
ACGIH TLV/TWA:	400 PPN
ACGIH TLV/STEL:	NE
ACGIH CEILING:	400 PPN
OSHA PEL/TWA:	400 PPN
OSHA STEL:	NE
OSHA CEILING:	NE
LC50:	6.1 G/KG
LD50:	1600 PPN

```

4
CHEMICAL 9
  PCT BY WT:  5.0000  VAPOR PRESSURE:  76.000 MMHG @ 68F
EXPOSURE LIMIT:
  ACGIH TLV/TWA:      50 PPN
  ACGIH TLV/STEL:     NE
  ACGIH CEILING:      100 PPN
  OSHA PEL/TWA:       NE

```

```

      OSHA STEL:          NE
      OSHA CEILING:      NE
      LC50:              NA
      LD50:              NA
-----
5
CAS# 1A345
CHEMICAL 10
PCT BY WT: 1 - 5%      VAPOR PRESSURE: 22.000 MMHG @ 68F
EXPOSURE LIMIT:
  ACGIH TLV/TWA:       50 PPN
  ACGIH TLV/STEL:      NE
  ACGIH CEILING:       100 PPN
  OSHA PEL/TWA:        150 PPN
  OSHA STEL:           300 PPN
  OSHA CEILING:        300 PPN
  LC50:                5 G/KG
  LD50:                5320 PPM
-----
*****
      This product contains no reported carcinogens or suspected
      carcinogens.
*****
                                           PAGE      3
-----
      INFINIUM WAREHOUSE #1
      MATERIAL SAFETY DATA SHEET
FORM01                                02
-----
SECTION 3 - HAZARDS IDENTIFICATION
-----
EMERGENCY OVERVIEW:
POTENTIAL HEALTH EFFECTS:
  EYE:
  SKIN:
  INHALATION:
  INGESTION:
Substance may be irritating to mouth, throat, and stomach.
CHRONIC EFFECTS:
CARCINOGENICITY:
TARGET ORGANS:
-----
SECTION 4 - FIRST AID MEASURES
-----
EYE CONTACT:
SKIN CONTACT:
This may cause very slight irritation to the skin. If so, wash thoroughly
with mild soap and water.
INHALATION:
INGESTION:
NOTE TO PHYSICIAN:
-----
SECTION 5 - FIRE FIGHTING MEASURES
-----
FIRE AND EXPLOSIVE PROPERTIES OF THE CHEMICAL:
  Flammability Classification . . : 2      DOT: Combustible Liquid
  Flashpoint . . . . . : 107.0 F
                        41.6 C
  Explosion Level . . . . . : Low - -N/A
                        High - -N/A
  Flammability Limits . . . . . : Lower - 76.9
                        Higher - 98.2
  Auto-ignition Temperature . . . : 83.9 F 28.8 C
EXTINGUISHING MEDIA:
FIRE-FIGHTING PROCEDURES AND EQUIPMENTS:
Fire-fighters should wear normal protective equipment (full bunker gear)
and positive-pressure self-contained breathing apparatus (SCBA).
                                           PAGE      4
-----
      INFINIUM WAREHOUSE #1
      MATERIAL SAFETY DATA SHEET
FORM01                                02
-----

```

SECTION 6 - ACCIDENTAL RELEASE MEASURES

CLEAN-UP:

Allow material to solidify, and scrape up.

SECTION 7 - HANDLING AND STORAGE

HANDLING:

Always wear protective gloves when handling this material.

STORAGE:

SPECIAL COMMENTS:

SECTION 8 - EXPOSURE CONTROLS, PERSONAL PROTECTION

EYE PROTECTION:

RESPIRATORY PROTECTION:

SKIN PROTECTION:

Always wear protective gloves when handling this material.

ENGINEERING CONTROLS:

SECTION 9 - PHYSICAL AND CHEMICAL PROPERTIES

Physical Appearance : -N/A
Odor : -N/A
Odor Threshold : -N/A
Physical State : VISC. LIQ.
pH : -N/A
Vapor Pressure : 5.70
Vapor Density : -N/A
Boiling Range : Lower : 299.0 F 148.3 C
Higher: 343.0 F 172.7 C

Freezing Point : 28.0 F 2.2- C
Melting Point : -N/A
Water Solubility : INSOLUBLE
Specific Gravity : 1.120
Formula Weight per Volume : 7.8055 LB/GL
VOC : 3.454
Evaporation Rate : 12.200 (n-Butyl Acetate = 1)
Viscosity : -N/A
Percent Volatile by Weight : 44.2541
Percent Volatile by Volume : 48.8384
Coeff of Water-Oil Distribution : -N/A
Molecular Weight : -N/A
Molecular Formula :

PAGE 5

INFINIUM WAREHOUSE #1
MATERIAL SAFETY DATA SHEET
FORM01 02

-N/A

Mechanical Impact Explosion : -N/A

Static Electricity Explosion : -N/A

SECTION 10 - STABILITY AND REACTIVITY

INCOMPATIBILITIES:

DECOMPOSITION:

CONDITIONS TO AVOID:

Keep away from sources of ignition.

POLYMERIZATION:

STABILITY:

SECTION 11 - TOXICOLOGICAL INFORMATION

EYE EFFECTS:

SKIN EFFECTS:

ORAL EFFECTS:

Overexposure may cause lung damage.

INHALATION EFFECTS:

OTHER:

May cause headaches and dizziness.

SECTION 12 - ECOLOGICAL INFORMATION

ECOTOXICOLOGICAL INFORMATION:
ENVIRONMENTAL FATE:

PAGE 6

INFINIUM WAREHOUSE #1
MATERIAL SAFETY DATA SHEET
FORM01 02

SECTION 13 - DISPOSAL CONSIDERATIONS

Recycle or incinerate at an EPA approved facility or dispose in compliance with Federal, State and local regulations.

SECTION 14 - TRANSPORT INFORMATION

DOT Hazard Class :
DOT Packaging Group :
DOT LABEL:
DOT SHIPPING NAME:
DOT PLACARD:
UN/NA NUMBER:
IATA/IMO INFORMATION:
Contents under pressure. Do not expose to heat or store above 85 degrees.

SECTION 15 - REGULATORY INFORMATION

SARA 313 INFORMATION:
This product contains the following substances subject to the reporting requirements of Section 313 of Title III of the Superfund Amendments and Reauthorization Act of 1986 and 40 CFR Part 372:
CHEMICAL 2

PCT BY WT: 4.8010

CHEMICAL 5
CAS# 1A397

PCT BY WT: 10.5220

CHEMICAL 8

PCT BY WT: 29.9920

CHEMICAL 9

PCT BY WT: 4.6660

FEDERAL REGULATIONS:
STATE REGULATIONS:
INTERNATIONAL REGULATIONS:

PAGE 7

INFINIUM WAREHOUSE #1
MATERIAL SAFETY DATA SHEET
FORM01 02

SECTION 16 - OTHER INFORMATION

Prepared by :
Date of issue : 01/16/1998
Last Revision Date : NONE
MSDS Prepared for :
MSDS Last Prepared : NONE
HMIS Information: Health- 3 Flammability- 4
Reactivity- Personal Protective Equipment-

ANSI/S2K Summary

In some of the sections on the sample MSDS there are categories that contain no information. The information in these categories and sections is material specific. Material information prints in these sections only if you create a phrase and assign that phrase to a raw material, formula, or formula type and to the MSDS section you want. You cannot assign phrases to products in the Product file. You can, however, print an MSDS for a product if the product refers to a formula in the formula file.

To modify the supplied phrase assignments or to modify the format to remove or add additional paragraph headings, copy the ANSI/S2K format to another format and then make changes. You can also copy phrases to other phrase IDs within the ANSI/S2K format and then make changes to the copied phrases. Copying formats and phrases are explained in detail in the “Maintaining Phrases” section.

You can modify globally assigned phrases based on the ANSI/S2K format (except in the S2K language); however, you cannot add, change, or delete global assignments to this format. You can add phrase assignments to the ANSI/S2K format only if the assignments are for specific raw materials, formulas, and formula types.

For example; you could change globally assigned phrases in the ANSI/S2K format such as this paragraph heading phrase in the *BL language **Disposal** to say

Waste Disposal: This product must be disposed of properly. Do not throw into garbage receptacle without being properly sealed.

You could not, however, add an additional phrase to the global assignments for ANSI/S2K.

Infinium currently provides three user exit programs that you can use to create MSD Sheets, which are assigned in the ANSI/S2K format in various sections. The system prints specific information on the MSDS based on these user exit programs. If you need to update this information to accommodate changes in government regulations or to meet your specific requirements, we recommend that you copy the program to preserve the original code.

Calculated Values

The ANSI/S2K format uses the phrases PROP.VOLBV and PROP.VOLBW and their assigned substitutions to calculate the percent volatile by volume and percent volatile by weight. This calculation uses exempt and non-exempt solvents. If you want to use only non-exempt solvents in your calculation, create another format, copy the ANSI/S2K global phrase assignment identifier, and assign phrases PROP.NEVBV and PROP.NEVBW.

The ANSI/S2K format lists the temperature values for boiling range, melting point, freezing point, flashpoint, and auto ignition in Celsius and Fahrenheit on the MSDS. The system uses the temperature value that you set up as your default value as the first value that prints on the MSDS, followed by the converted value. For example, if you set up your temperature value default as F for Fahrenheit, the system prints this value first on the MSDS, followed by the converted Celsius value for the boiling range, melting point, freezing point, flashpoint, and auto ignition fields.

Printing an ANSI/S2K MSDS

As mentioned in Introduction to Infinium RM topic, you can print an MSDS from Infinium OP or from Infinium RM. If you do not want to print material specific information on the MSDS, print an MSDS based on the ANSI/S2K format without creating or assigning phrases and without any further intervention. This MSDS would have only section and paragraph headings. Before you print any MSDS, however, you must create your Control, Code, and Master files.

The diagram below shows the process flow to print an MSDS based on the ANSI/S2K format without any material specific information.

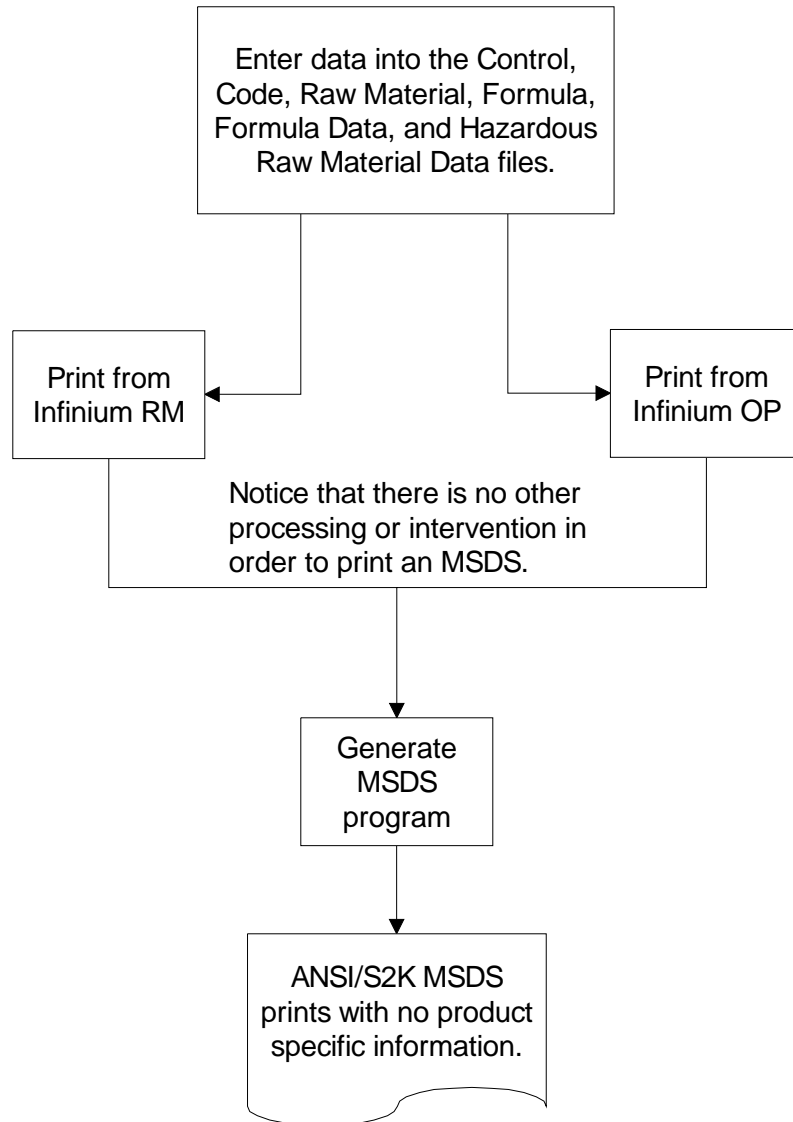


Figure 2-1: MSDS Print Process Flow Diagram

Creating and Assigning Phrases

A phrase is a sentence, also called a segment, or group of segments you create and assign to raw materials, formulas, and formula types that describe the physical, chemical, and various other properties and effects of those items.

You can also assign phrases globally. This means that whenever an MSDS prints, all globally assigned phrases print for any and all formulas, formula types, and products, as long as the product refers to a formula located in the Formula file. These phrases print on the material's MSDS in the sections you determine when you assign the phrases. Globally assigned phrases usually consist of section heading phrases or phrases common to all formulas, formula types, and products.

Types

Infinium RM prints the following five types of phrases:

Type	Phrase Description
System generated phrases = 1	These phrases print when a particular threshold is exceeded for raw materials and formulas. The system also uses these phrases for various other MSDS functions such as information for cover letters and TSCA phases. You can modify these phrases, but you cannot add or delete them or assign them to raw materials, formulas, or formula types. These must have a severity level of 99 to print on an MSDS.
General MSDS phrases = 2	Create and assign these phrases to raw materials, formulas, or formula types to print them on MSD Sheets. These phrases include section headings, paragraph headings, and all information that prints on the MSDS.

Type	Phrase Description
Specific MSDS phrases = 3	These phrases are phrases you create and assign to raw materials. When the system prints an MSDS for a formula with this material, and if the formula has a formula type assigned to it, the system prints this phrase. Otherwise, the system prints type 2 phrases.
General Label phrases = 4	Create and maintain these phrases and assign them to raw materials or formulas to have them print on labels.
Specific Label phrases = 5	Create and maintain these phrases, but they print only on labels processed by a formula type assigned to a raw material.

Creating Phrases

A phrase can be a section heading, a category heading, or a sentence or group of sentences. Each phrase segment can be up to seventy-five characters long and contain substitution characters. Substitution characters allow you to assign a field from a material's Master files to print when a particular phrase prints.

Phrase ID

When you create a phrase, identify it with a phrase identification code. For example, the phrase EYE EFFECTS: may have an identifier of **EYE01**. To locate and use the phrase throughout Infinium RM, use this code.

Phrase Text

Each line on the MSDS is a phrase or phrase segment. For example, in the earlier example of an MSDS, each of the following lines are unique phrases:

```

-----
EYE EFFECTS:
      SECTION 3 - HAZARDS IDENTIFICATION
FORMULA ID . . . . . : CHEMZOID

The example below shows one phrase consisting of several segments.
-----
      SECTION 15 - REGULATORY INFORMATION
-----

```

You can modify the phrases that are shipped with Infinium RM, except for language S2K. Depending on your control settings, you may be using *BL, ENU, or any other language that you have activated and assigned. For example, you could have phrase EYE01 that contains similar phrase information for language *BL, ENU, or ESP

(Spanish). You can create and assign your own phrases to raw materials, formulas, and formula types.

Severity Level

Set a phrase severity level. The severity level determines the appropriate phrase to print when two or more phrases are similar but conflict. The system prints the most severe phrase if you set this function when you create or modify the phrase.

For example, under the EYE EFFECTS: category, one ingredient of a formula may have a phrase assigned that says MILD IRRITATION and has a severity level of 10. Another ingredient in the same formula may have a phrase assigned to this section that says CAUSES BLINDNESS and has a severity level of 99. Obviously, the second phrase is more severe and is the one that should have the highest severity level and it is the one that should print.

Type 1 phrases must have a severity of 99 to print on an MSDS.

Substitution Codes

To print specific information from a material's Master file, type a place holder within a phrase and then assign a data field from a list of fields within various Master files. When the MSDS prints for the material to which it is assigned, the value of the field in that material's file prints in place of the substitution code. The following is an example of a substitution code within a phrase:

Phrase ID	Phrase
CHEM.FRM	FORMULA ID __&01

After you assign the appropriate substitution code and field to this phrase, the system prints the value of the data field belonging to the material to which the phrase is assigned. Below is an example of the above phrase printed on an MSDS for the formula CHEMZOID.

Phrase ID	Phrase
CHEM.FRM	FORMULA ID CHEMZOID

Phrase Assignments

You assign phrases by format, or to a format. The format defaults from the Control files, but you can override the default.

If you have multiple instances of a formula, you can assign phrases that are specific to any instance of a formula.

Material and/or Global Assignments

Assign global phrases or assign phrases to an individual raw material, formula or formula type. Globally assigned phrases use the ##### identifier and print any time an MSDS prints. Phrases assigned to raw materials, formulas, or formula types use the material or formula identifier and print only when the raw material, formula, or formula type prints. You then assign the phrase to one of the sections on the MSDS and assign a sequence number that determines on what line the phrase prints within the section.

Sections and Sequence Numbers

The following is an example of sequence number assignments within Section 11 of the sample MSDS:

Sequence Number	Phrase
10	-----
20	SECTION 11 TOXICOLOGICAL INFORMATION
30	-----
40	EYE EFFECTS:
50	SKIN EFFECTS:

To assign the phrase **CAUSES BLINDNESS** under the **EYE EFFECTS** category, assign it a sequence number between 40 and 50, such as 45. As shown below, this phrase then prints when the MSDS prints for the material to which you made the assignment.

Sequence Number

Sequence Number	Phrase
10	-----
20	SECTION 11 TOXICOLOGICAL INFORMATION
30	-----
40	EYE EFFECTS:
45	Causes Blindness
50	SKIN EFFECTS:

Creating and Assigning Phrase Summary

Create and assign your own phrases to print on an MSDS in addition to the global phrases that print without creating a new MSDS format. The system assigns all phrases to the default format and language. You can override the defaults and assign phrases to different formats. When assigning phrases of different languages, you must create the phrase in the language in which you want it to print, or, copy a phrase to another language and then translate the phrase into the different language.

Printing an ANSI/S2K MSDS with Additional Phrases

As mentioned in the Introduction to Infinium RM topic, you can print an MSDS from Infinium OP or from Infinium RM. To print an MSDS based on the ANSI/S2K format and also include material specific information on the MSDS, create and assign phrases to raw materials, formulas, and formula types. Of course, you must create your Control, Code, and Master files before you print MSDS's.

The diagram below shows the process flow to print an MSDS based on the ANSI/S2K format with additional material specific phrases.

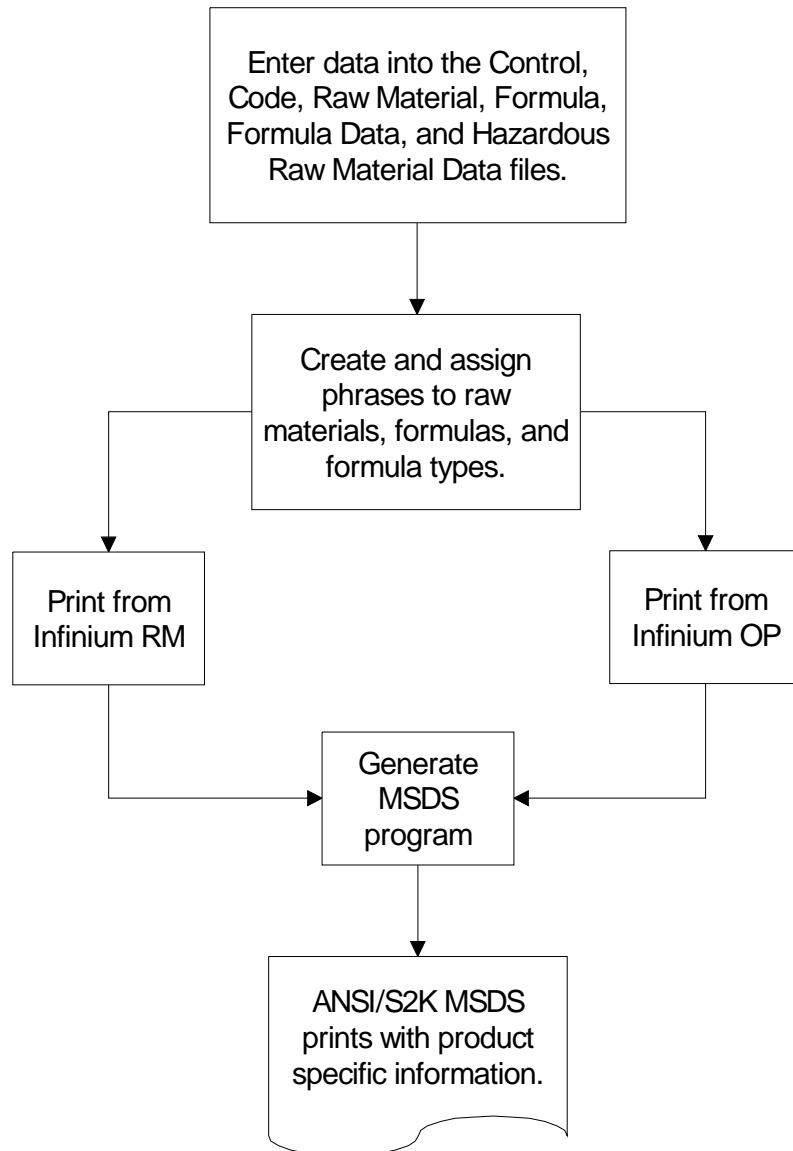


Figure 2-2: Product Specific MSDS Print Process Flow Diagram

Creating MSDS Formats and Languages

A situation may exist where you want to print MSD Sheets based on a format different from ANSI/S2K, or you may want to use a modified version of the ANSI/S2K format. Since you cannot modify the ANSI/S2K format, you must create your own format.

Creating a Format

To create a format, you must first create a format name using Infinium CA. After you have a format name, create and assign phrases globally or to specific raw materials, formulas, and formula types for this new format.

To use many of the same phrases that are in the ANSI/S2K format or another format you create or you can copy the phrase assignments to the new format. This can relieve you from the task of re-typing those phrases and save you time. You can copy individual phrases, or you can copy an entire format. Once the system copies the phrases to the new format, you can modify or delete them.

Activating a Language

As stated earlier in this guide, Infinium RM supplies an ANSI compliant MSDS format, ANSI/S2K. The phrases that make up the ANSI/S2K format are the 16 section headings, paragraph headings, and substitution fields, which are established in various Master files. These phrases are supplied in the language code of S2K.

You cannot alter the phrases under the S2K language code. However, Infinium RM supplies these same phrases in the *BL language code which you can modify. You can modify or choose to ignore the supplied phrases and create your own in this base language.

The *BL language is like any other language code, except for S2K. You can create, copy, and modify phrases in the *BL language. When you activate and create new languages, it is important that you keep all of the phrases and phrase codes that are the same across languages. The only difference between the copied languages should be the text translation.

The S2K and *BL languages are active when you install Infinium RM. To activate another language, you must first set the language code to active in Infinium RM. In

the *Work with Languages* option, there is a list of language codes from which you can select the one you want to activate.

Once a language is active, you can create phrases in that language. At activation, you can also copy phrases from other languages into the new language. However, you must translate the phrases into the new language. Infinium RM does not translate languages.

Creating and Printing a New MSDS Format

The diagram below shows the process you follow to create and print an MSDS based on a different format and language.

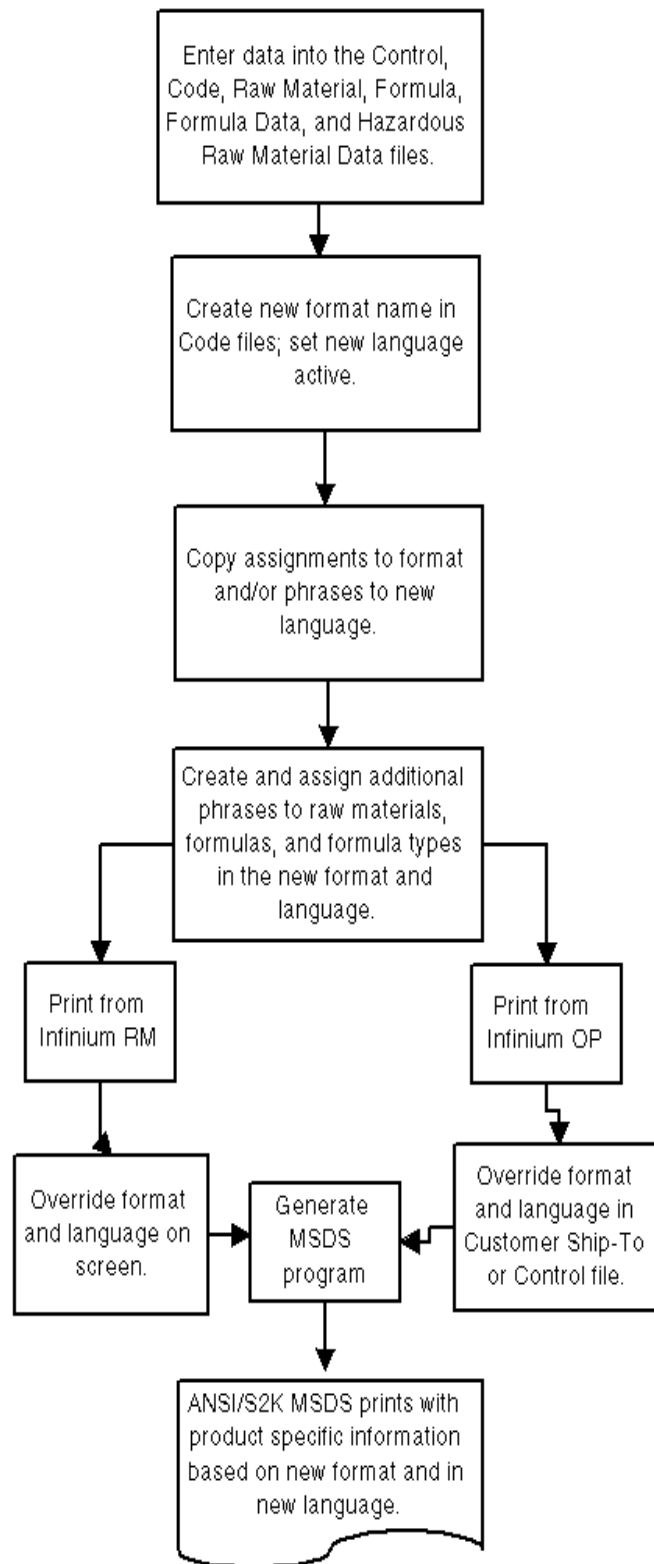


Figure 2-3: Printing a New MSDS Format Diagram

Generating an MSDS

When you print an MSDS, either from Infinium RM or from Infinium OP, the system retrieves raw material and formula regulatory information from Control and Master files and performs several functions to organize and structure the data prior to printing.

To begin generating an MSDS, the system determines in what format and in what language the MSDS is to print. The MSDS prints based on the default format and language stored in the Control files and Customer Ship-to files unless you override them.

The system then retrieves all globally assigned phrases for the format and language in which the MSDS is to print. The system retrieves phrases assigned to a specific formula or formula type and the formula's hazard data from the Formula Data file.

The system breaks down a formula into all of its raw material ingredients. The system also determines what raw materials print on the MSDS based on threshold limits and it performs various other percent by weight calculations.

The system retrieves phrases assigned to a specific raw material and hazard data from the Hazardous Raw Material file.

The system then performs a function to eliminate any duplicate phrases and determines what severity level of phrase will print. Once the system retrieves all of the phrases that print on the MSDS, it retrieves the values of the data fields identified by the substitution codes and prints the MSDS.

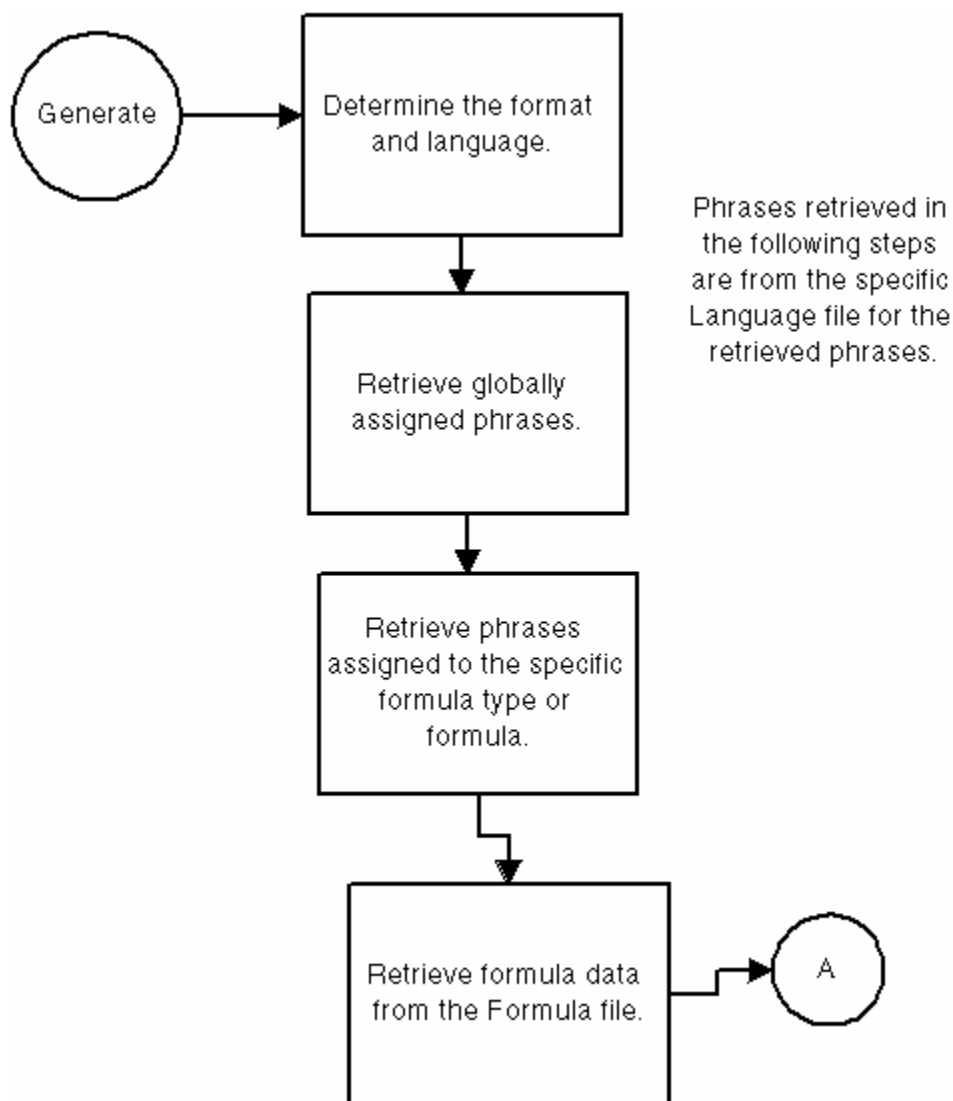


WARNING

If you have implemented Formula by Location and produce products that require a unique MSDS for a location due to ingredient differences in the hazardous raw materials, you must create a separate formula and product (finished good). This formula must be an entity level formula with no corresponding FBL formulas. In this scenario, Infinium RM generates the appropriate MSDS.

Generating an MSDS

The diagram below illustrates the process the system follows to generate an MSDS.



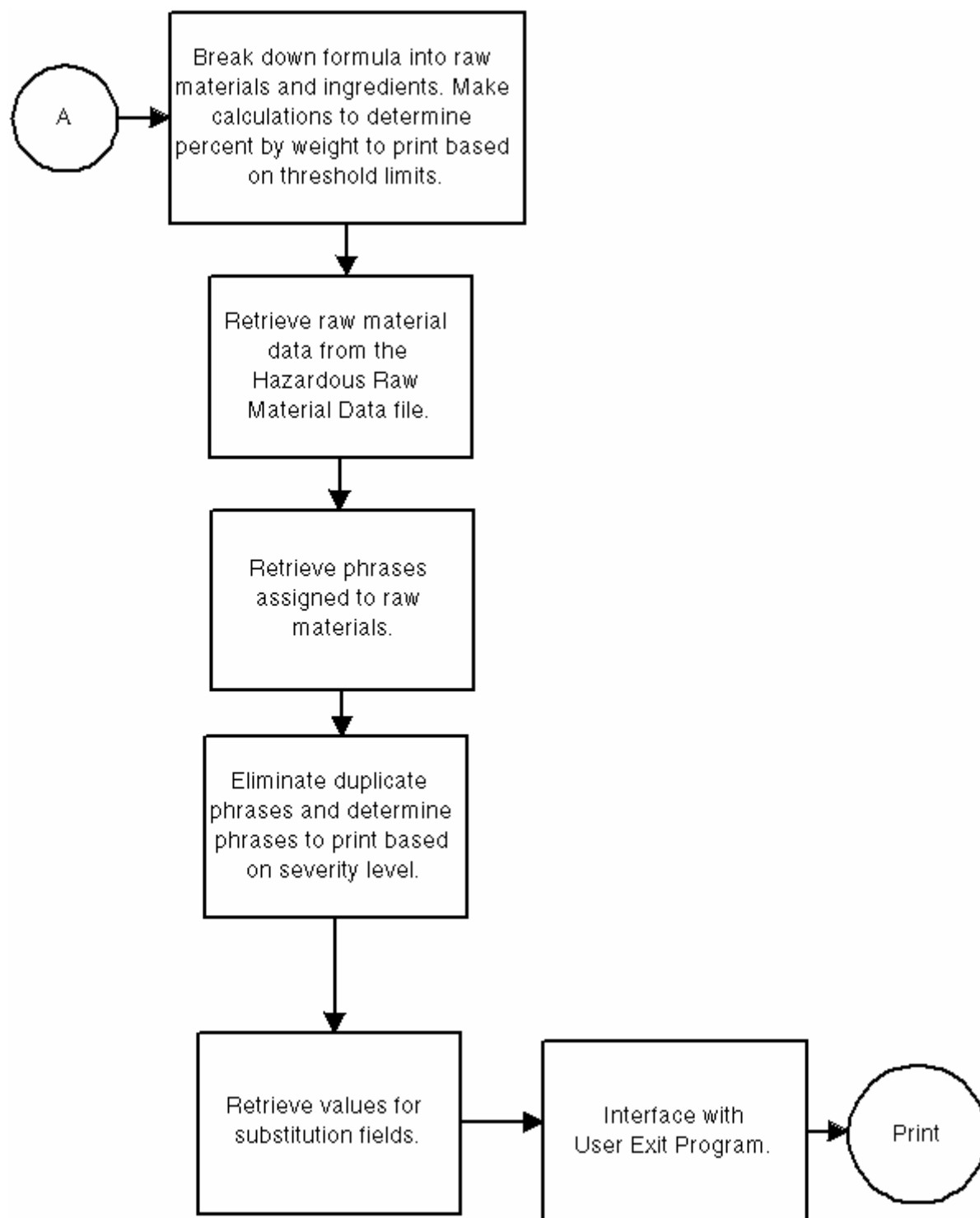


Figure 2-4: Generating an MSDS Diagram

Notes

Part 3

Defining Infinium CA Controls

3

The part consists of the following topics:

Topic	Page
Overview of Defining Infinium CA Controls	3-2
Defining Entity Controls in Infinium CA	3-6
Defining Company Controls in Infinium CA	3-8
Defining Warehouse Controls in Infinium CA	3-11

Overview of Defining Infinium CA Controls

Before you begin using Infinium RM, you must first define the Control files in Infinium CA, as well as in Infinium RM.

Use the Control files to tailor the system by defining entity or system-wide, company-specific, and/or warehouse-specific values that affect how Infinium RM performs.

The Infinium RM Entity Control file holds system-wide default values that impact Infinium RM. You can override your entries in this file for specific companies and warehouses by making entries in the Company and Warehouse Control files in Infinium RM.

Refer to the “Defining Infinium RM” part for more information on defining Infinium RM Control files.

The system retrieves information following a hierarchy that refers to warehouse, the lowest level, first. If the required information is not found, the system refers to the company level, and finally, the entity level. Define your basic business controls at the entity level and set up lower levels only for exceptions.

The table below lists the Control files you must create or access and the options you must perform prior to printing MSD Sheets and labels or processing SARA data.

The Refer To column indicates the part in this guide that includes detailed information about the corresponding step.

Step	Refer To	Option in Infinium CA	Purpose
1	Defining Infinium CA Controls	<i>Work with Entity Controls</i>	Establish system–wide controls
2		<i>Work with Company Controls</i>	Establish company controls
3		<i>Work with Warehouse Controls</i>	Establish warehouse controls
4	Defining Regulatory Code and Master Files	<i>Work with Cost Code</i>	Establish cost codes that materials uses and which prints on SARA reports
5		<i>Work with Code Tables</i>	Establish MSDS format codes for the RM system and for the code type FMT. (RM is the system designator for Infinium RM)
6		<i>Work with Customers</i>	<p>Create a sold-to customer. If you use Infinium OP, complete this step using the <i>Work with Customers</i> option in Infinium OP.</p> <p>For additional information on this option refer to the <i>Infinium Cross Applications Guide to System Controls and Materials Maintenance</i> and the <i>Infinium Order Processing Guide to Setup and Processing</i>.</p>

Step	Refer To	Option in Infinium CA	Purpose
7	Defining Infinium OP Controls	<i>Work with Entity Controls</i>	Establish MSDS controls for Infinium OP. Refer to the <i>Infinium Order Processing Guide to Setup and Processing</i> for more information.
8	Defining Infinium RM	<i>Work with Entity Controls</i>	Establish system controls specific to Infinium RM
9		<i>Work with Company Controls</i>	Establish specific company controls
10		<i>Work with Warehouse Controls</i>	Establish specific warehouse controls
11	Defining Regulatory Code and Master Files	<i>Work with Languages</i>	Establish languages as active
12		<i>Work with Special States</i>	Establish states with specific regulatory requirements
13		<i>Work with Formula Type</i>	Establish formula types
14		<i>Work with Customer Ship-To</i>	Establish or maintain customer ship-to information and MSDS information specific to a customer. If you use Infinium OP, complete this step using the <i>Work with Customers</i> option in Infinium OP.

Objectives

After you complete this part, you should be able to define the following Control files in Infinium CA:

- Entity
- Company
- Warehouse

Defining Entity Controls in Infinium CA

The Entity Control file in Infinium CA holds system-wide default values. Some of the fields in this file (*Date Format*, for example) affect Infinium RM. You can override some of your entries in the Entity Control file for specific companies and warehouses by making entries in the Company and Warehouse Control files in Infinium CA.

Use the *Work with Entity Controls* option to establish controls that determine how Infinium RM operates at a system-wide level.

Use the menu path below.

- ▶ Infinium CA
- ▶ *Control Files*
 - ▼ *Work with Entity Controls* [WVEC]

7/25/00	16:14:35	Work with Entity Controls	PRGENM	PRDENM
<hr/>				
Type options, press Enter				
2=Change				
Opt	Attributes			
-	Base Application Information			
-	Inventory Information			
-	Costing Information			
<u>2</u>	System Information			
-	G/L Integration Information			
-	Chemical Properties			
-	Available To Promise			
-	Purchasing Information			
-	Integration Programs			
-	CM Integration Information			
-	Workflow Information			
<hr/>				
F2=Function keys F3=Exit F9=Select All F10=QuikAccess F18=Message line				

Figure 3-1: Work with Entity Controls attributes screen

Setting Up System Information

The system displays this screen when you select System Information from the Entity attributes screen and press [Enter]. This is the only attribute in the Infinium CA Entity Control file that is specific to Infinium RM.

8/04/00	14:26:57	Work with Entity Controls	PRGENM
<hr/>			
System Information			
Accounts Receivable		<u>S2K</u>	
Advanced Planning		<u>S2K</u>	
Core Manufacturing		<u>QTH</u>	
Currency Management		<u>S2K</u>	
General Ledger		<u>S2K</u>	
Inventory Control		<u>S2K</u>	
Order Processing		<u>S2K</u>	
Integrate with Vertex	<u>N</u>	Y=Yes, N=No	
Integrate OP with Global Taxation	<u>N</u>	Y=Yes, N=No	
Payables Ledger		<u>S2K</u>	
Project Accounting		<u>S2K</u>	
Purchase Management		<u>S2K</u>	
Regulatory Management		<u>S2K</u>	
<hr/>			
F2=Function keys F3=Exit F10=QuikAccess F12=Cancel F18=Message li			

Figure 3-2: System Information screen

Regulatory Management

To use Infinium RM, type **S2K** in the *Regulatory Management* field.

Order Processing

If you have Infinium OP installed, type **S2K** in the *Order Processing* field to ensure that Infinium OP interfaces with Infinium RM.

Press [Enter] to return to the Entity attributes screen or continue setting up system information.

Press [F3] to exit and save your changes.

Defining Company Controls in Infinium CA

Use the *Work with Company Controls* option to establish controls that determine how Infinium RM operates at a company level. Before you can use a company in Infinium RM, you must first establish a company using this option.

Use the menu path below.

- ▶ Infinium CA
- ▶ *Control Files*
 - ▼ *Work with Company Controls* [WWCOC]

```
1/08/98  10:35:21      Work with Company Controls      PRGCCOM  PRDCCOM
-----
Company . . . . .  _IS1 +
                                     |
                                     |
                                     |
                                     |
-----
F2=Function keys  F3=Exit  F4=Prompt  F6=Create  F24=More keys
                                     |
```

Figure 3-3: *Work with Company Controls* prompt screen

Type the identifier of the company you want to maintain, press [FieldExit], and press [Enter]. To display a list of companies from which you can select a valid entry, press [F4].

Company

To add a new company, type a Company code in the *Company* field and press [F6].

7/25/00	16:33:40	Work with Company Controls	PRGCCOM	PRDCCOM
---------	----------	----------------------------	---------	---------

Company : 01 TASTY ASPS

Type options, press Enter
2=Change

Opt	Attributes
<u>2</u>	Company Information
-	Mailing Information
-	Base Application Information
-	Inventory Information
-	Costing Information
-	GL Integration Information
-	Available To Promise
-	Purchasing Information
-	Maintain Tolerance Definition
-	CM Integration Information
-	Workflow Information

F2=Function keys F3=Exit F6=Save F9=Select All F24=More keys

Figure 3-4: Work with Company Controls attributes screen

Type **2** in the *Opt* field next to the Company Information attribute and press [Enter]. This is the only attribute in the Infinium CA Company Control file that is specific to Infinium RM.

Setting Up Company Information

This screen displays when you select the Company Information attribute from the Work with Company Controls attributes screen.

1/08/98 10:37:01 Work with Company Controls PRGCCOM PRDCCOM	
Company Information	
Company	IS1 INFINIUM SOFTWARE (INSTRUCTOR)
Active	Y Y=Yes, N=No
State/Province is required	N Y=Yes, N=No
Name	INFINIUM SOFTWARE (INSTRUCTOR)
Address 1	COMMUNICATIONS WAY
Address 2	
Address 3	
Address 4	
City	HYANNIS
County	
State/Province	MA
Country	
Zip Code	
Telephone	508-778-2000
Fax	508-790-6104
Alias	
Contact Name	
F2=Function keys F3=Exit F10=QuikAccess F12=Cancel F18=Message line	

Figure 3-5: Company Information screen

Active

Type **Y** in the *Active* field to use this company in Infinium RM.

Indicate in the Infinium RM Control files whether or not the system retrieves the address that prints on the MSDS from the Company Control file or the Warehouse Control file. To print your company address on the MSDS, type the address here. Refer to the “Defining Regulatory Code and Master Files” part for more information.

Defining Warehouse Controls in Infinium CA

Use the *Work with Warehouse Controls* option to establish controls that determine how Infinium RM operates at a warehouse level. Before you can use a warehouse in Infinium RM, you must first establish a warehouse using this option.

Use the menu path below.

- ▶ Infinium CA
- ▶ *Control Files*
 - ▼ *Work with Warehouse Controls* [WWWC]

```
1/08/98   10:39:33   Work with Warehouse Controls   PRGCLCM   PRDCLCM
-----
Company . . . . . IS1 +
Warehouse . . . . . ISW1 +

F2=Function keys  F3=Exit  F4=Prompt  F6=Create  F24=More keys
```

Figure 3-6: *Work with Warehouse Controls* prompt screen

Type the identifier of the company and warehouse to maintain, press [FieldExit], and then press [Enter]. To display a list of companies and warehouses from which you can select a valid entry, press [F4].

Company, Warehouse

To add a new warehouse, type a Company and Warehouse code in the *Company* and *Warehouse* fields and press [F6].

7/25/00	16:40:05	Work with Warehouse Controls	PRGCLCM	PRDCLCM
---------	----------	------------------------------	---------	---------

Company	:	INF	INFINIUM SOFTWARE, INC.
Warehouse	:	INFW1	HYANNIS WAREHOUSE

Type options, press Enter
2=Change

Opt	Attributes
<u>2</u>	Warehouse Information
-	Mailing Information
-	Base Application Information
-	Inventory Information
-	Costing Information
-	G/L Integration Information
-	Available To Promise
-	Purchasing Information

F2=Function keys F3=Exit F6=Save F9=Select All F24=More keys

Figure 3-7: Work with Warehouse Controls attributes screen

Type **2** in the *Opt* field next to the Warehouse Information attribute and press [Enter]. This is the only attribute in the Infinium CA Warehouse Control file that is specific to Infinium RM.

Setting Up Warehouse Information

This screen displays when you select the Warehouse Information attribute from the Work with Warehouse Controls attributes screen.

1/08/98	10:41:27	Work with Warehouse Controls	PRGCLCM	PRDCLCM
---------	----------	------------------------------	---------	---------

Warehouse Information

Company	:	IS1	INFINIUM SOFTWARE (INSTRUCTOR)
Warehouse	:	ISW1	INFINIUM WAREHOUSE #1

Active	:	Y	Y=Yes, N=No
Name	:	INFINIUM WAREHOUSE #1	
Address 1	:	500 MAIN STREET	
Address 2	:		
Address 3	:		
Address 4	:		
City	:	HYANNIS	
County	:		
State/Province	:	MA	
Country	:		
Zip Code	:	02660	
Telephone	:		
Fax	:		
Alias	:		
Contact Name	:		

F2=Function keys F3=Exit F10=QuikAccess F12=Cancel F18=Message line

█

Figure 3-8: Warehouse Information screen

Active

Type **Y** in the *Active* field to use this warehouse in Infinium RM.

Indicate in the Infinium RM Control files whether or not the system retrieves the address that prints on the MSDS from the Company Control file or the Warehouse Control file. To print your warehouse address on the MSDS, type the address here. Refer to the “Defining Regulatory Code and Master Files” part for more information.

Notes

Part 4

Defining Infinium OP Controls

4

The part consists of the following topics:

Topic	Page
Overview of Defining Infinium OP Controls	4-2
Defining Entity Controls in Infinium OP	4-3

Overview of Defining Infinium OP Controls

This part of the guide discusses how you define the Infinium OP controls that are relevant to Infinium RM.

After you complete this part, you should be able to define the Infinium OP Entity Control file.

Defining Entity Controls in Infinium OP

In addition to Infinium CA, Infinium OP also contains information in its Entity Control file that controls the printing of an MSDS when a customer places an order. Use the *Work with Entity Controls* option to determine if and when Infinium OP prints an MSDS.

Use the menu path below.

- ▶ Infinium OP
- ▶ *Order Processing*
- ▶ *Order Processing Control Files*
 - ▼ *Work with Entity Controls* [WWEC]

1/08/98	10:43:29	Work with Entity Controls	OPGCSYM	OPDCSYM
<hr/>				
Type options, press Enter. 2=Change				
Opt	Attribute			
-	Order Processing Entity Controls			
-	Order Processing Costing Controls			
-	Order Processing Manufacturing Controls			
-	Order Processing User Exits			
2	Order Processing Parameters			
<hr/>				
F2=Function keys F3=Exit F8=Print F10=QuickAccess F18=Message line				
<div></div>				

Figure 4-1: Work with Entity Controls attributes screen

Order Processing Parameters is the only attribute in Infinium OP that is specific to Infinium RM.

Type **2** in the *Opt* field adjacent to the attribute and press [Enter].

Setting Up MSDS Printing Parameters

This screen displays when you select the Order Processing Parameters attribute.

1/08/98	10:44:15	Work with Entity Controls	OPGCSYM	OPDCSYM
---------	----------	---------------------------	---------	---------

ORDER PROCESSING PARAMETERS

PRICING
Determine Pricing Hierarchy 04,01,02,03,05,06
Base Large Order Discounts on UM LB +

MSDS
Print one MSDS Cover Sheet per order? Y (Y=Yes, N=No)
Print MSDS after Picking? N (Y=Yes, N=No)
Print MSDS after Shipping? N (Y=Yes, N=No)
Print MSDS after Invoicing? Y (Y=Yes, N=No)

REPORTS
Print Gross Profit Rpt at Preliminary? . . . N (Y=Yes, N=No)
Print Gross Profit Rpt at Final? N (Y=Yes, N=No)

F2=Function keys F3=Exit F4=Prompt F10=QuickAccess F24=More keys

█

Figure 4-2: Order Processing Parameters screen

The fields listed in the MSDS section of this screen are the only fields that are specific to Infinium RM.

Complete the fields to determine at what point during order processing you want the system to print an MSDS, and whether or not the system should print a cover sheet with the MSDS.

Part 5

Defining Infinium RM Controls

5

The part consists of the following topics:

Topic	Page
Overview of Defining Infinium RM Controls	5-2
Defining Entity Controls in Infinium RM	5-3
Defining Company Controls in Infinium RM	5-12
Defining Warehouse Controls in Infinium RM	5-14

Overview of Defining Infinium RM Controls

This part of the guide discusses the controls that you must set up to use Infinium RM.

After you complete this part, you should be able to define the following Control files in Infinium RM:

- Entity
- Company
- Warehouse

Defining Entity Controls in Infinium RM

Use the *Work with Entity Controls* option to establish controls specific to Infinium RM. Like the controls in Infinium CA, these controls follow the warehouse, company, and entity hierarchy.

Use the menu path below.

- ▶ Infinium RM
- ▶ *Control Files*
 - ▼ *Work with Entity Controls* [WVEC]

```
1/08/98   14:25:26   Work with Entity Controls   MRGENM   MRDENM
-----
Type options, press Enter.
2=Change

Opt  Attributes
2    Base Application Information
2    Percent by Weight Range Table
2    Exposure Limit Information
2    Additional Print Information
2    SARA Information

-----
F2=Function keys  F3=Exit  F9=Select All  F10=QuickAccess  F18=Message line
```

Figure 5-1: *Work with Entity Controls* attributes screen

Type **2** next to each attribute you want to select, or press [F9] to select all attributes.

Creating Base Application Information

This screen displays when you type **2** to select the Base Application Information attribute on the Entity attributes screen.

1/08/98	14:26:01	Work with Entity Controls	MRCENM	MRDENM
<hr/>				
Base Application Information				
Min Reportable Pct by Wt	1.000000			
Min Reportable Pct for Carcinogen100000			
Max Vol Photochemically Reactive	20.0000			
Lines Left Before New Page	6			
Allow Phrase Maintenance	Y (Y=Yes, N=No)			
Manufacturer Address for Sect one	2 (1=Company, 2=Whse)			
Use Customer Ship-To file	Y (Y=Yes, N=No)			
Format ID	ANST/S2K +			
Language Code	XBL +			
Archive Reference	N (Y=Yes, N=No)			
Edit on PC	N (Y=Yes, N=No)			
<hr/>				
F2=Function keys F3=Exit F4=Prompt F10=QuickAccess F24=More keys				

Figure 5-2: Base Application Information screen

Min Reportable Pct by Wt

Complete this field to establish the minimum amount of a raw material a formula can contain in order for the raw material to print on the MSDS.

Min Reportable Pct for Carcinogen

Type the minimum percent of a carcinogen that can be present in a formula before the material is reported on the MSDS. If the *Carcinogen* field in the Hazardous Raw Material file contains **Y**, the system uses this field to determine if it should print the raw material on the MSDS. If you leave this field blank and the material is a carcinogen, the system assumes the value is zero and prints the raw material on the MSDS.

Max Vol Photochemically Reactive

Type the total maximum percent of photochemically reactive ingredients allowed in a formula. If the total percent of photochemically reactive materials contained in the individual ingredients of a formula exceeds the value you specify here, the system prints a phrase indicating that the formula is photochemically reactive on the label. If the total is below this value, the system prints a phrase indicating that the formula is non-photochemically reactive.

Lines Left Before New Page

Type the number of lines that the system should leave blank at the bottom of the page before the next section of the MSDS prints.

Allow Phrase Maintenance

Type **Y** if users can assign Phrase codes in the *Work with Hazardous Raw Materials* and *Work with Formula Data* options. Type an **N** if you want users to assign Phrase codes only in the *Work with Phrases* option.

Manufacturer Address for Sect one

Type **1** if the system should retrieve the address of the product manufacturer that prints on an MSDS from the Company file. Type **2** if the system should retrieve the address from the Warehouse file. You must complete this field.

Use Customer Ship-To file

Type **Y** in this field if the customer information that prints in Section 16 of the ANSI/S2K format MSDS should come from the Ship-To file. Type an **N** if not.

If you type **Y** in this field, but you do not specify a Ship-To code when you generate a MSDS, the system prints the address from the Customer file on the MSDS (if you specify a Customer code). If you type **N** in this field, the system prints only the customer address, regardless of whether or not you specify a Ship-To code while generating a MSDS.

Format ID

Type the default format ID that the system uses in options involving formats, such as *Work with Phrase Assignments* or *Generate MSD Sheets*. Press [F4] to display a list of MSDS formats from which you can select a valid entry. Maintain MSDS formats using the *Work with Code Tables* option in Infinium CA.

Language Code

Use this field to define the default language the system uses to print MSD Sheets. Type a Language code, or press [F4] to display a list of active languages from which you can select a valid entry. You must activate a language before you can assign it on this screen. Use the *Work with Languages* option to activate languages.

Language codes **S2K** and ***BL** contain the ANSI/S2K format standard phrases and global assignments for print MSDS's. Maintain Language code ***BL** as needed, but you cannot modify **S2K**.

Archive Reference, Edit on PC

Type **Y** in these fields to make MSD Sheets available to a personal computer for editing on archiving. When the system generates an MSDS, it also writes the MSDS to a file on a shared folder or library that your personal computer can access. You can print, fax, or archive the MSDS with your own personal computer software.

Infinium programs do not currently use the *Archive Reference* and *Edit on PC* fields.

Press [Enter] to continue.

Setting Percentage by Weight Ranges

This screen displays when you select the Percent by Weight Range Table attribute on the Entity attributes screen. All fields on this screen are optional.

1/08/98 14:26:45 Work with Entity Controls MRGENM MRDENM

Percent by Weight Range Table

Beginning Value	Ending Value	Print Text	Beginning Value	Ending Value	Print Text
.0001000	.1000000	< .1 %	.1000000	.9990000	.11 .999%
1.0000000	5.0000000	1 - 5%	5.0000000	10.0000000	5 - 10%
10.0000000	20.0000000	10 - 20%	20.0000000	30.0000000	20 - 30%
30.0000000	40.0000000	30 - 40%	40.0000000	50.0000000	40 - 50%
50.0000000	70.0000000	50 - 70%	70.0000000	80.0000000	70 - 80%
80.0000000	90.0000000	80 - 90%	90.0000000	100.0000000	90 - 100%

F2=Function keys F3=Exit F10=QuickAccess F12=Cancel F18=Message line

Figure 5-3: Percent By Weight Range Table screen

Create a range table so that it prints a range in Section II for each hazardous ingredient instead of its actual quantity. On the Additional Print Information screen, decide whether or not to round the quantity to a whole percent.

Use this screen to type the percentage by weight range and text that describes that range for materials that print on an MSDS.

Print Exact Percent By Weight

The system prints ranges for materials only if you set the *Print Exact Percent By Weight* field in the materials Hazardous Raw Material file to **N**. If you set the field to **Y**, the system prints only the exact percent by weight.

The system prints ranges for no- carcinogenic materials if both of the following are true:

- The *Print Exact % by Wt* field in the Physical Properties attribute of the *Work with Hazardous Raw Material* option is **N**.

- The *Pct by Wt in Ranges for SARA* field on the Additional Print information screen is set to **Y**.

If the ranges overlap, the system prints the first range it finds that the material falls within.

Press [Enter] to continue.

Setting Exposure Limit Information

This screen displays when you select the Exposure Limit Information attribute from the Entity attributes screen. All the fields on this screen are optional.

1/08/98	14:27:12	Work with Entity Controls	MRCENM	MRDENM
Exposure Limit Information				
Exposure Limit Description 01 . . .	ACGIH TLV/TWA: _____			
Exposure Limit Description 02 . . .	ACGIH TLV/STEL: _____			
Exposure Limit Description 03 . . .	ACGIH CEFILING: _____			
Exposure Limit Description 04 . . .	OSHA PEL/TWA: _____			
Exposure Limit Description 05 . . .	OSHA STEL: _____			
Exposure Limit Description 06 . . .	OSHA CEFILING: _____			
Exposure Limit Description 07 . . .	LC50: _____			
Exposure Limit Description 08 . . .	LD50: _____			
Exposure Limit Description 09 . . .	OTHER TEST: _____			
Exposure Limit Description 10 . . .	_____			
Exposure Limit Description 11 . . .	_____			
Exposure Limit Description 12 . . .	_____			
F2=Function keys F3=Exit F10=QuickAccess F12=Cancel F18=Message line				

Figure 5-4: Exposure Limit Information screen

Use this screen to create the field headers that describe the data that you type and display in the *Work with Hazardous Raw Material* option.

You must create an exposure limit description if you want the information you type on this screen to display. Refer to the “Maintaining Raw Material Data” part for additional information if you want the exposure limits information you enter for raw materials to display.

Press [Enter] to continue.

Setting Additional Print Information

This screen displays when you select the Additional Print Information attribute on the Entity attributes screen. All fields on this screen are optional.

1/16/98	8:09:12	Work with Entity Controls	MRCENM	MRDENM
Additional Print Information				
Pct by Wt for Haz Materials	Y	{Y=Yes, N=No}		
Pct Volatile by Wt in Properties . .	Y	{Y=Yes, N=No}		
Pct Volatile by Vol in Properties . .	Y	{Y=Yes, N=No}		
Vapor Pressure in Properties Sect	N	{Y=Yes, N=No}		
Pct Lead in Haz Matl Sect	N	{Y=Yes, N=No}		
Pct Chromate in Haz Matl Sect . . .	N	{Y=Yes, N=No}		
Pct by Wt in Ranges for SARA . . .	N	{Y=Yes, N=No}		
LEL in Haz Matl Section	N	{Y=Yes, N=No}		
Vapor Pressure in Haz Matl Sect . .	Y	{Y=Yes, N=No}		
Round Haz Matl Wt to Whole Pct . .	Y	{Y=Yes, N=No}		
Parent Pct by Wt for Flashpoints . .	Y	{Y=Yes, N=No}		
Always Print Cover Sheet	N	{Y=Yes, N=No}		
Ignore History Status from MSDS . .	N	{Y=Yes, N=No}		
Single Components or Whole Kit . .	3	{1. Single, 2. Whole, 3. Both}		
Compare Evaporation Rate	2	{1. Ether, 2. Butyl Acetate}		
Vapor Pressure Format	2	{1. Celsius, 2. Fahrenheit}		
Report Temperature Values in	2	{1. Celsius, 2. Fahrenheit}		
F2=Function keys F3=Exit F10=QuickAccess F12=Cancel F18=Message line				

Figure 5-5: Additional Print Information screen

Use this screen to determine if certain information prints on an MSDS in pre-defined sections.

Pct by Wt for Haz Materials

Type **Y** in this field if the system should print the percent by weight of hazardous materials in a formula in Section 2 (Composition, Information on Ingredients) of the MSDS. Type **N** if you do not want these values to print.

Pct Volatile by Wt in Properties

Type **Y** in this field if the system should print the percent by weight of volatile materials in a formula in Section 9 (Physical and Chemical Properties) of the MSDS. Type **N** if you do not want this value to print.

Pct Volatile by Vol in Properties

Type **Y** in this field if the system should print the percent by volume of volatile materials in a formula in Section 9 (Physical and Chemical Properties) of the MSDS. Type **N** if you do not want this value to print.

Vapor Pressure in Properties Sect

Type **Y** in this field if the system should print the vapor pressure in Section 9 of the MSDS. Type **N** if you do not want this value to print.

Pct Lead in Haz Matl Sect

Type **Y** in this field if the system should print the percentage of lead of a material in a formula in Section 2 (Composition, Information on Ingredients) of the MSDS. Type **N** if you do not want this value to print.

Pct Chromate in Haz Matl Sect

Type **Y** in this field if the system should print the percentage of chromate of a material in a formula in Section 2 (Composition, Information on Ingredients) of the MSDS. Type **N** if you do not want this value to print.

Pct by Wt in Ranges for SARA

Use this field to define how the percent by weight of SARA ingredients should print in Section 2 (Composition, Information on Ingredients) of the MSDS. Type **Y** if you want the percent by weight value to print as a range (as defined on the Percent By Weight Range table). If you want the percent by weight value to print exactly or rounded, type **N**.

Be sure the *Round Haz Matl Wt to Whole Pct* field on this screen and the *Print Exact Pct by Wt* field on the Physical Properties screen in the Hazardous Material file are set so that the correct information prints on the MSDS.

LEL in Haz Matl Section

Type **Y** in this field if the system should print the lower explosion level value of a material in a formula in Section 2 (Composition, Information on Ingredients) of the MSDS. Type **N** if you do not want this value to print.

Vapor Pressure in Haz Matl Sect

Type **Y** in this field if the system should print the vapor pressure in Section 2 (Composition, Information on Ingredients) of the MSDS. Type **N** if you do not want this value to print.

Round Haz Matl Wt to Whole Pct

Type **Y** in this field if the system should round weights of hazardous materials used in a formula to whole percentages for reporting on the MSDS in Section 2 (Composition, Information on Ingredients). Type **N** if the system should print the exact value on the MSDS.

Parent Pct by Wt for Flashpoints

Type **Y** in this field if the system should ignore flashpoints of component materials of an intermediate, phantom, or raw material breakdown formula for the MSDS. Type **N** if the system should consider flashpoints of component materials for MSDS processing.

Always Print Cover Sheet

Type **Y** if the system should print a cover sheet every time you generate a MSD Sheet. Type **N** if not.

If you type **Y** in the *Archive Reference* and *Edit on PC* fields on the Base Applications Information screen, the system cannot print a cover sheet.

Ignore History Status from MSDS

Type **Y** if you want the system to ignore the MSDS print status flags and print an MSDS for every product every time you place an order. Type **N** if the system should print an MSDS only the first time a customer orders the product and not again until you reset the print flags. To ignore the history status at the time you generate an MSDS, type **Y** in this field using the *Generate MSDS* option.

You can change the status at any time for any product or customer using the *Reset Print Status* option.

Single Components or Whole Kit

Type **1** in this field to generate a MSD Sheet for each of the individual components that comprise a kit. Type **2** to generate one MSDS for the entire kit. Type **3** to generate one kit MSDS and a MSDS for each of the individual components.

Compare Evaporation Rate

Type **1** in this field if the system should express the evaporation rate value of a material in comparison to Ether. Type **2** if the system should express the evaporation rate in comparison to Butyl Acetate.

Vapor Pressure Format

Type **1** in this field if the system should express the vapor pressure of a material in mm Hg at 20 degrees Celsius. Type **2** if the system should express the vapor pressure in mm Hg at 68 degrees Fahrenheit.

Report Temperature Values In

Type **1** in this field if the system should express values for boiling range, melting point, freezing point, flashpoint, and auto ignition temperatures for a material in degrees Celsius. Type **2** if the system should express these values in degrees Fahrenheit.

If the report temperature value that you set up in the Infinium RM Control files is different from the temperature value that you set up using the *Work with Code Tables* option, the system prints the converted values on the MSDS.

Press [Enter] to continue.

Setting SARA Information

This screen displays when you select the SARA Information attribute on the Entity attributes screen. Both fields on this screen are optional.

```

1/08/98      14:28:54      Work with Entity Controls      MRGENM      MRDENM
-----
                                SARA Information
Threshold Qty for Haz Matl      . . . .      10000
Threshold Qty for Extremely Haz . .      500

```

Figure 5-6: SARA Information screen

Use this screen to specify the default threshold quantities for hazardous and extremely hazardous substances.

Threshold quantities are the minimum reportable quantities of a substance and are specified by federal, state, and local emergency planning agencies. The system lists as reportable materials on your site at or above these quantities on the SARA Module Tier II reports. You can override these threshold quantities in the Hazardous Raw Material file or when you print a SARA 312 report.

Defining Company Controls in Infinium RM

Use the *Work with Company Controls* option to establish controls in Infinium RM specific to a company. Like the controls in Infinium CA, these controls follow the warehouse, company, and entity hierarchy.

Use the menu path below.

- ▶ Infinium RM
- ▶ *Control Files*
 - ▼ *Work with Company Controls* [WWCC]

```
1/30/98  14:36:33      Work with Company Controls      MRGCOM      MRDCOM
-----
Company . . . . . _ISL +

F2=Function keys  F3=Exit  F4=Prompt  F6=Create  F24=More keys
```

Figure 5-7: *Work with Company Controls* prompt screen

Type the identifier of the company to maintain and press [Enter]. Or, press [F4] to display a list of companies from which you can select a valid entry.

```

1/88/98      14:30:17      Work with Company Controls      MRGCOM      MRDCOM
┌───────────┴───────────┐
Company . . . . . :      IS1  INFINIUM SOFTWARE (INSTRUCTOR)

Type options, press Enter.
    2=Change

Opt   Attributes
-     Base Application Information
-     Percent by Weight Range Table
-     Additional Print Information


┌───────────┴───────────┐
F2=Function keys F3=Exit F6=Save F9>Select All F24=More keys

```

Figure 5-8: Work with Company Controls attributes screen

The system displays this screen when you complete the Work with Company Controls prompt screen and press [Enter].

These attribute screens are the same as the attribute screens that display when you select *Work with Entity Controls* option. To override the entity level field values for these attributes, select the appropriate attribute; otherwise, you do not have to display the screens.

Defining Warehouse Controls in Infinium RM

Use the *Work with Warehouse Controls* option to establish controls in Infinium RM specific to a warehouse. Like the controls in Infinium CA, these controls follow the warehouse, company, and entity hierarchy.

Use the menu path below.

- ▶ Infinium RM
- ▶ *Control Files*
 - ▼ *Work with Warehouse Controls* [WWWC]

```
1/08/98   14:30:52   Work with Warehouse Controls   MRGLCM   MRDLCM
-----
Company . . . . .   IS1  +
Warehouse . . . . .   ISW1 +

F2=Function keys  F3=Exit  F4=Prompt  F6=Create  F24=More keys
```

Figure 5-9: *Work with Warehouse Controls* prompt screen

Type the identifier of the company and warehouse to maintain and press [Enter]. Or, press [F4] to display a list of companies and warehouses from which you can select a valid entry.

You must create a warehouse here before you can assign a SARA site or if your warehouse information is different from the company level information.

Company, Warehouse

Type a Company and Warehouse code and press [F6] to create a warehouse in Infinium RM.

Setting Up Regulatory Information for a Warehouse

```
1/08/98   14:31:29   Work with Warehouse Controls   MRGLCM   MRDLCM
-----
Company . . . . . : IS1  INFINIUM SOFTWARE (INSTRUCTOR)
Warehouse . . . . . : ISW1  INFINIUM WAREHOUSE #1
Type options, press Enter.
  2=Change

Opt  Attributes
  2   Base Application Information
  -   Percent by Weight Range Table
  -   Additional Print Information

-----
F2=Function keys  F3=Exit  F6=Save  F9=Select All  F24=More keys
```

Figure 5-10: Warehouse attributes screen

Type **2** in the *Opt* field adjacent to the attribute to maintain and press [Enter].

These attribute screens are the same as the attribute screens that display when you select *Work with Company Controls* option with the exception of the Base Application Information screen. The only field on the Base Application Information screen that is warehouse specific is the *Warehouse Site ID* field.

To override the company level field values for the other attributes, select the appropriate attribute; otherwise, you do not have to display these screens.

Overriding Company Level Field Values

1/08/98 14:31:54 Work with Warehouse Controls MRGLCM MRDLCM	
Base Application Information	
Company and Warehouse	IS1 ISW1
Min Reportable Pct by Wt	1.000000
Min Reportable Pct for Carcinogen	1.000000
Max Vol Photochemically Reactive	20.0000
Lines Left Before New Page	6
Allow Phrase Maintenance	Y (Y=Yes, N=No)
Use Customer Ship-to file	Y (Y=Yes, N=No)
Format ID	ANST/S2K +
Language Code	*BL +
Archive Reference	Y (Y=Yes, N=No)
Edit on PC	Y (Y=Yes, N=No)
SARA Controls	
Warehouse Site Id	SITE1 +
F2=Function keys F3=Exit F4=Prompt F10=QuickAccess F24=More keys	

Figure 5-11: Base Application Information screen

Complete the fields on this screen to override the values for the same fields at the company level.

Warehouse Site Id

Warehouse Site Id is the only field on this screen that is warehouse level specific.

A SARA site refers to one specific property that stores materials that are covered under the SARA reporting requirements. Because you can have multiple storage facilities located on one property, the system allows you to assign any valid SARA site code to any warehouse. You can assign the same site code to different warehouses. You should not assign the same SARA site code to warehouses on different properties.

Type a SARA site code or press [F4] to display a list of site codes from which you can select a valid entry. Maintain SARA site codes using the *Work with Facilities/Owners* option in the *SARA Module* menu. You must create the SARA site codes before you assign them here.

You can set up Infinium RM controls and process MSD Sheets before you set up controls for SARA reporting. Refer to the “Using the SARA Module” part for information on how to set up the SARA site and on SARA reporting.

Press [Enter] to continue.

Part 6

Defining Regulatory Codes and Master Files

6

The part consists of the following topics:

Topic	Page
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Establishing Cost Codes for SARA	6-3
Establishing MSDS Formats	6-5
Establishing a Report Value	6-8
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Maintaining Formula Types	6-14
Maintaining Customer Ship-To Data	6-16

Overview of Defining Regulatory Code and Master Files

This part of the guide discusses the regulatory codes and master files you must set up to use Infinium RM.

After you complete this part, you should be able to define the following Code and Master files:

- Cost Codes
- Formats
- Languages
- Special States
- Formula Types
- Customer Ship-To Data

Establishing Cost Codes for SARA

The *Work with Cost Code* option allows you to use Cost codes to categorize raw material/resource costs into their appropriate classification, such as **R** for raw material, **L** for labor, **C** for container, **B** for burden, and so forth. Use this option to specify which Cost codes the system uses in SARA reporting so that it only looks at the appropriate raw material/resource records.

Use the menu path below.

- ▶ Infinium CA
- ▶ *Costing Utilities*
- ▶ *Cost Controls Menu*
 - ▼ *Work with Cost Code [WWCC]*

Opt	Code	Description
-	0	Fixed Overhead
-	P	Packaging Cost
2	R	Raw Material Cost
-	S	Spoilage Cost
-	T	Total Cost
-	U	Utility Cost
-	V	Variable Cost
-	W	Hardware Cost
-	X	Taxes
-	Y	Setup Change

Figure 6-1: Work with Cost Code selection screen

Type **2** to select the Cost code you want to change and press [Enter].

Only use Chemical Raw Material codes for SARA reporting. Unless you have multiple Raw Material codes to track costs for different types of chemicals, use the **R** code.

There are two screens of Cost codes from which you can select. Press the Roll up or down keys or [PgUp], [PgDn] to display the other screen.

Additional Cost Codes

This screen displays when you select the **R** Cost code on the Work with Cost Codes selection screen.

1/08/98	14:36:14	Work with Cost Code	CSTCODR	CSTCODEM
<hr/>				
Cost Code	:	R		
Description	:	Raw Material Cost		
Abbreviated Cost Description . . .	:	Raw Mtl		
Sales Cost Type	:	R	{R=Raw Material, B=Burden, L=Labor, C=Container, O=Other}	
Apply Loss Factor	:	Y	Y=Yes, N=No	
Use with SARA Module	:	Y	Y=Yes, N=No	
<hr/>				
F2=Function keys F3=Exit F10=QuikAccess F12=Cancel F18=Message line				
<div></div>				

Figure 6-2: Work with Cost Codes screen

Use with SARA Module

Complete the *Use with SARA Module* field. This field defaults to **Y** for the **R** code and **N** for all other codes.

Caution: Do not add or delete Cost codes. You can change the description to meet your company's needs, but do not alter the code identifiers.

Establishing MSDS Formats

Before you can use an MSDS format in Infinium RM, the format must have a format identifier listed as a code value on the RM FMT code type in Infinium CA. Once you establish a format identifier, assign phrases at different severity levels per the new format.

Use the menu path below.

- ▶ Infinium CA
- ▶ *Code Files*
 - ▼ *Work with Code Tables [WWCDT]*

```
1/16/1998  8:32:39      Code Maintenance      DMGCDM  DMDCDM

-----
Position to . . .   System designator . . . . RM Code type . . . . ____
Type options, press enter
  2=Change  4=Delete  5=Display  12=Work with code values

Search ____
Opt Code type Code type description      Active System Source
--  FMT  MSDS Print Format                1      RM      1
--  INT  Input Temperature UM             1      RM      1
--  TMP  Temperature UM                   1      RM      1

-----
F3=Exit F5=Refresh F6=Add New Type F10=QuickAccess F24=More keys
```

Figure 6-3: Code Maintenance selection screen

To position the selection list to the **FMT** code table, type **RM** in the *System designator* field and **FMT** in the *Code type* field and press [Enter].

To add or modify an MSDS format, type **12** to select the **FMT** code type that displays on the screen and press [Enter].

Adding/Maintaining an MSDS Format

This screen displays when you select the **FMT** code type on the Code Maintenance selection screen.

```
1/08/1998 14:41:15      Code Value Maintenance      DMGCVM      DMDCVM

Code type . . . . : FMT MSDS.Print.Format.....

Position to . . . . Code Value . _____
                    Company . . . ____ +

Type options, press enter
2=Change  4=Delete  5=Display

----- S e a r c h -----

Opt Format ID . . . . . Company Description . . . . . Active
2 ANSI/S2K          System supplied ANSI Format      1
- OLD              OLD format                        1

F3=Exit F4=Prompt F5=Refresh F6=Add F10=QuickAccess F24=More keys
```

Figure 6-4: Code Value Maintenance selection screen

Press [F6] to add a new MSDS format.

Type **2** to select the format you want to change and press [Enter].

Type **4** to select the format you want to delete and press [Enter]. You can delete only user-defined formats. For example, you cannot delete the ANSI/S2K format, which comes with the system.

Maintaining an MSDS Format

This screen displays when you press [F6] or when you select a code value on the Code Value Maintenance selection screen.

1/08/1998 14:41:15		Code Value Maintenance		DMGCVM	DMDVCVM
Code type	FMT	MSDS.Print.Format.....			
Company number . . .	_____				
Active code type . . .	1	{ 0 Inactive, 1 Active }			
Format ID	ANSI/FMT-A_____				
Description	MSDS Print Format - Addition_____				
F3=Exit F4=Prompt F10=QuickAccess F12=Cancel F18=Message line					

Figure 6-5: Code Value Maintenance screen

Active code type
Complete the *Active code type* field. Type **0** to make the MSDS format inactive; type **1** to make it active. This field defaults to **1**.

Format ID
Complete the *Format ID* field with the name of the new format you are creating. For best results and to avoid later confusion when using the new format, capitalize letters in this field.

Description
Type a description of this new format in the *Description* field.
Press [F3] to save your changes and exit this option.

Establishing a Report Value

The system prints the values for boiling range, melting point, freezing point, flashpoint, and auto ignition temperatures based on the value you set up using the code type INT.

Caution: You should only make one entry for the report temperature value using either C for Celsius or F for Fahrenheit. If you do not set up the report temperature value for either C or F, the system displays only the numeric value for the temperature value. Once you set this temperature value, you should not change it.

Every time you create values for boiling range, melting point, freezing point, flashpoint, and auto ignition using the *Work with Hazardous Raw Material* and/or the *Work with Formula Data* options, enter the value based on the report temperature value you established, either C or F.

Use the menu path below.

- ▶ Infinium CA
- ▶ Code Files
 - ▼ Work with Code Tables [WWCDT]

1/16/1998	8:34:52	Code Value Maintenance	DMGCVM	DMDVCVM
Code type : INT Input.Temperature.UM.....				
Position to		Code Value . _____		
		Company . . . _____ +		
Type options, press enter				
2=Change 4=Delete 5=Display				
----- S e a r c h -----				
Opt Input Temperature UM	Company		Active	
- F			I	
F3=Exit F4=Prompt F5=Refresh F6=Add F10=QuickAccess F24=More keys				

Figure 6-6: Create Report Temperature Value screen

This screen displays when you select the INT code type with **12** from the Code Maintenance selection screen.

Press [F6] to create the report temperature value.

Activating Languages

Use the *Work with Languages* option to activate a language prior to creating or copying phrases to it. You must activate a language before you can use it to print an MSDS or label.

Use the menu path below.

- ▶ Infinium RM
- ▶ *Control Files*
 - ▼ *Work with Languages* [WWL]

1/08/98 15:00:36 Work with Languages MRGMLM MRDMLM

Position to . . . Language Code —

Type options, press Enter.

Language		Active Code
Code	Description	(1=Active; 0=Not)
*BL	Base Language	1
AFR	Afrikaans	0
ARA	Arabic	1
BEL	Byelorussian	0
BGR	Bulgarian	0
CAT	Catalan	0
CHS	Simplified Chinese	0
CHT	Traditional Chinese	0
CSY	Czech	0
DAN	Danish	1

More...

F2=Function keys F3=Exit F5=Refresh F10=QuickAccess F18=Message line

Figure 6-7: *Work with Languages* selection screen

To position the list to a specific language, type a language identifier in the *Language Code* field and press [Enter].

Active Code

Type **1** in the *Active Code* field to make a language active. Type **0** to make a language inactive.

When you activate a language, the system displays the Copy window, which you can use to copy all phrases from one language to the active language.

Copying Language Phrases

This screen displays when you select a language to activate on the Work with Languages selection screen and press [Enter].

1/08/9815:01:43Work with LanguagesMRGMLM MRDMLM

Position to . . . Language Code ____

Type options, press Enter.

LanguageCodeDescriptionActive Code(1=Active; 0=Not)

Activate a Language

New Language Code : ENA English Australian

Copy data Y (Y=Yes, N=No)

From Language Code ____ +

F2=Function keys F4=Prompt F10=QuikAccess F12=Cancel F18=Message line

F2=Function keys F3=Exit F5=Refresh F10=QuikAccess F18=Message line

Figure 6-8: Activate a Language Copy Window

Copy data

To copy all of a language’s phrases to the newly activated language, type **Y** in the *Copy data* field.

From Language Code

Type a language identifier in the *From Language Code* field of an active language from which you want to copy phrases. Or press [F4] to display a list of active languages from which you can select a valid entry.

Press [Enter] when you complete the fields. The system copies all of the phrases from the language identified in the *From Language Code* field to the language you activated.

Press [F3] when you complete your changes.

After you copy the phrases into the new language, you must translate those phrases in the activated language.

Maintaining Special States

Use the *Work with Special States* option to type a state, province, territory, or country that has special MSDS or regulatory requirements.

Use the menu path below.

- ▶ Infinium RM
- ▶ *Control Files*
 - ▼ *Work with Special States* [WWSS]

1/08/98	15:36:56	Work with Special States	MRGSTM	MRDSTM
STATES WITH SPECIFIC MSDS PHRASES				
Abbreviations for state, province, territory, or country				
NJ	PA	CA	___	___
___	___	___	___	___
___	___	___	___	___
___	___	___	___	___
___	___	___	___	___
___	___	___	___	___
___	___	___	___	___
___	___	___	___	___
___	___	___	___	___
F2=Function keys F3=Exit F6=Save F10=QuickAccess F18=Message line				

Figure 6-9: Work with Special States screen

Type the abbreviations for geographic locations that require special MSDS or product label phrases. The abbreviation you type must match the abbreviation used in the *Ship-To* and *Ship-From State* fields in the customer address. The *Ship-To* field is the customer's address. The *Ship-From* field is the company or warehouse address from where you ship items.

For each special state you identify, create a phrase through the *Work with Phrases* option that prints on an MSDS for products only shipped from or shipped to that

state. The system prints this phrase in Section 14 (Transport Information) on the MSD Sheet. The phrase identifier of special state phrases must begin with **?STATE?** followed by up to a three character state abbreviation.

For example, to print a certain phrase only on MSD Sheets printed for products shipped from or shipped to Pennsylvania, create a phrase with the following phrase identifier: **?STATE?PA**. You can also copy the **?STATE?** phrase and change the phrase to **?STATE?PA** and give a severity level of 99. Then you can edit this new phrase as appropriate.

The phrases you create for a special state must be a system phrase (type 1) with a severity level of **99**.

The system supplies this state processing in the ANSI/S2K format by user exit program MRGTSA. When MSD Sheets print for products with a special state phrase assigned, the system accesses the user exit program to locate and print the appropriate state phrase. Refer to the “Work with Phrase Assignments” topic for more information about assigning phrases.

Press [F6] to save your changes and exit.

Infinium advises that you copy **MRGTSA** to preserve the coding. You can modify the copied program to incorporate specific state processing requirements or procedures.

Maintaining Formula Types

Use the *Work with Formula Types* option to create and maintain formula types. Associate one formula with other similar formulas by assigning the same formula type to one or multiple formulas.

Use the menu path below.

- ▶ Infinium RM
- ▶ *MSDS*
- ▶ *Work with files*
 - ▼ *Work with Formula Type [WWFT]*

15:38:09 Work with Formula Type MRGFTM MRDFTM

Position to . . . Formula Type _____

Type options, press Enter.
4=Delete 12=List Formulas

Opt	Formula Type	Description
12	INFFORMTYPE1	FORMULA TYPE 1

Bottom

F2=Function keys F3=Exit F5=Refresh F8=Print list F24=More keys

Figure 6-10: *Work with Formula Type* selection screen

To create a formula type, specify the formula type identifier and descriptive text in the *Formula Type* and *Description* fields and press [Enter].

To modify a formula description, position the cursor to the description you want to change, type the new descriptive text, and press [Enter].

To display a list of formulas to which a formula type is assigned, type **12** in the *Opt* field adjacent to the formula type and press [Enter].

Use the *Work with Formula Data* option to assign the formula types you create here to individual formulas.

Displaying a Formula Type

This screen displays when you select a formula type to list on the Work with Formula Type selection screen.

09:53:44 Work with Formula Type MRGFTM MRDFTM

List of Formulas

Formula Type : INFFORMTYPE1

Formula type 1

Type options, press Enter.

5=Display

Opt	Formula	Co	Whse	FBE Code	Description	Active Status
=	AUDFORM	KDL	KDL1		Audit formula	TEST
-	FBLKNFORMGLOBALPHAN				FBLKNFORMGLOBALPHAN-FBL ON	ACTIVE
-	FBLKNFORMGLOBALPHAN	IS1	ISW1		FBLKNFORMGLOBALPHAN-FBL ON	TEST
-	FORMULA TXE01	IS1	TXE01		Formula for testing Phrase	TEST
-	FORMULA TXE01	KDL	KDL1		Formula for testing Phrase	TEST
-	FORMULA TXE01	001	WH1		Formula 1.	TEST

Bottom

F2=Function keys F10=QuikAccess F12=Cancel F18=Message line

Figure 6-11: List of Formulas screen

Type **5** in the *Opt* field to select the formula you want to display and press [Enter].

The *Co*, *Whse* and *FBE Code* columns are displayed only if you have multiple instances of formulas.

Maintaining Customer Ship-To Data

Use the *Work with Customer Ship-To* option to establish and maintain customer shipping information specific to Infinium RM for customers who receive an MSDS. You can also maintain customer ship-to information through the *Work with Customer* option in Infinium OP.

Before you maintain customer ship-to information through this option, you must first establish a customer through the *Work with Customer* option in Infinium CA or the *Work with Customer* option in Infinium OP.

Use the menu path below.

- ▶ Infinium RM
- ▶ *MSDS*
- ▶ *Work with files*
 - ▼ *Work with Customer Ship-To* [WWCST]

```
1/08/98    15:48:50    Work with Customer Ship-To    MRGSHM    MRDSHM
-----
Company . . . . . IS2 +
Customer . . . . . CUST1 +
Ship-To . . . . . CUST1 +

-----
F2=Function keys  F3=Exit  F4=Prompt  F6=Create  F24=More keys
```

Figure 6-12: Work with Customer Ship-To prompt screen

All the fields on this screen are required.

To create or maintain a ship-to customer, complete the *Company*, *Customer*, and *Ship-To* fields and press [F6]. Press [F4] to display a list from which you can select the customer you want to maintain and press [Enter].

This option displays different screens if you have Infinium OP installed.

Creating/Maintaining Customer Ship-to Information Without Infinium OP Installed

The system displays the following three screens if you do not have Infinium OP installed and if you complete the *Order Processing* field on the System Information screen in Infinium CA with a value other than **S2K**.

1/08/98 15:49:22 Work with Customer Ship-To MRGSHM MRDSHM

Page 1 of 3

Company	IS2 INFINIUM SOFTWARE
Customer	CUST1
Ship-To	CUST1
Address line 1	Customer #1
Address line 2	13 South St
Address line 3	
Address line 4	
Address line 5	
City	Boston
State	MA
Zip	02121
Distributor Reference Code	
Telephone	
Facsimile	
Market Code	
Format ID , , ,	ANST/S2K +
Language Code	*PL +
Ignore History Status from MSDS	N (Y=Yes, N=No)

F2=Function keys F3=Exit F4=Prompt F10=QuickAccess F24=More keys

Figure 6-13: Work with Customer Ship-To screen 1

Entering Ship-to Address Information

This screen displays when you type the company, customer, and customer ship-to identifiers on the Work with Customer Ship-To prompt screen.

Type a ship-to address and other customer information here to override the ship-to address and information from the Customer file.

Ignore History Status from MSDS

To ignore the MSDS print status flags and print an MSDS for every product every time a customer places an order, type **Y** in the *Ignore History Status from MSDS*

field. Type **N** to print an MSDS only the first time a customer orders the product and not again until the print flags are reset.

Reset Print Status, Reset MSDS History (year-end)

You can change the status any time for any product or customer using the *Reset Print Status* option on the *Work with files* menu. Reset all of the print flags using the *Reset MSDS History (year end)* option on the *Utilities* menu. You usually reset print flags annually.

After you complete the fields, press [Enter] to continue.

1/08/98	15:50:01	Work with Customer Ship-To	MRGSHM	MRDSHM
				Page 2 of 3
Company	IS2	INFINIUM SOFTWARE		
Customer	CUST1			
Ship-To	CUST1			
User Alpha Numeric Fields				
Alpha Field 1	CONTACT NAME			
Alpha Field 2	WAREHOUSE MANAGER			
Alpha Field 3	CONTACT NAME 2			
Alpha Field 4	WAREHOUSE SUPERVISOR			
Alpha Field 5	CONTACT NAME 3			
User Numeric Fields				
Numeric Field 1	20.0000			
Numeric Field 2	30.0000			
Numeric Field 3	40.0000			
Numeric Field 4	50.0000			
Numeric Field 5	60.0000			
F2=Function keys F3=Exit F10=QuikAccess F12=Cancel F18=Message line				

Figure 6-14: Work with Customer Ship-To screen 2

Setting Up Alpha Numeric and Numeric User Defined Fields

This screen displays when you press [Enter] from the Work with Customer Ship-To screen 1. This screen displays only when Infinium OP is not installed.

The user defined fields on this screen are optional or required depending on how you completed the fields in the *Work with User Defined Fields* option in Infinium CA. The other fields on this screen are optional.

After you complete the fields, press [Enter] to continue.

1/08/98	15:52:00	Work with Customer Ship-To	MRGSHM	MRDSHM
				Page 3 of 3
Company	:	IS2	INFINIUM SOFTWARE	
Customer	:	CUST1		
Ship-To	:	CUST1		
User Date Fields				
Date Field 1		12051997		
Date Field 2		_____		
Date Field 3		_____		
Date Field 4		_____		
Date Field 5		_____		
F2=Function keys F3=Exit F10=QuikAccess F12=Cancel F18=Message line				

Figure 6-15: Work with Customer Ship-To screen 3

Setting Up Date User Defined Fields

This screen displays when you press [Enter] from the Work with Customer Ship-To screen 2. This screen displays only when Infinium OP is not installed.

The user defined fields on this screen are optional or required depending on how you completed the fields in the *Work with User Defined Fields* option in Infinium CA.

After you complete the fields, press [Enter] to continue and display the Customer prompt screen.

Creating/Maintaining Customer Ship-To Information with Infinium OP Installed

The system displays the following three screens if you have Infinium OP installed and if you complete the *Order Processing* field on the System Information screen in Infinium CA with **S2K**.

1/08/98	15:54:18	Work with Customer Ship-To		OPGSHPM	OPDSHPM
Position to . . .		Sold-To .	CUST1	Customer #1	
		Ship-To .	_____		
Type options, press Enter.					
2=Change 5=Display					
Opt	Sold-To .	Ship-to	Name	City	St/Prov
-	CUST1	CUST1	Customer #1	Boston	MA
					Bottom
F2=Function keys F3=Exit F6=Create F8=Print F24=More keys					

Figure 6-16: Global Taxation API selection screen

Selecting a Ship-to Customer

This screen displays when you type the company, customer, and customer ship-to identifiers on the Work with Customer Ship-To prompt screen.

Type **2** in the *Opt* field to select the ship-to customer you want to maintain and press [Enter].

Type a new value in the *Ship-To* field and press [F6] to create an additional ship-to customer.

1/08/98	15:55:06	Work with Customer Ship-To	OPGSHPM	OPDSHPM
---------	----------	----------------------------	---------	---------

Company . . . : IS2

Sold-To . . . : CUST1

Ship-To . . . : CUST1

Type options, press ENTER

1=Select

Customer #1

Opt	Attribute
1	Ship-To Information
-	Tax Information
-	Shipping Information
1	MSDS Information
-	Salesperson Information
-	Miscellaneous Information
-	User Defined Fields

F2=Function keys F3=Exit F9=Select All F24=More keys

█

Figure 6-17: Global Taxation API attributes screen

Creating Customer Ship-to Information

This screen displays when you make a selection on the Global Taxation API selection screen.

Type **1** in the *Opt* field to select the customer attributes with which you want to work and press [Enter].

The Ship-To Information and the MSDS Information attributes are the only attribute screens you need to access in this option.

If you are creating a new ship-to location, you must enter your State and Local Tax codes or your tax exempt number using the Tax Information attribute.

1/08/98	15:55:50	Ship-To Information	OPGSHPM	OPDSHPM
---------	----------	---------------------	---------	---------

Company	IS2	
Sold-To	CUST1	Customer #1
Ship-To	CUST1	

Name	Customer #1
Address 1	13 South St
Address 2	
Address 3	
Address 4	
City	Boston
State/Prov	MA
Postal Code	02121
Phone	
Fax	
Transaction Currency	___ +
Exchange Rate Type	_____ +

F2=Function keys F4=Prompt F10=QuickAccess F12=Cancel F24=More keys

█

Figure 6-18: Ship-To Information screen

Overriding Ship-To Information in the Customer File

This screen displays when you select the Ship-To Information attribute from the Global Taxation API attributes screen. This screen displays only when Infinium OP is installed.

Type a ship-to address and other customer information on this screen to override the ship-to address and information from the Customer file.

After you complete the fields, press [Enter] to continue.

1/08/98	15:56:47	MSDS Information	OPGSHPM	OPDSHPM
<hr/>				
Company	IS2			
Sold-To	CUST1	Customer #1		
Ship-To	CUST1			
<u>Permits</u>				
Pure Alcohol No				
SD Alcohol No				
EPA No				
Distributor Ref. Code				
MSDS Print Format	ANSL/S2K	+		
MSDS Language Code	*BL	+		
Ignore MSDS History Print Status .	N		(Y=Yes, N=No)	
<hr/>				
F2=Function keys F4=Prompt F10=QuickAccess F12=Cancel F18=Message line				

Figure 6-19: MSDS Information screen

Creating MSDS Information

This screen displays when you select the MSDS Information attribute from the Global Taxation API attributes screen. This screen displays only when Infinium OP is installed.

MSDS Print Format, MSDS Language Code

To print MSD Sheets for this customer in a format or language other than the system default, type or select a format and language in the *MSDS Print Format* and *MSDS Language Code* fields.

Ignore MSDS History Print Status

Type **Y** in the *Ignore MSDS History Print Status* field if you want the system to ignore the MSDS print status flags and print an MSDS for every product every time a customer places an order. Type **N** to print an MSDS only the first time a customer orders the product and not again until you reset the print flags.

You can change the status any time for any product or customer using the *Reset Print Status* option on the *Work with files* menu. You usually reset print flags annually.

After you complete the fields, press [Enter] to redisplay the Global Taxation API attributes screen.

Notes

Part 7

Maintaining Raw Material Data

7

The part consists of the following topics:

Topic	Page
Overview of Maintaining Raw Material Data	7-2
Maintaining Raw Materials	7-3
Creating a Raw Material Breakdown	7-20

Overview of Maintaining Raw Material Data

Before you can print MSD Sheets for products, you must first complete certain fields in the Raw Material and Hazardous Raw Material files for each ingredient that make up the products. Maintain these files in Infinium CA and in Infinium RM. Infinium RM uses this information to print MSD Sheets and labels.

After you complete this part, you should be able to:

- Create and maintain specific regulatory information in the Raw Material, Hazardous Raw Material, and Raw Material Breakdown files
- Complete the hazardous material information that prints on an MSDS

Maintaining Raw Materials

Use the *Work with Raw Material/Resource* option to create or maintain information in the Raw Material file for materials that Infinium RM uses. Raw materials must have a record in the Raw Material and Hazardous Raw Material files before they can print on an MSDS.

Use the menu path below.

- ▶ Infinium CA
- ▶ *Master Files*
 - ▼ *Work with Raw Material/Resource* [WWRMR]

1/16/98 13:28:48 Work with Raw Material/Resource PRGMTLM PRDMLM

Position To . . . Material
Material Id Search

Type options, press Enter.
2=Change 3=Copy 5=Display 12=Material usage

Opt	Material	Description	Remove
2	HAZRAW01	ALCOHOL	
—	HAZRAW01R	SOLID	
—	HAZRAW02	XYLENE	
—	HAZRAW03	CHROMATE	
—	HAZRAW04	ETHYL BENZENE	
—	HAZRAW05	CHLORINE	
—	HAZRAW05R	SOLID	
—	HAZRAW06	SOLVENT	
—	HAZRAW07	PIGMENT	
—	HAZRAW08	AROMATIC	

More...

F2=Function keys F3=Exit F6=Create F10=QuickAccess F24=More keys

█

Figure 7-1: Work with Raw Material/Resource selection screen

To create a new raw material, type a raw material identifier in the *Material* field and press [F6].

To modify existing raw material data, type **2** in the *Opt* field and press [Enter].

You can also access the *Work with Raw Material/Resource* option using Infinium PF.

Generating an MSDS from this Raw Material

1/16/98	13:29:39	Work with Raw Material/Resource	PRGMTLM	PRDMTLM
---------	----------	---------------------------------	---------	---------

Material : HAZRAW01

Select one or more of the following. Then press Enter

Opt	Attribute
/	General Information
-	Inventory Information
/	Chemical Properties Information
/	Regulatory Information
-	Costing Information
/	Miscellaneous Information
-	Purchasing Information
/	Maintain Synonyms
-	Maintain Costs
-	Maintain Item/Warehouse Information

F2=Function keys F3=Exit F8=Print F9=Select All F24=More keys

█

Figure 7-2: Work with Raw Material/Resource attributes screen

To generate an MSDS using this raw material, you must complete certain fields on the General Information, Chemical Properties Information, Regulatory Information, and Miscellaneous Information screens.

Type any character in the field adjacent to the attribute you want to modify and press [Enter].

Select the Maintain Synonyms attribute if you want to add additional synonyms. You can also list synonyms for this material on the Synonym Maintenance screen, shown later in this part, so you have the government-required cross-reference.

Record solvent information on the Chemical Properties screen for VOC calculations.

Entering General Information

This screen displays when you select the General Information attribute on the Work with Raw Material/Resource attributes screen.

1/16/98 13:30:06 Work with Raw Material/Resource PRGMTLM PRDMLM	
General Information	
Material	HAZRAW01
Active Code	1 1=Active, 2=Experimental, 3=Remove
Description - Line 1	ALCOHOL
Description - Line 2	
Material Unit of Measure	GL
Commodity Code	MISC +
G/L Partial Account	
Material Revision Level	
Sort Code	
Auto Source Capable Material	Y Y=Yes, N=No
Extended Description	N Y=Yes, N=No
Item Notes	N Y=Yes, N=No
Weight Per Volume	8.45000
Specific Gravity	1.015
Alternate Material	+
Liquid Solid Code	1 1=Liquid, 2=Solid, 3=Both
Report Type	+
Critical Resource	N Y=Yes, N=No
F2=Function keys F3=Exit F4=Prompt F8=Print F24=More keys	

Figure 7-3: General Information screen

The *Active Code*, *Material Unit of Measure*, *Commodity Code*, *Auto Source Capable Material*, and *Critical Resource* fields are required.

Description - Line 1

Complete the *Description - Line 1* field. The system automatically creates a synonym with the value you type in this field.

Weight Per Volume

To generate an MSDS, you must complete the *Weight Per Volume* field.

Specific Gravity

If you leave the *Specific Gravity* field blank, the system calculates this value for you.

Press [Enter] to continue.

Entering Chemical Properties Information

This screen displays when you select the Chemical Properties Information attribute on the Work with Raw Material/Resource attributes screen.

1/16/98	13:30:26	Work with Raw Material/Resource	PRGMTLM	PRDMTLM
Chemical Properties Information				
Material	HAZRAW01 ALCOHOL			
	Weight Percent	Volume Percent		
% PIGMENT LEAD FREE	_____	_____		
% PIGMENT WITH LEAD	_____	_____		
% PIGMENT CHROMATE	_____	_____		
% PIGMENT OTHER	_____	_____		
% ADDITIVE	_____	_____		
% RESIN	_____	_____		
% Solvent Non-Exempt	100.00	100.00		
% Solvent Exempt	_____	_____		
% VEHICLE	_____	_____		
F2=Function keys F3=Exit F4=Prompt F8=Print F24=More keys				

Figure 7-4: Chemical Properties Information screen

% Solvent Non-Exempt, % Solvent Exempt

Complete the *% Solvent Non-Exempt* and the *% Solvent Exempt* fields with the percent of these solvents this material contains. The system uses the values you specify here in the VOC calculations when it generates an MSDS.

Weight Percent, Volume Percent

Values in both *Weight Percent* and *Volume Percent* columns must total 100. These columns do not include the *% Vehicle* field in the total.

Type values as a percent, not a decimal, and press [FieldExit]. For example, type 5% as **5.00** and not 0.05.

Press [Enter] to continue.

Entering Regulatory Information

This screen displays when you select the Regulatory Information attribute on the Work with Raw Material/Resource attributes screen

1/16/98	13:30:43	Work with Raw Material/Resource	PRGMTLM	PRDMTLM
Regulatory Information				
Material	:	HAZRAW01		
		ALCOHOL		
MSDS Reference Material	:			+
Special SARA Compound for MSDS . .	:	N	Y=Yes, N=No	
Health Hazard Code	:	3	0,1,2,3,4	
Flammability Hazard Code	:	2	0,1,2,3,4	
Reactivity Hazard Code	:	1	0,1,2,3,4	
Personal Hazard Code	:	B	A-K,X	
TSCA ID Assigned	:	N	Y=Yes, N=No	
Hazards Data Required	:	Y	Y=Yes, N=No	
Inbound MSDS Required	:	N	Y=Yes, N=No	
Inbound MSDS Number	:			

F2=Function keys F3=Exit F4=Prompt F13=Hazards Data F24=More keys

Figure 7-5: Regulatory Information screen

MSDS Reference Material

If you complete the *MSDS Reference Material* field, the system defaults the hazardous information for the material you identify in this field into the hazardous data fields for the material identified at the top of the screen. If multiple ingredients of a formula have the same MSDS reference material, the system treats them collectively as one ingredient with weights and volumes accumulated.

Special SARA Compound for MSDS

Type **Y** in the *Special SARA Compound for MSDS* field to indicate that this material is a Section 313 toxic chemical containing a component that is also a Section 313 chemical. The system determines if this material is SARA 313 reportable and prints a phrase in Section 15 (Regulatory Information) of the ANSI/S2K MSDS using the program MRGSIA.

TSCA ID Assigned

Type **Y** in the *TSCA ID Assigned* field for this material if it is experimental and does not yet have government approval for manufacture, as specified in the Toxic Substances Control Act of 1976. The phrase “?TSCA?” prints automatically after Section II on the MSDS stating that it is for research and development purposes.

Hazardous Data Required

Type **Y** in the *Hazardous Data Required* field. The system will not print an MSDS for any formula that contains this material unless it has MSDS information in the Hazard Raw Material file. Type **N** if you do not want to require this information.

If you set the *Allow Phrase Maintenance* field in the Infinium RM Control files to **Y**, press [F13] to complete hazardous data fields in the Hazardous Raw Material file. You can also maintain this hazardous data using the *Work with Hazardous Raw Material* option in Infinium RM.

Maintaining Hazardous Data

This screen displays when you press [F13] from the Regulatory Information screen. You can also display this screen by selecting the *Work with Hazardous Raw Material* option in Infinium RM.

```
1/16/98  13:31:13  Work with Hazardous Raw Material  MRGHMM  MRDHMM

-----

Raw Material . . . . . : HAZRAW01          ALCOHOL
Select one or more of the following.  Then press Enter.

  Attribute
  / Descriptive Information
  / Special Phrase Information
  / Physical Properties
  / SARA Tier II Requirements
  / Physical and Health Hazard Categories
  / Product Labeling Requirements
  / Exposure Limits
  / User Defined Fields

-----

F2=Function keys  F3=Exit  F6=Save  F9=Select All  F24=More keys
```

Figure 7-6: Work with Hazardous Raw Material attributes screen

Type any character adjacent to the hazardous data attribute you want to change and press [Enter], or press [F9] to select all.

After you complete the fields you want on these attributes screens, press [F6] to save your changes.

Entering Descriptive Information

This screen displays when you select the Descriptive Information attribute on the Work with Hazardous Raw Material attributes screen. All the fields on this screen are optional.

1/16/98	13:31:34	Work with Hazardous Raw Material	MRGHMM	MRDHMM
Descriptive Information				
Raw Material	HAZRAW01		ALCOHOL	
CAS Number	12345-6			
CAS Trade Secret	N		(Y=Yes, N=No)	
Chemical Name	CHEMICAL 1			
Name Trade Secret	N		(Y=Yes, N=No)	
Additional Desc				
Other Limits				
F2=Function keys F3=Exit F10=QuikAccess F12=Cancel F18=Message line				

Figure 7-7: Descriptive Information screen

CAS Number

Type the Chemical Abstract Service code that identifies the government classification or group to which the hazardous material should be assigned.

The system places this number in the Synonym file. The CAS number is assigned by the Chemical Abstracts Service and is a unique identifier that matches a number to a chemical structure so that no matter what synonyms you or others use, only one number is assigned for a given chemical substance.

CAS Trade Secret

Type **Y** if you do not want the system to print the CAS Number on an MSDS or label. The description you type in the Raw Material file also does not print.

Name Trade Secret

Type **Y** in the *Name Trade Secret* field if the chemical name of the material is a trade secret and you do not want the system to print it on an MSDS or label. The description you type in the Raw Material file prints instead.

Additional Desc, Other Limits

The system adds your entry in the *Additional Desc* field to the Synonym file. The *Other Limits* fields are for any additional information you want the system to print on the MSDS. The system prints both field entries on the MSDS.

Entering Special Phrases Information

This screen displays when you select the Special Phrases Information attribute on the Work with Hazardous Raw Material attributes screen.

1/16/98	13:31:53	Work with Hazardous Raw Material	MRGHMM	MRDHMM
Special Phrase Information				
Raw Material	HAZRAW01		ALCOHOL	
Hazardous Raw Material	Y	(Y=Yes, N=No)		
Carcinogen	N	(Y=Yes, N=No)		
Mutagen	N	(Y=Yes, N=No)		
Teratogen	N	(Y=Yes, N=No)		
Reproductive Toxin	N	(Y=Yes, N=No)		
Nuisance Pigment	N	(Y=Yes, N=No)		
Sect 313 Toxic Chemical	Y	(Y=Yes, N=No)		
Hazardous Air Pollutant	N	(Y=Yes, N=No)		
F2=Function keys F3=Exit F10=QuickAccess F12=Cancel F18=Message line				

Figure 7-8: Special Phrase Information screen

Hazardous Raw Material

Type **Y** in the *Hazardous Raw Material* field to include this raw material in Section II of the MSDS if it is present at or above the percentage requirement that you specified in the Infinium RM Control files.

Sect 313 Toxic Chemical

Type **Y** in the *Sect 313 Toxic Chemical* field to have this material reported in the SARA section of the MSDS.

Check the appropriate government lists and recommended information resources to determine whether the material is a carcinogen, mutagen, teratogen, reproductive toxin, nuisance pigment, or hazardous air pollutant. If you complete any of the fields corresponding to these hazards with **Y**, a special phrase prints on the MSDS.

Entering Physical Properties Information

This screen displays when you select the Physical Properties attribute on the Work with Hazardous Raw Material attributes screen.

1/16/98	13:32:13	Work with Hazardous Raw Material	MRGHMM	MRDHMM
Physical Properties				
Raw Material	HAZRAW01	ALCOHOL		
Minimum Pct by Wt to report	1.0000000			
Print exact Pct by Weight	N	{Y=Yes, N=No}		
Upper Explosion Level0			
Low Explosion Level0			
High Boiling Point	277.0	F		
Low Boiling Point	277.0	F		
Flashpoint	59.0	F		
Evaporation Rate000	{n-Butyl Acetate = 1}		
Vapor Density	3.56			
Vapor Pressure	10.00			
WHMIS Information				
Ingredient Disclosure List	-	{Y=Yes, N=No}		
F2=Function keys F3=Exit F10=QuikAccess F12=Cancel F18=Message line				

Figure 7-9: Physical Properties screen

Minimum Pct by Wt to report

Complete the *Minimum Pct by Wt to report* field to override the minimum percent by weight you specified in the Infinium RM Control files.

Print Exact Pct by Weight

Indicate in the *Print exact Pct by Weight* field whether or not the system should print the exact percentage of this ingredient on the MSDS. If you type **N** and you have established ranges in the percent by weight range tables in the Infinium RM Control files, a range value prints. Section 313 chemicals and carcinogens do not use ranges.

Type the appropriate values in the remaining physical properties fields. Details about these values such as temperature units and comparison substances are specified in the Infinium RM Control files.

Enter the values for boiling points and flashpoint using the temperature values that you established using the *Work with Code Tables* option. Refer to the “Establishing a Report Value” topic in the “Defining Regulatory Code and Master Files” part for more information on report temperature value setup.

Upper and lower explosion levels, flashpoint, vapor density, and vapor pressure have comment fields to the right that allow you to enter specific information related to that particular field. For example, you can enter the method that you used to obtain the result.

Information you type in these comment fields is for information only.

The system prints the lowest flashpoint based on the ingredients listed in Section 2 of the MSDS unless you enter formula override flashpoints.

Ingredient Disclosure List

Type **Y** in the *Ingredient Disclosure List* field if this material is listed in Canada's Workplace Hazardous Materials Information System (WHMIS).

Press [Enter] to continue.

Entering SARA Tier II Requirements

This screen displays when you select the SARA Tier II Requirements attribute on the Work with Hazardous Raw Material attributes screen.

1/16/98	13:32:36	Work with Hazardous Raw Material	MRGHMM	MRDHMM
SARA Tier II Requirements				
Raw Material	:	HAZRAW01	ALCOHOL	
Hazard type:				
Hazardous	:	Y		
Extremely Hazardous	:	N	(Y=Yes, N=No)	
EHS Name	:			
Exempt N (Y=Yes, N=No)				
Override Threshold Qty	:	0		
RM Handled as: (type X by all that apply)				
Solid	:	-		
Liquid	:	-		
Gas	:	-		
Pure	:	-		
Mixture	:	-		
If mixture, report as:				
Mixture or Raw Matl Weight	:	-	(1=Mixture, 2=Raw Matl)	
F2=Function keys F3=Exit F10=QuikAccess F12=Cancel F18=Message line				

Figure 7-10: SARA Tier II Requirements screen

Extremely Hazardous

This field is for SARA information. If you completed the *Hazardous Raw Material* field on the Special Phrases Information screen with **Y** to indicate that this material is hazardous, indicate here if the material falls into the extremely hazardous category or is exempt for SARA reporting.

Override Threshold Qty

Complete the *Override Threshold Qty* field to override the default threshold quantity you specified in the Infinium RM control files. Type the value in pounds and press [FieldExit].

Entering Physical and Health Hazard Categories Information

This screen displays when you select the Physical and Health Hazard Categories attribute on the Work with Hazardous Raw Material attributes screen.

```

1/16/98    13:33:03    Work with Hazardous Raw Material    MRGHMM    MRDHMM
-----
                        Physical and Health Hazard Categories

Raw Material . . . . . :    HAZRAW01                ALCOHOL

Fire . . . . .      X  (type X by all that apply)
Sudden Release of Pressure . . . .      -
Reactivity . . . . .      X
Immediate (Acute) . . . . .      X
Delayed (Chronic) . . . . .      X

```

F2=Function keys F3=Exit F10=QuickAccess F12=Cancel F18=Message line

Figure 7-11: Physical and Health Hazard Categories screen

Type **x** in any of the physical and health hazards fields that apply to this material.

You must complete at least one of these fields with **X** to include the material on the SARA report.

Press [Enter] to continue.

Entering Product Labeling Requirements

This screen displays when you select the Product Labeling Requirements attribute on the Work with Hazardous Raw Material attributes screen.

1/16/98	13:33:21	Work with Hazardous Raw Material	MRGHMM	MRDHMM
Product Labeling Requirements				
Raw Material	HAZRAW01		ALCOHOL	
Photochemically reactive	N		{Y=Yes, N=No}	
Max Pct By Volume Allowed	.0000			
Logo: (type X by all that apply)				
Corrosive	X			
Toxic	X			
Flammable	X			
Poison	X			
F2=Function keys F3=Exit F10=QuikAccess F12=Cancel F18=Message line				

Figure 7-12: Product Labeling Requirements screen

Photochemically Reactive

This field pertains to the photochemical reactivity of the material only. If the material exceeds the total photochemical threshold for the formula or it exceeds the threshold for any individual ingredient, the system prints a photochemical phrase on the label. If the thresholds are not exceeded, the system prints a non-photochemical phrase.

Max Pct By Volume Allowed

This field value defaults from your entry in the *Max Vol Photochemically reactive* field in the Infinium RM Control files. If you want to override the default value for this raw material only, type a new percentage in this field.

Press [Enter] to continue.

Entering Exposure Limits

This screen displays when you select the Exposure Limits attribute on the Work with Hazardous Raw Material attributes screen.

1/16/98	13:33:39	Work with Hazardous Raw Material	MRGHMM	MRDHMM
Exposure Limits				
Raw Material	HAZRAW01		ALCOHOL	
Reporting Information				
ACGIH TLV/TWA:	100 PPN			
ACGIH TLV/STEL:	125 PPN			
ACGIH CEILING:	NE			
OSHA PEL/TWA:	100 PPN			
OSHA STEL:	125 PPN			
OSHA CEILING:	NA			
LC50:	3500 MG/KG			
LD50:	50/G/N3/2K			
OTHER TEST:				
F2=Function keys F3=Exit F10=QuickAccess F12=Cancel F18=Message line				

Figure 7-13: Exposure Limits screen

Type the exposure limit information reported by official government agencies or certified by testing laboratories.

If you enter exposure limit information but you have not entered an exposure limit description, the exposure limit information will not print on the MSDS. Refer to the “Defining Infinium RM Controls” part for information on how to create an exposure limit description.

Press [Enter] to continue.

Entering User Defined Fields Information

This screen displays when you select the User Defined Fields attribute on the Work with Hazardous Raw Material attributes screen.

1/16/98 13:34:04 Work with Hazardous Raw Material MMGUDFM MMDUDFM

User Alpha Numeric Fields

Alpha Field 1 12345
Alpha Field 2
Alpha Field 3
Alpha Field 4
Alpha Field 5

User Numeric Fields

Numeric Field 1 678910.0000
Numeric Field 2
Numeric Field 3
Numeric Field 4
Numeric Field 5

User Date Fields

Date Field 1 112256
Date Field 2
Date Field 3
Date Field 4
Date Field 5

F2=Function keys F4=Prompt F10=QuickAccess F12=Cancel F18=Message line

Figure 7-14: User Defined Fields screen

Complete the necessary user defined fields depending on how you have defined these fields using the *Work with User Defined Fields* option in Infinium CA.

Some files that have User Defined fields do not allow you to create company specific User Defined fields. The files that do not allow you to create company specific User Defined fields are listed below.

File Name	Description
RAWMATPF	Raw Material/Resource
MANFILPF	Product
RAWMSDPF	Hazardous Raw Material
PHYSICPF	Hazardous Formula
QCFORMPF	Formula Target Values

Press [Enter] to return to the Work with Hazardous Raw Material attributes screen.

Remember, you can also maintain the Hazardous Raw Material file using the *Work with Hazardous Raw Material* option using Infinium RM.

Entering Miscellaneous Information

This screen displays when you select the Miscellaneous Information attribute on the Work with Raw Material/Resource attributes screen.

1/16/98	13:34:51	Work with Raw Material/Resource	PRGNTLM	PRDNTLM
Miscellaneous Information				
Material	HAZRAW01 ALCOHOL			
QC Type Category	GAE +			
Lab Breakdown Code	___ +			
Solvent Type	W			
Percent Oil Absorption	___			
Material Type	___ +			
Weight Per Bag	___			
Batch Ticket Message	_____			
Usage Loss Percentage	_____			
Zero Loss Factor	N Y=Yes, N=No			
F2=Function keys F3=Exit F4=Prompt F8=Print F24=More keys				

Figure 7-15: Miscellaneous Information screen

Solvent Type

If you use Infinium LA and this material is a solvent, use one of the following codes to assign it a classification:

- | | |
|----------|----------------|
| A | Active Solvent |
| D | Diluent |
| L | Latent |
| S | Solvent |
| O | Other Solvent |

You can also type **W** in this field to signify that water is present. In Infinium RM the system makes flammability classifications based on the flashpoint, and if the product has an ingredient with **W** in this field (water present). User exit program MRGFCA determines the flammability classification. Refer to the “Working with Phrases” part for more information.

Maintaining Synonyms

This screen displays when you select the Maintain Synonyms attribute on the Work with Raw Material/Resource attributes screen.

1/16/98	13:36:54	Work with Synonyms	SYN010	SYN010FM
Material : HAZRAW01				
Type options, press Enter.				
2=Change 4=Delete 5=Inquiry 6=Print				
Opt Synonym				
- ALCOHOL				
- CHEMICAL 1				
CAS# 12345-6				
- HazRaw-Syn				
Hazardous Raw Material Synonym				
- RAW MATERIAL BREAKDOWN				
- 12345-6				
CHEMICAL 1				
Bottom				
F2=Function keys F3=Exit F6=Create F10=QuickAccess F24=More keys				

Figure 7-16: Synonym selection screen

OSHA's hazardous communication standard requires that you cross-reference synonyms for hazardous chemicals so that you can easily access the MSDS. You can add chemical names and or common plant names.

The system automatically adds synonyms that display without an underline from previous entries you made in the Raw Material/Resource file. You can change these synonyms only by editing the screen where they were originally specified.

You can change or delete only underlined synonyms from this screen. To delete a synonym, type **4** in the *Opt* field and press [Enter]. Press [F22] to confirm deletion.

To change a synonym, type **2** in the *Opt* field and press [Enter].

The Inquiry option accesses the Raw Material/Resource record where you can select any attribute screen, except the Synonym selection screen, which you are already using.

Press [F6] to create a new synonym.

Entering Synonym Information

```

1/16/98      13:36:11      Work with Synonyms      SYN010      SYN010FM
-----
Material . . . . . : HAZRAW01
Synonym . . . . . HazRaw-Syn_____
Description . . . . .
                        Hazardous Raw Material Synonym_____

```

F2=Function keys F3=Exit F10=QuickAccess F12=Cancel F24=More keys

Figure 7-17: Synonym Maintenance screen

All the fields on this screen are optional. Press [Enter] to continue.

Creating a Raw Material Breakdown

The *Create Raw Material Breakdown* option allows you to list the ingredients that make up a raw material. Use this option when you have raw materials that may not be pure or when you do not need all of the material's ingredients to calculate the threshold values that print on an MSDS.

For example, if the raw material you use is 90 percent pure, the system creates a raw material record for the remaining 10 percent as a solid. When the system processes an MSDS, the threshold values calculate based on 90 percent and not 100 percent.

You can assign a raw material breakdown formula to a purchased product so that the regulatory information prints on the MSDS but it does not affect cost.

Use the menu path below.

- ▶ Infinium RM
- ▶ *MSDS*
- ▶ *Work with files*
 - ▼ *Create Raw Material Breakdown [CRMB]*

```

6/05/00      15:54:43      Create Raw Material Breakdown      MRGRBM      MRDRBM

```

```

Material . . . . . RAW2000_____ +

```

```

F2=Function keys  F3=Exit  F4=Prompt  F10=QuikAccess  F18=Message line

```

Figure 7-18: Create Raw Material Breakdown prompt screen

Type or select a raw material identifier in the *Material* field and press [Enter]. The identifier you type must be a valid raw material. You cannot have a formula with the same ID in the system. Maintain raw materials using the *Work with Raw Material/Resource* in Infinium CA.

Entering Raw Material Breakdown Information

This screen displays when you type or select a raw material identifier from the Create Raw Material Breakdown prompt screen.

6/05/00 11:31:57 Create Raw Material Breakdown MRGRBM MRDRBM	
Material	RAW2000
Description	Red Dye for Paint 2000
Inventoried Unit of Measure	LB
Total	100.0000
Established Weight/Volume	8.32000
Ingredient +	Percent Description
HAZRAWMTL	18.0000 Ethyl Benzene
HAZRAWMTL2	3.8000 Pigment
RAW2000R	78.2000 SOLID
Bottom	
F2=Function keys F3=Exit F4=Prompt F5=Refresh F24=More keys Enter key only validates information. Press function key to process.	

Figure 7-19: Create Raw Material Breakdown screen

Established Weight/Volume

The value in the *Established Weight/Volume* field defaults from the Raw Material file. If the composition of the material has changed, you can override it here.

Ingredient

Type a material identifier in the *Ingredient* field for each ingredient you can identify in this raw material. The ingredient must be a valid raw material in the Raw Material file.

Inventoried Unit of Measure, Percent

Type the percent amount, based on the value in the *Inventoried Unit of Measure* field of the ingredient that makes up the raw material in the *Percent* field. The system expresses the amount you type in the value in this field.

Press [Enter] after you complete all of the information. If the total percentage is less than 100 percent, the system creates a raw material record with the remaining percent and calls it a solid.

When the system processes an MSDS, the system calculates the threshold values based on the percent that you identified and not the solid the system created. The system also makes the material a formula.

Press [F6] to create the breakdown and redisplay the Create Raw Material Breakdown prompt screen.

Part 8

Maintaining Formula Data

8

The part consists of the following topics:

Topic	Page
Overview of Maintaining Formula Data	8-2
Creating and Maintaining Formula Data	8-3
Maintaining Product Data for Infinium Regulatory Management	8-20

Overview of Maintaining Formula Data

Infinium RM combines information in the Formula files you create and maintain using Infinium PF and Infinium RM to print MSD Sheets and labels. You can also print MSD Sheets for your products if those products refer to a formula in the Formula file.

Infinium PF is where you first create a formula record and specify Infinium RM information. While you are in Infinium PF, access the Formula Data file in Infinium RM to complete the hazardous data fields required to print an MSDS or label for the formula.

Infinium RM is where you create the Formula Data file that contains hazards information about the formula.

After you complete this part, you should be able to:

- Create a formula record in Infinium PF
- Complete hazardous data fields for a formula using Infinium PF or Infinium RM

Creating and Maintaining Formula Data

You must create a formula record for all products for which you want to print an MSDS. For a raw material to print on an MSDS, it must be an ingredient in a formula that is in the Formula file. To print an MSDS for a raw material alone, that material must also be in the Formula file as a formula.

Use the *Work with Formula* option to create and/or maintain formula data. Using this option, you can also access the Formula Data file in Infinium RM, where you can type hazardous formula data.

Use the menu path below.

- ▶ Infinium PF
- ▶ *Formula Management*
 - ▼ *Work with Formula* [WWF]

1/09/98 9:06:33 Work with Formula PRGFM PRDFM

Position to . . . Formula

Type options, press Enter.
2=Change 3=Copy 5=Display 6=Print 12=Formula usage

Opt	Formula	Description	Active Status
2	FORM01	REWORK FORMULA 1 - ABSORBENT PELLET	ACTIVE
—	FORM02	REGULAR FORMULA 2 - CHERRY PIE	ACTIVE
—	FORM03	REGULAR FORMULA 3 - APPLE PIE	ACTIVE
—	FORM04	RAW MATERIAL BREAKDOWN FORMULA	ACTIVE
—	FORM05	INTERMEDIATE FORM1 - CHERRY FILLING	ACTIVE
—	FORM06	INTERMEDIATE FORM2 - APPLE FILLING	ACTIVE
—	FORM07	BOM/KIT FORMULA 1 - PIE CONTAINER	ACTIVE
—	FORM08	BOM/KIT FORMULA 2- PAINT CONTAINER	ACTIVE
—	FORM09	PHANTOM FORMULA 1 - WHITE PAINT	ACTIVE
—	FORM10	PHANTOM FORMULA 2 - SOIL MIXTURE	TEST

More...

F2=Function keys F3=Exit F5=Refresh F6=Create F24=More keys

Figure 8-1: Work with Formula selection screen

To create a new entity formula, type a formula identifier in the *Formula* field and press [F6].

To modify existing formula data, type **2** in the *Opt* field and press [Enter].

To create a new entity formula by copying an existing entity formula, type **3** beside the formula to copy.

The ability to create, copy or change entity formulas is dependant on your user security.

Formula by Location

Depending on your user authority, you can create formulas that are specific to companies or warehouses. For example, you can create different versions of the same formula for a specific location using the same formula ID. This functionality gives you the ability to:

- Define formulas specific to a location that require different steps or resources
- Secure trade secrets by setting up location-specific formulas and securing them from other locations

Before you can define a formula specific to a warehouse or company, you must first define the formula at the entity level.

To create a specific formula for a company and/or warehouse, type **11** next to the entity formula.

- If you are creating the first FBL formula for the selected entity formula, the system displays the Copy Formula to a Location screen. If you have the proper authority, you can override your default company and/or warehouse to specify the the location for the FBL formula.
- If one or more FBL formulas exist for the selected entity formula, the system displays the Formula Instance Selection screen from which you can select any instance of the formula to copy. If you have the proper authority, you can override your default company and/or warehouse to specify the the location for the FBL formula on the Copy Formula to a Location screen.

The system returns you to the Work with Formula selection screen. To make the necessary changes to the FBL formula, such as, the ingredients, processing steps and resources, you must first select the entity formula with **2**.

For further information on creating formulas, refer to *Infinium PF Guide to Formula Setup and Quality Control*.

Generating an MSDS the Formula

1/09/98	9:08:01	Work with Formula	PRGFM	PRDFM
---------	---------	-------------------	-------	-------

Formula : FORM01
REWORK FORMULA 1 - ABSORBENT PELLET

Select one or more of the following. Then press Enter.

- Attribute
- / General Information
- / Ingredients and Instructions
- / Descriptive Information
- Rebulk Formula

- / Maintain Synonyms
- Maintain Costs
- Maintain Extended Descriptions
- Maintain Notes

F2=Function keys F3=Exit F6=Save F8=Print F24=More keys

Figure 8-2: Work with Formula attributes screen

If you are modifying an FBL formula, the company and warehouse information displays above *Formula* at the top of the screen.

To generate an MSDS using this formula, you must complete certain fields on the General Information, Ingredients and Instructions, Descriptive Information, and Maintain Synonyms screens.

Type any character in the field next to the attributes you want to modify and press [Enter].

Entering General Information

This screen displays when you select the General Information attribute from the Work with Formula attributes screen.

1/09/98 9:08:33		Work with Formula		PRGFM	PRDFM
General Information			Page 1 of 2		
Formula	FORM01	FVR#	6		
Description	REWORK FORMULA 1 - ABSORBENT PELLETS				
Active Code	1 1-4				
Class	1 1-5				
Unit of Measure	GL +				
Standard Batch Unit of Measure	GL +				
Standard Batch Sizes	100.0000				
Standard Process (Equipment Code)					
Established Yield0000				
Established Weight/Volume00000				
Loss Percentage0000				
Apply Loss % at Ingredient Level	N (Y=Yes, N=No)				
Clingage Loss Percentage0000				
Rework Limit Percentage10				
Formula QC Test Type	GAE +				
F2=Function keys F3=Exit F4=Prompt F5=Refresh F24=More keys					

Figure 8-3: General Information screen 1

Active Code, Unit of Measure, Formula QC Test Type

The *Active Code* and *Unit of Measure* fields are required. If you have set the system to validate the formula QC test type in the *Work with Entity Controls* option in Infinium PF, the *Formula QC Test Type* field is also required.

You can specify this information for FBL formulas independently.

Active Code

The system defaults to **2**, for test, in the *Active Code* field. Override this code by typing **1** to establish the formula as active.

If FBL formulas exist with the same formula ID that are lower in the formula heirarchy, the system displays a warning message to alert you when setting *Active Code* to **3**.

Class

The *Class* field defaults to **1** indicating this formula is a product. Type **2** in this field if the formula is a raw material breakdown, that is a purchased intermediate that contains hazardous ingredients for which you do not know the complete formula.

Because the raw materials breakdown is not location specific, you cannot create FBL formulas for Class 2 formulas. You must have authority to all companies and warehouses to create a Class 2 formula.

When maintaining FBL formulas, you cannot change this value. The value in this field must be the same for all formulas with the same Formula ID.

If you change the *Class* value in entity formulas and FBL formulas exist for the same formula ID, the system changes the *Class* value for those FBL formulas with the updated value you specified.

When a kit product is processed in Infinium OP, the formula you define here identifies the kit components. *Order Company* and *Line Item Ship-From Warehouse* are used to resolve the FBL formula when processing kits.

Press [Enter] to continue.

Refer to *Infinium PF Guide to Formula Setup and Quality Control* for more information about creating formulas.

1/09/98	9:09:03	Work with Formula	PRGFM	PRDFM
		General Information	Page 2 of 2	
Formula :		FORM01	FVR# . :	6
		REWORK FORMULA 1 - ABSORBENT PELLET		
MSDS Sort Type				
MSDS Revision Code		02		
Formula Last Revision Date		7/21/997		
Initials of Person Revising		SH		
<hr/>				
F2=Function keys F8=Print F10=QuickAccess F12=Cancel F18=Message line				

Figure 8-4: General Information screen 2

This screen displays when you press [Enter] from the General Information screen 1. You can set regulatory information for FBL formulas independently.

MSDS Sort Type

This is a user-defined field. Infinium programs do not use this field at this time.

MSDS Revision Code

MSDS Revision Code is a user-defined field. If you make an entry in this field, the system prints it on the MSDS.

Formula Last Revision Date

If you make an entry in this field, the system prints it on the MSDS.

Press [Enter] to continue.

Entering Ingredients and Instructions

This screen displays when you select the Ingredients and Instructions attribute from the Work with Formula attributes screen.

1/09/98		9:09:45		Work with Formula		PRGFM	PRDFM
Ingredients and Instructions							
Formula : FORM01				View: >			
Seq	Material and Size Code +	Quantity	UM +	LC	Fixed Ingr Codes	Critical Resource?	
Manufacturing Instructions & Desc +							
10	BAW01	30.0000	GL	B			
20	BAW11	40.0000	LB	-			
30	HAZBAW08	34.0000	GL	-			
40	HAZBAW01	12.0000	GL	B			
50	HAZBAW10	5.0000	GL	-			
60	HAZBAW05	10.0000	GL	-			
70	HAZBAW09	5.0000	GL	-			
More...							
Tot Wt	768.6000 LB	Tot Vol	100.2105 GL	Spec Gr	.922		
		Standard Batch Size	100.0000 GL				
F3=Exit F4=Prompt F16=RM Maintenance F15=Rebulk F24=More keys							

Figure 8-5: Ingredients and Instructions screen

Complete only the formula ingredient fields you need. For information concerning the formula manufacturing fields, refer to the *Infinium Formula Management Guide to Formula Setup and Quality Control*.

Seq

Complete the *Seq* field with a unique number for each ingredient and instruction in the formula.

Material, Size, Quantity, UM

Complete the *Material*, *Size* (if applicable), *Quantity*, and *UM* fields associated with the ingredient in this formula.

Manufacturing Instructions & Desc

Do not type anything in the *Manufacturing Instructions & Desc* field. The system displays the description from the raw material record when you press [Enter].

After you complete the fields, press [Enter] to validate the ingredients.

Press [Enter] to continue. Press [F6] to save your formula and the system displays the Formula Update Confirmation screen.

Entering Descriptive Information

This screen displays when you select the Descriptive Information attribute on the Work with Formula attributes screen.

1/09/98	9:10:15	Work with Formula Descriptions	PPGFMDM	PPDFMDM
<hr/>				
Formula	:	FORM01		
Description	:			
		REWORK FORMULA 1 - ABSORBENT PELLETS		
MSDS Product Class Description . .	:	KITTY LITTER		
MSDS Trade Name	:			
		JOHNNY CAT		
Special Instructions	:			
Specify Override Formulas, if any:				
For Chemical Properties	:		+	
For Costing	:		+	
For MSDS	:		+	
Rough Cut Capacity Planning . . .	:		+	
Label Code	:			
<hr/>				
F2=Function keys F3=Exit F4=Prompt F13=MSDS Data F24=More keys				

Figure 8-6: Work with Formula Descriptions screen

All the fields on this screen are optional.

The override formula fields allow you to refer to other formulas for chemical property, costing, rough cut capacity planning, or MSDS information.

You can override a formula for any instance but the formula used as an override must be an entity-level formula.

The system resolves the formula using the resolution hierarchy below.

- 1 Override formula at the entity level with effective dates
- 2 Override formula at the entity level without effective dates
- 3 Original formula

At the time of processing, if the overriding formula does not have dates that are effective for the production date and there is no entity-level formula without dates, the override is ignored and the original formula is used.

For example, sometimes when you mix materials, a chemical reaction occurs that alters the physical characteristics of the formula. If this happens, you must create an override chemical property and/or MSDS formula to note the true breakdown of the original formula.

For MSDS

Complete the *For MSDS* field with a formula identifier if you want the system to refer to another formula when printing an MSDS for the formula that displays at the top of this screen. For example, if the formula contains reaction products chemically different from the raw materials, specify an override MSDS on this screen.

If you have multiple formula instances, the system uses the entity level of the override formula you specify here when resolving the formula to use for MSDS generation, the MSDS worksheet report and label processing.

Maintain override formulas using the *Work with Formula* option in Infinium PF.

If the *Allow Phrase Maintenance* field in the Infinium RM Control files is set to **Y**, press [F13] to display the Formula Data attributes screen to establish or modify hazardous data for this formula. You can also display this screen using the *Work with Formula Data* option in Infinium RM.

Maintaining Hazardous Data for Formulas

This screen displays when you press [F13] from the Work with Formula Descriptions screen.

```
1/09/98      9:12:21      Work with Formula Data      MRGFDH      MRDFDH

Formula . . . . . : FORM01
                  REWORK FORMULA 1 - ABSORBENT PELLET
Select one or more of the following. Then press Enter.

  Attribute
  / General Information
  / Override MSDS Calculations
  / Physical Properties
  / Hazard Codes
  / User Defined Fields

F2=Function keys  F3=Exit  F6=Save  F9=Select All  F24=More keys
```

Figure 8-7: Work with Formula Data attributes screen

Use this screen to establish or maintain hazardous data for formulas.

Type any character adjacent to the formula data attributes you want to modify and press [Enter], or press [F9] to select all.

Press [F13] to access the *Work with Phrases* option in Infinium RM to modify or add phrases.

To translate specific formula data, press [F14] to access the *Work with Formula Data* option on the *Multi-Languages* menu in Infinium RM.

You can also display this screen using the *Work with Formula Data* option on the *Work with files* menu in Infinium RM.

Entering Formula Data General Information

This screen displays when you select the General Information attribute on the Work with Formula Data attributes screen.

1/09/98	9:12:49	Work with Formula Data	MRCFDM	MRDFDM
<hr/>				
General Information				
Formula	:	FORM01 REWORK FORMULA 1 - ABSORBENT PELLET		
Formula Type	:	_____ +		
Product Family/Class	:	KITTY LITTER		
Trade Name	:	JOHNNY CAT		
<hr/>				
F2=Function keys F3=Exit F4=Prompt F10=QuickAccess F24=More keys				

Figure 8-8: Formula Data General Information screen

Formula Type

To associate this formula with other formulas with this same type, complete the *Formula Type* field. You can assign the same formula type to one or multiple formulas. Before you can assign a formula type to a formula, you must first create the formula type using the *Work with Formula Type* option in Infinium RM.

Product Family/Class, Trade Name

These fields are optional. If you make an entry in either field, the system prints those values in Section 1 (Chemical Product and Company Identification) of the MSDS using format ANSI/S2K.

Press [Enter] to continue.

Overriding MSDS Calculations

This screen displays when you select the Override MSDS Calculations attribute on the Work with Formula Data attributes screen.

1/16/98	8:55:31	Work with Formula Data	MRCFDM	MRDFDM
Override MSDS Calculations				
Formula		FORM01 REWORK FORMULA 1 - ABSORBENT PELLET		
High Boiling Point	343.0	F		
Low Boiling Point	299.0	F		
Vapor Pressure	5.70			
Vapor Density00			
Evaporation Rate	12.200		(n-Butyl Acetate = 1)	
Flashpoint	107.0	F		
Lower Explosion Level0			
Upper Explosion Level0			
Lower Flammability Limit0			
Upper Flammability Limit0			
Auto-Ignition Temperature0	F		
F2=Function keys F3=Exit F10=QuickAccess F12=Cancel F18=Message line				

Figure 8-9: Override MSDS Calculations screen

Except for *Lower Flammability Limit*, *Upper Flammability Limit*, and *Auto-Ignition Temperature*, the fields on this screen are also in the Hazardous Raw Material file.

Type values on this screen only if you want the system to override the existing raw material values on an MSDS. If you do not type a value on this screen, the system searches the ingredient's raw material data and prints the worst case, that is, most dangerous value, available for those ingredients.

If the ingredient is an intermediate formula and has overrides, the system uses the intermediate overrides instead of the values of the individual raw materials that make up the intermediate formula.

Enter the values for boiling points, flashpoint, and auto ignition using the temperature values that you established using the *Work with Code Tables* option. Refer to the "Establishing a Report Value" topic in the "Defining Regulatory Code and Master Files" part for more information on report temperature value setup.

Upper and lower explosion levels, flashpoint, vapor density, and vapor pressure have comment fields that allow you to enter specific information related to that field. For

example, you can enter the method that you used to obtain the result. The system prints the lowest flashpoint based on the ingredients listed in Section 2 (Composition, Information on Ingredients) of the MSDS unless you enter formula override flashpoints. Refer to the “Maintaining Raw Material Data” part for information on the DOT flammability classification.

The system reports vapor pressures in mm Hg at either 20°C or 68°F.

Entering Formula Data Physical Properties

This screen displays when you select the Physical Properties attribute on the Work with Formula Data attributes screen.

1/09/98	9:14:07	Work with Formula Data	MRCFDM	MRCFDM
		Physical Properties	Page 1 of 2	
Formula	:	FORM01		
		REWORK FORMULA 1 - ABSORBENT PELLET		
Molecular Formula				
<hr/>				
Molecular Weight000		
Physical State		VISC. LIQ.		
Appearance				
<hr/>				
Odor Specification				
Moderate Aromatic	-	{Type any character to select}		
Moderate Ester	-	{or enter odor description below}		
Moderate Ketone	-			
Moderate Alcohol	-			
Odor Description				
Odor Threshold0		
<hr/>				
F2=Function keys F3=Exit F10=QuickAccess F12=Cancel F18=Message line				

Figure 8-10: Physical Properties screen 1

All of the fields on this screen are optional.

Odor Description

If you select one of the odor specifications that accurately describes this formula, the system automatically enters it in the *Odor Description* field when you save the record. If you want to change the description, select a new specification and remove that entry in the *Odor Description* field. If none of the available specifications are appropriate, you can manually complete this field.

Press [Enter] to continue.

1/16/98 8:56:12 Work with Formula Data MRGFDM MRDFDM	
Physical Properties Page 2 of 2	
Formula	FORM01 REWORK FORMULA 1 - ABSORBENT PELLET
pH0
Water Solubility	INSOLUBLE
Water/Oil Coefficient0
Viscosity	
Freezing Point	28.0 F
Melting Point0 F
Specific Gravity	1.120
Flame Extension000
Mechanical Impact Explosion	
Static Electricity Explosion	
F2=Function keys F3=Exit F10=QuickAccess F12=Cancel F18=Message line	

Figure 8-11: Physical Properties screen 2

This screen displays when you press [Enter] from the Physical Properties screen 1.

Enter the values for freezing point and melting point using the temperature values that you established using the *Work with Code Tables* option. Refer to the “Establishing a Report Value” topic in the “Defining Regulatory Code and Master Files” part for more information on report temperature value setup.

All of the fields on this screen are optional.

Press [Enter] to continue.

Maintaining Formula Data Hazard Codes

This screen displays when you select the Hazard Codes attribute on the Work with Formula Data attributes screen.

1/09/98	9:14:54	Work with Formula Data	MARGFDM	MARDFDM
<hr/>				
		Hazard Codes		
Formula	:	FORM01		
		REWORK FORMULA 1 - ABSORBENT PELLET		
 HMIS Codes				
Health Code	3	0,1,2,3,4		
Flammability Code	4	0,1,2,3,4		
Reactivity Code	-	0,1,2,3,4		
Personal Protection Code	-	A-K,X		
 MSDS Revision Date _____				
 WHMIS Information				
Product Classification	_____			
Product Identification Number . .	_____			
 <hr/>				
F2=Function keys F3=Exit F4=Prompt F10=QuickAccess F24=More keys				

Figure 8-12: Hazard Codes screen

HMIS Codes

If you make entries in any of these fields, the system prints those values in Section 16 of the MSDS.

MSDS Revision Date

The value in the *MSDS Revision Date* field prints in section 16 on an ANSI/S2K MSDS.

Product Classification, Product Identification

If this formula is subject to the Canadian Workplace Hazardous Materials Information System, complete the WHMIS Information fields, *Product Classification* and *Product Identification Number*.

All of the fields on this screen are optional.

Press [Enter] to continue.

Entering Formula Data User Defined Fields Information

This screen displays when you select the User Defined Fields attribute on the Work with Formula Data attributes screen.

1/09/98
9:16:35
Work with Formula Data
MMGUDFM
MMDUDFM

User Alpha Numeric Fields

Alpha Field 1
Alpha Field 2
Alpha Field 3
Alpha Field 4
Alpha Field 5

User Numeric Fields

Numeric Field 1
Numeric Field 2
Numeric Field 3
Numeric Field 4
Numeric Field 5

User Date Fields

Date Field 1
Date Field 2
Date Field 3
Date Field 4
Date Field 5

F2=Function keys
F4=Prompt
F10=QuickAccess
F12=Cancel
F18=Message line

Figure 8-13: User Defined Fields screen

Maintain user defined field descriptions using the *Work with User Defined Fields* option in Infinium CA.

The fields on this screen can be optional or required, depending on how you established these fields in the Control files.

Some files that have User Defined fields do not allow you to create company specific User Defined fields. The files that do not allow you to create company specific User Defined fields are listed below.

File Name	Description
RAWMATPF	Raw Material/Resource
MANFILPF	Product
RAWMSDPF	Hazardous Raw Material
PHYSICPF	Hazardous Formula
QCFORMPF	Formula Target Values

If you accessed formula hazardous data by pressing [F13] on the Description screen using the *Work with Formula* option in Infinium PF, the Description screen re-displays when you press [Enter].

If you accessed formula hazardous data using the *Work with Formula Data* option in Infinium RM, the Formula Data attributes screen displays when you press [Enter].

Press [Enter] to continue.

Maintaining Synonyms

This screen displays when you select the Maintain Synonyms attribute on the Work with Formula attributes screen.

```
1/09/98    9:18:34    Work with Synonyms    SYN010    SYN010FM

Material . . . . . : FORM01

Type options, press Enter.
      2=Change  4=Delete  5=Inquiry  6=Print

Opt Synonym
- INTERMED-FORM01
- JOHNNY CAT
- KITTY LITTER
2 Kitty Litter - 2      Kitty Litter with deodorizer
- REWORK FORMULA 1 - ABSORBENT PELLETS

Bottom

F2=Function keys  F3=Exit  F6=Create  F10=QuickAccess  F24=More keys
```

Figure 8-14: Synonym selection screen

The system automatically adds synonyms for this formula to the Synonym file from description entries you made in the Formula file. You cannot change or delete non-underlined synonyms from this screen. You can only change them by editing the screen where you first entered the information.

To delete an underlined synonym, type **4** in the *Opt* field and press [Enter]. Press [F22] to confirm deletion.

To change a synonym, type **2** in the *Opt* field and press [Enter] to access the Synonym Maintenance screen, which is shown in the “Maintaining Raw Material Data” part.

The Inquiry option on this screen displays information from the Raw Material records. If you try to view formula synonyms, the system displays a message that you cannot open the record because it is already open.

To add a synonym to this file, press [F6].

After you create or change a synonym, press [F3] to display the Work with Formula attributes screen.

Confirming Formula Update

This screen displays when you press [F6] to save from the Work with Formula attributes screen.

1/09/98	9:20:29	Work with Formula	PRGFM	PRDFM
<hr/>				
Formula Update Confirmation				
Formula Id may be changed, if need be, at this time If saving as a new Formula, ignore Archival and Auditing				
Formula		FORM01		
Active Code		1 {1, 2, 3, 4}		
Archive existing Formula		Y {Y=Yes, N=No}		
Create an Audit Record		Y {Y=Yes, N=No}		
<hr/>				
F2=Function keys F5=Refresh F10=QuickAccess F12=Cancel F18=Message line				

Figure 8-15: Formula Update Confirmation screen

This screen displays only if you set the *Allow Formula Archive Capability* and *Allow Formula Audit Capability* fields to **1** in the Infinium PF Control files. Refer to the *Infinium Formula Management Guide to Formula Setup and Quality Control* for more information about formula archival and audit notes.

Formula

The value in this field defaults from the Work with Formula selection screen. If you have not implemented Formula by Location, you can create a new formula by changing the name of your formula by altering the entry in the *Formula* field.

Active Code

Establish the formula as active, test, purge, or obsolete by typing **1**, **2**, **3**, or **4** respectively in the *Active Code* field.

Archive existing Formula

Type **Y** in the *Archive existing Formula* field if you want the system to save the previous version of this formula (before you modified it) in an Archive file. FBL formulas are archived with their own version number.

When the system archives a formula, it increments the value in the *FVR #* field by one to create a unique identifier based on the formula identifier and the FVR number.

Refer to the *Infinium Formula Management Guide to Formula Setup and Quality Control* for more information about this field.

Create an Audit Record

Type **Y** in the *Create an Audit Record* field, and the system displays the Audit Record screen. On this screen, type notes concerning the archived formula. The system saves these notes in an Audit Note file.

The display of the *Archive existing Formula* field and the *Create an Audit Record* field depends on values you establish in the *Infinium PF Work with Entity Controls* option.

For more detailed information on formula archival, refer to the *Infinium Formula Management Guide to Formula Setup and Quality Control*.

Press [Enter] to continue and confirm the update or creation of this formula.

Maintaining Product Data for Infinium Regulatory Management

Print MSD Sheets and product labels for products you have in your Product file if you refer the products to a valid formula. For each product you want to print an MSDS, complete the *Formula Used* field with a valid formula in the Formula file. Maintain the *Formula Used* field on the General Information screen using the *Work with Products* option in Infinium CA.

You can assign a raw material breakdown formula to a purchased product so that the regulatory information prints on an MSDS, but it does not affect cost.

For more information on maintaining products, refer to the *Infinium Cross Applications Guide to System Controls and Materials Maintenance*.

The part consists of the following topics:

Topic	Page
Overview of Working with Phrases	9-2
Creating Phrases	9-3
Copying Phrases	9-9
Displaying Phrase Usage	9-11
Deleting Phrases	9-12
Assigning Phrases	9-14
Replacing Phrases	9-28

Overview of Working with Phrases

A phrase is a sentence or group of words you create and assign to raw materials, formulas, and formula types, which describe the physical, chemical, and various other properties and effects of those items. You can also globally assign phrases that print on all MSD Sheets. A phrase can consist of one line, called a segment in Infinium RM, or many lines. When you generate an MSDS, these phrases print on the material's MSDS in the sections you determine.

Infinium RM has pre-defined phrases in the ANSI/S2K format, but you can create and assign your own phrases to print on MSD Sheets for specific materials, formulas, and formula types. You can also override the system default format and language and create phrases in different languages and based on different formats.

Refer to the “Understanding Material Safety Data Sheets” part for more information about phrases.

The ANSI/S2K format uses the phrases PROP.VOLBV and PROP.VOLBW and their assigned substitutions to calculate the percent volatile by volume and percent volatile by weight. This calculation uses exempt and non-exempt solvents. If you want to use only non-exempt solvents in your calculation, create another format, copy the ANSI/S2K global phrase assignment identifier, and assign phrases PROP.NEVBV and PROP.NEVBW.

The ANSI/S2K format lists the temperature values for boiling range, melting point, freezing point, flashpoint, and auto ignition in Celsius and Fahrenheit on the MSDS. The system uses the temperature value that you set up as your default value as the first value that prints on the MSDS, followed by the converted value. For example, if you set up your temperature value default as F for Fahrenheit, the system prints this value first on the MSDS, followed by the converted Celsius value for the boiling range, melting point, freezing point, flashpoint, and auto ignition fields.

After you complete this part, you should be able to:

- Create phrases
- Copy phrases
- Display phrase usage
- Delete phrases
- Assign phrases
- Replace phrases

Creating Phrases

Use the *Work with Phrases* option to create, copy, modify, and display phrases in any language or format. You can also display the raw materials, formulas, and formula types that use a phrase.

Use the menu path below.

- ▶ *MSDS*
- ▶ *Work with files*
 - ▼ *Work with Phrases* [WWP]

1/09/98 9:38:57 Work with Phrases MRGPM MRDPM

Phrase Type : 2
Position to . . . Phrase ID and Severity Level . . . — —
Type options, press Enter.
2=Change 3=Copy 5=Display 12=Phrase usage

Opt	Phrase ID and Severity	Text
—	EYES 20	This material may cause minor irrit
—	EYES 30	This material will cause slight irr
—	EYES 40	This material will cause irritation
—	EYES 80	May cause sever irritation (tears,
—	FED REG 10	According to the OSHA Hazard Commun
—	FIRE.AUTOI 00	Auto-ignition Temperature . . . :
—	FIRE.EXPLV 00	Explosion Level :
—	FIRE.EXTIN 00	EXTINGUISHING MEDIA:
—	FIRE.FLMCL 00	Flammability Classification . . . :
2	FIRE.FLMLT 00	Flammability Limits :

More...

F2=Function keys F3=Exit F5=Refresh F6=Create F24=More keys

Figure 9-1: *Work with Phrases* selection screen

The phrases that display on this screen are assigned to a Language code. Set up the default for this Language code in the Infinium RM Control files. For this display, Phrase type **2** is the default. To override the default value, press [F7] to display the Override Defaults window.

Overriding Field Values

This window displays when you press [F7] from the Phrase selection screen. Use this window to override the default values in the *Language Code* and *Phrase Type* fields.

The screenshot shows a terminal-style interface for 'Work with Phrases'. At the top, it displays the date '1/09/98', time '9:38:57', and the title 'Work with Phrases'. Below this, it shows 'MRGPM' and 'MRDPM'. The main area contains the following text:

```

Phrase Type . . . . . : 2
Position to . . . Phrase ID and Severity Level . . . 
Type options, press Enter.
  2=Change  3=Copy  5=Display  12=Phrase usage
  
```

Opt	Phrase ID and Severity	Text
—	EYES 20	This material may cause minor irrit
—	EYES 30	This material will cause slight irr
—	EYES 40	This material will cause irritation
—	EYES 80	
—	FED REG 10	
—	FIRE.AUTOI 00	
—	FIRE.EXPLV 00	
—	FIRE.EXTIN 00	
—	FIRE.FLMCL 00	
2	FIRE.FMLT 00	

At the bottom, it says 'F2=Function keys F3=Exit F5=Re'. An inset window titled 'Override Defaults' is shown over the bottom right of the table. It contains:

```

Override Defaults
Language Code . . . *BL +
Phrase Type . . . 2 1-5
F12=Cancel F24=More keys
  
```

Figure 9-2: Override Defaults window

Language Code

Press [F4] on this field to display a valid list of codes from which you can select the language you want to use.

Phrase Type

Complete the *Phrase Type* field with one of the following phrase types:

Type	Definition
1	System phrases. You cannot add or delete phrases of this type. However, you can modify them. These phrases must have a severity level of 99 to print on an MSDS.
2	You can create and modify these phrases and assign them to raw materials, formulas, and formula types to print globally on an MSDS.
3	Phrases you create and assign to raw materials. When an MSDS prints for a formula with this material, and if the formula has a formula type assigned, this phrase prints. Otherwise, type 2 phrases print.

Type	Definition
4	Phrases for labels. You assign the raw materials, formulas, and formulas types to print on a label.
5	Label phrases you create that print only for raw materials, if the formula has a formula type assigned.

When creating the MSDS, the system does not compare phrases across phrase types. For example, if you have a phrase type 2, Chronic 00 where 00 is the severity, assigned to a formula type, and you have phrase type 3, Chronic 10, assigned to a material that is an ingredient in a formula that uses this formula type, the system prints both phrases on the MSDS.

Language, Phrase Type, Format Id, Process Type

Press [F7] on most screens throughout Infinium RM to override the *Language, Phrase Type, Format Id, or Process Type* fields.

Press [Enter] to save your override values and redisplay the Phrase selection screen.

Creating a Phrase

To create a phrase, type a phrase identifier and a severity level in the *Phrase Id and Severity Level* field and press [F6]. If you do not type a severity level, the default is **00**.

To locate a phrase, type a few characters of the phrase ID in the *Position to* field and press [Enter].

Phrase Id and Severity Level

The phrase identifier and severity level you type should have some relevance to the phrase text for easy identification. For example, if you create a phrase about the flammable or fire fighting characteristics of a formula, type a prefix of **FIRE** followed by a unique number after the prefix.

A phrase identifier can also be identical to another phrase identifier but have a different severity level to make it unique. Phrase identifiers can be any combination of numbers or letters.

You can establish phrases with different severity levels, and the system determines which phrase to print on the MSDS.

For example, you could create two phrases that concern first aid measures for eyes using the same phrase identifier but different severity levels. The phrase identifier for both could be **EYE.001**. The phrase with the severity level **05** might say, **Minor eye irritant**. The phrase with the severity level of **25** might say, **Flush**

eyes with water. Each phrase is unique based on the combination of the phrase identifier and the severity level.

1/09/98 9:42:41 Work with Phrases MRGPM MRDPM

Phrase Type : 2

Phrase ID and Severity Level . . . : FIRE.FLMLT 00

Process Less Severe : N {Y=Yes, N=No}

List Components : N {Y=Yes, N=No}

Minimum Percentage by Weight . . . : _____

Seg Phrase

1 Flammability Limits : Lower - 001

2 _____ Higher - 001

More...

F2=Function keys F3=Exit F6=Save F10=QuickAccess F24=More keys

Figure 9-3: Phrases Maintenance screen

This screen displays when you type a phrase identifier in the *Phrase ID and Severity Level* field and press [F6] on the Work with Phrases selection screen. This screen also displays when you select a phrase with **2** to change.

You cannot change a phrase if the default Language code is **S2K**.

Process Less Severe

Type **N** in the *Process Less Severe* field to enable the system to determine which phrase, among the phrases with the same phrase identifier and assigned to the same section, should print based on the value in its *Severity Level* field.

If you type **Y** in the *Process Less Severe* field, the system prints the phrase regardless of what other phrases print. Conflicting phrases could print if the value in this field is **Y**.

List Components

Type **Y** in the *List Components* field for the system to print the identity of the material listed in Section 2 (Composition, Information on Ingredients) of the MSDS that caused the phrase to print. The system identifies the phrase by the order number the material prints in Section 2 on the MSDS. For example, if the second material listed in Section 2 causes a phrase to print, the prefix, **Based on the presence of (02)**, prints before the phrase. If you assign multiple materials to this phrase, the system prints the order numbers for all of them (**02, 03, 05**).

Minimum Percentage by Weight

The value in this field is the threshold value beyond which this phrase prints. If you type a minimum percent weight in this field, the formula or raw materials must not exceed it without this phrase printing. When an ingredient or combined ingredients exceed this value, this phrase prints on the MSDS.

Maintain the *Minimum Percent by Weight to Report* field for each ingredient through the *Work with Formula* option in Infinium PF.

Seg

To create a phrase, type a number in the *Seg* field to identify the segment in which each line appears in the phrase. Infinium recommends that you assign segment numbers in increments of five (**05**, **10**, **15**, and so forth), so that you can insert additional lines without re-numbering them all. The system re-sequences the lines in numerical order when you press [F6] and save the phrase.

Phrase

Type the text of the phrase in the *Phrase* field.

Substitution Codes

To include a data field in a phrase, type a substitution code in the location of the phrase where you want it to print. Substitution codes beginning with the ampersand character (&) and followed by two digits (**&01**) are place holders where you can assign selected data fields. You can type up to 18 Substitution codes for each segment in a phrase. For example, the phrase **Upper / Lower Explosive Limit &01 / &02**, has two Substitution codes to which you can assign data fields from the hazardous data file.

For each segment that has Substitution codes, you must begin using Substitution codes starting with 01 and increment by one as you use more Substitution codes in the same segment. For example, if two segments in a phrase required Substitution codes, you must start with **&01** on each segment and increment by one for each segment. However, you can assign different data fields to each of the same Substitution codes as long as the codes are in different segments.

When typing a Substitution code, you must leave a blank space before the ampersand character (&). You must also leave enough space between the **&01** symbol and the next word or end of the line to ensure that the system has enough space to print the entire field.

To assign a data field to a Substitution code, position the cursor on the segment that contains the Substitution codes for which you want to assign data, and press [F11].

After you complete your entries and Substitution code assignments, press [F6] to save the phrase.

1/09/98 9:43:10		Work with Phrases		MRGPM	MRDPM
Phrase Type : 2					
Phrase ID and Severity Level . . . : FIRE.FLMLT 00					
Phrase :					
Flammability Limits : Lower - &01					
Segment Number : 001					
Select Substitution fields.					
Code	Field +	Description	Length	Type	
&01	%FLML	Flammability Limit: Lower	7	N	
					Bottom
F2=Function keys F4=Prompt F10=QuickAccess F12=Cancel F18=Message line					

Figure 9-4: Phrases Substitution screen

Field

Type the field identifier of the data field you want to assign to the Substitution code in the *Field* field. Press [F4] to display a list of data field identifiers from which you can select a valid entry. The list of valid field identifiers you can assign to Substitution codes are system defined. You cannot add to or modify the list.

Refer to the “Phrase Substitution Fields” appendix to review the list of valid substitution fields.

The data fields represent information about the raw material, formula, or product, customer, and other necessary fields for which the MSDS is printed.

After you complete the field, press [Enter] to redisplay the Phrases Maintenance screen.

Copying Phrases

Use the *Work with Phrases* option to copy an existing phrase. To do this, copy the existing phrase by entering another phrase type, phrase identifier and/or severity level. Then you can make any changes to the newly created phrase as necessary.

Use the menu path below.

- ▶ *MSDS*
- ▶ *Work with files*
 - ▼ *Work with Phrases* [WWP]

1/09/98	9:44:34	Work with Phrases	MRCGM	MRDPM
Copy Phrases				
Type information, press Enter.				
Copy From		Copy To		
Type, ID and Severity		Type, ID and Severity		
2 CONTAIN 10		2 CONTAIN _ _		
Bottom				
F2=Function keys F10=QuickAccess F12=Cancel F18=Message line				

Figure 9-5: Copy Phrases screen

This screen displays when you select a phrase to copy from the *Work with Phrases* selection screen.

You can copy an existing phrase into another phrase under the following conditions:

- Same type with different ID
- Same type with same ID but different severity

- Different type with same ID and severity
- Different type with different ID or severity

The default Copy To phrase type and identifier is the Copy From phrase type and identifier. Type a different phrase type and phrase identifier to override the default.

Type, ID and Severity

Type a severity level in the *Severity* portion of this field. If the Copy To phrase type and identifier is the same as the Copy From type and identifier, you must type a different severity level from that of the Copy From severity level, or you must copy the phrase to a different phrase type.

After you complete the fields, press [Enter] to copy the phrase and redisplay the Work with Phrases selection screen.

Displaying Phrase Usage

Use the *Work with Phrases* option to display the raw materials, formulas, and formula types that use a phrase.

Use the menu path below.

- ▶ *MSDS*
- ▶ *Work with files*
 - ▼ *Work with Phrases* [WWP]

11/19/02	10:03:24	Work with Phrases	MRGPUD	MRDPUD
<hr/>				
Phrase Usage				
Language Code : *BL				
Phrase Type : 2				
Phrase ID and Severity Level . . : AID.EYE 05				
Process Type Code : 1 (1=MSDS, 2=Label)				
Format ID : ANSI/S2K System supplied ANSI Form				
Position to . . Formula, Type or Material				
Company and Warehouse				
<hr/>				
Formula, Type or Material FBE code Description				
A-PROD				
AFORM01				
AFORM01 SCD WH1 100 aform01				
DAN IS1 ISW3 Dan's Formula				
HZRM1				
HZRM8 Hazardous RM1				
HZRM9 Hazardous RM1				
JJCHAZFORM5 Hazardous formula 5 for FBL				
SCHHAZFORM sch haz formula				
<hr/>				
Bottom				
<hr/>				
F2=Function keys F5=Refresh F7=Override defaults F24=More keys				

Figure 9-6: Phrase Usage screen

This screen displays when you select a phrase using the Phrase Usage option on the Work with Phrases selection screen.

To display other raw materials, formulas, and formula types that use this phrase in another format or process type, press [F7] to display the Override screen and change the defaults.

To print a listing, press [F8].

Press [F12] to return to the Work with Phrases selection screen.

Deleting Phrases

Use the *Work with Phrases* option to remove a phrase from the Phrase file. Infinium RM does not provide a special delete option or function. Instead, use the *Work with Phrases* option to remove phrases.

Remember that phrases are assigned by Language code. If the phrase to delete is for a language different from the default, press [F7] to override.

Use the menu path below.

- ▶ *MSDS*
- ▶ *Work with files*
 - ▼ *Work with Phrases* [WWP]

1/09/98	9:42:41	Work with Phrases	MRGPM	MRDPM
<hr/>				
Phrase Type		2		
Phrase ID and Severity Level . . .		FIRE.FLMLT	00	
Process Less Severe		N	{Y=Yes, N=No}	
List Components		N	{Y=Yes, N=No}	
Minimum Percentage by Weight . . .		_____		
Seg Phrase				
1	Flammability Limits	Lower	-	%01
2		Higher	-	%01

More...				
<hr/>				
F2=Function keys F3=Exit F6=Save F10=QuickAccess F24=More keys				

Figure 9-7: Phrases Maintenance screen

This screen displays when you select a phrase to change from the *Work with Phrases* selection screen and press [Enter].

Seg, Phrase

To delete the phrase, remove the segment number and text from all of the segments in the phrase. Position the cursor in the *Seg* and *Phrase* fields for each phrase segment and press [FieldExit] to remove the text.

After you remove all of the text from the phrase and remove all of the segment numbers, press [F6] to save your changes. The system recognizes that the phrase has no text and deletes it from the Phrase file.

On the Work with Phrases selection screen, press [F5] to refresh the selection list and the system does not display the deleted phrase.

You should not delete a phrase if it is assigned to raw materials, formulas, or formula types. Make sure that you do not need the phrase you are deleting.

Assigning Phrases

In the *Work with Phrase Assignments* option you assign phrases to raw materials, formulas or formula types to create the MSDS. You also assign phrases globally. Globally assigned phrases print on every MSDS that is based on the same format ID. Phrases assigned to raw materials, formulas, and formula types print on an MSDS only when the formula or manufactured product containing the raw material, formula or formula type exists.

The phrases you assign to raw materials, formulas, and formula types print in addition to phrases you globally assign. Think of globally assigned phrases as the skeleton of your MSDS, which contains headings, paragraph headings, ship from information, and other information that must print on every MSDS.

Use the menu path below.

- ▶ *MSDS*
- ▶ *Work with files*
 - ▼ *Work with Phrase Assignments* [WWPA]

11/19/02	10:06:40	Work with Phrase Assignments	MRGPAM	MRDPAM
<hr/>				
Process Type Code		1	(1=MSDS, 2=Label)	
Format ID		ANSI/S2K	System supplied ANSI Form	
Position to . . . Formula, Type or Material		_____ +		
Company		_____	+ FBE code _____	
Warehouse		_____	+	
Type options, press Enter.				
2=Change 3=Copy 4=Delete 5=Display 6=Print				
Opt	Formula, Type or Material	FBE cd	Description	
-	#####			
-	A-PROD			
-	AFORM01		aform01	
<hr/>				
F2=Function keys F3=Exit F4=Prompt F5=Refresh F24=More keys				

Figure 9-8: Phrase Assignments selection screen

To create a new assignment, type a raw material, formula, or formula type identifier, or the global identifier, in the *Formula, Type or Material* field and press [F6]. To create a new assignment for a company level formula, specify the company. To create a new assignment for a warehouse level formula, specify the company and warehouse. To assign phrases that the system prints on every MSDS, assign them to the global phrase assignment identifier, #####.



WARNING

The global phrase assignment identifier for format ANSI/S2K comprises a standard 16 section MSDS format that you cannot change or delete. If you want to modify the ANSI/S2K format, either update the assigned phrases by adding, updating, or deleting information, or create your own format by copying the ANSI/S2K global phrase assignment identifier to your own format and then make your changes. You can add, change, or delete information to the global phrase assignment identifier for any format other than ANSI/S2K.

Use the *Work with Phrases* option to update assigned phrases.

To change the phrase assignments, type **2** in the *Opt* field adjacent to a raw material, formula, formula type or global identifier and press [Enter].

When you access the Phrase Assignments selection screen, the system retrieves the default values for the *Language Code* and *Format ID* fields. To change the Language code, process type, or format ID on which you want to base your phrase assignments, press [F7] to display the Override window.

The *Company* and *Warehouse* Position To fields display only when using formula by location.

Overriding Phrase Assignments

This window displays when you press [F7] from the Phrase Assignments selection screen.

11/19/02 10:16:00 Work with Phrase Assignments MRGPAM MRDPAM

Process Type Code : 1 (1=MSDS, 2=Label)
Format ID : ANSI/S2K System supplied ANSI Form
Position to . . . Formula, Type or Material +
Company + FBE code +
Warehouse +

Type options, press Enter.
2=Change 3=Copy 4=Delete 5=Display 6=Print
Opt Formula, Type or Material FBE cd Description
- #####
- A-PROD
- AFORM01

Override Defaults

Language Code . . . *BL +
Process Type Code . 1 1=MSDS;
2=Label
Format ID ANSI/S2K +
F2=Function keys F24=More keys

F2=Function keys F3=Exit F4=Pr

Figure 9-9: Phrase Assignments Override Defaults window

Process Type Code
Type **1** in the *Process Type Code* field if you want the phrases you assign in this option to print on an MSDS. Type **2** if you want the phrases to print on a product label.

Language Code, Format ID
Press [F4] on the *Language Code* field to display a list of Language codes from which you can select a valid language. Create a format ID in Infinium CA. Infinium provides the ANSI/S2K format as an ANSI standard. If you have created other formats, prompt on the *Format ID* field to select a valid format to change the default value.

After you complete your changes, press [Enter] to continue. The system displays the global phrase assignment identifier, raw materials, formulas, and formula types to which you have assigned phrases based on the values in these fields.

Creating a New Assignment

This screen displays when you type a new identifier in the *Formula, Type or Material* field and press [F6] from the Phrase Assignments selection screen.

1/09/98 9:58:38 Work with Phrase Assignments MRGPAM MRDPAM	
Sections Listing	
Process Type Code	1 (1=MSDS, 2=Label)
Format ID	ANSI/S2K System supplied ANSI Form
Formula, Type or Material	HAZRAW11
	RESIN
Press Create to add a new Section.	
Press Cancel to end processing the current assignee.	
F2=Function keys F3=Exit F6=Create F9=Select All F24=More keys	

Figure 9-10: Phrase Assignment Creation and Modification screen

Press [F6] again to create a new phrase assignment. Press [F12] to cancel and display the Phrase Assignments selection screen.

1/09/98 9:59:16 Work with Phrase Assignments MRGPAM MRDPAM	
Format ID	ANSI/S2K System supplied ANSI Form
Formula, Type or Material	HAZRAW11
	RESIN
Section	_____
Position to Phrase ID _ _ _ _ _	
Phrase Text Mask _____	
Select one or more of the following. Then press Enter.	
_ CONDITIONS TO AVOID:	
_ CARCINOGENICITY:	
_ FORMULA ID : &01	
More...	
F5=Resequence F6=Save Section F9=Phrase detail F24=More keys	

Figure 9-11: Phrase Assignment screen

This screen displays when you press [F6] from the Phrase Assignment Creation and Modification screen.

Section

In this field indicate the MSDS section where this phrase assignment belongs. The system prints the phrases you assign to this raw material, formula, formula type, or global identifier on an MSDS in the section you type here.

Position to Phrase ID

To position the Phrase selection list at the bottom of the screen to a particular phrase, type a phrase type, phrase ID, and severity level in this field and press [Enter]. To view more phrases, position the cursor on the selection list and press the Roll up or down key or [PgUp] or [PgDn].

Phrase Text Mask

Type a word or characters in this field and press [Enter] to display all of the phrases that contain the word or characters you type. The system searches each segment of each phrase for the characters you type in this field and displays only the phrases that match exactly. This search is case sensitive. The system distinguishes between upper and lower case letters.

Only the first segment of each phrase displays on this screen. To view all segments of a phrase, position the cursor on the phrase segment and press [F9].

To view the phrase ID, position the cursor on one of the phrases that display at the bottom of the screen and press [F11].

Refer to the “Phrase Assignment Detail” section later in this topic for more information.

To select a phrase or phrases to assign, type any character in the field next to the phrases you want to assign and press [Enter]. The system displays the phrases you choose in the middle of the screen, as shown on the Phrase Assignments with Sections Assigned screen.

Viewing Phrase Assignments

This screen displays when you assign a new phrase or phrases.

1/09/98	10:16:26	Work with Phrase Assignments	MARGPAM	MRDPAM
---------	----------	------------------------------	---------	--------

Format ID	ANSI/S2K	System supplied ANSI Form
Formula, Type or Material	HAZRAW11	
	RESIN	
Section	14	
4=Delete		
- 10	When handling any type of material, always wears goggles for prot	

Bottom

Position to Phrase ID	-	
Phrase Text Mask		
Select one or more of the following. Then press Enter.		
-	This material may cause severe irritation or burning to the affected area.	
-	SPECIAL COMMENTS:	
-	STABILITY:	
-	STORAGE:	

More...

F5=Resequence	F6=Save Section	F9=Phrase detail	F24=More keys
---------------	-----------------	------------------	---------------

█

Figure 9-12: Phrase Assignments with Sections Assigned screen

Press [F13] to view the phrases assigned to this raw material, formula, or formula type.

Refer to the Lay-out of Phrases screen discussed later in this topic for more information.

When you assign a phrase, the system automatically assigns a sequence number to that phrase. You should change this sequence number, however, to ensure that the system prints the phrases you assign in the correct sequence on the MSDS.

Phrases assigned to the ##### global identifier print on MSD Sheets for all formulas and products. You must be aware of the section headings, paragraph headings, and generic phrases of the globally assigned phrases to correctly sequence the phrases you assign.

If you want sequencing different from the global assignments, you must copy the global assignments from the ANSI/S2K format to a format you create and then re-sequence the globally assigned phrases. Display the section and sequence numbers of the globally assigned phrases by returning to the Phrase Assignments selection screen and typing 5 adjacent to the global identifier.

To change the sequence number of the phrases you assign, type a sequence number in the field immediately adjacent to the phrase you want to re-sequence and press [F5]. The system re-sequences the phrases.

Press [F14] on the Phrase Assignments with Sections Assigned screen to add a user program exit point. The system accesses the program you type when it generates an MSDS with this assignment.

Assigning User Exit Programs

This screen displays when you press [F14] from the Phrase Assignments with Sections Assigned screen.

1/09/98	10:16:53	Work with Phrase Assignments	MRGPAM	MRDPAM
Format ID		ANSI/S2K	System supplied ANSI Form	
Formula, Type or Material		HAZRAW11		
		RESIN		
Section		14		
4=Delete				
- 10 When handling any type of material, always wears goggles for prot				
Phrase ID . . : 2 SAFE EYE 10				
- 20				
Phrase ID User Exit Program . . MRGSIA				
Bottom				
Position to Phrase ID - - - - -				
Phrase Text Mask				
Select one or more of the following. Then press Enter.				
- This material may cause severe irritation or burning to the affected area.				
- SPECIAL COMMENTS:				
- STABILITY:				
- STORAGE:				
More...				
F5=Resequence F6=Save Section F9=Phrase detail F24=More keys				

Figure 9-13: Phrase Assignments User Exit screen

User Exit Program

Type a user access program identifier in the *User Exit Program* field and the system accesses this program when this section prints on an MSDS.

The system prints the phrases in each section normally. When the system encounters a user exit program identifier, it accesses the program. After the user exit program completes its processing, the system returns to processing the MSDS at the next phrase or section following the user exit program assignment. To print phrases on the MSDS, you can use the following programs:

- MRGTSA
- MRGSIA
- MRGFCA

The system uses program MRGTSA to print phrases in Section 14 (Transport Information) of the MSDS. Refer to the “Maintaining Special States” topic in the “Defining Regulatory Codes and Master Files” part for further information.

The system uses program MRGSIA to print phrases in Section 15 (Regulatory Information) of the MSDS. If you type Y for any raw material in the *Sect 313 Toxic*

Chemical field on the Special Phrase Information screen using the *Work with Hazardous Raw Material* option, the system reports that material in Section 15.

The system uses program MRGFCA to determine flammability classification and is specific to the United States. The system prints this information in Section 5 (Fire Fighting Measures) of the MSDS.

The table below describes the conditions that determine the classification and DOT information.

Condition			DOT Classification	
If Flashpoint is:	If Low Boiling Point is:	Water Present?	Class	DOT
= 0	N/A	N/A	N/A	N/A
< 73	< 100	N/A	1A	Flammable Liquid
< 73	>= 100	N/A	1B	Flammable Liquid
>= 73	< 100	N/A	1C	Flammable Liquid
> 100	< 140	Yes	2	Not Regulated
> 100	< 140	No	2	Combustible Liquid
> 140	<200	N/A	3A	Combustible Liquid
> 200	N/A	N/A	3B	Not Regulated

The water present condition is based on a **W** in the *Solvent Type* field on the Miscellaneous Information screen using the *Work with Raw Material/Resource* option.

Caution: You must assign program MRGFCA in Section 5 (Fire Fighting Measures) of the MSDS immediately following the phrase FIRE.FLMCL if you use a format other than ANSI/S2K.



WARNING

Infinium advises that you copy any user exit programs to preserve the coding. You can modify the copied program to incorporate your specific requirements.

Deleting Phrase Assignments

To delete a phrase from the assigned list that displays in the middle of the Phrase Assignments with Sections Assigned screen, type **4** in the field to select the phrase to delete and press [Enter]. To confirm the deletion, press [Enter] on the Phrase Delete Confirmation screen. To cancel the deletion, press [F12] on the Phrase Delete Confirmation screen.

Modifying Phrase Assignments

1/09/98	10:20:10	Work with Phrase Assignments	MARGPAM	MRDPAM
<hr/>				
Sections Listing				
Process Type Code	1	{1=MSDS, 2=Label}		
Format ID	ANSI/S2K	System supplied ANSI Form		
Formula, Type or Material	HAZRAW10			
	TOULENE			
 Press Create to add a new Section. Or, select one or more of the following Sections. Then press Enter. Press Cancel to end processing the current assignee.				
Section				
-	3			
-	4			
-	5			
-	6			
-	8			
-	10			
-	11			
-	13			
 More...				
<hr/>				
F2=Function keys F3=Exit F6=Create F9=Select All F24=More keys				

Figure 9-14: Phrase Assignment Creation and Modification- Display Sections screen

Assignment Modification - Displaying Sections

This screen displays if you select a raw material, formula, or formula type to change on the Phrase Assignments selection screen.

If the raw material, formula, or formula type already has phrases assigned to it, the system displays the sections to which the phrases are assigned. To modify phrases assigned to a section, type any character in the field next to the section you want to modify and press [Enter].

If you want to assign phrases to another section, press [F6] to create a new phrase assignment. Press [F12] to cancel and display the Phrase Assignments selection screen.

1/09/98	10:20:55	Work with Phrase Assignments	MARGPAM	MRDPAM
---------	----------	------------------------------	---------	--------

Format ID	:	ANSI/S2K	System supplied ANSI Form
Formula, Type or Material	:	HAZRAW10	
		TOULENE	
Section	:	5	

4=Delete

- 121 Fire-fighters should wear normal protective equipment (full bunke

Bottom

Position to Phrase ID - - - - -

Phrase Text Mask

Select one or more of the following. Then press Enter.

- CONDITIONS TO AVOID:

- CARCINOGENICITY:

- FORMULA ID : &01

More...

F5=Resequenece F6=Save Section F9=Phrase detail F24=More keys

Figure 9-15: Phrase Assignments with Sections Assigned screen

Phrase Assignments with Sections Assigned

There are two ways you can display this screen: when you select a section to change from the Phrase Assignment Creation and Modification - Display Sections screen, and when you press [F6] from the Phrase Assignment Creation and Modification screen to create a new assignment, as discussed earlier in this topic.

Section

This field indicates where this phrase assignment belongs for this section. The system prints the phrases you assign to this raw material, formula, formula type, or global identifier on an MSDS in the sequence shown here.

Position to Phrase Id

To position the Phrase selection list at the bottom of the screen to a particular phrase, type a phrase type, phrase ID, and/or severity level in this field and press [Enter]. To view more phrases, position the cursor on the selection list and press the Roll up or down key or [PgDn] or [PgUp].

Phrase Text Mask

Type a word or characters in this field and press [Enter] to display all of the phrases that contain the word or characters you type. The system searches each segment of each phrase for the characters you type in this field and displays only the phrases that match exactly. This search is case sensitive. The system distinguishes between upper and lower case letters.

Only the first segment of each phrase displays on this screen. To view all segments of a phrase, position the cursor on the phrase segment and press [F9].

To view the phrase ID, position the cursor on one of the phrases that display at the bottom of the screen and press [F11].

Refer to the “Phrase Assignment Detail” section later in this topic for more information.

To select a phrase or phrases to assign, type any character in the field next to the phrase you want to assign and press [Enter]. The system displays the phrase you choose in the middle of the screen, as shown on the Phrase Assignment with Sections Assigned screen.

When you assign a phrase, the system automatically assigns a sequence number to that phrase. You should change this sequence number, however, to ensure that the system prints the phrases you assign in the correct sequence on the MSDS.

Phrases assigned to the ##### global identifier print on MSD Sheets for all formulas and products. You must be aware of the section headings, paragraph headings, and generic phrases of the globally assigned phrases to correctly sequence the phrases you assign.

If you want sequencing different from the global assignments, you must copy the global assignments from the ANSI/S2K format to a format you create and then re-sequence the globally assigned phrases. Display the section and sequence numbers of the globally assigned phrases by returning to the Phrase Assignment selection screen and typing 5 adjacent to the global identifier.

To change the sequence number of the phrases you assign, type a sequence number in the field immediately adjacent to the phrase you want to re-sequence and press [F5]. The system re-sequences the phrases.

To see how the section looks when it prints on an MSDS, press [F13] and the system displays the phrases that print in the section that you assign.

1/09/98	10:21:39	Work with Phrase Assignments	MARGPAM	MRDPAM
Lay-out of Phrases				
Process Type Code	1	(1=MSDS, 2=Label)		
Format ID	ANSI/S2K	System supplied ANSI Form		
Formula, Type or Material	HAZRAW10			
	TOULENE			
Section	5			
Fire-fighters should wear normal protective equipment (full bunker gear)				
Sequence . . .		Phrase ID . . .	FIRE.PROCS 10 (10)	
Section . . .	5			
and positive-pressure self-contained breathing apparatus (SCBA).				
Sequence . . .		Phrase ID . . .	FIRE.PROCS 10 (20)	
Section . . .	5			
Bottom				
F2=Function keys F8=Print F10=QuickAccess F12=Cancel F18=Message line				

Figure 9-17: Lay-out of Phrases detail screen

To ensure that phrases you assign print on an MSDS in the order you want, you must take into consideration the sequence numbers of the globally assigned phrases.

Press [F12] to display the Phrase Assignments with Sections Assigned screen.

Displaying Phrase Assignment Details

This screen displays when you press [F11] from the Lay-out of Phrases screen.

1/09/98	10:38:08	Display Phrases	MRGPM	MRDPM
---------	----------	-----------------	-------	-------

```

Language Code . . . . . : xBL
Phrase Type . . . . . : 2
Phrase ID and Severity Level . . : FIRE.PROCS 10
Process Less Severe . . . . . : N      {Y=Yes, N=No}
List Components . . . . . : N      {Y=Yes, N=No}
Minimum Percentage by Weight . . :

Seg Phrase
10 Fire-fighters should wear normal protective equipment {full bunker gear}
20 and positive-pressure self-contained breathing apparatus {SCBA}.

Bottom

```

F2=Function keys F3=Exit F10=QuikAccess F24=More keys

█

Figure 9-18: Display Phrases detail screen

This screen displays when you select a phrase with [F9] from the Phrase Assignments with Sections Assigned screen.

To view the fields assigned to Substitution codes, position the cursor on a segment that contains Substitution codes and press [F11].

This function allows you to view the entire phrase and determine its suitability before you assign it.

The language in which you view the phrase here is controlled by the value in the *Language Code* field on the Override window. Press [F7] from the Phrase Assignments selection screen of this option to access the Phrases Override screen.

Press [Enter] to return to the Phrase Assignments with Sections Assigned screen.

Replacing Phrases

Use the *Replace Phrases* option to replace a phrase that is assigned to raw materials, formulas, and formula types with another phrase. The system searches the Assignments file to find every instance of the phrase you specify and replaces it with a different phrase.

Remember that you assign phrases by Language code. If the phrase to replace is for a Language code that is different from the default code, press [F7] to override the default.

Use the menu path below.

- ▶ *MSDS*
- ▶ *Work with files*
 - ▼ *Replace a Phrase [RP]*

1/09/98	10:39:47	Replace Phrases	MRGRPM	MRDRPM
Assigned Phrases				
Process Type Code : 1				
Position to Phrase ID - _____				
Phrase Text Mask _____				
Type options, press Enter.				
1=Select 5=Display 12=Phrase usage				
Opt	Phrase Type, ID and Severity Level	Text		
—	2 FIRE.FLMCL 00	Flammability Classification . . .		
—	2 FIRE.FLMLT 00	Flammability Limits		
—	2 FIRE.FLPT 00	Flashpoint		
—	2 FIRE.PROC 00	FIRE-FIGHTING PROCEDURES AND EQUIPM		
—	2 FIRE.PROCS 10	Fire-fighters should wear normal pr		
—	2 FIRE.PROPS 00	FIRE AND EXPLOSIVE PROPERTIES OF TH		
1	2 FLAME 05	Vaporizes easily at normal temperat		
—	2 FLAME 07	Flames can be expected. Take prote		
—	2 FLAME 10	Vapors can travel to a source of ig		
				More...
F2=Function keys F3=Exit F5=Refresh F24=More keys				

Figure 9-19: Assigned Phrases selection screen

To position the selection list to a phrase ID, type a phrase identifier in the *Position to Phrase ID* field and press [Enter].

The selection list that displays on this screen contains the phrases that you assigned to raw materials, formulas, formula types, or globally assigned phrases.

Phrase Text Mask

To display a list of similar phrases, type a word or group of characters in this field and press [Enter].

To view all the raw materials, formulas, and formula types to which a phrase is assigned, type **12** in the *Opt* field to select a phrase and press [Enter].

Type **1** in the *Opt* field to select the phrase you want to replace and press [Enter].

Replacing a Phrase

This screen displays when you select a phrase with **1** on the Assigned Phrases selection screen and press [Enter].

1/09/98	10:40:21	Replace Phrases	MRGRPM	MRDRPM
<hr/>				
Selected Phrase ID	2	FLAME	05
Replacing Phrase ID	-	_____	__
<hr/>				
Select Replacing Phrase				
Position to Phrase ID	-	_____	__
Phrase Text Mask	_____		
<hr/>				
_ CONDITIONS TO AVOID:				
_				
_ CARCINOGENICITY:				
_ FORMULA ID : &01				
_ FORMULA VERSION NUMBER : &01				
_ CHEMICAL PRODUCT IDENTIFICATION:				
_ PRODUCT CLASS : &01				
_ PRODUCT ID : &01				
_ MSDS PREPARATION DATE : &01				
_ PRODUCT USE : &01				
<hr/>				
				More...
<hr/>				
F2=Function keys F3=Exit F6=Update F10=QuickAccess F24=More keys				

Figure 9-20: Replace Phrases screen

The system displays all the phrases in the Phrase file.

Type the process type, phrase identifier, and severity level for the phrase that will be the replacement. You can also select from the list that displays when you type any character in the field next to the phrase you want to replace and press [Enter].

Selected Phrase ID, Replacing Phrase ID

The system displays the phrase you select in the *Replacing Phrase ID* field. When you perform the replacement, the system assigns the phrase identified in the *Replacing Phrase ID* field to all of the raw materials, formulas, and formula types of the phrase identified in the *Selected Phrase ID* field, thus replacing that phrase.

Press [F6] to replace the phrase assignments and return to the Assigned Phrases selection screen.

Part 10

Generating MSDS Worksheets and MSD Sheets

10

The part consists of the following topics:

Topic	Page
Overview of Generating MSDS Worksheets and MSD Sheets	10-2
Generating MSDS Worksheets	10-3
Generating MSD Sheets	10-9
Resetting the Print Status	10-22

Overview of Generating MSDS Worksheets and MSD Sheets

Infinium provides an MSDS Worksheet as a tool that lists all pertinent information for a formula or product. When you use the Generate MSDS Worksheet option, the system prints a listing that shows the breakdown of MSDS information and system calculations.

When you place orders in Infinium OP, the system automatically generates MSD Sheets according to the established print history status.

You can optionally print MSD Sheets manually for distribution. If you do not have Infinium OP installed, or if you want additional copies, print MSD Sheets using the *Generate MSD Sheets* option on the *Generate* menu in Infinium RM.

For more information about generating MSD Sheets, refer to the “Understanding Material Safety Data Sheets” part.

After you complete this part, you should be able to:

- Generate MSDS worksheets
- Generate MSD sheets

Generating MSDS Worksheets

Use the *Generate MSDS Worksheets* option to print a single or range of formula worksheets. The MSDS worksheet lists all of the information the system uses to generate the MSDS. Use this option to check your information before you print an MSDS.

Use the menu path below.

- ▶ *MSDS*
- ▶ *Generate*
 - ▼ *Generate MSDS Worksheets* [GMSDSW]

```

11/18/02    16:14:32    Generate MSDS Worksheets    MRGMWB    MRDMWB

```

```

Company . . . . . CUSDA +
Warehouse . . . . . CWAC1 +
Preparation Date . . . . . 11182002
Beginning Formula or Product . . . . . _____ +
Ending Formula or Product . . . . . _____ +

```

```

F2=Function keys  F3=Exit  F4=Prompt  F5=Refresh  F24=More keys

```

Figure 10-1: Generate MSDS Worksheets screen

Use this screen to generate MSDS Worksheets. The *Company* and *Warehouse* fields display only when using Formula by Location.

Preparation Date

The system checks the preparation date against specified effective dates for the formula(s) to determine the correct formula instance(s) to use when printing the MSDS Worksheets.

Beginning Formula or Product

Type a formula or product identifier in this field, or press [F4] to display a list of formulas from which you can select a valid entry. To generate a worksheet for just this formula or product, press [F8] to submit the job to a job queue.

Exceptions Report

If you enter a product in the *Beginning Formula or Product* field, the system prints the calculations only if the product is assigned to a formula. If the product is not assigned to a formula, the system prints an Exceptions report.

Ending Formula or Product

To generate a range of worksheets, type the ending formula or product identifier in the range for which you want to generate worksheets, or press [F4] to display a list of formulas from which you can select a valid entry. Press [F8] to submit the job to a job queue.

A sample MSDS Worksheet and Exceptions report are shown on the next pages.

MRGMWR MRTMWR
1/19/98 9:56:20

M S D S W O R K S H E E T

WMM

Beginning Formula or Product . . . FORM01
Ending Formula or Product

MRGMWR MRTMWR
PAGE
1/19/98 9:56:20

M S D S W O R K S H E E T

WMM

PRODUCT IDENTIFICATION

MANUFACTURERS CODE IDENTIFICATION : FORM01 FORM01 - 02
PRODUCT CLASS : KITTY LITTER TRADE NAME :
JOHNNY CAT
HMIS INFORMATION : HEALTH- 3 FLAMMABILITY- 4 REACTIVITY- PERSONAL PROTECTIVE EQUIPMENT-Safety Glasses
HAZARDOUS INGREDIENT INFORMATION

PCT BY	NON-EXEMPT	PCT BY	SOLVENTS	EXEMP	VAPOR	FLASH	LOW	HIGH	VAPOR	EVAP	WEIGHT IN LB	VOLUME
MATERIAL		H/S/P	WEIGHT	C M T R N S H	LEL	PRESSURE	POINT	BOIL	BOIL	DENSITY	RATE	
IN GL	VOLUME	WEIGHT	VOLUME	WEIGHT	VOLUM							
HAZRAW02		/S/	4.801	/N N N N N Y N/	5.10	80.0	278.0	288.0			37.5556	
4.9412	4.931	37.5556	4.9412									
CHEMICAL 2			REF . :						OTHER LIMITS . :			
EXPOSURE LIMITS												
ACGIH TLV/TWA:			100 PPN									
ACGIH TLV/STEL:			150 PPN									
ACGIH CEILING:			NE									
OSHA PEL/TWA:			100 PPN									
OSHA STEL:			150 PPN									
LC50:			4.3 G/KG									
LD50:			5000 PPM									
HAZRAW05		/S/	10.522	/N N N N N Y N/		85.0	258.0	278.0			82.3000	
10.0000	9.979											
CHEMICAL 5			REF . :						OTHER LIMITS . :			
EXPOSURE LIMITS												
ACGIH TLV/TWA:			100 PPN									
ACGIH TLV/STEL:			150 PPN									
ACGIH CEILING:			100 PPN									
OSHA PEL/TWA:			150 PPN									
OSHA STEL:			NE									
OSHA CEILING:			NO									
LC50:			4.3 G/KG									
LD50:			4000 PPM									
HAZRAW08		/S/	29.992	/N N N N N Y N/	5.10	80.0	268.0	288.0			234.6000	
34.0000	33.929	234.6000	34.0000									
CHEMICAL 8			REF . :						OTHER LIMITS . :			
EXPOSURE LIMITS												
ACGIH TLV/TWA:			400 PPN									
ACGIH TLV/STEL:			NE									
ACGIH CEILING:			400 PPN									
OSHA PEL/TWA:			400 PPN									
OSHA STEL:			NE									
OSHA CEILING:			NE									
LC50:			6.1 G/KG									
LD50:			1600 PPN									

HAZRAW09 /S/ 4.666 /N N N N Y N/ 76.00 300.0 312.0 36.5000
 5.0000 4.989 36.5000 5.0000 REF . : OTHER LIMITS . :
 CHEMICAL 9
 EXPOSURE LIMITS
 MRGMWR MRIMWR
 PAGE
 1/19/98 9:56:20
 WMM

M S D S W O R K S H E E T

PRODUCT IDENTIFICATION

MANUFACTURERS CODE IDENTIFICATION : FORM01 FORM01 - 02
 PRODUCT CLASS : KITTY LITTER TRADE NAME :
 JOHNNY CAT
 HMIS INFORMATION : HEALTH- 3 FLAMMABILITY- 4 REACTIVITY- PERSONAL PROTECTIVE EQUIPMENT-Safety Glasses
 HAZARDOUS INGREDIENT INFORMATION

PCT BY	NON-EXEMPT	<----- SOLVENTS ----->	EXEMP	VAPOR	FLASH	LOW	HIGH	VAPOR	EVAP				
MATERIAL		H/S/P WEIGHT	C M T R N S H	LEL	PRESSURE	POINT	BOIL	BOIL	DENSITY	RATE	WEIGHT IN LB	VOLUME	
IN GL	VOLUME	WEIGHT	VOLUME	WEIGHT	VOLUM								

ACGIH TLV/TWA:	50 PPN												
ACGIH TLV/STEL:	NE												
ACGIH CEILING:	100 PPN												
OSHA PEL/TWA:	NE												
OSHA STEL:	NE												
OSHA CEILING:	NE												
LC50:	NA												
LD50:	NA												
HAZRAW10	/H/ 4.794	/N N N N N N N/		22.00		230.0	232.0					37.5000	
5.0000	4.989 37.5000	5.0000											
CHEMICAL 10		REF . :											
EXPOSURE LIMITS													
ACGIH TLV/TWA:	50 PPN												
ACGIH TLV/STEL:	NE												
ACGIH CEILING:	100 PPN												
OSHA PEL/TWA:	150 PPN												
OSHA STEL:	300 PPN												
OSHA CEILING:	300 PPN												
LC50:	5 G/KG												
LD50:	5320 PPM												
RAW01	/ / 40.111	/										313.7444	
37.0588	36.981												
WATER		REF . :											
RAW11	/ / 5.114	/										40.0000	
4.2105	4.202												
ABSORBENT PELLENTS		REF . :											

PCT PB--	.0000	PCT CR--	.0000	TOTALS	782.2000
100.2105	100.000	346.1556	48.9412		

SOLVENT

PERCENTAGES 44.2541 48.8384
 H = HAZARDOUS; S = SARA; P = PROCESS MATERIAL
 PHYSICAL DATA

BOILING RANGE	: HIGH 343.0 DF	LOW 299.0 DF
FLASHPOINTS	: LOWEST 80.0	ACTUAL 107.0
VAPOR PRESSURE	: 5.70	MMHG @68DF

VAPOR DENSITY : LIGHTER THAN AIR
 EVAPORATION RATE : 12.200 FASTER THAN BUTYL ACETATE
 WEIGHT PER VOLUME : 7.8056 LB / GL

MRGMWR MRTMWR

M S D S W O R K S H E E T

PAGE

1/19/98 9:56:20

WMM

PRODUCT IDENTIFICATION

MANUFACTURERS CODE IDENTIFICATION : FORM01 FORM01 - 02
 PRODUCT CLASS : KITTY LITTER TRADE NAME :

JOHNNY CAT

HMIS INFORMATION : HEALTH- 3 FLAMMABILITY- 4 REACTIVITY- PERSONAL PROTECTIVE EQUIPMENT-Safety Glasses

PHYSICAL DATA

EXPLOSION LEVELS : UPPER- LOWER-
 PCT VOLATILE BY VOLUME : 48.8384
 PCT VOLATILE BY WEIGHT : 44.2541
 VOC : 3.454 LB/GL 413.892 GM/L
 PHYSICAL STATE : VISCO. LIQ.
 APPEARANCE :
 ODOR :
 WATER SOLUBILITY : INSOLUBLE
 ODOR THRESHOLD :
 pH :
 COEFFICIENT WATER/OIL :
 FREEZING POINT : 28.0
 SPECIFIC GRAVITY : 1.120
 MECHANICAL IMPACT EXPLOSION . . . :
 STATIC ELECTRICITY EXPLOSION . . . :

***** END OF REPORT *****

•

```

MRGPPA      MRTGMER      M S D S   W O R K S H E E T
1/19/98     10:43:04      EXCEPTIONS REPORT                                WMM
-----
Beginning Formula or Product . . . PROD18
Ending Formula or Product . . . . .
MRGPPA      MRTGMER      M S D S   W O R K S H E E T      PAGE      1
1/19/98     10:43:04      EXCEPTIONS REPORT                                WMM
-----
GENERATE WORKSHEET FOR . . . . . :   PROD18
FORMULA . . . . . :
IS NOT IN THE FORMULA FILE. PLEASE CONTACT A FORMULATOR WITH THIS PROBLEM.
***** END OF REPORT *****

```

Generating MSD Sheets

MSD Sheets Overview

Use the *Generate MSD Sheets* option to manually generate MSD Sheets. With this option, type selection criteria to generate one or a range of MSD Sheets for formulas or products.



WARNING

If you produce products that require a unique MSDS due to ingredient differences in the hazardous raw materials, you must create a separate formula and product (finished good). This formula must be an entity level formula with no corresponding formula instances. In this scenario, Infinium RM generates the appropriate MSDS.

Use the menu path below:

- ▶ *MSDS*
- ▶ *Generate*
 - ▼ *Generate MSD Sheets* [GMSDS]

12/06/02 14:32:18		Generate MSD Sheets		MRGGMB	MRDGMB
Company	IS1	+			
Warehouse	ISW1	+			
Preparation Date	12062002				
Preparer's Name	_____				
Customer	_____	+			
Ship-To	_____	+			
Contact Name	_____				
Cover Sheet Required	Y		(Y=Yes, N=No)		
Update MSDS Ship-To History	N		(Y=Yes, N=No)		
Beginning Formula or Product . . .	_____	+			
Ending Formula or Product	_____	+			
Format ID	ANSI/S2K	+			
Language Code	*BL	+			
Ignore History Status from MSDS . .	Y		(Y=Yes, N=No)		

F2=Function keys F3=Exit F4=Prompt F5=Refresh F24=More keys

Figure 10-2: Generate MSD Sheets screen

Use this screen to generate MSD Sheets. The system requires you to make an entry in the following fields:

- *Company*
- *Warehouse*
- *Cover Sheet Required*
- *Update MSDS Ship-To History*
- *Beginning Formula or Product*
- *Ignore History Status from MSDS*

Optional Fields

The *Preparer's Name*, *Customer*, *Ship-To*, and *Contract Name* fields are optional when you generate a MSDS manually. If you use the ANSI/S2K format, the system prints the preparer's name in Section 16, the customer and ship-to on the cover sheet and in Section 16, and the contract name on the cover sheet.

If you complete the *Customer* or *Ship-To* fields, the system retains these field values after you press [Enter] to generate an MSD sheet. This allows you to create several MSD sheets for one customer or ship-to. When you want to generate an MSD sheet for a different customer or ship-to, override the values in these fields or press [F12] to cancel.

Update the MSDS History files to track this information. You can also ignore the history status so that the system prints an MSDS even if the history status shows an MSDS has already been sent.

Remember that if you update a formula, which changes the formula revision number (FVR number), the system generates a new MSDS for every customer or ship-to when you create an order using Infinium OP or when you generate a MSDS manually using this formula. For more information on the FVR number, refer to the *Infinium Formula Management Guide to Formula Setup and Quality Control*.

If you have multiple instances of a formula, the system resolves the instance of the formula to use as follows:

- 1 Search for formula at the warehouse level with effective dates
- 2 Search for formula at the warehouse level without effective dates
- 3 Search for formula at the company level with effective dates
- 4 Search for formula at the company level without effective dates
- 5 Search for formula at the entity level with effective dates
- 6 Search for formula at the entity level without effective dates

Preparation Date

The system checks the preparation date against specified effective dates in each of the formula instances to determine the correct instances to use when printing the MSD Sheets.

Beginning Formula or Product

To generate a single MSD Sheet, type a formula or product in this field and press [Enter]. Enter information to generate another MSDS, or press [F13] to submit this request to a job queue.

Ending Formula or Product

To generate MSD Sheets for a range of formulas or products, type the beginning formula or product in the *Beginning Formula or Product* field, or press [F4] to display a list from which you can select a valid entry. Then type an ending formula or product in the *Ending Formula or Product* field.

Press [Enter] to continue.

12/06/02 14:32:18		Generate MSD Sheets		MRGGMB	MRDGB
Company	IS1	+			
Warehouse	ISW1	+			
Preparation Date	12062002				
Preparer's Name	_____				
Customer	_____	+			
Ship-To	_____	+			
Contact Name	_____				
Cover Sheet Required	Y		(Y=Yes, N=No)		
Update MSDS Ship-To History	N		(Y=Yes, N=No)		
Beginning Formula or Product	_____	+			
Ending Formula or Product	_____	+			
Format ID	ANSI/S2K	+			
Language Code	*BL	+			
Ignore History Status from MSDS	Y		(Y=Yes, N=No)		
F2=Function keys F3=Exit F4=Prompt F5=Refresh F24=More keys					

Figure 10-3: Generate MSD Sheets Sales Information screen

Entering Sales Information for an MSDS

The *Sales Number*, *Sales Description Number One*, and *Sales Description Number Two* fields display when you press [Enter] from the Generate MSD Sheets screen and when you are printing only one MSDS.

Sales Number

If your customer refers to the formula by a different name, type the name in the *Sales Number* field. This value takes the place of the *Product ID* field on the MSDS when it prints.

Sales Description Number One, Product Class

The value you type in the *Sales Description Number One* field takes the place of the *Product Class* field on the MSDS when it prints.

Sales Description Number Two, Trade Name

The value in the *Sales Description Number Two* field takes the place of the *Trade Name* field on the MSDS when it prints.

Press [Enter] to generate another MSDS.

Exceptions Report

The system generates an Exceptions report if you do not enter certain criteria that is required to generate a MSDS. For example, if you do not enter a weight per volume

for a raw material in the formula, the system prints an Exception report that lists this information. If you set the *Hazard Data Required* field to **Y** but you do not enter any hazardous information, the system also prints an Exceptions report.

The *Hazard Data Required* field is in the Regulatory Information attribute in the Infinium CA Control files.

A sample MSD Sheet and Exceptions report are shown below.

CHEMICAL PRODUCT IDENTIFICATION:

PRODUCT ID	:	FORM01	
PRODUCT CLASS	:	KITTY LITTER	
TRADE NAME	:	JOHNNY CAT	
PRODUCT USE	:		
FORMULA ID	:	FORM01	
FORMULA VERSION NUMBER	:	6	
MSDS PREPARATION DATE	:	01/16/1998	
COMPANY NAME	:	INFINIUM WAREHOUSE #1	
ADDRESS	:	500 MAIN STREET	
			HYANNIS	MA 02660
TELEPHONE	:		
EMERGENCY CONTACT	:		
EMERGENCY TELEPHONE	:		

ACGIH TLV/TWA:	100 PPM
ACGIH TLV/STEL:	150 PPM
ACGIH CEILING:	NE
OSHA PEL/TWA:	100 PPM
OSHA STEL:	150 PPM
LC50:	4.3 G/KG
LD50:	5000 PPM

ACGIH TLV/TWA:	100 PPM
ACGIH TLV/STEL:	150 PPM
ACGIH CEILING:	100 PPM
OSHA PEL/TWA:	150 PPM
OSHA STEL:	NE
OSHA CEILING:	NO
LC50:	4.3 G/KG
LD50:	4000 PPM

PCT BY WT: 30.0000 VAPOR PRESSURE: 5.100 MMHG @ 68F

INFINIUM WAREHOUSE #1
MATERIAL SAFETY DATA SHEET
FORM01 02

EXPOSURE LIMIT:

ACGIH TLV/TWA: 400 PPN
ACGIH TLV/STEL: NE
ACGIH CEILING: 400 PPN
OSHA PEL/TWA: 400 PPN
OSHA STEL: NE
OSHA CEILING: NE
LC50: 6.1 G/KG
LD50: 1600 PPN

4

CHEMICAL 9

PCT BY WT: 5.0000 VAPOR PRESSURE: 76.000 MMHG @ 68F

EXPOSURE LIMIT:

ACGIH TLV/TWA: 50 PPN
ACGIH TLV/STEL: NE
ACGIH CEILING: 100 PPN
OSHA PEL/TWA: NE
OSHA STEL: NE
OSHA CEILING: NE
LC50: NA
LD50: NA

5

CAS# 1A345

CHEMICAL 10

PCT BY WT: 1 - 5% VAPOR PRESSURE: 22.000 MMHG @ 68F

EXPOSURE LIMIT:

ACGIH TLV/TWA: 50 PPN
ACGIH TLV/STEL: NE
ACGIH CEILING: 100 PPN
OSHA PEL/TWA: 150 PPN
OSHA STEL: 300 PPN
OSHA CEILING: 300 PPN
LC50: 5 G/KG
LD50: 5320 PPM

This product contains no reported carcinogens or suspected
carcinogens.

FORM01

INFINIUM WAREHOUSE #1
MATERIAL SAFETY DATA SHEET
02

SECTION 3 - HAZARDS IDENTIFICATION

EMERGENCY OVERVIEW:

POTENTIAL HEALTH EFFECTS:

EYE:

SKIN:

INHALATION:

INGESTION:

Substance may be irritating to mouth, throat, and stomach.

CHRONIC EFFECTS:

CARCINOGENICITY:

TARGET ORGANS:

SECTION 4 - FIRST AID MEASURES

EYE CONTACT:

SKIN CONTACT:

This may cause very slight irritation to the skin. If so, wash thoroughly with mild soap and water.

INHALATION:

INGESTION:

NOTE TO PHYSICIAN:

SECTION 5 - FIRE FIGHTING MEASURES

FIRE AND EXPLOSIVE PROPERTIES OF THE CHEMICAL:

Flammability Classification . . : 2 DOT: Combustible Liquid

Flashpoint : 107.0 F

41.6 C

Explosion Level : Low - -N/A

High - -N/A

Flammability Limits : Lower - 76.9

Higher - 98.2

Auto-ignition Temperature . . . : 83.9 F 28.8 C

EXTINGUISHING MEDIA:

FIRE-FIGHTING PROCEDURES AND EQUIPMENTS:

Fire-fighters should wear normal protective equipment (full bunker gear) and positive-pressure self-contained breathing apparatus (SCBA).

 INFINIUM WAREHOUSE #1
 MATERIAL SAFETY DATA SHEET
 FORM01 02

 SECTION 6 - ACCIDENTAL RELEASE MEASURES

CLEAN-UP:
 Allow material to solidify, and scrape up.

SECTION 7 - HANDLING AND STORAGE

HANDLING:
 Always wear protective gloves when handling this material.
 STORAGE:
 SPECIAL COMMENTS:

SECTION 8 - EXPOSURE CONTROLS, PERSONAL PROTECTION

EYE PROTECTION:
 RESPIRATORY PROTECTION:
 SKIN PROTECTION:
 Always wear protective gloves when handling this material.
 ENGINEERING CONTROLS:

SECTION 9 - PHYSICAL AND CHEMICAL PROPERTIES

Physical Appearance	:	-N/A	
Odor	:	-N/A	
Odor Threshold	:	-N/A	
Physical State	:	VISC. LIQ.	
pH	:	-N/A	
Vapor Pressure	:	5.70	
Vapor Density	:	-N/A	
Boiling Range	:	Lower : 299.0 F 148.3 C	
		Higher: 343.0 F 172.7 C	
Freezing Point	:	28.0 F 2.2- C	
Melting Point	:	-N/A	
Water Solubility	:	INSOLUBLE	
Specific Gravity	:	1.120	
Formula Weight per Volume	:	7.8055 LB/GL	
VOC	:	3.454	
Evaporation Rate	:	12.200 (n-Butyl Acetate = 1)	
Viscosity	:	-N/A	
Percent Volatile by Weight	:	44.2541	
Percent Volatile by Volume	:	48.8384	
Coeff of Water-Oil Distribution	:	-N/A	
Molecular Weight	:	-N/A	
Molecular Formula	:		

INFINIUM WAREHOUSE #1
MATERIAL SAFETY DATA SHEET
FORM01 02

-N/A
Mechanical Impact Explosion : -N/A
Static Electricity Explosion : -N/A

SECTION 10 - STABILITY AND REACTIVITY

INCOMPATIBILITIES:
DECOMPOSITION:
CONDITIONS TO AVOID:
Keep away from sources of ignition.
POLYMERIZATION:
STABILITY:

SECTION 11 - TOXICOLOGICAL INFORMATION

EYE EFFECTS:
SKIN EFFECTS:
ORAL EFFECTS:
Overexposure may cause lung damage.
INHALATION EFFECTS:
OTHER:
May cause headaches and dizziness.

SECTION 12 - ECOLOGICAL INFORMATION

ECOTOXICOLOGICAL INFORMATION:
ENVIRONMENTAL FATE:

INFINIUM WAREHOUSE #1
MATERIAL SAFETY DATA SHEET
FORM01 02

SECTION 13 - DISPOSAL CONSIDERATIONS

Recycle or incinerate at an EPA approved facility or dispose in compliance with Federal, State and local regulations.

SECTION 14 - TRANSPORT INFORMATION

DOT Hazard Class :
DOT Packaging Group :
DOT LABEL:
DOT SHIPPING NAME:
DOT PLACARD:
UN/NA NUMBER:
IATA/IMO INFORMATION:
Contents under pressure. Do not expose to heat or store above 85 degrees.

SECTION 15 - REGULATORY INFORMATION

SARA 313 INFORMATION:

This product contains the following substances subject to the reporting requirements of Section 313 of Title III of the Superfund Amendments and Reauthorization Act of 1986 and 40 CFR Part 372:

CHEMICAL 2

PCT BY WT: 4.8010

CHEMICAL 5

CAS# 1A397 PCT BY WT: 10.5220

CHEMICAL 8

PCT BY WT: 29.9920

CHEMICAL 9

PCT BY WT: 4.6660

FEDERAL REGULATIONS:

STATE REGULATIONS:

INTERNATIONAL REGULATIONS:

INFINIUM WAREHOUSE #1
MATERIAL SAFETY DATA SHEET
FORM01 02

SECTION 16 - OTHER INFORMATION

Prepared by :
Date of issue : 01/16/1998
Last Revision Date : NONE
MSDS Prepared for :
MSDS Last Prepared : NONE
HMIS Information: Health- 3 Flammability- 4
Reactivity- Personal Protective Equipment-

.

MRGFIA MRTGMER
1/19/98 13:48:23

M A T E R I A L S A F E T Y D A T A S H E E T
EXCEPTIONS REPORT

WMM

Company IS2
Warehouse ISW2
Preparation Date 01/19/1998
Preparer's Name
Customer
Ship-To
Contact Name
Cover Sheet Required N (Y=Yes, N=No)
Update MSDS Ship-To History N (Y=Yes, N=No)
Beginning Formula or Product . . . FORM13
Ending Formula or Product
Format ID ANSI/S2K
Language Code *BL
Ignore History Status from MSDS . . Y (Y=Yes, N=No)
Sales Number
Sales Description Number One . . .
Sales Description Number Two . . .
Requesting User WMM
Requesting Job WMGERHARDF

MRGFIA MRTGMER
PAGE 1
1/19/98 13:48:23

M A T E R I A L S A F E T Y D A T A S H E E T
EXCEPTIONS REPORT

WMM

GENERATE MSDS FOR : FORM13
FORMULA : FORM13
INGREDIENTS NOT PROCESSED:
RAW15 DOES NOT HAVE WEIGHT PER VOLUME FACTOR.

Resetting the Print Status

Resetting the Print Status Overview

Use the *Reset Print Status* option to change the print status for a company, warehouse, formula or product, customer, or ship-to customer. If you change the print status, the system prints an MSDS with the next order for a specific company, warehouse, product or all products, customer or ship-to, or all customers or ship-tos.

Use the menu path below.

- ▶ *MSDS*
- ▶ *Work with files*
 - ▼ *Reset Print Status [RPS]*

```

1/09/98      11:21:29      Reset Print Status      MRG056      MRD056
┌───────────┴───────────┐
Company . . . . . IS2 +
Warehouse . . . . . ISW2 +
Product or Formula . . . . . FORM01 _____ +
Customer . . . . . _____ +
Ship-To . . . . . _____ +

```


┌───────────┴───────────┐
F2=Function keys F3=Exit F4=Prompt F6=Update F24=More keys

Figure 10-4: Reset Print Status screen

Use this screen to reset the MSDS print status.

Company, Warehouse

To reset the print status for a company, complete only the *Company* field, and press [F6]. To reset the print status for a warehouse, complete only the *Company* and *Warehouse* fields, and press [F6]. To reset all MSD Sheets for all companies and warehouses, leave all the fields on this screen blank, and press [F6].

Product or Formula

To reset the print status for a product or formula only, complete only the *Product or Formula* field, leave the other fields blank, and press [F6].

If you have multiple instances, the system processes all instances of the specified formula.

Customer, Ship-To

To reset the print status for a specific customer, complete only the *Customer* field, and press [F6]. To reset the print status for a ship-to, complete only the *Customer* and *Ship-To* fields, leave the other fields blank, and press [F6].

If you complete the *Customer* field, the system defaults a company in the *Company* field.

For information on purging the History file, refer to the “Using Infinium RM Utilities” part.

Notes

Part 11

Using MSDS Multiple Languages

11

The part consists of the following topics:

Topic	Page
Overview of Using MSDS Multiple Languages	11-2
Translating Formula Data	11-3
Displaying Multi-Language Formula Data	11-7
Printing Translated Formula Data	11-11

Overview of Using MSDS Multiple Languages

Infinium RM has a separate *MSDS Multi-Language* menu for processing MSDS related data, such as formula data, in other languages. When you generate an MSDS using the *MSDS Multi-Language* menu, the system substitutes translated phrases and formula information you type for the phrases and text information previously specified in other MSDS options.

Override the default language to create and maintain phrases and generate MSD Sheets in the languages you select.

The *Work with Phrases*, *Display MSD Sheets*, *Display Phrases*, *Generate MSD Sheets*, and *Print Phrase Detail* options on the *MSDS Multi-Language* menu are the same as the options explained in previous topics in this guide. Refer to their respective topics for information about performing these options.

After you complete this part, you should be able to:

- Maintain formula descriptions and comments in the language you select
- Display and print the formula data in the language you select

Translating Formula Data

While most of the text on an MSDS comes from phrases created in the language you selected, data fields you completed using the *Work with Formula Data* option must be translated to the appropriate language. Use the *Work with Formula Data* option to complete the description and comment fields with translated text in the language you select for the formula you select.

Use the menu path below.

- ▶ *MSDS Multi-Language*
 - ▼ *Work with Formula Data* [WWFD]

1/09/98 11:26:56 Work with Formula Data MRGFXM MRDFXM

Select a Translation Language

Position to . . . Language Code

Select one of the following. Then press Enter.

Opt	Language Code	Description
-	ARA	Arabic
-	DAN	Danish
-	DEU	German
-	ESP	Spanish
/	FRA	French
-	FRC	Canadian French
-	ITA	Italian
-	JPN	Japanese Katakana
-	PLK	Polish
-	SVE	Swedish
-	THA	Thai

Bottom

F2=Function keys F3=Exit F10=QuickAccess F18=Message line

Figure 11-1: Translation Language selection screen

Type any character in the *Opt* field to select the language in which you want to translate data and press [Enter].

This screen displays active languages only. Activate languages using the *Work with Languages* option on the *Control Files* menu.

Selecting a Formula

This screen displays when you select a language and press [Enter] from the Translation Language selection screen.

1/09/98	11:27:24	Work with Formula Data	MGRFXM	MRDFXM
Language Code : FRA French				
Position to . . . Formula				
Type options, press Enter.				
2=Change 5=Display				
Opt	Formula	Description	Record	Exists?
2	FORM01	REGULAR FORMULA 1 - ABSORBENT PELLE	Y	
-	FORM02	REGULAR FORMULA 2 - CHERRY PIE	Y	
-	FORM03	REGULAR FORMULA 3 - APPLE PIE	Y	
-	FORM04	RAW MATERIAL BREAKDOWN FORMULA	Y	
-	FORM05	INTERMEDIATE FORM1 - CHERRY FILLING	Y	
-	FORM06	INTERMEDIATE FORM2 - APPLE FILLING	Y	
-	FORM07	BOM/KIT FORMULA 1 - PIE CONTAINER	Y	
-	FORM08	BOM/KIT FORMULA 2- PAINT CONTAINER	Y	
-	FORM09	PHANTOM FORMULA 1 - WHITE PAINT	Y	
-	FORM10	PHANTOM FORMULA 2 - SOIL MIXTURE	Y	
				Bottom
F2=Function keys F3=Exit F7=Change language F24=More keys				

Figure 11-2: Work with Formula Data selection screen

Type **2** in the *Opt* field to select the formula for which you want to translate data fields and press [Enter]. If you have multiple instances of a formula, the system displays the Formula Instance Selection screen from which you can select an instance of a formula.

Press [F7] to display the override window and change the current language with another active language you select.

Entering Description and Comments

This screen displays when you select a formula with **2** from the Work with Formula Data selection screen.

1/09/98	11:28:02	Work with Formula Data	MRGFXM	MRDFXM
				Page 1 of 2
Language Code		FRA French		
Formula		FORM01		
General Information				
Description		REGULAR FORMULA 1 - ABSORBENT PELLETS		
Product Class		KITTY LITTER		
Trade Name		JOHNNY CAT		
Override MSDS Calculations				
Vapor Pressure Comments		_____		
Vapor Density Comments		_____		
Flashpoint Method Comments		_____		
Lower Explosion Level Comments		_____		
Upper Explosion Level Comments		_____		
F2=Function keys F3=Exit F6=Save F8=Print F24=More keys				

Figure 11-3: Descriptions and Comments screen 1

Complete the fields with text in the language you selected on the Translation Language selection screen.

Press [Enter] to continue to the next screen.

Press [F6] to save the translated text and return to the Work with Formula Data selection screen.

Press [F8] to print the translated formula data.

1/09/98	11:28:42	Work with Formula Data	MKGFXM	MRDFXM
				Page 2 of 2
Language Code	:	FRA	French	
Formula	:	FORM01		
Physical Properties				
Molecular Formula	:			
<hr/>				
Physical State	:	VTSC.	LIQ.	
Appearance	:			
Odor	:			
Water Solubility	:	INSOLUBLE		
Viscosity	:			
Mechanical Impact Explosion	:			
Static Electricity Explosion	:			
WHMIS Information				
Product Classification	:			
Product Identification Number	:			
<hr/>				
F2=Function keys F3=Exit F6=Save F8=Print F24=More keys				

Figure 11-4: Descriptions and Comments screen 2

This screen displays when you press [Enter] from the Descriptions and Comments screen 1.

Complete the fields with text in the language you selected on the Translation Language selection screen.

Press [F8] to print the last saved translated formula data.

Press [F6] to save the translated text and return to the Work with Formula Data selection screen.

Displaying Multi-Language Formula Data

The *Display Formula Data* option allows you to display certain formula data fields in a language you select. Using this option, you can also print the translated formula data.

Use the menu path below.

- ▶ *MSDS Multi-Language*
 - ▼ *Display Formula Data* [MLDFD]

```
1/09/98  11:29:43      Display Formula Data      MRGFXM      MRDFXM
-----
                        Select a Translation Language
Position to . . . Language Code . . . . .  ____

Select one of the following. Then press Enter.

      Language
Opt   Code  Description
-     ARA   Arabic
-     DAN   Danish
-     DEU   German
-     ESP   Spanish
Z     FRA   French
-     FRC   Canadian French
-     ITA   Italian
-     JPN   Japanese Katakana
-     PLK   Polish
-     SVE   Swedish
-     THA   Thai

                                                    Bottom

-----
F2=Function keys  F3=Exit  F10=QuikAccess  F18=Message line
```

Figure 11-5: Translation Language selection screen

Type any character in the *Opt* field to select the language in which you want to display a formula and press [Enter].

Selecting a Formula

1/09/98	11:30:12	Display Formula Data	MKGFXM	MRDFXM
---------	----------	----------------------	--------	--------

Language Code : FRA French
Position to . . . Formula
Type options, press Enter.
5=Display

Opt	Formula	Description	Record Exists?
5	FORM01	REGULAR FORMULA 1 - ABSORBENT PELLE	Y
-	FORM02	REGULAR FORMULA 2 - CHERRY PIE	Y
-	FORM03	REGULAR FORMULA 3 - APPLE PIE	Y
-	FORM04	RAW MATERIAL BREAKDOWN FORMULA	Y
-	FORM05	INTERMEDIATE FORM1 - CHERRY FILLING	Y
-	FORM06	INTERMEDIATE FORM2 - APPLE FILLING	Y
-	FORM07	BOM/KIT FORMULA 1 - PIE CONTAINER	Y
-	FORM08	BOM/KIT FORMULA 2- PAINT CONTAINER	Y
-	FORM09	PHANTOM FORMULA 1 - WHITE PAINT	Y
-	FORM10	PHANTOM FORMULA 2 - SOIL MIXTURE	Y

Bottom

F2=Function keys F3=Exit F7=Change language F24=More keys

Figure 11-6: Display Formula Data selection screen

Type **5** in the *Opt* field to select the formula you want to display and press [Enter].

Press [F7] to display the override window and change the current language with another active language.

Displaying Description and Comments

This screen displays when you select a formula with **5** from the Display Formula Data selection screen.

1/09/98	11:30:35	Display Formula Data	MRGFXM	MRDFXM
				Page 1 of 2
Language Code		FRA French		
Formula		FORM01		
General Information				
Description		REGULAR FORMULA 1 - ABSORBENT PELLETS		
Product Class		KITTY LITTER		
Trade Name		JOHNNY CAT		
Override MSDS Calculations				
Vapor Pressure Comments				
Vapor Density Comments				
Flashpoint Method Comments				
Lower Explosion Level Comments				
Upper Explosion Level Comments				
F2=Function keys F3=Exit F8=Print F10=QuikAccess F24=More keys				

Figure 11-7: Description and Comments Display screen 1

The fields on this screen are display only.

Press [F8] to print the translated formula data.

Press [Enter] to display the second screen of information.

1/09/98	11:30:56	Display Formula Data	MRGFXM	MRDFXM
				Page 2 of 2
Language Code		FRA French		
Formula		FORM01		
Physical Properties				
Molecular Formula				
Physical State		VISC. LIQ.		
Appearance				
Odor				
Water Solubility		INSOLUBLE		
Viscosity				
Mechanical Impact Explosion				
Static Electricity Explosion				
WHMIS Information				
Product Classification				
Product Identification Number				
F2=Function keys F3=Exit F8=Print F10=QuikAccess F24=More keys				

Figure 11-8: Description and Comments Display screen 2

This screen displays when you press [Enter] from the Description and Comments Display screen 1.

The fields on this screen are display only.

Press [F8] to print the translated formula data.

Press [Enter] to return to the Display Formula Data selection screen where you can select another formula to display.

Printing Translated Formula Data

Use the *Print Formula Data* option to print the translated description and comment fields for one or more formulas for the language you specify.

Use the menu path below.

- ▶ *MSDS Multi-Language*
 - ▼ *Print Formula Data* [MLPFD]

1/09/98	11:36:23	Print Formula Data	MRCFXRB	MRDFXRB
<hr/>				
Beginning Language Code		ESP +		
Ending Language Code		ESP +		
Beginning Formula		FORM01	+	
Ending Formula			+	
<hr/>				
F2=Function keys F3=Exit F4=Prompt F8=Print F24=More keys				
<div></div>				

Figure 11-9: Print Formula Data screen

You can specify one or more languages depending on how you complete the language fields.

Beginning Language Code, Ending Language Code

To print translated formula data for one language, type an active language code in the *Beginning Language Code* field. To print the translated formula data for a range of languages, type active language codes in both the *Beginning Language Code* and *Ending Language Code* fields. To print the translated formula data for all languages, leave both fields blank.

Beginning Formula, Ending Formula

You can specify one or more formulas depending on how you complete the formula fields.

- To print translated formula data for one formula, type a formula identifier in the *Beginning Formula* field.
- To print the translated formula data for a range of formulas, type formula identifiers in both the *Beginning Formula* and *Ending Formula* fields.
- To print the translated formula data for all formulas, leave *Beginning Formula* and *Ending Formula* blank.

Formula by Location

If you have implemented Formula by Location, *Company*, *Warehouse* and *Include Lower Levels* are used to further define the formula selection criteria for the range of formulas specified in *Beginning Formula* and *Ending Formula*. The table below describes the various formula selection criteria for printing the report.

To print...	You must...
FBL formulas for a specific warehouse	<ul style="list-style-type: none">• Specify <i>Company</i> and <i>Warehouse</i>• Type either Y or N in <i>Include Lower Levels</i>
FBL formulas for a specific company	<ul style="list-style-type: none">• Specify <i>Company</i>• Leave <i>Warehouse</i> blank• Type Y in <i>Include Lower Levels</i>
Entity formulas and their corresponding FBL formulas	<ul style="list-style-type: none">• Leave <i>Company</i> and <i>Warehouse</i> blank• Specify Y in <i>Include Lower Levels</i>
Company formulas only	<ul style="list-style-type: none">• Specify <i>Company</i>• Leave <i>Warehouse</i> blank• Type N in <i>Include Lower Levels</i>
Entity formulas only	<ul style="list-style-type: none">• Leave <i>Company</i> and <i>Warehouse</i> blank• Type N in <i>Include Lower Levels</i>

Printing the Report

Press [F8] to print the Translation of Formula Data report.

The part consists of the following topics:

Topic	Page
Overview of Using MSDS Displays	12-2
Displaying MSD Sheets	12-3
Displaying History by Customer	12-6
Displaying History by Product	12-8
Displaying the Archive Master	12-10
Displaying MSDS Phrases	12-13
Displaying Phrase Assignments	12-16
Displaying Formula Data	12-18
Displaying Hazardous Raw Material Data	12-25

Overview of Using MSDS Displays

Using displays, you can view history information, hazard information, phrases, formula and phrase assignment cross-references, and MSD Sheets. You cannot add or change the information on these display screens; they are for viewing only.

Refer to the “Printing Infinium Regulatory Management Reports” appendix for sample MSDS reports that are available.

After you complete this part, you should be able to use the MSDS display options.

Displaying MSD Sheets

Use the *Display MSD Sheets* option to display an MSDS for a formula, product, or range of formulas or products. When you use this option, the system generates the MSDS exactly as it would if it were printing.

Use the menu path below.

- ▶ *MSDS*
- ▶ *Displays*
 - ▼ *Display MSD Sheets [DMSDS]*

12/06/02	14:40:51	Display MSD Sheets	MRGGMB	MRDGMB
----------	----------	--------------------	--------	--------

Company	<u>IS1</u> +
Warehouse	<u>ISW1</u> +
Preparation Date	<u>12062002</u>
Preparer's Name	_____
Customer	_____ +
Ship-To	_____ +
Contact Name	_____
Cover Sheet Required	<u>N</u> (Y=Yes, N=No)
Beginning Formula or Product . . .	_____ +
Ending Formula or Product	_____ +
Format ID	<u>ANSI/S2K</u> +
Language Code	<u>*BL</u> +

F2=Function keys F3=Exit F4=Prompt F5=Refresh F24=More keys

Figure 12-1: Display MSD Sheets prompt screen

The *Company*, *Warehouse*, *Cover Sheet Required*, and *Beginning Formula or Product* fields are required.

Cover Sheet Required

Type **Y** in this field if you want the system to print a cover sheet for each MSDS you print. You can also use the *Work with Control Files* menu option in Infinium RM to establish whether or not the system prints a cover sheet.

The following fields print on the cover sheet:

- Customer
- Ship-To
- Ship-To Address
- Contact Name
- Sales Number (if supplied)

You can customize cover sheets to match a format you create for MSD Sheets.

You can modify the text phrase that prints on the cover sheet using the *Work with Phrases* option in Infinium RM.

Preparation Date

The system checks the preparation date against specified effective dates in each of the formula instances to determine the correct instances to use when printing the MSD Sheets.

Beginning Formula or Product, Ending Formula or Product

Complete the *Beginning Formula or Product* field with a formula or product identifier to display the MSDS for that formula or product only. Complete the *Beginning Formula or Product* and the *Ending Formula or Product* fields to display a range of MSD Sheets.

Sales Number, Sales Description Number One, Sales Description Number Two

If you type only one formula or product identifier to display, the *Sales Number*, *Sales Description Number One*, and *Sales Description Number Two* fields display at the bottom of this screen when you press [Enter].

If your customer refers to the formula by a different name, type the name in the *Sales Number* field. This entry overrides the *Product ID* field value.

Product Class

The value you type in the *Sales Description Number One* field replaces the *Product Class* field on the MSDS when it displays.

Trade Name

The value in the *Sales Description Number Two* field replaces the *Trade Name* field on the MSDS when it displays.

After you complete these fields, press [Enter] to display the MSDS.

MSDS Selection Criteria Display

This screen displays when you complete the fields on the Display MSD Sheets prompt screen and press [Enter].

1/09/98	11:56:19	Display MSD Sheets	MRGGMR	MRDGMR
---------	----------	--------------------	--------	--------

FORM01	INFINIUM WAREHOUSE #2 MATERIAL SAFETY DATA SHEET 02
--------	---

SECTION 1 - CHEMICAL PRODUCT AND COMPANY IDENTIFICATION

CHEMICAL PRODUCT IDENTIFICATION:

PRODUCT ID	:	FORM01
PRODUCT CLASS	:	KITTY LITTER
TRADE NAME	:	JOHNNY CAT
PRODUCT USE	:	
FORMULA ID	:	FORM01
FORMULA VERSION NUMBER	:	6
MSDS PREPARATION DATE	:	01/09/1998

More...

F2=Function keys F3=Exit F10=QuickAccess F12=Cancel F18=Message line

Figure 12-2: Display MSD Sheets screen

Press the Roll up or down key or [PgDn] and [PgUp] to display additional screens with MSDS information.

Displaying History by Customer

The *Display History by Customer* option displays historical records of MSD Sheets that were printed and submitted to customers. If you type **Y** in the *Update MSDS Ship-To History* field when you generate the MSDS, either manually or using Infinium OP, the system stores MSDS history only in the MSDS History file. With this option, you can select MSDS history records by customer identifier.

Use the menu path below.

- ▶ *MSDS*
- ▶ *Displays*
- ▼ *Display History by Customer [DHBC]*

1/09/98 15:51:41 Display History by Customer MRG053 MRD053

Position to . . . Company and Warehouse . . . IS2 + ISW2 +
Customer and Ship-To . . . _____ + _____ +
Product or Formula . . . _____ + _____ +

Type options, press Enter.
5=Display

Opt	Co	Whse	Customer	Ship-To	Product or Formula	Size	Prep Date
5	IS2	ISW2	CUST1		PROD03		01/09/1998
-	IS2	ISW2	CUST1		PROD04		01/09/1998

Bottom

F2=Function keys F3=Exit F4=Prompt F10=QuickAccess F18=Message line

█

Figure 12-3: Display History by Customer selection screen

To position the selection list to a specific customer, type a customer identifier in the *Customer and Ship-To* field and press [Enter].

Type **5** in the *Opt* field to select the MSDS history record that you want to display and press [Enter].

Displaying History Information

This screen displays when you select a history record with 5.

11/19/02	10:28:04	Display History by Customer	MRG053	MRD053
----------	----------	-----------------------------	--------	--------

Company	:	IS2		
Warehouse	:	ISM2		
Customer	:	CUST1		
Ship-To	:			
Product	:	PROD03		
Size	:			
Revision Number	:	02		
Preparation Date	:	01/09/1998		
Print Status	:	2		
Formula	:	FORM01	PG001	PG001
FBE code	:			
Order Number	:	000000001		
Backorder Number	:	00		
Sales Reference Number	:			
Date Last Shipped	:			
MSDS Revised Date	:			
User ID Last Printed	:	SHX		
Workstation ID Last Printed	:	SH		

F2=Function keys F3=Exit F10=QuikAccess F12=Cancel F18=Message line

Figure 12-4: Display History by Customer screen

This screen displays the full historical record of an MSDS that was printed and submitted to a customer. You cannot change any data on this screen.

Press [Enter] to return to the Display History by Customer selection screen.

Displaying History by Product

The *Display History by Product* option displays historical records of MSD Sheets that were printed and submitted to customers. If you type **Y** in the *Update MSDS Ship-To History* field when you generate the MSDS, either manually or using Infinium OP, the system stores MSDS history only in the MSDS History file. With this option, you can select MSDS history records by product identifier.

Use the menu path below.

- ▶ *MSDS*
- ▶ *Displays*
- ▼ *Display History by Product [DHBP]*

1/09/98 15:53:05 Display History by Product MRG057 MRD057

Position to . . . Company and Warehouse . . . IS2 + ISW2 +
Product or Formula . . . _____ +
Customer and Ship-To . . . _____ +

Type options, press Enter.
5=Display

Opt Co	Whse	Product or Formula	Size Customer	Ship-To	Prep Date
5	IS2 ISW2	PROD03	CUST1		01/09/1998
-	IS2 ISW2	PROD04	CUST1		01/09/1998

Bottom

F2=Function keys F3=Exit F4=Prompt F10=QuickAccess F18=Message line

█

Figure 12-5: Display History by Product selection screen

To position the selection list to a specific product, type a product identifier in the *Product or Formula* field and press [Enter].

Type **5** in the *Opt* field to select the MSDS history record that you want to display and press [Enter].

Displaying History Information

This screen displays when you select a history record with 5.

_11/19/02	10:35:51	Display History by Product	MRG057	MRD057
-----------	----------	----------------------------	--------	--------

Company	:	IS2		
Warehouse	:	ISM2		
Product	:	PROD03		
Size	:			
Customer	:	CUST1		
Ship-To	:			
Revision Number	:	02		
Preparation Date	:	01/09/1998		
Print Status	:	2		
Formula	:	FORM01	PG001	PG001
FBE code	:			
Order Number	:	000000001		
Backorder Number	:	00		
Sales Reference Number	:			
Date Last Shipped	:			
MSDS Revised Date	:			
User ID Last Printed	:	SHX		
Workstation ID Last Printed	:	SH		

F2=Function keys F3=Exit F10=QuikAccess F12=Cancel F18=Message line

Figure 12-6: Display History by Product screen

This screen displays the full historical record of an MSDS that was printed and submitted to a customer for the product you selected. You cannot change any data on this screen.

Press [Enter] to return to the Display History by Product selection screen.

Displaying the Archive Master

Use the *Display Archive Master* option to select an archival record for viewing. You can search the archive database by company, warehouse, customer, ship-to, and product or formula identifier.

Use the menu path below.

- ▶ *MSDS*
- ▶ *Displays*
 - ▼ *Display Archive Master [DAM]*

1/09/98	15:54:01	Display Archive Master	MARGMAD	MRDMAD
<hr/>				
Position to . . .		Company and Warehouse . .	IS2 + ISM2 +	
		Customer and Ship-To . .	_____ + _____ +	
		Product or Formula . . .	_____ +	
		Archive Reference Number	_____	
Type options, press Enter.				
5=Display				
Opt	Co	Whse	Customer	Ship-To
5	IS2	ISM2	CUST1	PROD03
-	IS2	ISM2	CUST1	PROD04
<hr/>				
				Bottom
<hr/>				
F2=Function keys F3=Exit F4=Prompt F10=QuickAccess F24=More keys				

Figure 12-7: Display Archive Master selection screen

To position the selection list to a specific customer, type a customer identifier in the *Customer and Ship-To* field and press [Enter]. You can also position the selection list to a company, warehouse, formula or product identifier, and archive reference number.

Type **5** in the *Opt* field to select the MSDS archival record that you want to display and press [Enter].

Displaying MSD Sheet Archival Record

This screen displays when you select an archival record with 5.

1/09/98	15:54:25	Display Archive Master	MARGMAD	MRDMAD
<hr/>				
Company	:	IS2		
Warehouse	:	ISW2		
Customer	:	CUST1		
Ship-To	:			
Product	:	PROD03		
Size	:			
Archive Reference Number	:	1		
Archive Reference Alpha	:			
Archive Date	:	1998/01/09		
Archive Time	:	14:00:02		
Order Number	:	000000004		
User	:	AM2000		
Workstation	:	QPADEV0009		
Formula Number	:	FORM01		
Formula Archive Reference	:	6		
Archive Target System	:	AS400	23	
<hr/>				
F2=Function keys F3=Exit F10=QuikAccess F12=Cancel				

Figure 12-8: Display Archive Master screen

This screen displays the full archival record of an MSDS that was archived for the product you selected. You cannot change any data on this screen.

Archive Reference Number

This number indicates the number of times the system has generated this MSDS. The system increments this field automatically.

Archive Reference Alpha

The system combines the formula archive reference (four digits) and the archive reference number (four digits) to determine this field value. If you type **N** in the *Archive Reference* field in the Infinium RM Control files, this field will be blank.

Formula Archive Reference

This field value is the formula version reference for the formula. This value defaults from the *FVR#* field on the General Information screen in the *Work with Formula* option in Infinium PF.

Archive Target System

If you indicate that you want to edit and archive MSDS's on a Personal Computer in the Infinium RM Control files, **PC** defaults to the *Archive Target System* field. Otherwise, the default is **ISERIES 400**. The system does not currently archive

MSDS's on the ISERIES 400. Even though this field displays **PC**, the MSDS will not be on the PC until it has been downloaded from Shared Folders.

The number to the right of the *Archive Target System* field indicates a unique archive reference number that identifies documents downloaded to the PC. If you typed **Y** in the *ARCHIVE REFERENCE* field on one of the three Regulatory Control files maintenance screens, any time the system generates an MSDS, this number increases by one.

Press [Enter] to return to the Display Archive Master selection screen.

Displaying MSDS Phrases

Use the *Display Phrases* option to display the MSDS phrases assigned to raw materials, formulas, formula types, and global identifiers.

Use the menu path below.

- ▶ *MSDS*
- ▶ *Displays*
- ▼ *Display Phrases [DP]*

1/09/98	12:26:40	Display Phrases	MRGPM	MRDPM
---------	----------	-----------------	-------	-------

Phrase Type : 2
Position to . . . Phrase ID and Severity Level . . . _____
Type options, press Enter.
5=Display 12=Phrase usage

Opt	Phrase ID and Severity	Text
—	FED REG 10	According to the OSHA Hazard Commun
—	FIRE.AUTOI 00	Auto-ignition Temperature . . . :
—	FIRE.EXPLV 00	Explosion Level :
—	FIRE.EXTIN 00	EXTINGUISHING MEDIA:
—	FIRE.FLMCL 00	Flammability Classification . . :
—	FIRE.FLMLT 00	Flammability Limits :
—	FIRE.FLPT 00	Flashpoint :
—	FIRE.IGNIT 00	Auto Ignition Temperature: &01
—	FIRE.PROC 00	FIRE-FIGHTING PROCEDURES AND EQUIPM
5	FIRE.PROCS 10	Fire-fighters should wear normal pr

More...

F2=Function keys F3=Exit F5=Refresh F6=Create F24=More keys

Figure 12-9: Display Phrases selection screen

To position the selection list to a specific phrase, type a phrase identifier and/or severity level code in the *Phrase Id and Severity Level* field and press [Enter].

Type **5** in the *Opt* field to select the phrase you want to display and press [Enter].

To display the raw materials, formulas, and formula types to which a phrase is assigned, type **12** in the *Opt* field to select the phrase and press [Enter].

To change the default language and format, press [F7].

Displaying Phrase Details

This screen displays when you select a phrase with **5**.

1/09/98	12:27:25	Display Phrases	MRGPM	MRDPM
<hr/>				
Phrase Type	2			
Phrase ID and Severity Level . . .	FIRE.PROCS	10		
Process Less Severe	N	{Y=Yes, N=No}		
List Components	N	{Y=Yes, N=No}		
Minimum Percentage by Weight . . .				
Seg Phrase				
10 Fire-fighters should wear normal protective equipment (full bunker gear)				
20 and positive-pressure self-contained breathing apparatus (SCBA).				
Bottom				
<hr/>				
F2=Function keys F3=Exit F10=QuikAccess F24=More keys				
█				

Figure 12-10: Display Phrases screen

The system displays the phrase selected along with any substitution codes typed in the phrase.

Seg

Position the cursor in the *Seg* field and press [F11] to display the data field assigned to the substitution codes in the segment.

Press [Enter] to return to the Display Phrases selection screen.

Displaying Phrase Usage

This screen displays when you select a phrase with **12** from the Display Phrases selection screen.

11/19/02 10:41:35		Display Phrases		MRGPUD	MRDPUD
<hr/>					
Phrase Usage					
Language Code	:	*BL			
Phrase Type	:	2			
Phrase ID and Severity Level . . .	:	AID.EYE	05		
Process Type Code	:	1	(1=MSDS, 2=Label)		
Format ID	:	ANSI/S2K	System supplied ANSI Form		
Position to . . .	Formula, Type or Material	<hr/>			
	Company and Warehouse	<hr/>			
	Formula, Type or Material	FBE code	Description		
	A-PROD				
	AFORM01		aform01		
	AFORM01	-	SCD WH1	100	aform01
<hr/>					
F2=Function keys F5=Refresh F7=Override defaults F24=More keys					

Figure 12-11: Phrase Usage screen

This screen displays the raw materials, formulas, and formula types to which the phrase is assigned.

Formula, Type or Material

Type a raw material, formula, or formula type identifier in the *Formula, Type or Material* field and press [Enter] to position the selection list at the identifier you type.

Press [F12] to return to the Display Phrases selection screen.

Displaying Phrase Assignments

Use the *Display Phrase Assignments* option to display the phrases assigned to raw materials, formulas, and formula types in the sections they print on an MSDS. You can also display phrases based on different formats and languages and display phrases that print on product labels. Print phrase assignments using this option.

Use the menu path below.

- ▶ *MSDS*
- ▶ *Displays*
 - ▼ *Display Phrase Assignments [DPA]*

11/19/02	10:44:25	Display Phrase Assignments	MARGPAM	MRDPAM
<hr/>				
Process Type Code		1	(1=MSDS, 2=Label)	
Format ID		ANSI/S2K	System supplied ANSI Form	
Position to . . . Formula, Type or Material				
Company			_____	FBE code _____
Warehouse			_____	
Type options, press Enter.				
5=Display 6=Print				
Opt	Formula, Type or Material	FBE cd	Description	
#####				
-	A-PROD			
-	AFORM01		aform01	
<hr/>				
F2=Function keys F3=Exit F4=Prompt F5=Refresh F24=More keys				

Figure 12-12: Display Phrase Assignments selection screen

To position the selection list to a specific raw material, formula, or formula type, type the identifier in the *Formula, Type or Material* field and press [Enter].

To display phrases assigned to a formula, type **5** in the *Opt* field and press [Enter].

To print phrases assigned to a formula, type **6** in the *Opt* field and press [Enter].

Displaying Assigned Phrase Information

1/09/98	12:29:35	Display Phrase Assignments	MRCPPAM	MRCPPAM
Lay-out of Phrases				
Process Type Code	1	{1=MSDS, 2=Label}		
Format ID	ANSI/S2K	System supplied ANSI Form		
Formula, Type or Material	HAZRAW10			
	TOULENE			
<p>Substance may be irritating to mouth, throat, and stomach. This material can cause irritation to the eyes. If this occurs, flush the eye(s) for several minutes with clear running water. If no relief, seek medical assistance. This may cause very slight irritation to the skin. If so, wash thoroughly with mild soap and water. Fire-fighters should wear normal protective equipment (full bunker gear) and positive-pressure self-contained breathing apparatus (SCBA). Allow material to solidify, and scrape up. Always wear protective gloves when handling this material. Keep away from sources of ignition. Overexposure may cause lung damage.</p>				
				More...
F2=Function keys F8=Print F10=QuickAccess F12=Cancel F18=Message line				

Figure 12-13: Lay-out of Phrases Display screen

This screen displays all of the phrases assigned to the raw material, formula, or formula type selected.

Press [F8] to print the assigned phrases for the raw material, formula, or formula type that display here.

Displaying Formula Data

The *Display Formula Data* option displays hazardous data for formulas. Maintain the formula information that displays in this option using the *Work with Formula Data* option in Infinium PF or Infinium RM.

Use the menu path below.

- ▶ *MSDS*
- ▶ *Displays*
- ▼ *Display Formula Data [DFD]*

1/16/98 14:00:37 Display Formula Data MRGFDM MRDFDM

Position to . . . Formula

Type options, press Enter.
5=Display

Opt	Formula	Description	Active Status
-	FORMTRANSFER	REGULAR FORMULA 3 - APPLE PIE	TEST
5	FORM01	ABSORBENT PELLETS	ACTIVE
-	FORM02	REGULAR FORMULA 2 - CHERRY PIE	ACTIVE
-	FORM03	REGULAR FORMULA 3 - APPLE PIE	ACTIVE
-	FORM04	RAW MATERIAL BREAKDOWN FORMULA	ACTIVE
-	FORM05	INTERMEDIATE FORM1 - CHERRY FILLING	ACTIVE
-	FORM06	INTERMEDIATE FORM2 - APPLE FILLING	ACTIVE
-	FORM07	BOM/KIT FORMULA 1 - PIE CONTAINER	ACTIVE
-	FORM08	BOM/KIT FORMULA 2- PAINT CONTAINER	ACTIVE
-	FORM09	PHANTOM FORMULA 1 - WHITE PAINT	ACTIVE

More...

F2=Function keys F3=Exit F5=Refresh F24=More keys

Figure 12-14: Display Formula Data selection screen

To position the selection list to a specific formula, type a formula identifier in the *Formula* field and press [Enter].

To display a formula, type **5** in the *Opt* field and press [Enter].

Displaying Formula Attributes

1/16/98	14:00:58	Display Formula Data	MKGFD	MKDFD
---------	----------	----------------------	-------	-------

Formula : FORM01
 ABSORBENT PELLETS

Select one or more of the following. Then press Enter.

Attribute

- / General Information
- / Override MSDS Calculations
- / Physical Properties
- / Hazard Codes
- / User Defined Fields

F2=Function keys F3=Exit F6=Save F9=Select All F24=More keys

█

Figure 12-15: Display Formula Data attributes selection screen

Type any character in the field to select the formula attributes that you want to display for this formula and press [Enter]. You can also press [F9] to select and display all the attributes.

Displaying Formula General Information

This screen displays when you select the General Information attribute from the Display Formula Data attributes selection screen.

1/16/98	14:01:18	Display Formula Data	MGRFDM	MRDFDM
<hr/>				
General Information				
Formula	:	FORM01		
		ABSORBENT PELLETS		
Formula Type	:			
Product Family/Class	:	KITTY LITTER		
Trade Name	:	JOHNNY CAT		
<hr/>				
F2=Function keys F3=Exit F10=QuikAccess F12=Cancel F18=Message line				

Figure 12-16: General Information screen

Press [Enter] to continue.

Overriding MSDS Calculations

This screen displays when you select the Override MSDS Calculations attribute from the Display Formula Data attributes selection screen.

1/16/98 14:01:36		Display Formula Data		MRGFDM	MRDFDM
Override MSDS Calculations					
Formula	FORM01 ABSORBENT PELLETS				
High Boiling Point	343.0	F			
Low Boiling Point	299.0	F			
Vapor Pressure	5.70				
Vapor Density00				
Evaporation Rate	12.200		(n-Butyl Acetate = 1)		
Flashpoint	107.0	F			
Lower Explosion Level0				
Upper Explosion Level0				
Lower Flammability Limit	76.9				
Upper Flammability Limit	98.2				
Auto-Ignition Temperature	83.9	F			
F2=Function keys F3=Exit F10=QuikAccess F12=Cancel F18=Message line					

Figure 12-17: Override MSDS Calculations screen

Press [Enter] to continue.

Displaying Formula Physical Properties

This screen displays when you select the Physical Properties attribute from the Display Formula Data attributes selection screen.

1/16/98	14:01:51	Display Formula Data	MRCFDM	MRDFDM
		Physical Properties	Page 1 of 2	
Formula		FORM01 ABSORBENT PELLETS		
Molecular Formula				
Molecular Weight000		
Physical State		VISC. LIQ.		
Appearance				
Odor Specification				
Odor Description				
Odor Threshold0		
F2=Function keys F3=Exit F10=QuikAccess F12=Cancel F18=Message line				

Figure 12-18: Physical Properties screen 1

Press [Enter] to continue.

1/16/98	14:02:08	Display Formula Data	MRCFDM	MRDFDM
		Physical Properties	Page 2 of 2	
Formula		FORM01 ABSORBENT PELLETS		
pH0		
Water Solubility		INSOLUBLE		
Water/Oil Coefficient0		
Viscosity				
Freezing Point		28.0 F		
Melting Point0 F		
Specific Gravity		1.120		
Flame Extension000		
Mechanical Impact Explosion				
Static Electricity Explosion				
F2=Function keys F3=Exit F10=QuikAccess F12=Cancel F18=Message line				

Figure 12-19: Physical Properties screen 2

This screen displays when you press [Enter] from the Physical Properties screen 1.

Press [Enter] to continue.

Displaying Hazardous Codes

This screen displays when you select the Hazard Codes attribute from the Display Formula Data attributes selection screen.

1/16/98	14:02:26	Display Formula Data	MRGFDM	MRDFDM
<hr/>				
Hazard Codes				
Formula	:	FORM01		
		ABSORBENT PELLETS		
HMIS Codes				
Health Code	:	3		
Flammability Code	:	4		
Reactivity Code	:			
Personal Protection Code	:			
MSDS Revision Date				
WHMIS Information				
Product Classification	:			
Product Identification Number	:			
<hr/>				
F2=Function keys F3=Exit F10=QuickAccess F12=Cancel F18=Message line				

Figure 12-20: Hazard Codes screen

Press [Enter] to continue.

Displaying User Defined Fields

This screen displays when you select the User Defined Fields attribute from the Display Formula Data attributes selection screen.

1/16/98	14:02:43	Display Formula Data	MMGUDFM	MMDUDFM
---------	----------	----------------------	---------	---------

User Alpha Numeric Fields
Alpha Field 1 :
Alpha Field 2 :
Alpha Field 3 :
Alpha Field 4 :
Alpha Field 5 :
User Numeric Fields
Numeric Field 1 :
Numeric Field 2 :
Numeric Field 3 :
Numeric Field 4 :
Numeric Field 5 :
User Date Fields
Date Field 1 :
Date Field 2 :
Date Field 3 :
Date Field 4 :
Date Field 5 :
F2=Function keys F10=QuickAccess F12=Cancel F18=Message line

Figure 12-21: User Defined Fields screen

Press [Enter] to return to the Display Formula Data attributes selection screen.

Displaying Hazardous Raw Material Data

The *Display Hazardous Raw Materials* option displays hazardous data for raw materials. Maintain the raw material information that displays in this option using the *Work with Hazardous Raw Materials* option in Infinium CA, Infinium PF, or Infinium RM.

Use the menu path below.

- ▶ *MSDS*
- ▶ *Displays*
 - ▼ *Display Hazardous Raw Materials [DHRM]*

```
6/05/00    15:58:56    Display Hazardous Raw Materials    MRGHMM    MRDHMM

Position to . . . Raw Material . . . . .

Type options, press Enter.
5=Display

Opt   Raw Material      Description      Record   Has MSD
      COST RM          test cost      Exists?   Ref?
-      CON#80A2         Cathy's container      N         N
-      R#80A3           Cathy's Raw Material EA/EA xxx  N         N
-      AAAA             INTERMED-AAAA         N         N
5      ACETONE          acetone            Y         N
=      ACETONER         SOLID              N         N
-      AIRFRAME         Airframe kit for ultralight     N         N
-      ALCOHOL          SOLID              N         N
-      ALCOHOLR         SOLID              N         N
-      ALMONDS          Almond pieces       N         N
                                           More...

F2=Function keys  F3=Exit  F5=Refresh  F24=More keys
```

Figure 12-22: Display Hazardous Raw Materials selection screen

To position the selection list to a specific raw material, type a raw material identifier in the *Raw Material* field and press [Enter].

To display a raw material, type **5** in the *Opt* field and press [Enter].

Displaying Raw Material Attributes

This screen displays when you select a raw material with **5** from the Display Hazardous Raw Materials selection screen.

```
6/05/00    16:00:05    Display Hazardous Raw Materials    MRGHMM    MRDHMM

Raw Material . . . . . : ACETONE          acetone
Select one or more of the following. Then press Enter.

Attribute
/ Descriptive Information
/ Special Phrase Information
/ Physical Properties
/ SARA Tier II Requirements
/ Physical and Health Hazard Categories
/ Product Labeling Requirements
/ Exposure Limits
/ User Defined Fields

F2=Function keys  F3=Exit  F6=Save  F9=Select All  F24=More keys
```

Figure 12-23: Display Hazardous Raw Materials attributes screen

Type any character in the field to select the raw material attributes to display and press [Enter]. You can also press [F9] to display all of the attributes.

Displaying Raw Material Descriptive Information

This screen displays when you select the Descriptive Information attribute from the Display Hazardous Raw Materials attributes screen.

_ 6/05/00	16:01:33	Display Hazardous Raw Materials	MRGHMM	MRDHMM
Descriptive Information				
Raw Material :	ACETONE	acetone	
CAS Number :			
CAS Trade Secret :	N (Y=Yes, N=No)		
Chemical Name :			
Name Trade Secret :	N (Y=Yes, N=No)		
Additional Desc :			
Other Limits :			
F2=Function keys F3=Exit F10=QuikAccess F12=Cancel F18=Message line				

Figure 12-24: Descriptive Information screen

Press [Enter] to continue.

Displaying Special Phrase Information

This screen displays when you select the Special Phrase Information attribute from the Display Hazardous Raw Materials attributes screen.

_ 6/05/00		16:02:32	Display Hazardous Raw Materials	MRGHMM	MRDHMM
Special Phrase Information					
Raw Material		: ACETONE	acetone	
Hazardous Raw Material		: Y	(Y=Yes, N=No)	
Carcinogen		: N	(Y=Yes, N=No)	
Mutagen		: N	(Y=Yes, N=No)	
Teratogen		: N	(Y=Yes, N=No)	
Reproductive Toxin		: N	(Y=Yes, N=No)	
Nuisance Pigment		: N	(Y=Yes, N=No)	
Sect 313 Toxic Chemical		: N	(Y=Yes, N=No)	
Hazardous Air Pollutant		: N	(Y=Yes, N=No)	
<hr/> F2=Function keys F3=Exit F10=QuikAccess F12=Cancel F18=Message line					

Figure 12-25: Special Phrase Information screen

Press [Enter] to continue.

Displaying Raw Material Physical Properties

This screen displays when you select the Physical Properties attribute from the Display Hazardous Raw Materials attributes screen.

_ 6/05/00		16:03:29	Display Hazardous Raw Materials	MRGHMM	MRDHMM
-----------	--	----------	---------------------------------	--------	--------

Physical Properties

Raw Material	: ACETONE	acetone
Minimum Pct by Wt to report	: .0000000	
Print exact Pct by Weight	: N	(Y=Yes, N=No)
Upper Explosion Level	: .0	
Low Explosion Level	: .0	
High Boiling Point	: .0	F
Low Boiling Point	: .0	F
Flashpoint	: .0	F
Evaporation Rate	: .000	(Ether = 1)
Vapor Density	: .00	
Vapor Pressure	: .00	

WHMIS Information

Ingredient Disclosure List	: (Y=Yes, N=No)
------------------------------------	-----------------

F2=Function keys F3=Exit F10=QuikAccess F12=Cancel F18=Message line

Figure 12-26: Physical Properties screen

Press [Enter] to continue.

Displaying SARA Tier II Requirements

This screen displays when you select the SARA Tier II Requirements attribute from the Display Hazardous Raw Materials attributes screen.

```

_ 6/05/00   16:04:27   Display Hazardous Raw Materials   MRGHMM   MRDHMM

```

SARA Tier II Requirements

```

Raw Material . . . . . : ACETONE           acetone
Hazard type:
Hazardous . . . . . : Y
Extremely Hazardous . . . . . : N   (Y=Yes, N=No)
EHS Name . . . . . :

```

```

Exempt . . . . . : N   (Y=Yes, N=No)
Override Threshold Qty . . . . . : 0

```

```

RM Handled as:   (X indicates all that apply)
Solid . . . . . :
Liquid . . . . . :
Gas . . . . . :
Pure . . . . . :
Mixture . . . . . :
If mixture, report as:
Mixture or Raw Matl Weight . . . :   (1=Mixture, 2=Raw Matl)

```

```

F2=Function keys  F3=Exit  F10=QuikAccess  F12=Cancel  F18=Message line

```

Figure 12-27: SARA Tier II Requirements screen

Press [Enter] to continue.

Displaying Physical and Health Hazards Information

This screen displays when you select the Physical and Health Hazards attribute from the Display Hazardous Raw Materials attributes screen.

_ 6/05/00		16:05:44	Display Hazardous Raw Materials	MRGHMM	MRDHMM
Physical and Health Hazard Categories					
Raw Material		: ACETONE	acetone	
Fire		:	(X indicates all that apply)	
Sudden Release of Pressure		:		
Reactivity		:		
Immediate (Acute)		:		
Delayed (Chronic)		:		
F2=Function keys F3=Exit F10=QuikAccess F12=Cancel F18=Message line					

Figure 12-28: Physical and Health Hazard Categories screen

Press [Enter] to continue.

Displaying Product Labeling Requirements

This screen displays when you select the Product Labeling Requirements attribute from the Display Hazardous Raw Materials attributes screen.

```

_ 6/05/00   16:06:35   Display Hazardous Raw Materials   MRGHMM   MRDHMM

```

Product Labeling Requirements

```

Raw Material . . . . . : ACETONE           acetone

Photochemically reactive . . . . :           (Y=Yes, N=No)
Max Pct By Volume Allowed . . . . : .0000

Logo:  (X indicates all that apply)
Corrosive . . . . . :
Toxic . . . . . :
Flammable . . . . . :
Poison . . . . . :

```

F2=Function keys F3=Exit F10=QuikAccess F12=Cancel F18=Message line

Figure 12-29: Product Labeling Requirements screen

Press [Enter] to continue.

Displaying Exposure Limits

This screen displays when you select the Exposure Limits attribute from the Display Hazardous Raw Materials attributes screen.

_ 6/05/00		16:07:20	Display Hazardous Raw Materials	MRGHMM	MRDHMM
<hr/>					
Exposure Limits					
Raw Material		:	ACETONE	acetone	
 Reporting Information					
ACGIH TLV/TWA:					
ACGIH TLV/STEL:					
ACGIH CEILING:					
OSHA PEL/TWA:					
OSHA STEL:					
OSHA CEILING:					
LC50:					
LD50:					
Other Test:					
Blue cup method for					
flashpoint? Y/N					
 <hr/>					
F2=Function keys F3=Exit F10=QuikAccess F12=Cancel F18=Message line					

Figure 12-30: Exposure Limits screen

Press [Enter] to continue.

Displaying User Defined Fields

This screen displays when you select the User Defined Fields attribute from the Display Hazardous Raw Materials attributes screen.

_ 6/05/00		16:08:22	Display Hazardous Raw Materials	MMGUDFM	MMDUDFM
<hr/>					
<u>User Alpha Numeric Fields</u>					
Alpha Field 1	:
Alpha Field 2	:
Alpha Field 3	:
Alpha Field 4	:
Alpha Field 5	:
<u>User Numeric Fields</u>					
Numeric Field 1	:
Numeric Field 2	:
Numeric Field 3	:
Numeric Field 4	:
Numeric Field 5	:
<u>User Date Fields</u>					
Date Field 1	:
Date Field 2	:
Date Field 3	:
Date Field 4	:
Date Field 5	:
<hr/>					
F2=Function keys F10=QuikAccess F12=Cancel F18=Message line					

Figure 12-31: User Defined Fields screen

Press [Enter] to continue.

The part consists of the following topics:

Topic	Page
Overview of Using the SARA Module	13-2
Understanding Section 312 Reports	13-3
Understanding the SARA Module	13-4
Defining Differences in Tracking Inventory	13-5
Understanding System Logic	13-7
Developing an Overall Design for SARA Reporting	13-8
Establishing SARA Controls	13-9
Working with Facilities/Owners	13-10
Creating and Resetting the SARA Date File	13-13
Creating a Beginning Inventory Balance	13-14
Specifying How to Track Inventory	13-16
SARA Transaction File	13-20
Working with Hazardous Raw Materials	13-29
Working with Hazardous Products	13-30
Working with Physical Locations	13-33

Overview of Using the SARA Module

Title III of the Superfund Amendments and Reauthorization Act (SARA) contains many regulations that affect a wide variety of industries. Some of those regulations are covered in Section 312 and deal with tracking and reporting the amount of hazardous materials you have stored at each of your facilities.

Infinium RM tracks chemical inventory for Section 312 reporting. Because these forms may vary from state-to-state, the system generates a report and not the actual form.

The system calculates the daily averages and the maximum quantities for all materials in the Hazardous Material file, categorizing those that are at or above the threshold quantity as reported. If your system uses storage locations, this report can also show the physical locations of those materials.

This part describes the Infinium RM options that comprise the SARA Module.

After you complete this part, you should be able to:

- Understand how the system handles SARA requirements
- Create beginning inventory balances
- Understand how to apply inventory
- Correct and maintain the SARA Transaction file
- Understand what hazardous product information relates to SARA
- Maintain facilities
- Maintain storage indexes for physical locations

Understanding Section 312 Reports

The *SARA Module* menu in Infinium RM provides information for the reports required by Section 312 of SARA. The two types of emergency and hazardous chemical inventory forms that SARA 312 reporting uses are:

- 1 Tier I. This form is required by the federal government on March 1 every year. Tier I identifies the facility by its SIC code and Dun & Bradstreet number, identifies the owner or operator, and lists emergency contacts that are available 24 hours a day.

This form also shows the amounts of hazardous chemicals present on site above the threshold quantity, aggregated into five hazard categories: fire, sudden release of pressure, reactivity, immediate (acute) and delayed (chronic).

- 2 Tier II. You can submit this form instead of a Tier I report. Tier II provides more detailed information about individual hazardous materials and their specific locations and must be available on request.

If you submit an MSDS under Section 311 for a product, you must also report on-hand inventory for the product as a whole. If you submit MSD Sheets for the components making up the product, then you must track inventory for the individual components for Tier I or Tier II.

Understanding the SARA Module

The options that make up the *SARA Module* menu in Infinium RM keep track of the average and maximum amounts of hazardous materials on site per day, the total number of days the materials were present, and where these materials are located. These options also categorize materials by the type of hazard each represents. You can specify whether the system tracks each manufactured product as a whole or by its components.

Because forms change and may vary from state-to-state, the system prints out the information you need to complete Tier I and Tier II reports but it does not print the actual forms you are to submit to the government.

In addition to listing inventories of hazardous materials at or above the threshold quantities, Infinium RM SARA reports have a section for non-reported materials, those raw materials that are in the Hazardous Materials file, but are below the threshold quantity, exempt, or non-hazardous. This data keeps the Regulatory manager informed about the inventory of all hazardous materials.

Infinium RM prints a worksheet for every SARA report. This worksheet shows how the system calculated the inventory quantities that print on the report.

Defining Differences in Tracking Inventory

SARA requires reporting all hazardous materials on site, including those that are part of work-in-progress or sold and waiting for immediate shipment. Only inventory transactions that involve materials that enter or leave a site affect the daily SARA amounts. Transactions within a site affect the physical location data, but not the daily on-site quantities.

The Product Transaction Journal records every inventory transaction that occurs, including those from manufacturing, order processing, and purchasing. The system stores product codes, storage indexes, dates, times, transaction types, quantities, and units of measure, and other information for each transaction.

Whenever you apply inventory using the *SARA* menu options, the system uses the Product Transaction Journal and selects only those transactions for hazardous materials that enter or leave a site. The system then copies these transactions into the SARA Transaction file.

Your Product Transaction Journal file will not match the SARA Transaction file. View the Product Transaction Journal using Infinium IC and the SARA Transaction file using Infinium RM.

In the example, product P1 is manufactured using the following formula:

Raw Material for P1	Weight (pounds)
RM1 (hazardous)	25
RM2	25
RM3	25
RM4	25
Total Batch	100

Assuming a 5% loss factor:

Transactions for RM1	RM1 on-hand in Product Transaction file (in pounds)	RM1 on-hand in SARA Transaction file (in pounds)
Initial Balance	0	0
Inventory Adj. RM1 +100	100	100
P.O. Receipt RM1 +500	600	600
Batch P1 scheduled (Work-in-Process) -25	575	600
Batch P1 completed -1.25*	575	598.75
15 lb P1 shipped -3.75**	575	595

* 100 lb X .05 (loss factor) X .25 (percent of RM1) = 1.25 lb RM1 lost

** 15 lb P1 X .25 (percent of RM1) = 3.75 lb RM1 shipped

Understanding System Logic

The system creates a SARA Transaction file from the Product Transaction Journal. The system then collates inventory data by hazard type (specified in the Hazardous Raw Material or Hazardous Product files) or by physical locations (tracked using storage indexes). The system retrieves facility, owner/operator, and emergency contact information maintained in the Facilities/Owners file to complete the report.

Because the creation of the SARA Transaction file requires significant system resources, the system allows you to establish a milestone date every time this transaction file is updated using the *Apply Inventory* option. Whenever you establish a milestone date, the system saves the data up to that point. The system analyzes only transactions occurring after that milestone date and then adds it to the existing SARA Transaction file the next time inventory is applied.

Whenever you apply inventory to the SARA Transaction file, print the Tier I and Tier II reports and compare the data with actual inventory. If there are mistakes, it is better to correct the original inventory files feeding the Product Transaction Journal and then reapply inventory. The *Reapply Inventory* option clears the entries made to the SARA Transaction file from the specified milestone forward and then applies inventory again for that period using corrected data.

If you cannot correct the error in the original files, you can manually adjust the SARA Transaction file.

Caution: If you reapply inventory to the SARA Transaction file that you have manually corrected, you clear that file and replace it with the incorrect data from the Product Transaction Journal.

Developing an Overall Design for SARA Reporting

Before you establish any system parameters, identify and organize the locations where you store hazardous materials, considering the following:

- A SARA site includes all buildings and structures located on a single site or on adjacent sites owned by the same company. For example, you could store hazardous materials at a plant, development center, research and development facility, and warehouse all located on the same property. In this case, set up each building as a warehouse associated with the same SARA site identifier.

Caution: Do not associate storage facilities that are not located on the same property with the same SARA site.

- Subdivide each storage facility into distinct areas that emergency personnel can easily identify. A physical location could be FLR2RM212, or use identifiers corresponding to those used on a facility diagram. You can then attach storage indexes to these physical locations. If you are using storage indexes to track inventory, the system lists what hazardous materials are stored in each area.

Establishing SARA Controls

Before you can begin to apply inventory for SARA reporting, you must access the following options and complete the appropriate fields:

Step	Option
1	In the <i>Work with Cost Codes</i> option in Infinium CA, establish the appropriate cost codes. Refer to the “Maintaining Control Files” topic for information about establishing cost codes.
2	In the <i>Work with Entity Controls</i> option in Infinium RM, establish the default threshold quantities on the SARA Information screen.
3	In the <i>Work with Facilities/Owners</i> option in Infinium RM, create SARA sites.
4	Associate sites with warehouses using the <i>Work with Warehouse</i> option in Infinium RM.
5	Create storage indexes (if you use them) for each physical location using the <i>Work with Physical Locations</i> option in Infinium RM.
6	In the <i>Initialize SARA Date File</i> option in Infinium RM, create a new date file before you first apply inventory.
7	Using the <i>Work with Hazardous Raw Materials</i> and <i>Work with Hazardous Products</i> options in Infinium RM, establish hazard information for each hazardous material you inventory. Refer to the “Maintaining Raw Materials” topic and this topic for information about completing hazard information for each product.
8	Establish beginning inventory balances. Refer to this topic for more information on this step.

Working with Facilities/Owners

Use the *Work with Facilities/Owners* option to create a SARA site, which specifies information about the location of the facility, how to contact the person who owns or operates the facility, and the person to contact in an emergency. This information prints on SARA reports.

Use the menu path below.

- ▶ *SARA Module*
 - ▼ *Work with Facilities/Owners* [WWFO]

1/09/98	12:39:28	Work with Facilities/Owners	SR010R	SR010F	
Position To . . . Site _____					
Type options, press Enter					
2=Change					
Opt	Site	Facility Name	City	ST	Zip
2	SITE1	INFINIUM SOFTWARE SITE 1	HYANNIS	MA	02660
Bottom					
F2=Function keys F3=Exit F6=Create F10=QuickAccess F18=Message line					
█					

Figure 13-1: Work with Facilities/Owners selection screen

To create a new SARA site, type a site identifier at the *Site* field and press [F6].

To change a SARA site, type **2** in the *Opt* field and press [Enter].

Entering SARA Site Information

This screen displays when you select or create a site from the Work with Facilities/Owners selection screen.

1/09/98	12:39:55	Work with Facilities/Owners	SR010R	SR010F
				Page 1 of 2
Site		SITE1		
Facility Information				
Name		INFINITIUM SOFTWARE SITE 1		
Address		COMMUNICATIONS WAY		
City		HYANNIS		
State		MA		
Zip Code		02660		
County		HYANNIS		
SIC Code		24EE		
Dun & Brad Number		324ALP-R		
Owner/Operator Information				
Name		MR. JOHN SMITH		
Address		1234 MAIN STREET		
City		HYANNIS		
State		MA		
Zip Code		02660		
Area Code & Phone Number		508 7782000		
F2=Function keys F3=Exit F10=QuickAccess F24=More keys				

Figure 13-2: Facilities/Owners Address screen

All fields on this screen are required for SARA reporting.

Press [Enter] to continue.

Entering Emergency Contact Information

This screen displays when you press [Enter] from the Facilities/Owners Address screen.

1/09/98	12:40:24	Work with Facilities/Owners	SR010R	SR010F
---------	----------	-----------------------------	--------	--------

Page 2 of 2

Site : SITE1

Emergency Contact

Name ROBERT JONES

Title PLANT MANAGER

Area Code & Phone Number 508 7782001

24 Hour Area Code & Phone Number . . 508 7781313

Name KAREN BROWN

Title ASST. PLANT MANAGER

Area Code & Phone Number 508 7782001

24 Hour Area Code & Phone Number . . 508 7781534

F2=Function keys F3=Exit F10=QuikAccess F12=Cancel F24=More keys

█

Figure 13-3: Facilities/Owners Emergency Contact screen

For SARA reporting, you must have at least one person who can be reached on a 24-hour basis.

Press [Enter] to save your changes and return to the Work with Facilities/Owners selection screen.

Creating and Resetting the SARA Date File

Use the *Initialize SARA Date File* option to create a new Superfund Amendment and Reauthorization Act (SARA) Date file before you first apply inventory to the *SARA Module* options or before you begin processing SARA information for a new year. When you complete this option, the system assigns a date for each day of the year you type, it sets the application and re-application dates to **00/00/00**, and it sets all milestones to **NO**.

Refer to the “Using Infinium RM Utilities” part for more information on initializing the SARA Date file.

Creating a Beginning Inventory Balance

The two methods available for creating a beginning inventory balance are described below. Use these options only when you use the *SARA Module* menu options for the first time.

Method 1

You can run the initialization program below that makes the current inventory balances from Infinium IC the beginning balance.

- 1 At a command line type:

```
CLRPFM SRHIST
```

```
CLRPFM SRSTIX
```

```
CLRPFM SRWORK
```

- 2 Next, type:

```
RQSAMJOB RM 0 SIB
```

RM is the system designator for Infinium RM, 0 is the version number, and SIB is the acronym for the *Setup Initial Balances* option.

- 3 Specify the SARA site identifier at the prompt and press [Enter] to submit the job to a batch job.

The version number you type depends on the version number for which you want to create beginning inventory balances. The version number may or may not be 0.

Once the job is complete, you can repeat these steps for the next site. For any additional sites, skip the **CLRPFM SRHIST** command.

The ideal situation is that you have an inventory balance in Infinium IC on January 1; if you started later in the year, the initialization selects the balances from another date so that you can apply inventory. Later, when you do a physical count, correct the SARA Transaction file. This approach is reasonably accurate if inventory amounts are fairly consistent.

When using this method, the system does not disregard the inventory transactions that occurred prior to this date. The system adds transactions on top of this balance.

Method 2

Manually enter the January 1 balances for all materials and products using the *Work with Transactions* option. This method is more time-consuming, but ensures the accuracy of the average daily amounts, number of days on-site, and date of maximum amount.

Specifying How to Track Inventory

According to SARA rules and regulations, you can choose whether to report a hazardous chemical that is a mixture of hazardous chemicals as a whole product or as the hazardous material components that make up that product.

Whichever way you decide to track the inventory, you must submit MSD Sheets to emergency agencies the same way. If you are reporting components, you must submit MSD Sheets for the components; if you are reporting the whole product, you must submit an MSDS for the product.

Specify how you want the system to track inventory for a particular product in the *Work with Products* option in Infinium PF. If you select to track a whole product, enter SARA 312 information for this product in the *Work with Hazardous Products* option in the *SARA Module* option in Infinium RM.

If you track components, enter SARA 312 information in the Hazardous Raw Material file using the *Work with Hazardous Raw Material* option. Refer to the “Maintaining Raw Materials” section for information about establishing hazard information for raw materials.

Use the menu path below.

- ▶ Infinium CA
- ▶ *Master Files*
 - ▼ *Work with Products* [WWP]

1/09/9812:44:21Work with ProductsPRGPRDMPRDPRDM

Position to . . . Product

Product Id Search .

Type options, press Enter.
2=Change 3=Copy 5=Display 6=Print 12=Product usage

Opt	Product	Size	Name	Status
—	PROD01		CHERRY PIE	Active
—	PROD02		APPLE PIE	Active
—	PROD03		KITTY LITTER	Active
—	PROD04		WHITE PAINT	Active
—	PROD05		TOP SOIL	Active
—	PROD05	10L	TOP SOIL	Active
—	PROD06		WHITE MIX	Active
—	PROD07		CHERRY COBBLER	Active
2	PROD08		SOIL MIXTURE	Active
—	PROD09		PIE PAN	Active

More...

F2=Function keys F3=Exit F4=Prompt F6=Create/Update F24=More keys

Figure 13-4: Work with Products selection screen

To position the selection list to a specific product, type a product identifier in the *Product Id Search* field and press [Enter].

Type **2** in the *Opt* field to select the product for which you want to establish SARA data and press [Enter].

Selecting Product Attributes

This screen displays when you select a product from the Work with Products selection screen.

1/09/98	12:45:03	Work with Products	PRGPRDM	PRDPRDM
---------	----------	--------------------	---------	---------

Product : PROD08
 SOIL MIXTURE

Select one or more of the following. Then press Enter

Attribute

- General Information
- Inventory Information
- Customer Order Information
- Purchasing Information
- / Miscellaneous Information
- Maintain Synonyms
- Maintain Costs
- Maintain Item/Warehouse Information

F2=Function keys F3=Exit F8=Print F9=Select All F24=More keys

█

Figure 13-5: Work with Products attributes screen

Type any character in the *Opt* field to select the Miscellaneous Information attribute and press [Enter].

Entering Miscellaneous Product Information

This screen displays when you select the Miscellaneous Information attribute from the Work with Products attributes screen.

1/09/98	12:45:23	Work with Products	PRGPRDM	PRDPRDM
Miscellaneous Information			Page 1 of 2	
Product	:	PROD08 SOIL MIXTURE		
Inbound MSDS Required	N	Y=Yes, N=No		
SARA Components Tracked	Y	Y=Yes, N=No		
Inbound MSDS Number		_____		
Product Report Type		_____ +		
Product Type		_____ +		
Inventory Class		_____ +		
Sales Reference		_____		
Alpha Search Code		_____		
Private Label Code		_____ +		
Product Label Code		_____		
F2=Function keys F3=Exit F4=Prompt F8=Print F24=More keys				

Figure 13-6: Miscellaneous Information screen 1

SARA Components Tracked

Type **N** in the *SARA Components Tracked* field if you are tracking this product as a whole; type **Y** if you are tracking only the components.

The system tracks components for manufactured products only. You cannot specify **Y** in this field if the item is a purchased product, unless it has a formula assigned to it.

Press [Enter] to display the Miscellaneous Information screen 2 or press [F3] to exit.

SARA Transaction File

The *Apply Inventory* option on the *SARA Module* menu selects the transactions relevant to SARA 312 reporting from the Product Transaction Journal and creates a separate SARA Transaction file.

Applying Inventory

For each material listed in the Hazardous Raw Material or Hazardous Product file, the *Apply Inventory* option calculates the following information:

- the amount on site each day
- a running total of the amount on site each day from which the system calculates an average daily amount
- the maximum amount on site during a single day
- the date of maximum amount
- the number of days the chemical is on site
- the on-site balance at the end date
- a list of physical locations on-site where you store the chemical



WARNING

This procedure is very system-intensive. It can take several hours and slows response time for other users. Do not cancel the *Apply Inventory* option once it has started running.

Apply inventory on a regular basis so that the number of system transactions is not overwhelming. Infinium recommends using this option on monthly or bimonthly intervals.

Create Milestone

You should also back up the existing SARA Transaction and Date files before applying inventory by typing **Y** in the *Create Milestone* field shown on the next page. The system then applies inventory from this milestone to the specified ending date, which minimizes processing time.

Only one person can use this option at one time. To apply inventory, you must have authority to all warehouses associated with a given SARA site.

Use the menu path below.

- ▶ Infinium RM
- ▶ *SARA Module*
 - ▼ *Apply Inventory [AI]*

1/09/98	13:08:11	Apply Inventory	SRGAIB	SRDAIB
<hr/>				
Start date for Inv Trn Journal . . :		07/22/1997		
Last 5 Milestones :				
Site		SITE1 +		
Apply Inventory for the period:				
Starting date				
Ending date		12311997		
Create Milestone		N (Y=Yes, N=No)		
Device to save file				
<hr/>				
F2=Function keys F3=Exit F4=Prompt F6=Submit Job F24=More keys				

Figure 13-7: Apply Inventory prompt screen

The *Site* and *Ending date* fields are required. Enter a valid site, or press [F4] to display a list from which you can select a site.

Ending date

Type the date in the *Ending date* field without separators in the date format you established in Infinium CA. Do not type a date more recent than the previous day to ensure that the system has recorded all transactions.

Starting date

Do not complete the *Starting date* field. The system selects this date based on the last milestone set.

Create Milestone, Device to save file

Type **Y** in the *Create Milestone* field if you want to create a milestone. If you create a milestone, the system needs to know where to save the existing SARA Transaction file. To save the transaction file to the ISERIES 400, type ***SAVF** in the *Device to save file* field. This saves the SRHIST physical file to your library by copying with the name SRH1xxxx where xxxx is the date.

Press [Enter] to continue.

1/09/98	13:09:14	Apply Inventory	SRGAIB	SRDAIB
<hr/>				
Start date for Inv Trn Journal . . :		07/22/1997		
Last 5 Milestones :		07/24/1997 07/23/1997 00/00/0000 00/00/0000 00/00/0000		
Site :		SITE1 + INFINIUM SOFTWARE SITE 1		
Apply Inventory for the period:				
Starting date :		07/24/1997		
Ending date :		12311997		
Create Milestone :		N (Y=Yes, N=No)		
Device to save file :		<hr/>		
Company		Warehouse		
IS1 INFINIUM SOFTWARE (INSTRUCTOR)		ISW1 INFINIUM WAREHOUSE #1		
S2K		S2KW1		
<hr/>				
Bottom				
<hr/>				
F2=Function keys F3=Exit F4=Prompt F6=Submit Job F24=More keys Enter key only validates information. Press function key to process.				

Figure 13-8: Apply Inventory screen

This screen displays when you press [Enter] from the Apply Inventory prompt screen.

Use this screen to make changes to your apply inventory request.

If you have multiple formula instances, the system uses the transaction company and warehouse to identify the specific instance of the formula from which to retrieve the list of ingredients. If a chemical properties override was specified in the *For Chemical Properties* override field in *Work with Formula* in Infinium PF, the system uses the entity level formula for the formula ID specified.

Press [F6] to apply inventory.

After you apply inventory, print the Tier I and Tier II reports (described in the Using SARA Reports Appendix) to check for errors. If you do not check to make sure that portion of the file is correct, you negate the benefit of using milestones.

Correcting the SARA Transaction File

You can correct errors in your Tier I and Tier II reports in two ways.

- The preferred way is to correct the Product Transaction Journal by making inventory adjustments or changing the information in the original files and then use the *Reapply Inventory* option to transfer the changes back to the SARA Transaction file.

- Access the SARA Transaction file and change data directly in the *Work with Transactions* option described later in this topic.

Caution: When you change the SARA Transaction file using the *Work with Transactions* option, you do not make corresponding corrections in the Product Transaction Journal. Use this method as a last resort.

Reapplying Inventory

Use the *Reapply Inventory* option to clear the existing SARA Transaction file and then re-create it by retrieving SARA-specific data from the Product Transaction Journal. If you are using milestones, the *Reapply Inventory* option does the following:

- 1 Clears only that portion of the SARA Transaction Journal defined by the milestone and your ending date
- 2 Recreates that portion of the file
- 3 Restores the original milestone

You cannot use the *Reapply Inventory* option if milestones are not created.



WARNING

Use the *Reapply Inventory* option only when you have corrected the Product Transaction Journal. If you update the SARA Transaction file directly, the *Reapply Inventory* option clears the correction and copies over the incorrect data from the Product Transaction Journal.

You can reapply inventory as many times as needed until reports are correct.

Use the menu path below.

- ▶ Infinium RM
- ▶ *SARA Module*
 - ▼ *Reapply Inventory [RI]*

1/09/98	13:12:57	Reapply Inventory	SAGRIB	SRDRIB
<hr/> Start date of Inv Trn Journal . . . : 07/22/1997 Site SITE1 + Apply Inventory for the period: Starting date : Ending date 12311997 Milestone date to restore 07241997 + Device to restore from *SAVE <hr/> F2=Function keys F3=Exit F4=Prompt F10=QuickAccess F18=Message line				

Figure 13-9: Reapply Inventory prompt screen

If you have multiple formula instances, the system uses the transaction company and warehouse to identify specific instance of the formula from which to retrieve the list of ingredients. If a chemical properties override was specified in the *For Chemical Properties* override field in *Work with Formula* in Infinium PF, the system uses the entity level formula for the formula ID specified.

The *Site* and *Ending date* fields are required.

Ending date

Type the date in the *Ending date* field without separators in the date format you established in Infinium CA. Do not type a date more recent than the previous day to ensure that the system has recorded all transactions.

Starting date

The *Starting date* field is display only. The system selects this date based on the last milestone set.

Milestone date to restore

Complete the *Milestone date to restore* field with the milestone date from which the system is to begin reapplying inventory.

Device to restore from

Complete the *Device to restore from* field with the device from which you want to retrieve the preserved portion of the SARA Transaction file. If you are saving your SARA Transaction files on the ISERIES 400, type ***SAV** in this field.

Press [Enter] to continue.

1/09/98	13:13:35	Reapply Inventory	SAGRIB	SRDRIB
---------	----------	-------------------	--------	--------

Start date of Inv Trn Journal . . . : 07/22/1997

Site SITE1 + INFINIUM SOFTWARE SITE 1

Apply Inventory for the period:

Starting date 07/22/1997

Ending date 12311997

Milestone date to restore 7241997 +

Device to restore from *SAVE

Company Warehouse

IS1 INFINIUM SOFTWARE (INSTRUCTOR) ISW1 INFINIUM WAREHOUSE #1

S2K S2KW1

Bottom

F2=Function keys F3=Exit F4=Prompt F10=QuickAccess F18=Message line

Product Transaction Journal may have been purged of needed records. +

Figure 13-10: Reapply Inventory screen

This screen displays when you press [Enter] from the Reapply Inventory prompt screen.

Use this screen to make changes to your reapply inventory request.

Press [Enter] to reapply inventory.

After you reapply inventory, print the Tier I and Tier II reports (described in the Using SARA Reports Appendix) to check for errors. If you do not check to make sure that portion of the file is correct, you negate the benefit of using milestones.

Working with Transactions

When you apply inventory, the system selects only those transactions that relate to movement of chemicals on to or off of the site. The system ignores transactions within the site for inventory purposes, but notes them for differences in physical locations.

If there are discrepancies in the Product Transaction Journal, the system copies them to the SARA Transaction file when you apply inventory. Use the *Working with Transactions* option to correct the SARA Transaction file.

Use the menu path below.

- ```

1/12/98 10:17:27 Work with Transactions SR012R SR012F

Position to . . . Site ____ +
 Material and Size ____ +
Type options, press Enter.
2=Change

Opt Site Material Size Sum of Daily Maximum Daily Max Date
- SITE1 HAZRAW01R 24659.0176 24659.0176 07/23/1997
- SITE1 HAZRAW02 93718.5168 93718.5168 07/23/1997
- SITE1 HAZRAW03 10098.6245 10098.6245 07/23/1997
- SITE1 HAZRAW04 10000.0000 10000.0000 07/23/1997
- SITE1 HAZRAW05 82407.0778 82407.0778 07/23/1997
2 SITE1 HAZRAW06 75600.0000 75600.0000 07/23/1997
- SITE1 HAZRAW07 10000.0000 10000.0000 07/23/1997
- SITE1 HAZRAW08 65287.5358 65287.5358 07/23/1997
- SITE1 HAZRAW09 73047.4889 73047.4889 07/23/1997
- SITE1 HAZRAW10 76528.1599 76528.1599 07/23/1997
- SITE1 HAZRAW11 10000.0000 10000.0000 07/23/1997
 More...

F2=Function keys F3=Exit F4=Prompt F6=Create F24=More keys

```

## Selecting a Transaction

To maintain a transaction, type **2** in the *Opt* field and press [Enter].

|         |          |                        |        |        |
|---------|----------|------------------------|--------|--------|
| 1/12/98 | 10:18:26 | Work with Transactions | SR012R | SR012F |
|---------|----------|------------------------|--------|--------|

---

|                                  |   |                   |                       |
|----------------------------------|---|-------------------|-----------------------|
| Site . . . . .                   | : | SITE1             |                       |
| Material and Size . . . . .      | : | HAZRAM06          |                       |
| Sum of Daily Amounts . . . . .   |   | <u>75600.0000</u> | LB                    |
| Maximum Daily Amount . . . . .   |   | <u>75600.0000</u> | LB                    |
| Date of Maximum Amount . . . . . |   | <u>7231997</u>    |                       |
| Number of Days on Site . . . . . |   | <u>1</u>          |                       |
| Beginning Balance . . . . .      |   |                   | LB                    |
| Running Balance . . . . .        |   | <u>75600.0000</u> | LB                    |
| Last Transaction Date . . . . .  |   | <u>07/23/1997</u> |                       |
| Last Update By . . . . .         |   | <u>2</u>          | (1=Manual, 2=Program) |
| Last Update Date . . . . .       |   | <u>07/24/1997</u> |                       |
| Reason for Change . . . . .      |   |                   |                       |
|                                  |   |                   |                       |
|                                  |   |                   |                       |
|                                  |   |                   |                       |
|                                  |   |                   |                       |

---

F2=Function keys F3=Exit F6=Create F14=Stor. Index F24=More keys

Figure 13-12: Work with Transactions detail screen

### Maintaining Transaction Detail

This screen displays when you select a transaction from the Work with Transactions selection screen.

#### *Beginning Balance, Last Update By, Last Update Date*

Beginning Balance, Last Update By, and Last Update Date are display only fields.

After you complete the appropriate fields, press [F6] to update.

The system provides an audit trail for all changes to the SARA Transaction file. The system records who made the change, when the change was made, and what change was made.

Press [F14] to display the Storage Index screen where you can modify the storage index information.

|                                                               |          |                        |        |        |
|---------------------------------------------------------------|----------|------------------------|--------|--------|
| 1/12/98                                                       | 10:18:42 | Work with Transactions | SR012R | SR012F |
| <hr/>                                                         |          |                        |        |        |
| Site . . . . .                                                | SITE1    |                        |        |        |
| Material and Size . . . . .                                   | HAZRAW06 |                        |        |        |
| <br>                                                          |          |                        |        |        |
| Aisle                                                         | Bin      | Lot#                   |        |        |
| <br>                                                          |          |                        |        |        |
| <br>                                                          |          |                        |        |        |
| <hr/>                                                         |          |                        |        |        |
| F2=Function keys F6=Update mode F10=QuickAccess F24=More keys |          |                        |        |        |
| No records were found for this selection.                     |          |                        |        |        |

Figure 13-13: Storage Index screen

Maintaining Storage Index Information

This screen displays when you press [F14] from the Work with Transactions detail screen.

Press [F6] to display the Work with Transactions Update screen where you can modify or add storage index locations.

Press [F12] to return to the Work with Transactions selection screen.

---

## Working with Hazardous Raw Materials

The *Work with Hazardous Raw Material* option allows you to update hazardous raw material information. This option is the same option you use to maintain hazardous data for MSD Sheets.

Refer to the “Maintaining Raw Materials” part for more information on how to work with hazardous raw materials.

## Working with Hazardous Products

Because you can track chemical inventories by product or raw material, there is a Hazardous Product file to record SARA Section 312 information for products.

You must indicate in the *Work with Products* option in Infinium PF that you want to track inventory by product.

Use the menu path below.

- ▶ Infinium RM
- ▶ *SARA Module*
  - ▼ *Work with Hazardous Products* [WWHP]

```
1/09/98 13:24:48 Work with Hazardous Products SRGHPM SRDHPM

Product PROD03 + ____

F2=Function keys F3=Exit F4=Prompt F10=QuickAccess F18=Message line
```

Figure 13-14: Work with Hazardous Products selection screen

Complete the *Product* field with the identifier of the product for which you want to maintain hazardous data and press [Enter].

## Maintaining Hazardous Product Data

This screen displays when you type a product and press [Enter] from the Work with Hazardous Products selection screen.

|                                                                   |          |                              |             |        |
|-------------------------------------------------------------------|----------|------------------------------|-------------|--------|
| 1/09/98                                                           | 13:25:07 | Work with Hazardous Products | SRGHPM      | SRDHPM |
| <b>NEW RECORD</b>                                                 |          |                              | Page 1 of 2 |        |
| Product . . . . .                                                 |          | PROD03<br>KITTY LITTER       |             |        |
| Descriptive Information:                                          |          |                              |             |        |
| CAS Number . . . . .                                              |          |                              |             |        |
| Trade Secret . . . . .                                            |          | N (Y=Yes, N=No)              |             |        |
| Chemical Name . . . . .                                           |          |                              |             |        |
| Trade Secret . . . . .                                            |          | N (Y=Yes, N=No)              |             |        |
| Hazard Type:                                                      |          |                              |             |        |
| Hazardous . . . . .                                               |          | Y (Y=Yes, N=No)              |             |        |
| Extremely Hazardous . . . . .                                     |          | N (Y=Yes, N=No)              |             |        |
| Exempt . . . . .                                                  |          | N (Y=Yes, N=No)              |             |        |
| Override Threshold Qty . . . . .                                  |          | LB                           |             |        |
| F2=Function keys F3=Exit F10=QuickAccess F12=Cancel F24=More keys |          |                              |             |        |

Figure 13-15: Hazardous Product screen 1

### Trade Secret

If you complete the *Trade Secret* field with **Y**, the CAS number or chemical name does not print on the report. The description listed under the *Product* field at the top of the screen prints instead. You can change this description in the *Work with Product* option in Infinium PF.

### Override Threshold Qty

To override the default threshold quantity established in the Regulatory Control files, complete the *Override Threshold Qty* field. Inventory that meets or exceeds these levels prints in the Chemicals Reported section of the Tier I and II reports.

Be sure the threshold quantity for this chemical matches the threshold quantity specified by federal, state, and local government agencies.

Press [Enter] to continue.

|                                                                     |          |                              |             |        |
|---------------------------------------------------------------------|----------|------------------------------|-------------|--------|
| 1/09/98                                                             | 13:25:32 | Work with Hazardous Products | SRGHPM      | SRDHPM |
| <b>NEW RECORD</b>                                                   |          |                              | Page 2 of 2 |        |
| Product . . . . .                                                   |          | PROD03<br>KITTY LITTER       |             |        |
| Select by typing an 'X' by all that apply                           |          |                              |             |        |
| Product Handled as:                                                 |          |                              |             |        |
| Solid . . . . .                                                     |          | X                            |             |        |
| Liquid . . . . .                                                    |          | -                            |             |        |
| Gas . . . . .                                                       |          | -                            |             |        |
| Pure . . . . .                                                      |          | -                            |             |        |
| Mixture . . . . .                                                   |          | -                            |             |        |
| Physical and Health Hazard Categories:                              |          |                              |             |        |
| Fire . . . . .                                                      |          | -                            |             |        |
| Sudden Release of Pressure . . . . .                                |          | -                            |             |        |
| Reactivity . . . . .                                                |          | X                            |             |        |
| Immediate (Acute) . . . . .                                         |          | -                            |             |        |
| Delayed (Chronic) . . . . .                                         |          | -                            |             |        |
| F2=Function keys F3=Exit F10=QuikAccess F12=Cancel F18=Message line |          |                              |             |        |

Figure 13-16: Hazardous Products screen 2

This field displays when you press [Enter] from the Hazardous Products screen 1.

*Product Handled, Physical and Health Hazard Categories*

Select at least one of the *Product Handled as* fields and one of the *Physical and Health Hazard Categories* fields with **X**.

Press [Enter] to save your changes and return to the Work with Hazardous Products selection screen.



## Working with Physical Locations

SARA not only requires that you track how much inventory is on-hand for a facility, but it also requires that you track where the inventory is physically located. The system uses storage indexes to track inventory. Define storage index headings in Infinium CA. Because you can assign more than one warehouse to a SARA site, the system selects the headings from the entity level. Use the *Work with Entity Controls* option to assign the storage index headings.

If you do not use storage indexes, do not use the *Work with Physical Locations* option. You have to track physical locations manually.

Use the menu path below.

- ▶ Infinium RM
- ▶ SARA Module
  - ▼ *Work with Physical Locations* [WWPL]

|                                                            |          |                              |        |        |        |
|------------------------------------------------------------|----------|------------------------------|--------|--------|--------|
| 1/09/98                                                    | 13:26:06 | Work with Physical Locations | SR013R | SR013F |        |
| Position To . . . Site . . . . . _____ +                   |          |                              |        |        |        |
| Physical Location . . . . . _____                          |          |                              |        |        |        |
| Type options, press Enter                                  |          |                              |        |        |        |
| 2=Change                                                   |          |                              |        |        |        |
| Opt                                                        | Site     | Physical Loc                 | Aisle  | Bin    | Lot#   |
| 2                                                          | SITE1    | 2NDFLOOR                     | 1      | 1      | ABC    |
| -                                                          | SITE1    | 2NDFLOOR                     | 2      | 2      | DEF    |
| -                                                          | SITE1    | 2NDFLOOR                     | 3      | 3      | GHI    |
| -                                                          | SITE1    | 2NDFLOOR                     | 4      | 4      | JKL    |
| -                                                          | SITE1    | 2NDFLOOR                     | 5      | 5      | MNO    |
| -                                                          | SITE1    | 3RDFLOOR                     | 1      | 1      | ABC    |
| -                                                          | SITE1    | 3RDFLOOR                     | 2      | 2      | DEF    |
| -                                                          | SITE1    | 3RDFLOOR                     | 3      | 3      | GHI    |
| -                                                          | SITE1    | 3RDFLOOR                     | 4      | 4      | JKL    |
| -                                                          | SITE1    | 3RDFLOOR                     | 5      | 5      | MNO    |
|                                                            |          |                              |        |        | Bottom |
| F2=Function keys F3=Exit F4=Prompt F6=Create F24=More keys |          |                              |        |        |        |

Figure 13-17: Work with Physical Locations selection screen

To position the selection list to a specific location, type a site identifier and physical location in the *Site* or *Physical Location* fields.

To create a physical location, type a valid site identifier and physical location and press [F6].

To maintain a physical location, type **2** in the *Opt* field and press [Enter].

## Maintaining Storage Index Locations

This screen displays when you select a physical location from the Work with Physical Locations selection screen.

|         |          |                              |        |        |
|---------|----------|------------------------------|--------|--------|
| 1/09/98 | 13:26:56 | Work with Physical Locations | SR013R | SR013F |
|---------|----------|------------------------------|--------|--------|

---

|                             |          |
|-----------------------------|----------|
| Site . . . . .              | SITE1 +  |
| Physical Location . . . . . | 2NDFLOOR |
| Aisle . . . . .             | 1        |
| Bin . . . . .               | 1        |
| Lot# . . . . .              | ABC      |

---

F2=Function keys F3=Exit F4=Prompt F10=QuickAccess F24=More keys

Figure 13-18: Storage Index screen

Type the storage indexes that match the physical location. Specify headings for these indexes in the Infinium CA Control files and assign them to products at those transaction points when they enter the site or are moved throughout the site.

Press [Enter] to save your changes and return to the Work with Physical Locations selection screen.

The part consists of the following topics:

| Topic                              | Page  |
|------------------------------------|-------|
| Overview of Using SARA Displays    | 14-2  |
| Displaying Facilities/Owners       | 14-3  |
| Displaying Transactions            | 14-6  |
| Displaying Physical Locations      | 14-8  |
| Displaying SARA Hazardous Material | 14-10 |
| Displaying the Audit File          | 14-13 |

---

## Overview of Using SARA Displays

You can display or print a variety of information pertinent to SARA reporting. This topic shows the types of files available for your reference.

These options are similar to other options on the *SARA Module* menu where you maintain SARA information, except that you cannot add or modify any information using SARA displays.

You can also print information from the display screens.

Refer to the “Printing Infinium RM and SARA Reports” appendix for more information on the reports available in the SARA module, including the Tier I and II reports you use for reporting purposes.

After you complete this part, you should be able to perform SARA display options.

## Displaying Facilities/Owners

Use the *Display Facilities/Owners* option to display the SARA site location, owner, and emergency contact information. You cannot change information using this function.

Use the menu path below.

- ▶ *SARA Module*
  - ▼ *Display Facilities/Owners* [DFO]

|                                                                    |         |                           |         |        |        |
|--------------------------------------------------------------------|---------|---------------------------|---------|--------|--------|
| 1/12/98                                                            | 7:14:00 | Display Facilities/Owners | SR110R  | SR110F |        |
| Position To . . . Site . . . . . _____                             |         |                           |         |        |        |
| Type options, press Enter                                          |         |                           |         |        |        |
| 5=Display                                                          |         |                           |         |        |        |
| Opt                                                                | Site    | Facility Name             | City    | ST     | Zip    |
| 5                                                                  | SITE1   | INFINIUM SOFTWARE SITE 1  | HYANNIS | MA     | 02660  |
|                                                                    |         |                           |         |        | Bottom |
| F2=Function keys F3=Exit F8=Print F10=QuickAccess F18=Message line |         |                           |         |        |        |

Figure 14-1: Display Facilities/Owners selection screen

Type **5** in the *Opt* field to select the site you want to display and press [Enter].

To print a Site Facility/Owner report, press [F8]. Type a valid site or a beginning and ending site to print a report for a range of facilities/owners.

Press [Enter] to submit the job to a job queue.

## Displaying Facility Information

This screen displays when you select a site with **5** from the Display Facilities/Owners selection screen.

|                                                                     |         |                           |        |             |
|---------------------------------------------------------------------|---------|---------------------------|--------|-------------|
| 1/12/98                                                             | 7:14:59 | Display Facilities/Owners | SR110R | SR110F      |
|                                                                     |         |                           |        | Page 1 of 2 |
| Site . . . . .                                                      |         | SITE1                     |        |             |
| Facility Information                                                |         |                           |        |             |
| Name . . . . .                                                      |         | INFINIUM SOFTWARE SITE 1  |        |             |
| Address . . . . .                                                   |         | COMMUNICATIONS WAY        |        |             |
| City . . . . .                                                      |         | HYANNIS                   |        |             |
| State . . . . .                                                     |         | MA                        |        |             |
| Zip Code . . . . .                                                  |         | 02660                     |        |             |
| County . . . . .                                                    |         | HYANNIS                   |        |             |
| SIC Code . . . . .                                                  |         | 24FF                      |        |             |
| Dun & Brad Number . . . . .                                         |         | 324ALP-R                  |        |             |
| Owner/Operator Information                                          |         |                           |        |             |
| Name . . . . .                                                      |         | MR. JOHN SMITH            |        |             |
| Address . . . . .                                                   |         | 1234 MAIN STREET          |        |             |
| City . . . . .                                                      |         | HYANNIS                   |        |             |
| State . . . . .                                                     |         | MA                        |        |             |
| Zip Code . . . . .                                                  |         | 02660                     |        |             |
| Area Code & Phone Number . . . . .                                  |         | 508 7782000               |        |             |
| F2=Function keys F3=Exit F10=QuikAccess F12=Cancel F18=Message line |         |                           |        |             |

Figure 14-2: Facilities/Owners screen 1

Press [Enter] to continue.

|                                                                     |         |                           |        |             |
|---------------------------------------------------------------------|---------|---------------------------|--------|-------------|
| 1/12/98                                                             | 7:15:21 | Display Facilities/Owners | SR110R | SR110F      |
|                                                                     |         |                           |        | Page 2 of 2 |
| Site . . . . .                                                      | :       | SITE1                     |        |             |
| Emergency Contact                                                   |         |                           |        |             |
| Name . . . . .                                                      | :       | ROBERT JONES              |        |             |
| Title . . . . .                                                     | :       | PLANT MANAGER             |        |             |
| Area Code & Phone Number . . . . .                                  | :       | 508 7782001               |        |             |
| 24 Hour Area Code & Phone Number . . . . .                          | :       | 508 7781313               |        |             |
|                                                                     |         |                           |        |             |
| Name . . . . .                                                      | :       | KAREN BROWN               |        |             |
| Title . . . . .                                                     | :       | ASST. PLANT MANAGER       |        |             |
| Area Code & Phone Number . . . . .                                  | :       | 508 7782001               |        |             |
| 24 Hour Area Code & Phone Number . . . . .                          | :       | 508 7781534               |        |             |
|                                                                     |         |                           |        |             |
| F2=Function keys F3=Exit F10=QuikAccess F12=Cancel F18=Message line |         |                           |        |             |

Figure 14-3: Facilities/Owners screen 2

This screen displays when you press [Enter] from the Facilities/Owners screen 1.  
 Press [Enter] to return to the Display Facilities/Owners selection screen.

## Displaying Transactions

Use the *Display Transactions* option to display transactions in the SARA Transactions file. The SARA Transaction file summarizes daily inventory transactions for hazardous materials that affect SARA 312 reporting. Information in this file can help you locate errors on SARA reports.

Use the menu path below.

- ▶ *SARA Module*
  - ▼ *Display Transactions [DT]*

|                                                                   |         |                      |        |              |               |            |
|-------------------------------------------------------------------|---------|----------------------|--------|--------------|---------------|------------|
| 1/12/98                                                           | 7:16:03 | Display Transactions | SR112R | SR112F       |               |            |
| Position to . . . Site . . . . . _____                            |         |                      |        |              |               |            |
| Material and Size . . . . . _____                                 |         |                      |        |              |               |            |
| Type options, press Enter.                                        |         |                      |        |              |               |            |
| 5=Display                                                         |         |                      |        |              |               |            |
| Opt                                                               | Site    | Material             | Size   | Sum of Daily | Maximum Daily | Max Date   |
| -                                                                 | SITE1   | HAZRAW01R            |        | 24659.0176   | 24659.0176    | 07/23/1997 |
| -                                                                 | SITE1   | HAZRAW02             |        | 93718.5168   | 93718.5168    | 07/23/1997 |
| -                                                                 | SITE1   | HAZRAW03             |        | 10098.6245   | 10098.6245    | 07/23/1997 |
| -                                                                 | SITE1   | HAZRAW04             |        | 10000.0000   | 10000.0000    | 07/23/1997 |
| -                                                                 | SITE1   | HAZRAW05             |        | 82407.0778   | 82407.0778    | 07/23/1997 |
| 5                                                                 | SITE1   | HAZRAW06             |        | 75600.0000   | 75600.0000    | 07/23/1997 |
| -                                                                 | SITE1   | HAZRAW07             |        | 10000.0000   | 10000.0000    | 07/23/1997 |
| -                                                                 | SITE1   | HAZRAW08             |        | 65287.5358   | 65287.5358    | 07/23/1997 |
| -                                                                 | SITE1   | HAZRAW09             |        | 73047.4889   | 73047.4889    | 07/23/1997 |
| -                                                                 | SITE1   | HAZRAW10             |        | 76528.1599   | 76528.1599    | 07/23/1997 |
| -                                                                 | SITE1   | HAZRAW11             |        | 10000.0000   | 10000.0000    | 07/23/1997 |
| More...                                                           |         |                      |        |              |               |            |
| F2=Function keys F3=Exit F8=Print F10=QuikAccess F18=Message line |         |                      |        |              |               |            |

Figure 14-4: Display Transactions selection screen

Type **5** in the *Opt* field to select the site and material for which you want to display transactions. Press [Enter].

Press [F8] to print transactions. You can type one site or a range of sites, one material or a range of materials, or a beginning and ending date.

After you complete the appropriate fields, press [Enter] to submit the job to a job queue.



## Displaying SARA 312 Inventory Information

This screen displays current SARA 312 inventory information about the material or product. You cannot change this information using this function.

|         |         |                      |        |        |
|---------|---------|----------------------|--------|--------|
| 1/12/98 | 7:16:31 | Display Transactions | SR112R | SR112F |
|---------|---------|----------------------|--------|--------|

---

|                                  |   |                          |
|----------------------------------|---|--------------------------|
| Site . . . . .                   | : | SITE1                    |
| Material and Size . . . . .      | : | HAZRAM06                 |
| Sum of Daily Amounts . . . . .   | : | 75600.0000 LB            |
| Maximum Daily Amount . . . . .   | : | 75600.0000 LB            |
| Date of Maximum Amount . . . . . | : | 07/23/1997               |
| Number of Days on Site . . . . . | : | 1                        |
| Beginning Balance . . . . .      | : | LB                       |
| Running Balance . . . . .        | : | 75600.0000 LB            |
| Last Transaction Date . . . . .  | : | 07/23/1997               |
| Last Update By . . . . .         | : | 2 {1=Manual, 2=Program}  |
| Last Update Date . . . . .       | : | 07/24/1997               |
| Record Code . . . . .            | : | 1 {1=Active, 0=Inactive} |

---

F2=Function keys F3=Exit F12=Cancel F14=Stor. Index F24=More keys

Figure 14-5: Display Transactions detail screen

Press [F14] to view storage locations.

Press [Enter] to return to the Display Transactions selection screen.

## Displaying Physical Locations

The *Display Physical Locations* option allows you to display the storage index assignments for each physical location at a SARA site.

Use the menu path below.

- ▶ *SARA Module*
  - ▼ *Display Physical Locations [DPL]*

1/12/98 7:17:14 Display Physical Locations SR113R SR113F

---

Position To . . . Site . . . . . \_\_\_\_\_ +  
Physical Location . . . . . \_\_\_\_\_

Type options, press Enter  
5=Display

| Opt | Site  | Physical Loc | Aisle | Bin | Lot# |
|-----|-------|--------------|-------|-----|------|
| -   | SITE1 | 2NDFLOOR     | 1     | 1   | ABC  |
| -   | SITE1 | 2NDFLOOR     | 2     | 2   | DEF  |
| -   | SITE1 | 2NDFLOOR     | 3     | 3   | GHI  |
| -   | SITE1 | 2NDFLOOR     | 4     | 4   | JKL  |
| -   | SITE1 | 2NDFLOOR     | 5     | 5   | MNO  |
| 5   | SITE1 | 3RDFLOOR     | 1     | 1   | ABC  |
| -   | SITE1 | 3RDFLOOR     | 2     | 2   | DEF  |
| -   | SITE1 | 3RDFLOOR     | 3     | 3   | GHI  |
| -   | SITE1 | 3RDFLOOR     | 4     | 4   | JKL  |
| -   | SITE1 | 3RDFLOOR     | 5     | 5   | MNO  |

Bottom

---

F2=Function keys F3=Exit F4=Prompt F8=Print F24=More keys

Figure 14-6: Display Physical Locations selection screen

Type **5** in the *Opt* field to select the site and location for which you want to display storage indexes and press [Enter].

Press [F8] to print a Physical Location report. You can type a beginning and/or ending site, or you can type a beginning or ending location. If you want the system to print a report that includes all physical locations for all sites, leave these fields blank.

## Displaying Storage Index Information

This screen displays when you select a site and location on the Display Physical Locations selection screen.

|         |         |                            |        |        |
|---------|---------|----------------------------|--------|--------|
| 1/12/98 | 7:18:02 | Display Physical Locations | SR113R | SR113F |
|---------|---------|----------------------------|--------|--------|

---

|                             |          |
|-----------------------------|----------|
| Site . . . . .              | SITE1    |
| Physical Location . . . . . | 3RDFLOOR |
| Aisle . . . . .             | 1        |
| Bin . . . . .               | 1        |
| Lot# . . . . .              | ABC      |

---

F2=Function keys F3=Exit F10=QuickAccess F12=Cancel F18=Message line

Figure 14-7: Storage Index screen

This screen shows the storage indexes assigned to this location.

Press [Enter] to return to the Display Physical Locations selection screen.

## Displaying SARA Hazardous Material

Use the *Display SARA Hazardous Materials* option to display the SARA 312 information established for a raw material in the Hazardous Raw Materials file or a product in the Hazardous Products file.

Use the menu path below.

- ▶ *SARA Module*
  - ▼ *Display SARA Hazardous Materials [DSARAHM]*

6/02/00 14:40:48 Display SARA Hazardous Materials SR115R SR115F

---

Position to . . . Material and Size . . . .

Type options, press Enter.  
5=Display

| Opt      | Material   | Size | Description    |
|----------|------------|------|----------------|
| -        | ABATTER    | GL   |                |
| <u>5</u> | ACETONE    |      |                |
| =        | ALUMINUM   |      |                |
| -        | HAZRAWMTL  |      | chemical name1 |
| -        | HAZRAWMTL2 |      |                |
| -        | WATER      |      | aqua           |

Bottom

---

F2=Function keys F3=Exit F8=Print F10=QuikAccess F18=Message line

Figure 14-8: Display SARA Hazardous Materials selection screen

Type **5** in the *Opt* field to select the material for which you want to display hazard information and press [Enter].

Press [F8] to enter selection criteria for a report. Type one material or a range of materials and press [F8] to submit the job to a job queue.

## Displaying Hazardous Material Information

This screen displays when you select a raw material from the Display SARA Hazardous Materials selection screen.

|                                                                     |         |               |
|---------------------------------------------------------------------|---------|---------------|
| _ 6/02/00 14:41:57 Display SARA Hazardous Materials SR115R SR115F   |         |               |
| Material . . . . .                                                  | ACETONE | Page 1 of 2   |
| Chemical Name . . . . .                                             |         |               |
|                                                                     |         |               |
| Name Trade Secret . . . . .                                         | N       | (Y=Yes, N=No) |
| Additional Desc . . . . .                                           |         |               |
| CAS Number . . . . .                                                |         |               |
| CAS Trade Secret . . . . .                                          | N       | (Y=Yes, N=No) |
| HAZARD TYPE:                                                        |         |               |
| Hazardous . . . . .                                                 | Y       | (Y=Yes, N=No) |
| Extremely Hazardous . . . . .                                       | N       | (Y=Yes, N=No) |
| Exempt . . . . .                                                    | N       | (Y=Yes, N=No) |
| Override Threshold Qty . . . . .                                    | 00000   |               |
| RM HANDLED AS:                                                      |         |               |
| Solid . . . . .                                                     |         |               |
| Liquid . . . . .                                                    |         |               |
| Gas . . . . .                                                       |         |               |
| Pure . . . . .                                                      |         |               |
| Mixture . . . . .                                                   |         |               |
| F2=Function keys F3=Exit F10=QuikAccess F12=Cancel F18=Message line |         |               |

Figure 14-9: Display Hazardous Materials screen 1

For more information on the fields displayed on this screen, refer to the Maintaining Raw Material section or to on-line help text.

Press [Enter] to continue.

|                                                                     |                 |
|---------------------------------------------------------------------|-----------------|
| _ 6/02/00 14:44:15 Display SARA Hazardous Materials SR115R SR115F   |                 |
| Material . . . . .                                                  | ACETONE         |
| Chemical Name . . . . .                                             |                 |
| Page 2 of 2                                                         |                 |
| Name Trade Secret . . . . .                                         | N (Y=Yes, N=No) |
| Additional Desc . . . . .                                           |                 |
| CAS Number . . . . .                                                |                 |
| CAS Trade Secret . . . . .                                          | N (Y=Yes, N=No) |
| REPORTING METHOD:                                                   |                 |
| Mixture Weight . . . . .                                            |                 |
| RM Weight . . . . .                                                 |                 |
| PHYSICAL & HEALTH HAZARD CATEGORIES:                                |                 |
| Fire . . . . .                                                      |                 |
| Sudden Release of Pressure . . .                                    |                 |
| Reactivity . . . . .                                                |                 |
| Immediate (Acute) . . . . .                                         |                 |
| Delayed (Chronic) . . . . .                                         |                 |
| F2=Function keys F3=Exit F10=QuikAccess F12=Cancel F18=Message line |                 |

Figure 14-10: Display Hazardous Materials screen 2

This screen displays when you press [Enter] from the Display Hazardous Materials screen 1.

Press [Enter] to return to the Display SARA Hazardous Materials selection screen.

## Displaying the Audit File

Use the *Display Audit File* option to display changes that were made manually to the SARA Transaction file using the *Work with Transactions* option. The system does not display inventory adjustments you made using Infinium IC or Infinium PM.

You cannot print from this function. To print an Audit record, use the *Print Audit File* option.

Use the menu path below.

- ▶ *SARA Module*
  - ▼ *Display Audit File [DAF]*

|                                                           |         |                    |      |               |        |
|-----------------------------------------------------------|---------|--------------------|------|---------------|--------|
| 1/12/98                                                   | 7:20:49 | Display Audit File |      | SRGAFD        | SRDAFD |
| Position To . Site . . . .                                |         | Material . . . . . |      |               |        |
|                                                           |         | Size . . . .       |      |               |        |
| Type options, press Enter.                                |         |                    |      |               |        |
| 5=Display                                                 |         |                    |      |               |        |
| Opt                                                       | Site    | Material           | Size | Description   |        |
| 5                                                         | SITE1   | HAZRAW04           |      | ETHYL BENZENE |        |
| Bottom                                                    |         |                    |      |               |        |
| F2=Function keys F3=Exit F10=QuickAccess F18=Message line |         |                    |      |               |        |

Figure 14-11: Display Audit File selection screen

Type **5** in the *Opt* field to select the site and location for which you want to display transactions and press [Enter].

## Displaying Transaction Information for Audit

This screen displays when you select a site and location from the Display Audit File selection screen.

|                                                                      |         |                    |                |        |
|----------------------------------------------------------------------|---------|--------------------|----------------|--------|
| 1/12/98                                                              | 7:21:13 | Display Audit File | SRGAFD         | SRDAFD |
| Site . . . . .                                                       | :       | SITE1              |                |        |
| Material and Size . . . . .                                          | :       | HAZRAM04           |                |        |
| Description . . . . .                                                | :       | ETHYL BENZENE      |                |        |
| User . . . . .                                                       | :       | WMM                |                |        |
| Update Date and Time . . . . .                                       | :       | 01/09/1998         | 14:18:09       |        |
|                                                                      |         | Previous Values    | Current Values |        |
| Sum of Daily Amounts . . . . .                                       | :       | 10000.0000         | 10000.0000     | LB     |
| Maximum Daily Amount . . . . .                                       | :       | 10000.0000         | 10000.0000     |        |
| Date of Maximum Amount . . . . .                                     | :       | 07/23/1997         | 07/23/1997     |        |
| Number of Days on Site . . . . .                                     | :       | 001                | 1              |        |
| Beginning Balance . . . . .                                          | :       |                    |                | LB     |
| Running Balance . . . . .                                            | :       | 10000.0000         | 10000.0000     | LB     |
| Last Update Date . . . . .                                           | :       | 07/24/1997         |                |        |
| Last Update By . . . . .                                             | :       | A                  |                |        |
| Record Code . . . . .                                                | :       | A                  |                | A      |
| Reason For Last Change . . . . .                                     | :       |                    |                |        |
| F2=Function keys F3=Exit F10=QuickAccess F12=Cancel F18=Message line |         |                    |                |        |

Figure 14-12: Display Audit File Transaction screen

The Previous Values column represents the values in the file before the change was made. The Current Values column shows the values in the SARA Transaction file as they currently exist.

The system displays amounts in pounds.

Press [Enter] to return to the Display Audit File selection screen.



The part consists of the following topics:

| Topic                              | Page |
|------------------------------------|------|
| Overview of Using Product Labeling | 15-2 |
| Understanding Product Labeling     | 15-3 |
| Viewing Sample Labels              | 15-4 |
| Displaying Label Contents          | 15-6 |
| Printing Labels                    | 15-8 |

---

## Overview of Using Product Labeling

Product Labeling is a customized application. Each company designs its own graphics format and selects the information to print. Infinium RM provides an interface where you can add and update phrases, display labels before you print, maintain files, and start the print job.

In the same way it adds type 1, 2, and 3 phrases to the MSDS, Infinium RM adds type 4 and type 5 phrases to product labels.

The *Display Label Contents* and *Print Labels* options are the only options that are discussed in this topic. The *Work with Phrases*, *Work with Phrase Assignments*, *Work with Hazardous Raw Material*, and *Print Hazardous Raw Materials* options are the same options that are located on the *MSDS* menu. These options are on the *Product Labeling* menu for convenience. Refer to the appropriate topics in this guide for information on each of these options.

After you complete this topic, you should be able to display and print labels.

---

# Understanding Product Labeling

The *Product Labeling* menu is best suited for generating internal labels, shipping carton and drum labels, and design prototypes for commercial printers; it was not designed for high-glossy, high-volume applications, such as retail can labels. This menu generates labels only for products that have a formula/bill of materials.

Much like MSDS processing, the *Product Labeling* menu options in Infinium RM are formula driven. They provide the ability to automatically change phrases when formulas change. However, customization is necessary to create a label tailored to your company's needs.

Information prints on the label from two sources.

## 1 The customized labeling program

This program is designed to produce a certain format and to retrieve specified information from the Infinium RM files.

## 2 The Phrase file

Type 4 and type 5 phrases from these files are created and retrieved the same way type 1, 2 and 3 phrases are created and retrieved on an MSDS.

A third-party software program by TL Ashford® converts label information gathered by Infinium RM into a format that a graphics printer understands.

Before you begin, check with your T.L. Ashford Account Manager to make sure that you have a printer compatible with this software.

In addition to the standard information that prints on every label, 4096 characters of variable information (approximately 54 verbiage lines) can be passed to the TL Ashford label design.

---

## Viewing Sample Labels

The label shown on the following page shows some of the capabilities of the *Product Labeling* menu. Your company is not limited to selecting from the sample shown; however, most labels have the following elements:

- Logos for poison, toxic, corrosive, and flammable materials, retrieved if indicated on the Product Label Information screen in the Hazardous Material file.
- You can shade state-required information, such as the top five ingredients. You can also add percent by weights.
- You can create a format in the TL Ashford software and include a variety of different bar code types, your company name, and other elements you specify.
- Product name, size, code, and descriptions from the Product record.
- Phrases attached to raw materials, formula, formula types and system phrases that print on all labels.

Sample labels are shown on the next page.



**TESTKL2®**

TEST HAZARDOUS FINISHED GOOD

\*\*\*\*\* EFFECTS OF OVEREXPOSURE \*\*\*\*\*

**WARNING!**

HARMFUL IF ABSORBED THROUGH SKIN  
HARMFUL IF INHALED  
MAY BE FATAL IF SWALLOWED  
FLAMMABLE LIQUID AND VAPOR  
MAY CAUSE SKIN AND EYE IRRITATION  
CAN CAUSE CANCER

ONE QUART U.S. MEASURE

SAFETY  
CONTAINS:

WATER  
TOLUENE  
DEFOAMER  
TC BLUE  
ADDITIVE FOR VISCOSITY



NOTE: RISK OF CANCER DEPENDS ON DURATION AND LEVEL OF EXPOSURE.

MAY CAUSE GENETIC DEFECTS BASED ON ANIMAL DATA

MAY EFFECT THE HUMAN REPRODUCTIVE SYSTEM BASED ON ANIMAL DATA

MAY CAUSE BIRTH DEFECTS BASED ON ANIMAL DATA

MAY CAUSE BONE MARROW DAMAGE

MAY CAUSE KIDNEY DAMAGE

CAN CAUSE LIVER DAMAGE

Do not get in eyes, on skin, or on clothing.

Do not breath dust, vapor, mist or gas.

Wash thoroughly after handling. Keep container closed and away from heat, sparks and flame. Use only with adequate ventilation.

Wear an appropriate, properly fitted respirator (NIOSH/MSHA approved) during and after application unless air monitoring demonstrates vapor/mist level are below limits. Follow respirator manufacturer's direction for user. Keep container away from lights, fire, sparks, and static electricity

**TEST92** - Division of ABC Group, Inc.

## Displaying Label Contents

Use the *Display Labels* option to preview your labels before printing. By checking that the label contains the correct information, you can avoid printing incorrect labels.

Use the menu path below.

- ▶ *Product Labeling*
  - ▼ *Display Labels* [DL]

```

11/19/02 11:09:08 Display Labels MRG017 WRD017

Company CUSDA + CATHY'S ACCRUAL COMPANY
Warehouse CWAC1 + CATHY'S WAC WAREHOUSE
Preparation Date 11192002
Product or Formula _____ +
Product Size _____

Standard Label Information
Batch number _____

```

---

F2=Function keys F3=Exit F4=Prompt F6=Accept F24=More keys

Figure 15-1: Display Labels selection screen

*Product or Formula* and *Product Size* are required.

Type the identifier for the product or formula for which you are generating labels, including its size code.

## Preparation Date

The system checks the preparation date against specified effective dates in each of the formula instances to determine the correct instances to use.

Your customized program could require additional entries not shown above. Type the information required for your program and press [F6].

## Displaying Product Label Text

This screen displays when you select a product on the Display Labels selection screen.

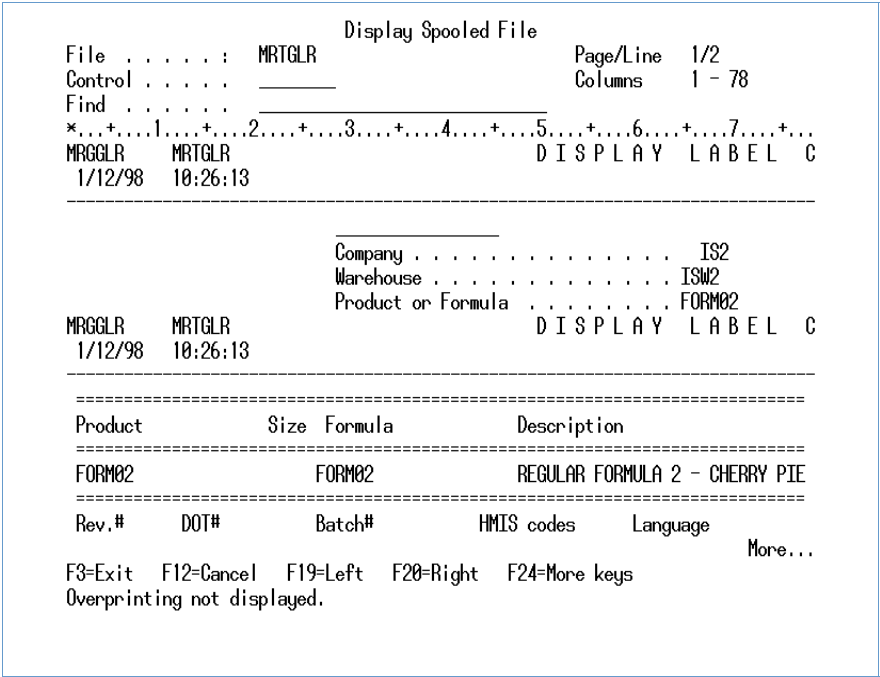


Figure 15-2: Display Spooled File screen

This screen shows the information that prints on the label for the product you selected. Your display may look different according to your program customization.

Only text displays on this screen. You will not see any logos or other graphic elements.

Press [F3] to return to the *Product Labeling* menu.

## Printing Labels

Use the *Print Labels* option to select the product labels you want to print, how many labels to print, and the printer on which to print the labels.

Use the menu path below.

- ▶ *Product Labeling*
  - ▼ *Print Labels [PL]*

|                                                            |                                        |              |        |        |
|------------------------------------------------------------|----------------------------------------|--------------|--------|--------|
| 11/20/02                                                   | 10:32:11                               | Print Labels | MRG017 | MRD017 |
| <hr/>                                                      |                                        |              |        |        |
| Company . . . . .                                          | <u>CUSDA</u> + CATHY'S ACCRUAL COMPANY |              |        |        |
| Warehouse . . . . .                                        | <u>CWAC1</u> + CATHY'S WAC WAREHOUSE   |              |        |        |
| Preparation Date . . . . .                                 | <u>11202002</u>                        |              |        |        |
| Product or Formula . . . . .                               | _____ +                                |              |        |        |
| Product Size . . . . .                                     | _____                                  |              |        |        |
| Standard Label Information                                 |                                        |              |        |        |
| Batch number . . . . .                                     | _____                                  |              |        |        |
| Number of labels . . . . .                                 | _____                                  |              |        |        |
| Label design name . . . . .                                | _____                                  |              |        |        |
| Overrides:                                                 |                                        |              |        |        |
| Forms override . . . . .                                   | <u>LABL</u>                            |              |        |        |
| Outqueue name . . . . .                                    | <u>PRT01</u>                           |              |        |        |
| Product size description . . . . .                         | _____                                  |              |        |        |
| <hr/>                                                      |                                        |              |        |        |
| F2=Function keys F3=Exit F4=Prompt F6=Accept F24=More keys |                                        |              |        |        |

Figure 15-3: Print Labels prompt screen

Type the identifier for the formula or product for which you are generating labels including its size code (if your company uses size codes as part of the product identifier).

### *Preparation Date*

The system checks the preparation date against specified effective dates in each of the formula instances to determine the correct instances to use.



Type the label design name as it is shown in the bar coding and labeling software.  
This file contains the layout of the label.

Type the number of labels you want to print.

*Forms override*

If this printer also prints other forms, type the name of the desired label form at the *Forms override* field.

*Outqueue name*

Complete the *Outqueue name* field with the printer identifier on which the label prints.

*Product size description*

Use the *Product size description* field to print a description of the size on the label that is different from the description associated with the size code. For example, if **GL** is the size code description, you can override it here by typing **ONE U.S. GALLON/3.785 LITERS**.

Your customized program can require additional entries not shown above. Type the information required for your program.

Press [F6] to submit the job to the job queue.

Before your labels print, the system may issue a message to change forms or verify alignment on the printer. Do not ignore these messages, or your labels may print incorrectly. To answer these messages, press **S** +[SysRq] + **6** on a terminal or [Alt]+[SysRq] + **6** on a personal computer workstation.

If you enter the wrong label design name, hold the job, delete it from the spooled file, and re-enter your print request.

---

## Notes

The part consists of the following topics:

| Topic                                     | Page |
|-------------------------------------------|------|
| Overview of Using Infinium RM Utilities   | 16-2 |
| Creating and Resetting the SARA Date File | 16-3 |
| Resetting SARA Records at Year End        | 16-5 |
| Resetting MSDS History at Year End        | 16-6 |
| Purging MSDS History                      | 16-7 |

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## Overview of Using Infinium RM Utilities

To maintain Infinium RM, periodically reset certain files or status fields and purge specific files. The *Utilities* menu in Infinium RM contains several options that allow you to perform these tasks.

After you complete this part, you should be able to do the following:

- Create and Reset the SARA Date File
- Reset SARA Records at Year End
- Reset MSDS History at Year End
- Purge the MSDS History

# Creating and Resetting the SARA Date File

Use the *Initialize SARA Date File* option to create a new Superfund Amendment and Reauthorization Act (SARA) Date file before you first apply inventory to the *SARA Module* options or before you begin processing SARA information for a new year. When you complete this option, the system does the following:

- Assigns a date for each day of the year you type
- Sets the application and re-application dates to **00/00/00**
- Sets all milestones to **NO**

Use the menu path below.

► *Utilities*

▼ *Initialize SARA Date File* [ISARADF]

```
1/12/98 10:30:15 Initialize SARA Date File SR004R SR004FM

Site Code SITE1 +
Year 1997

F2=Function keys F3=Exit F4=Prompt F10=QuickAccess F18=Message line
```

Figure 16-1: Initialize SARA Date File prompt screen

Type a SARA site code in the *Site Code* field for the facility needing a new SARA Date file, or press [F4] to display a list of site codes from which you can select a valid

entry. Create and maintain SARA sites using the *Work with Facilities/Owners* option on the *SARA Module* menu in Infinium RM.

*Year*

Type the four digit year in which you want to maintain SARA records in the *Year* field.

After you complete the fields, press [Enter] to initialize the file.

# Resetting SARA Records at Year End

Use the *Execute SARA Year End Procedure* option to make the ending SARA inventory balance of the previous year the beginning balance for the new year. This option also removes all of the previous year's SARA information from the system.

**Caution:** Before performing this option, all SARA reports must be correct and complete and you should make a back-up copy of these records.

Use the menu path below.

► *Utilities*

▼ *Execute SARA Year End Procedure [ESARAYEP]*

```
1/12/98 10:30:49 Execute SARA Year End Procedure SREOVR SREOYFM

Year Ending Date

WARNING:
BE SURE TO HAVE BACKUP OF DATABASE LIBRARY BEFORE PROCEEDING.

DO NOT PROCEED unless SARA reports are complete and correct
for the previous year!

F2=Function keys F3=Exit F10=QuickAccess F18=Message line
 █
```

Figure 16-2: Execute SARA Year End Procedure prompt screen

Type the ending date of the SARA reporting year in the *Year Ending Date* field. Use the date format you specified in the *Work with Entity Controls* option in Infinium CA.

Press [Enter] to perform the year end procedure.

---

## Resetting MSDS History at Year End

Use the *Reset MSDS History* option to reset the print history for all products and formulas so that the next time you enter a product order, the system prints its MSDS.

Use the menu path below.

- ▶ *Utilities*
  - ▼ *Reset MSDS History (Year End)* [RMSDSH]  
This option does not display a screen. When you select this option, the system resets the MSDS print history and redisplay the Utilities menu.



## Purging MSDS History

Use the *Purge MSDS Hist by Ship/Prp Date* option to remove records of MSDS submissions to customers from the system by ship (preparation) date.

All users must sign off the system before you run this option. Because of this, Infinium suggests that you use this option during a slow period of the day or after business hours. It is not, however, a system requirement.

**Caution:** Infinium strongly recommends that you back up your records before performing this option.

Use the menu path below.

- ▶ *Utilities*
- ▼ *Purge MSDS Hist by Ship/Prp Date* [PMSDSHBSPD]

```
1/12/98 10:31:29 Purge MSDS Hist by Ship/Prp Date PG00R1 PG00RFM

Cut-off Date _____

WARNING:
BE SURE TO HAVE BACKUP OF DATABASE LIBRARY BEFORE PROCEEDING.

F2=Function keys F3=Exit F10=QuikAccess F18=Message line
```

Figure 16-3: Purge MSDS History by Ship/Prp Date screen

Type the date in the *Cut-off Date* field to purge the History file of all MSD Sheets prior to and including the date you specify.

Press [Enter] to perform this option.

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## Notes

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# Appendix A

## Printing Infinium RM and SARA Reports



The part consists of the following topics:

| Topic                                    | Page |
|------------------------------------------|------|
| Printing History by Customers            | A-2  |
| Printing History by Products             | A-5  |
| Printing Phrase Details                  | A-8  |
| Printing Formula Data                    | A-22 |
| Printing Indented Formula Lists          | A-26 |
| Printing Hazardous Raw Material Details  | A-30 |
| Printing Hazardous Raw Material Lists    | A-32 |
| Printing Exposure Limits                 | A-34 |
| Printing Formula Type Cross References   | A-37 |
| Regenerating Material Safety Data Sheets | A-39 |
| Printing SARA Hazardous Materials        | A-48 |
| Printing the Audit File                  | A-52 |
| Printing Tier I and Tier II Reports      | A-55 |
| Printing the SARA Dates File             | A-65 |

## Printing History by Customers

Use the *Print History by Customer* option to print, by customer identifier, the historical record of all MSD Sheets sent to customers.

Use the menu path below.

- ▶ *MSDS*
- ▶ *Print listings*
  - ▼ *Print History by Customer* [PHBC]

|         |          |                           |        |        |
|---------|----------|---------------------------|--------|--------|
| 1/12/98 | 10:32:04 | Print History by Customer | MRG055 | MRD055 |
|---------|----------|---------------------------|--------|--------|

---

|                              |         |
|------------------------------|---------|
| Company . . . . .            | IS2 +   |
| Warehouse . . . . .          | ISW2 +  |
| Beginning Customer . . . . . | _____ + |
| Ending Customer . . . . .    | _____ + |
| Beginning Date . . . . .     | _____   |
| Ending Date . . . . .        | _____   |

---

F2=Function keys F3=Exit F4=Prompt F8=Print F24=More keys

█

Figure A-1: Print History by Customer screen

Use the following information to complete the fields on this screen.

### *Beginning Customer, Ending Customer*

To print the MSDS submission history for a single customer, complete the *Beginning Customer* field. To print the MSDS submission history for a range of customers, complete the *Beginning Customer* and the *Ending Customer* fields.

*Beginning Date, Ending Date*

Complete the *Beginning Date* and/or the *Ending Date* fields to print MSDS history for particular dates.

Press [F8] to print the report. A sample report is shown on the next page.

WMM

PAGE 1  
WMM

•

## Printing History by Products

Use the *Print History by Products* option to print, by product identifier, the historical record of all MSDS Sheets sent to customers or printed for the product.

Use the menu path below.

- ▶ *MSDS*
- ▶ *Print listings*
  - ▼ *Print History by Product* [PHBP]

|         |         |                          |        |        |
|---------|---------|--------------------------|--------|--------|
| 1/14/98 | 9:03:05 | Print History by Product | MRG058 | MRD058 |
|---------|---------|--------------------------|--------|--------|

---

|                                     |         |
|-------------------------------------|---------|
| Company . . . . .                   | IS2 +   |
| Warehouse . . . . .                 | ISW2 +  |
| Beginning Product or Formula . . .  | _____ + |
| Ending Product or Formula . . . . . | _____ + |
| Beginning Date . . . . .            | _____   |
| Ending Date . . . . .               | _____   |

---

F2=Function keys F3=Exit F4=Prompt F8=Print F24=More keys

█

Figure A-2: Print History by Product screen

Use the following information to complete the fields on this screen.

### *Beginning Product or Formula, Ending Product or Formula*

To print the MSDS submission history for a product, complete the *Beginning Product or Formula* field. To print the MSDS submission history for a range of products, complete the *Beginning Product or Formula* and the *Ending Product or Formula* fields.

*Beginning Date, Ending Date*

Complete the *Beginning Date* and/or the *Ending Date* fields to print MSDS history for particular dates.

Press [F8] to print the report. A sample report is shown on the next page.



```

MRG058P MRT058 M S D S H I S T O R Y B Y P R O D U C T
1/19/98 12:43:26 WMM

Company IS2
Warehouse ISW2
Beginning Product or Formula . . . ALL
Ending Product or Formula
Beginning Date ALL
Ending Date
MRG058P MRT058 M S D S H I S T O R Y B Y P R O D U C T
1/19/98 12:43:26 PAGE 1
WMM

COMPANY : IS2 INFINIUM
WAREHOUSE : ISW2 INFINIUM WAREHOUSE #2
 REV PRINT
 CODE PREP DATE STATUS FORMULA
PRODUCT SIZE CUSTOMER SHIP-TO
PROD03 CUST1
ORDER 000000004 00 DATE LAST SHIPPED MSDS LAST REV DATE 2 FORM01 SALES REFERENCE
PROD04 CUST1
ORDER 000000004 00 DATE LAST SHIPPED MSDS LAST REV DATE 2 FORM09 USER ID LAST PRINTED AM2000
***** RECORDS SELECTED . . 000002
***** END OF REPORT *****

```

•

## Printing Phrase Details

Use the *Print Phrase Detail* option to print MSDS phrases. You can print one phrase, a range of phrases, or all phrases. You can also select by phrase type.

Use the menu path below.

- ▶ *MSDS*
- ▶ *Print listings*
  - ▼ *Print Phrase Detail [PPD]*

```

1/19/98 12:52:55 Print Phrase Detail MRGPDR MRDPDR

```

---

```

Phrase Type : 2
Beginning Phrase ID EYES _____ +
Ending Phrase ID _____ +

```

---

```

F2=Function keys F3=Exit F4=Prompt F24=More keys

```

Figure A-3: Print Phrase Detail screen

Use the following information to complete the fields on this screen.

Beginning Phrase ID, Ending Phrase ID

To print one phrase, complete the *Beginning Phrase ID* field. To print a range of phrases, complete both the *Beginning Phrase ID* and *Ending Phrase ID* fields.

### *Phrase Type*

To change the value in the *Phrase Type* field, press [F7] to display the Override window.

Press [F8] to print the phrases. A sample report is shown on the next page.

A second report lists the phrases for language S2K for phrase type 1 and 2.

Generally, on initial setup you copy all phrases in S2K to language \*BL and use \*BL as your default language. Refer back to language S2K to resolve any problems with headings or subheadings during MSDS generation. As new releases become available, compare language S2K to \*BL for new phrase assignments or changes. Refer to specific releases' installation guides and release notes.

For more information on copying languages, refer to the “Defining Regulatory Codes and Master Files” part. For more information on creating or updating phrases, refer to the “Working with Phrases” part.

MRGPDR      MRTPDR  
1/19/98      12:52:28

## P H R A S E   L I S T I N G

WMM

Phrase Type . . . . . : 2  
Beginning Phrase ID . . . . . EYES      00  
Ending Phrase ID . . . . .      00

MRGPDR      MRTPDR  
1/19/98      12:52:28

## P H R A S E   L I S T I N G

PAGE      1  
WMM

| PHRASE ID AND<br>SEVERITY LEVEL | PROCESS<br>LESS SEVERE<br>SEGMENT | LIST<br>COMPONENTS<br>TEXT                                                  | MINIMUM PCT.<br>BY WEIGHT | SUBSTITUTIONS |
|---------------------------------|-----------------------------------|-----------------------------------------------------------------------------|---------------------------|---------------|
| EYES      00                    | N                                 | N                                                                           |                           |               |
|                                 | 010                               | This material should not cause any irritation to the eyes.                  |                           | 00            |
| EYES      10                    | N                                 | N                                                                           |                           |               |
|                                 | 010                               | This material may cause slight irritation to the eyes. If so, rinse eyes    |                           | 00            |
|                                 | 020                               | thoroughly with clear, running water for 2 to 3 minutes.                    |                           | 00            |
| EYES      20                    | N                                 | N                                                                           |                           |               |
|                                 | 010                               | This material may cause minor irritation to the eyes. Flush eyes with cold, |                           | 00            |
|                                 | 020                               | clear, running water for 2 to 3 minutes to rinse out any product that may   |                           | 00            |
|                                 | 030                               | have gotten into the eyes. If any irritation persists after rinsing, call   |                           | 00            |
|                                 | 040                               | or visit your nearest medical professional for assistance.                  |                           | 00            |
| EYES      30                    | N                                 | N                                                                           |                           |               |
|                                 | 010                               | This material will cause slight irritation to the eyes. Immediately flush   |                           | 00            |
|                                 | 020                               | the eyes with cool, clear, running water for at least 3 minutes. If eyes    |                           | 00            |
|                                 | 030                               | are still irritated, rinse again for 2 minutes. See a medical professional  |                           | 00            |
|                                 | 040                               | if problems persist.                                                        |                           | 00            |
| EYES      40                    | N                                 | N                                                                           |                           |               |
|                                 | 010                               | This material will cause irritation to the eyes. Immediately flush both     |                           | 00            |
|                                 | 020                               | eyes with cool, clear, running water for at least 3 minutes. If eyes are    |                           | 00            |
|                                 | 030                               | red, vision is blurred or burning sensation arises, seek a medical profess- |                           | 00            |
|                                 | 040                               | ional immediately for further treatment with an eye antibiotic ointment.    |                           | 00            |
| EYES      80                    | N                                 | N                                                                           |                           |               |
|                                 | 010                               | May cause sever irritation (tears, blurred vision and redness). May         |                           | 00            |
|                                 | 020                               | result in permanent damage to the cornea, vision impairment and even        |                           | 00            |
|                                 | 030                               | blindness.                                                                  |                           | 00            |

\*\*\*\*\* RECORDS SELECTED . . 000006

\*\*\*\*\* END OF REPORT \*\*\*\*\*

MRGPDR MRTDPDR  
5/20/98 9:51:57

P H R A S E L I S T I N G

TAS

REPORT SELECTIONS

Language . . . . . : S2K  
Phrase Type . . . . . : 1  
Beginning Phrase ID . . . . . 00  
Ending Phrase ID . . . . . 00

MRGPDR MRTDPDR  
5/20/98 9:51:57

P H R A S E L I S T I N G

PAGE 1  
TAS

| PHRASE ID AND<br>SEVERITY LEVEL | PROCESS<br>LESS SEVERE<br>SEGMENT | LIST<br>COMPONENTS<br>TEXT                                           | MINIMUM PCT.<br>BY WEIGHT | SUBSTITUTIONS |
|---------------------------------|-----------------------------------|----------------------------------------------------------------------|---------------------------|---------------|
| ?BMESS? 99                      | N                                 | Y                                                                    |                           |               |
|                                 | 001                               | Based on the presence of components                                  |                           | 00            |
| ?BMESS2? 99                     | N                                 | N                                                                    |                           |               |
|                                 | 001                               | Due to the presence of some component(s)                             |                           | 00            |
| ?CARCIN? 99                     | N                                 | N                                                                    |                           |               |
|                                 | 001                               | *****                                                                |                           | 00            |
|                                 | 002                               | This product contains one or more reported carcinogens or suspected  |                           | 00            |
|                                 | 003                               | carcinogens which are noted NTP, IARC, or OSHA-Z in the other limits |                           | 00            |
|                                 | 004                               | recommended column.                                                  |                           | 00            |
|                                 | 005                               | *****                                                                |                           | 00            |
| ?HAP? 99                        | Y                                 | N                                                                    |                           |               |
|                                 | 001                               | *****                                                                |                           | 00            |
|                                 | 002                               | This substance is classified as a hazardous air pollutant.           |                           | 00            |
|                                 | 003                               | *****                                                                |                           | 00            |
| ?MAIL? 99                       | N                                 | N                                                                    |                           |               |
|                                 | 001                               |                                                                      |                           | 00            |
|                                 | 002                               |                                                                      |                           | 00            |
|                                 | 003                               |                                                                      |                           | 00            |
|                                 | 004                               |                                                                      |                           | 00            |
|                                 | 005                               | MATERIAL SAFETY DATA SHEET                                           |                           | 00            |
|                                 | 006                               | Issued to . . . . . : &01                                            |                           | 01            |
|                                 | 007                               |                                                                      | &01                       | 01            |
|                                 | 008                               |                                                                      | &01                       | 01            |
|                                 | 009                               |                                                                      | &01                       | 01            |
|                                 | 010                               |                                                                      | &01                       | 01            |
|                                 | 011                               |                                                                      | &01 &02 &03               | 03            |
|                                 | 012                               |                                                                      |                           | 00            |
|                                 | 013                               | Attention of . . . . . : &01                                         |                           | 01            |
|                                 | 014                               |                                                                      |                           | 00            |
|                                 | 015                               |                                                                      |                           | 00            |
|                                 | 016                               |                                                                      |                           | 00            |
|                                 | 017                               |                                                                      |                           | 00            |
|                                 | 018                               |                                                                      |                           | 00            |
|                                 | 019                               | Sales Number . . . . . : &01                                         |                           | 01            |
|                                 | 020                               | Sales Description Number One . . . . : &01                           |                           | 01            |
|                                 | 021                               | Sales Description Number Two . . . . : &01                           |                           | 01            |
| ?MUTAGN? 99                     | N                                 | N                                                                    |                           |               |
|                                 | 001                               | *****                                                                |                           | 00            |
|                                 | 002                               | This product contains one or more reported mutagens or suspected     |                           | 00            |
|                                 | 003                               | mutagens which are noted NTP, IARC, or OSHA-Z in the other limits    |                           | 00            |
|                                 | 004                               | recommended column.                                                  |                           | 00            |

MRGPDR MRTDPR  
5/20/98 9:51:57

## P H R A S E L I S T I N G

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TAS

| PHRASE ID AND<br>SEVERITY LEVEL | PROCESS<br>LESS SEVERE<br>SEGMENT | LIST<br>COMPONENTS<br>TEXT                                               | MINIMUM PCT.<br>BY WEIGHT  | SUBSTITUTIONS |
|---------------------------------|-----------------------------------|--------------------------------------------------------------------------|----------------------------|---------------|
| ?NOCARC? 99                     | 005                               | *****                                                                    |                            | 00            |
|                                 | N                                 | N                                                                        |                            |               |
|                                 | 001                               | *****                                                                    |                            | 00            |
|                                 | 002                               | This product contains no reported carcinogens or suspected               |                            | 00            |
|                                 | 003                               | carcinogens.                                                             |                            | 00            |
| ?NOHAZ? 99                      | 004                               | *****                                                                    |                            | 00            |
|                                 | N                                 | N                                                                        |                            |               |
|                                 | 001                               | *****                                                                    |                            | 00            |
|                                 | 002                               | This product contains no reportable hazardous ingredients. This          |                            | 00            |
|                                 | 003                               | Material Safety Data Sheet contains information on good industrial       |                            | 00            |
| ?NOSARA? 99                     | 004                               | practice for safe handling of all industrial chemicals.                  |                            | 00            |
|                                 | 005                               | *****                                                                    |                            | 00            |
|                                 | N                                 | N                                                                        |                            |               |
|                                 | 001                               | SARA 313 INFORMATION:                                                    |                            | 00            |
|                                 | 002                               | This product contains NONE of the substances subject to the reporting    |                            | 00            |
| ?NPHOTO? 99                     | 003                               | requirements of Section 313 of Title III of the Superfund Amendments and |                            | 00            |
|                                 | 004                               | Reauthorization Act of 1986 and 40 CFR Part 372.                         |                            | 00            |
|                                 | N                                 | N                                                                        |                            |               |
|                                 | 001                               | Non Photochemically Reactive                                             |                            | 00            |
|                                 | ?NUSPIG? 99                       | N                                                                        | N                          |               |
| 001                             |                                   | *****                                                                    |                            | 00            |
| 002                             |                                   | This product contains pigments which may become a dust nuisance when     |                            | 00            |
| 003                             |                                   | removed by abrasive blasting, sanding, or grinding.                      |                            | 00            |
| 004                             |                                   | *****                                                                    |                            | 00            |
| ?PAGE? 99                       | N                                 | N                                                                        |                            |               |
|                                 | 001                               | -----                                                                    |                            | 00            |
|                                 | 002                               | &01                                                                      | &02 &03                    | 03            |
|                                 | 003                               |                                                                          | &01                        | 01            |
|                                 | 004                               |                                                                          | MATERIAL SAFETY DATA SHEET | 00            |
|                                 | 006                               | &01                                                                      | &02                        | 02            |
|                                 | 008                               | &01                                                                      | &02                        | 02            |
|                                 | 010                               | -----                                                                    |                            | 00            |
|                                 |                                   |                                                                          | Page &01 of &02            | 02            |
|                                 |                                   |                                                                          |                            |               |
| ?PAGNUM? 99                     | N                                 | N                                                                        |                            |               |
|                                 | 001                               |                                                                          |                            |               |
| ?PHOTO? 99                      | N                                 | N                                                                        |                            |               |
|                                 | 001                               | Photochemically Reactive                                                 |                            | 00            |
| ?REPTOX? 99                     | N                                 | N                                                                        |                            |               |
|                                 | 001                               | *****                                                                    |                            | 00            |

| PHRASE ID AND<br>SEVERITY LEVEL | PROCESS<br>LESS SEVERE<br>SEGMENT | LIST<br>COMPONENTS<br>TEXT                                                  | MINIMUM PCT.<br>BY WEIGHT | SUBSTITUTIONS |
|---------------------------------|-----------------------------------|-----------------------------------------------------------------------------|---------------------------|---------------|
|                                 | 002                               | This product contains one or more reported or suspected reproductive        |                           | 00            |
|                                 | 003                               | toxins which are noted NTP, IARC, or OSHA-Z in the other limits recommended |                           | 00            |
|                                 | 004                               | column.                                                                     |                           | 00            |
|                                 | 005                               | *****                                                                       |                           | 00            |
| ?SARARMS? 99                    | N                                 | N                                                                           |                           |               |
|                                 | 001                               | SARA 313 INFORMATION:                                                       |                           | 00            |
|                                 | 002                               | This product contains the following substances subject to the               |                           | 00            |
|                                 | 003                               | reporting requirements of Section 313 of Title III of the Superfund         |                           | 00            |
|                                 | 004                               | Amendments and Reauthorization Act of 1986 and 40 CFR Part 372:             |                           | 00            |
|                                 | 005                               |                                                                             |                           | 00            |
| ?STATE? 99                      | N                                 | N                                                                           |                           |               |
|                                 | 001                               | Any State specific Transport Information can be printed by customizing this |                           | 00            |
|                                 | 002                               | phrase.                                                                     |                           | 00            |
| ?TERATG? 99                     | N                                 | N                                                                           |                           |               |
|                                 | 001                               | *****                                                                       |                           | 00            |
|                                 | 002                               | This product contains one or more reported teratogens or suspected          |                           | 00            |
|                                 | 003                               | teratogens which are noted NTP, IARC, or OSHA-Z in the other limits         |                           | 00            |
|                                 | 004                               | recommended column.                                                         |                           | 00            |
|                                 | 005                               | *****                                                                       |                           | 00            |
| ?TSCA? 99                       | N                                 | N                                                                           |                           |               |
|                                 | 001                               | *****                                                                       |                           | 00            |
|                                 | 002                               | ** This product is for research and development only. **                    |                           | 00            |
|                                 | 003                               | *****                                                                       |                           | 00            |
| ?WARNING? 99                    | N                                 | N                                                                           |                           |               |
|                                 | 001                               | Warning - This product contains                                             |                           | 00            |
| AVOID 00                        | N                                 | N                                                                           |                           |               |
|                                 | 001                               | CONDITIONS TO AVOID:                                                        |                           | 00            |
| BLANK 00                        | N                                 | N                                                                           |                           |               |
|                                 | 001                               |                                                                             |                           | 00            |
| CARC.PARA 00                    | N                                 | N                                                                           |                           |               |
|                                 | 001                               | CARCINOGENICITY:                                                            |                           | 00            |
| CHEM.FRM 00                     | N                                 | N                                                                           |                           |               |
|                                 | 001                               | FORMULA ID . . . . . : &01                                                  |                           | 01            |
| CHEM.FVR 00                     | N                                 | N                                                                           |                           |               |
|                                 | 001                               | FORMULA VERSION NUMBER . . . . . : &01                                      |                           | 01            |
| CHEM.PARA 00                    | N                                 | N                                                                           |                           |               |

MRGPDR MRTDPDR  
5/20/98 9:51:57

## P H R A S E L I S T I N G

PAGE 4  
TAS

| PHRASE ID AND<br>SEVERITY LEVEL | PROCESS<br>LESS SEVERE<br>SEGMENT | LIST<br>COMPONENTS<br>TEXT            | MINIMUM PCT.<br>BY WEIGHT | SUBSTITUTIONS |
|---------------------------------|-----------------------------------|---------------------------------------|---------------------------|---------------|
|                                 | 001                               | CHEMICAL PRODUCT IDENTIFICATION:      |                           | 00            |
| CHEM.PRCLS 00                   | N                                 | N                                     |                           |               |
|                                 | 001                               | PRODUCT CLASS . . . . . : &01         |                           | 01            |
| CHEM.PRDIID 00                  | N                                 | N                                     |                           |               |
|                                 | 001                               | PRODUCT ID . . . . . : &01            |                           | 01            |
| CHEM.PR PDT 00                  | N                                 | N                                     |                           |               |
|                                 | 001                               | MSDS PREPARATION DATE . . . . . : &01 |                           | 01            |
| CHEM.PRUSE 00                   | N                                 | N                                     |                           |               |
|                                 | 001                               | PRODUCT USE . . . . . : &01           |                           | 01            |
| CHEM.TRADE 00                   | N                                 | N                                     |                           |               |
|                                 | 001                               | TRADE NAME . . . . . : &01            |                           | 01            |
| CHRON.PARA 00                   | N                                 | N                                     |                           |               |
|                                 | 001                               | CHRONIC EFFECTS:                      |                           | 00            |
| CLEAN-UP 00                     | N                                 | N                                     |                           |               |
|                                 | 001                               | CLEAN-UP:                             |                           | 00            |
| CONTAIN 00                      | N                                 | N                                     |                           |               |
|                                 | 001                               | CONTAINMENT:                          |                           | 00            |
| DECOMPOS 00                     | N                                 | N                                     |                           |               |
|                                 | 001                               | DECOMPOSITION:                        |                           | 00            |
| DISPOSAL 00                     | N                                 | N                                     |                           |               |
|                                 | 001                               | WASTE DISPOSAL:                       |                           | 00            |
| DOT.HAZ.CL 00                   | N                                 | N                                     |                           |               |
|                                 | 001                               | DOT Hazard Class . . . . . : &01      |                           | 01            |
| DOT.IATA 00                     | N                                 | N                                     |                           |               |
|                                 | 001                               | IATA/IMO INFORMATION:                 |                           | 00            |
| DOT.LABEL 00                    | N                                 | N                                     |                           |               |
|                                 | 001                               | DOT LABEL:                            |                           | 00            |
| DOT.NAME 00                     | N                                 | N                                     |                           |               |
|                                 | 001                               | DOT SHIPPING NAME:                    |                           | 00            |
| DOT.PCKG 00                     | N                                 | N                                     |                           |               |
|                                 | 001                               | DOT Packaging Group . . . . . : &01   |                           | 01            |
| DOT.PLCARD 00                   | N                                 | N                                     |                           |               |



MRGPDR MRTDPDR  
5/20/98 9:51:57

P H R A S E L I S T I N G

PAGE 5  
TAS

| PHRASE ID AND<br>SEVERITY LEVEL | PROCESS<br>LESS SEVERE<br>SEGMENT | LIST<br>COMPONENTS<br>TEXT                          | MINIMUM PCT.<br>BY WEIGHT | SUBSTITUTIONS |
|---------------------------------|-----------------------------------|-----------------------------------------------------|---------------------------|---------------|
| DOT.UN/NA 00                    | 001 N                             | DOT PLACARD:                                        |                           | 00            |
|                                 | 001 N                             | UN/NA NUMBER:                                       |                           | 00            |
| ECO.ENVIRN 00                   | 001 N                             | ENVIRONMENTAL FATE:                                 |                           | 00            |
| ECO.TOX 00                      | 001 N                             | ECOTOXICOLOGICAL INFORMATION:                       |                           | 00            |
| EMER.PARA 00                    | 001 N                             | EMERGENCY OVERVIEW:                                 |                           | 00            |
| FIRE.AUTOI 00                   | 001 N                             | Auto-ignition Temperature . . . . . : &01           | &02                       | 02            |
| FIRE.EXPLV 00                   | 001 N                             | Explosion Level . . . . . : Low - &01               | &02                       | 02            |
|                                 | 002                               | High - &01                                          | &02                       | 02            |
| FIRE.EXTIN 00                   | 001 N                             | EXTINGUISHING MEDIA:                                |                           | 00            |
| FIRE.FLMCL 00                   | 001 N                             | Flammability Classification . . . . . : &01         |                           | 01            |
| FIRE.FLMLT 00                   | 001 N                             | Flammability Limits . . . . . : Lower - &01         |                           | 01            |
|                                 | 002                               | Higher - &01                                        |                           | 01            |
| FIRE.FLPT 00                    | 001 N                             | Flashpoint . . . . . : &01                          | &02                       | 02            |
|                                 | 002                               | &01                                                 |                           | 01            |
| FIRE.PROC 00                    | 001 N                             | FIRE-FIGHTING PROCEDURES AND EQUIPMENTS:            |                           | 00            |
| FIRE.PROPS 00                   | 001 N                             | FIRE AND EXPLOSIVE PROPERTIES OF THE CHEMICAL:      |                           | 00            |
| HANDLING 00                     | 001 N                             | HANDLING:                                           |                           | 00            |
| HDG.COMPOS 00                   | 001                               | -----                                               |                           | 00            |
|                                 | 002                               | SECTION 2 - COMPOSITION, INFORMATION ON INGREDIENTS |                           | 00            |

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## P H R A S E L I S T I N G

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| PHRASE ID AND<br>SEVERITY LEVEL | PROCESS<br>LESS SEVERE<br>SEGMENT | LIST<br>COMPONENTS<br>TEXT                              | MINIMUM PCT.<br>BY WEIGHT | SUBSTITUTIONS |
|---------------------------------|-----------------------------------|---------------------------------------------------------|---------------------------|---------------|
| HDG.DISPOS 00                   | 003 N                             | N                                                       |                           | 00            |
|                                 | 001                               |                                                         |                           | 00            |
|                                 | 002                               | SECTION 13 - DISPOSAL CONSIDERATIONS                    |                           | 00            |
|                                 | 003                               |                                                         |                           | 00            |
| HDG.ECO 00                      | 003 N                             | N                                                       |                           | 00            |
|                                 | 001                               |                                                         |                           | 00            |
|                                 | 002                               | SECTION 12 - ECOLOGICAL INFORMATION                     |                           | 00            |
|                                 | 003                               |                                                         |                           | 00            |
| HDG.EXPOSE 00                   | 003 N                             | N                                                       |                           | 00            |
|                                 | 001                               |                                                         |                           | 00            |
|                                 | 002                               | SECTION 8 - EXPOSURE CONTROLS, PERSONAL PROTECTION      |                           | 00            |
|                                 | 003                               |                                                         |                           | 00            |
| HDG.FIRE 00                     | 003 N                             | N                                                       |                           | 00            |
|                                 | 001                               |                                                         |                           | 00            |
|                                 | 002                               | SECTION 5 - FIRE FIGHTING MEASURES                      |                           | 00            |
|                                 | 003                               |                                                         |                           | 00            |
| HDG.HANDLE 00                   | 003 N                             | N                                                       |                           | 00            |
|                                 | 001                               |                                                         |                           | 00            |
|                                 | 002                               | SECTION 7 - HANDLING AND STORAGE                        |                           | 00            |
|                                 | 003                               |                                                         |                           | 00            |
| HDG.HAZARD 00                   | 003 N                             | N                                                       |                           | 00            |
|                                 | 001                               |                                                         |                           | 00            |
|                                 | 002                               | SECTION 3 - HAZARDS IDENTIFICATION                      |                           | 00            |
|                                 | 003                               |                                                         |                           | 00            |
| HDG.OTHER 00                    | 003 N                             | N                                                       |                           | 00            |
|                                 | 001                               |                                                         |                           | 00            |
|                                 | 002                               | SECTION 16 - OTHER INFORMATION                          |                           | 00            |
|                                 | 003                               |                                                         |                           | 00            |
| HDG.PR.D.CO 00                  | 003 N                             | N                                                       |                           | 00            |
|                                 | 001                               |                                                         |                           | 00            |
|                                 | 002                               | SECTION 1 - CHEMICAL PRODUCT AND COMPANY IDENTIFICATION |                           | 00            |
|                                 | 003                               |                                                         |                           | 00            |
| HDG.PROPS 00                    | 003 N                             | N                                                       |                           | 00            |
|                                 | 001                               |                                                         |                           | 00            |
|                                 | 002                               | SECTION 9 - PHYSICAL AND CHEMICAL PROPERTIES            |                           | 00            |
|                                 | 003                               |                                                         |                           | 00            |
| HDG.REGUL 00                    | 003 N                             | N                                                       |                           | 00            |

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P H R A S E   L I S T I N G

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| PHRASE ID AND<br>SEVERITY LEVEL | PROCESS<br>LESS SEVERE<br>SEGMENT | LIST<br>COMPONENTS<br>TEXT              | MINIMUM PCT.<br>BY WEIGHT | SUBSTITUTIONS |
|---------------------------------|-----------------------------------|-----------------------------------------|---------------------------|---------------|
|                                 | 001                               | -----                                   |                           | 00            |
|                                 | 002                               | SECTION 15 - REGULATORY INFORMATION     |                           | 00            |
|                                 | 003                               | -----                                   |                           | 00            |
| HDG.RELEAS    00                | N                                 | N                                       |                           |               |
|                                 | 001                               | -----                                   |                           | 00            |
|                                 | 002                               | SECTION 6 - ACCIDENTAL RELEASE MEASURES |                           | 00            |
|                                 | 003                               | -----                                   |                           | 00            |
| HDG.STABLE    00                | N                                 | N                                       |                           |               |
|                                 | 001                               | -----                                   |                           | 00            |
|                                 | 002                               | SECTION 10 - STABILITY AND REACTIVITY   |                           | 00            |
|                                 | 003                               | -----                                   |                           | 00            |
| HDG.TOXIC     00                | N                                 | N                                       |                           |               |
|                                 | 001                               | -----                                   |                           | 00            |
|                                 | 002                               | SECTION 11 - TOXICOLOGICAL INFORMATION  |                           | 00            |
|                                 | 003                               | -----                                   |                           | 00            |
| HDG.TRANS     00                | N                                 | N                                       |                           |               |
|                                 | 001                               | -----                                   |                           | 00            |
|                                 | 002                               | SECTION 14 - TRANSPORT INFORMATION      |                           | 00            |
|                                 | 003                               | -----                                   |                           | 00            |
| HDG.1ST AID   00                | N                                 | N                                       |                           |               |
|                                 | 001                               | -----                                   |                           | 00            |
|                                 | 002                               | SECTION 4 - FIRST AID MEASURES          |                           | 00            |
|                                 | 003                               | -----                                   |                           | 00            |
| HEAL.EYE      00                | N                                 | N                                       |                           |               |
|                                 | 001                               | EYE:                                    |                           | 00            |
| HEAL.INGEST   00                | N                                 | N                                       |                           |               |
|                                 | 001                               | INGESTION:                              |                           | 00            |
| HEAL.INHAL    00                | N                                 | N                                       |                           |               |
|                                 | 001                               | INHALATION:                             |                           | 00            |
| HEAL.PARA     00                | Y                                 | N                                       |                           |               |
|                                 | 001                               | POTENTIAL HEALTH EFFECTS:               |                           | 00            |
| HEAL.SKN      00                | N                                 | N                                       |                           |               |
|                                 | 001                               | SKIN:                                   |                           | 00            |
| INCOMPAT      00                | N                                 | N                                       |                           |               |
|                                 | 001                               | INCOMPATIBILITIES:                      |                           | 00            |
| MFR.ADDR      00                | N                                 | N                                       |                           |               |

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## P H R A S E L I S T I N G

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| PHRASE ID AND SEVERITY LEVEL | PROCESS LESS SEVERE SEGMENT | LIST COMPONENTS TEXT           | MINIMUM PCT. BY WEIGHT             | SUBSTITUTIONS |
|------------------------------|-----------------------------|--------------------------------|------------------------------------|---------------|
|                              | 001                         | ADDRESS . . . . .              | : &01                              | 01            |
|                              | 002                         |                                | &01                                | 01            |
|                              | 003                         |                                | &01                                | 01            |
|                              | 004                         |                                | &01                                | 01            |
|                              | 005                         |                                | &01                                | 03            |
|                              | 006                         |                                | &02 &03                            | 00            |
|                              | 007                         | TELEPHONE . . . . .            | : &01                              | 01            |
|                              | 008                         | EMERGENCY CONTACT . . . . .    | :                                  | 00            |
|                              | 009                         | EMERGENCY TELEPHONE . . . . .  | :                                  | 00            |
| MFR.CO 00                    | N                           | N                              |                                    |               |
|                              | 001                         | NAME . . . . .                 | : &01                              | 01            |
| MFR.PARA 00                  | N                           | N                              |                                    |               |
|                              | 001                         | MANUFACTURER IDENTIFICATION:   |                                    | 00            |
| MSDS.REVNO 00                | N                           | N                              |                                    |               |
|                              | 001                         | MSDS REVISION NUMBER . . . . . | : &01                              | 01            |
| OTHER.INFO 00                | N                           | N                              |                                    |               |
|                              | 001                         | Prepared by . . . . .          | : &01                              | 01            |
|                              | 002                         | Date of issue . . . . .        | : &01                              | 01            |
|                              | 003                         | Last Revision Date . . . . .   | : &01                              | 01            |
|                              | 004                         |                                |                                    | 00            |
|                              | 005                         | MSDS Prepared for . . . . .    | : &01                              | 01            |
|                              | 006                         |                                | &01                                | 01            |
|                              | 007                         |                                | &01                                | 01            |
|                              | 008                         |                                | &01                                | 01            |
|                              | 009                         |                                | &01                                | 01            |
|                              | 010                         |                                | &01                                | 03            |
|                              | 011                         |                                | &02 &03                            | 00            |
|                              | 012                         | MSDS Last Prepared . . . . .   | : &01                              | 01            |
|                              | 013                         |                                |                                    | 00            |
|                              | 014                         | HMIS Information: Health- &01  | Flammability- &02                  | 02            |
|                              | 015                         | Reactivity- &01                | Personal Protective Equipment- &02 | 02            |
| POLYMER 00                   | N                           | N                              |                                    |               |
|                              | 001                         | POLYMERIZATION:                |                                    | 00            |
| PROP.APPER 00                | N                           | N                              |                                    |               |
|                              | 001                         | Physical Appearance . . . . .  | : &01                              | 01            |
| PROP.BOIL 00                 | N                           | N                              |                                    |               |
|                              | 001                         | Boiling Range . . . . .        | : Lower : &01                      | 02            |
|                              | 002                         |                                | Higher: &01                        | 02            |
| PROP.EVAPR 00                | N                           | N                              |                                    |               |

| PHRASE ID AND<br>SEVERITY LEVEL | PROCESS<br>LESS SEVERE<br>SEGMENT | LIST<br>COMPONENTS<br>TEXT                   | MINIMUM PCT.<br>BY WEIGHT | SUBSTITUTIONS |
|---------------------------------|-----------------------------------|----------------------------------------------|---------------------------|---------------|
| PROP.FREEZ 00                   | 001 N                             | Evaporation Rate . . . . . : &01             |                           | 01            |
| PROP.MELT 00                    | 001 N                             | Freezing Point . . . . . : &01               | &02                       | 02            |
| PROP.MIEX 00                    | 001 N                             | Melting Point . . . . . : &01                | &02                       | 02            |
| PROP.MOLFR 00                   | 001 N                             | Mechanical Impact Explosion . . . . . : &01  |                           | 01            |
|                                 | 002                               | Molecular Formula . . . . . :<br>&01         |                           | 00<br>01      |
| PROP.MOLWT 00                   | 001 N                             | Molecular Weight . . . . . : &01             |                           | 01            |
| PROP.NEVBV 00                   | 001 N                             | Percent Non-Exempt by Volume . . . . . : &01 |                           | 01            |
| PROP.NEVBW 00                   | 001 N                             | Percent Non-Exempt by Weight . . . . . : &01 |                           | 01            |
| PROP.ODOR 00                    | 001 N                             | Odor . . . . . : &01                         |                           | 01            |
| PROP.ODORT 00                   | 001 N                             | Odor Threshold . . . . . : &01               |                           | 01            |
| PROP.PH 00                      | 001 N                             | pH . . . . . : &01                           |                           | 01            |
| PROP.SEEEX 00                   | 001 N                             | Static Electricity Explosion . . . . . : &01 |                           | 01            |
| PROP.SP.GR 00                   | 001 N                             | Specific Gravity . . . . . : &01             |                           | 01            |
| PROP.STATE 00                   | 001 N                             | Physical State . . . . . : &01               |                           | 01            |
| PROP.VAPDN 00                   | 001 N                             | Vapor Density . . . . . : &01                | &02                       | 02            |
| PROP.VAPPR 00                   | 001 N                             | Vapor Pressure . . . . . : &01               | &02                       | 02            |

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## P H R A S E L I S T I N G

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| PHRASE ID AND SEVERITY LEVEL | PROCESS LESS SEVERE SEGMENT | LIST COMPONENTS TEXT                      | MINIMUM PCT. BY WEIGHT | SUBSTITUTIONS |
|------------------------------|-----------------------------|-------------------------------------------|------------------------|---------------|
| PROP.VISC 00                 | N                           | N                                         |                        |               |
|                              | 001                         | Viscosity . . . . .                       | : &01                  | 01            |
| PROP.VOC 00                  | N                           | N                                         |                        |               |
|                              | 001                         | VOC . . . . .                             | : &01                  | 01            |
| PROP.VOLBV 00                | N                           | N                                         |                        |               |
|                              | 001                         | Percent Volatile by Volume . . . . .      | : &01                  | 01            |
| PROP.VOLBW 00                | N                           | N                                         |                        |               |
|                              | 001                         | Percent Volatile by Weight . . . . .      | : &01                  | 01            |
| PROP.WOIL 00                 | N                           | N                                         |                        |               |
|                              | 001                         | Coeff of Water-Oil Distribution . . . . . | : &01                  | 01            |
| PROP.WSOL 00                 | N                           | N                                         |                        |               |
|                              | 001                         | Water Solubility . . . . .                | : &01                  | 01            |
| PROP.WT/VL 00                | N                           | N                                         |                        |               |
|                              | 001                         | Formula Weight per Volume . . . . .       | : &01                  | 01            |
| REG.CANADA 00                | N                           | N                                         |                        |               |
|                              | 001                         | WHMIS Classification . . . . .            | : &01                  | 01            |
|                              | 002                         | WHMIS Product identification . . . . .    | : &01                  | 01            |
| REG.FED 00                   | N                           | N                                         |                        |               |
|                              | 001                         | FEDERAL REGULATIONS:                      |                        | 00            |
| REG.INTL 00                  | N                           | N                                         |                        |               |
|                              | 001                         | INTERNATIONAL REGULATIONS:                |                        | 00            |
| REG.STATE 00                 | N                           | N                                         |                        |               |
|                              | 001                         | STATE REGULATIONS:                        |                        | 00            |
| SAFE.ENGG 00                 | N                           | N                                         |                        |               |
|                              | 001                         | ENGINEERING CONTROLS:                     |                        | 00            |
| SAFE.EYE 00                  | N                           | N                                         |                        |               |
|                              | 001                         | EYE PROTECTION:                           |                        | 00            |
| SAFE.RESP 00                 | N                           | N                                         |                        |               |
|                              | 001                         | RESPIRATORY PROTECTION:                   |                        | 00            |
| SAFE.SKIN 00                 | N                           | N                                         |                        |               |
|                              | 001                         | SKIN PROTECTION:                          |                        | 00            |
| SPL.CMNT 00                  | N                           | N                                         |                        |               |

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P H R A S E   L I S T I N G

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| PHRASE ID AND<br>SEVERITY LEVEL | PROCESS<br>LESS SEVERE<br>SEGMENT | LIST<br>COMPONENTS<br>TEXT | MINIMUM PCT.<br>BY WEIGHT | SUBSTITUTIONS |
|---------------------------------|-----------------------------------|----------------------------|---------------------------|---------------|
|                                 | 001                               | SPECIAL COMMENTS:          |                           | 00            |
| STABILITY    00                 | N                                 | N                          |                           |               |
|                                 | 001                               | STABILITY:                 |                           | 00            |
| STORAGE      00                 | N                                 | N                          |                           |               |
|                                 | 001                               | STORAGE:                   |                           | 00            |
| TARGET.PARA 00                  | N                                 | N                          |                           |               |
|                                 | 001                               | TARGET ORGANS:             |                           | 00            |
| TOXIC.EYE    00                 | N                                 | N                          |                           |               |
|                                 | 001                               | EYE EFFECTS:               |                           | 00            |
| TOXIC.INHA   00                 | N                                 | N                          |                           |               |
|                                 | 001                               | INHALATION EFFECTS:        |                           | 00            |
| TOXIC.ORAL   00                 | N                                 | N                          |                           |               |
|                                 | 001                               | ORAL EFFECTS:              |                           | 00            |
| TOXIC.OTH    00                 | N                                 | N                          |                           |               |
|                                 | 001                               | OTHER:                     |                           | 00            |
| TOXIC.SKIN   00                 | N                                 | N                          |                           |               |
|                                 | 001                               | SKIN EFFECTS:              |                           | 00            |
| 1ST.EYE      00                 | N                                 | N                          |                           |               |
|                                 | 001                               | EYE CONTACT:               |                           | 00            |
| 1ST.INGEST   00                 | N                                 | N                          |                           |               |
|                                 | 001                               | INGESTION:                 |                           | 00            |
| 1ST.INHALE   00                 | N                                 | N                          |                           |               |
|                                 | 001                               | INHALATION:                |                           | 00            |
| 1ST.NOTE      00                | N                                 | N                          |                           |               |
|                                 | 001                               | NOTE TO PHYSICIAN:         |                           | 00            |
| 1ST.SKIN      00                | N                                 | N                          |                           |               |
|                                 | 001                               | SKIN CONTACT:              |                           | 00            |

\*\*\*\*\* RECORDS SELECTED . . . 000130

\*\*\*\*\* END OF REPORT \*\*\*\*\*

## Printing Formula Data

Use the *Print Formula Data* option to specify the formula records for which you want regulatory information to print. This report lists all the information you entered for the specified formulas in the *Work with Formula Data* option on the MSDS *Work with files* menu.

Use the menu path below.

- ▶ *MSDS*
- ▶ *Print listings*
- ▼ *Print Formula Data* [PFD]

|          |          |   |                    |        |        |
|----------|----------|---|--------------------|--------|--------|
| 11/18/02 | 16:55:01 | _ | Print Formula Data | MRG071 | MRD071 |
|----------|----------|---|--------------------|--------|--------|

---

|                                    |       |               |
|------------------------------------|-------|---------------|
| Company . . . . .                  | CUSDA | +             |
| Warehouse . . . . .                | CWAC1 | +             |
| Include Lower Levels . . . . .     | Y     | (Y=Yes, N=No) |
| Beginning Formula . . . . .        | _____ | +             |
| Ending Formula . . . . .           | _____ | +             |
| Effective Instances Only . . . . . | N     | (Y=Yes, N=No) |

---

F2=Function keys F3=Exit F4=Prompt F8=Print F24=More keys

Figure A-4: Print Formula Data screen

### *Beginning Formula, Ending Formula*

To print information for one formula, complete the *Beginning Formula* field. To print information for a range of formulas, complete both the *Beginning Formula* and *Ending Formula* fields.



#### *Effective Instances Only*

Specify yes to select only the formula instance that is currently in effect as of the system date for each formula in the range you specified.

Specify no to select all formula instances regardless of the effective date.

## Formula by Location

*Company*, *Warehouse*, *Include Lower Levels* and *Effective Instances Only* are used to further define the formula selection criteria for the range of formulas specified in *Beginning Formula* and *Ending Formula*. The tables below describe the various formula selection criteria for printing the report.

### Selection Criteria for Effective Formulas Only

Use the table below to specify the selection criteria for only the formula instance that is currently in effect as of the system date for each formula in the range you specified.

| To print...                                                        | You must...                                                                                                                                                                |
|--------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Formula instances for a specific warehouse                         | Specify <i>Company</i> and <i>Warehouse</i><br><br>Type either <b>Y</b> or <b>N</b> in <i>Include Lower Levels</i><br><br>Type <b>Y</b> in <i>Effective Instances Only</i> |
| Formula instances for a specific company and all of its warehouses | Specify <i>Company</i><br><br>Leave <i>Warehouse</i> blank<br><br>Type <b>Y</b> in <i>Include Lower Levels</i><br><br>Type <b>Y</b> in <i>Effective Instances Only</i>     |
| All Formula instances including the entity formulas                | Leave <i>Company</i> and <i>Warehouse</i> blank<br><br>Type <b>Y</b> in <i>Include Lower Levels</i><br><br>Type <b>Y</b> in <i>Effective Instances Only</i>                |
| Company formula instances only                                     | Specify <i>Company</i><br><br>Leave <i>Warehouse</i> blank<br><br>Type <b>N</b> in <i>Include Lower Levels</i><br><br>Type <b>Y</b> in <i>Effective Instances Only</i>     |

| To print...                   | You must...                                                                                                                                         |
|-------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| Entity formula instances only | Leave <i>Company</i> and <i>Warehouse</i> blank<br>Type <b>N</b> in <i>Include Lower Levels</i><br>Type <b>Y</b> in <i>Effective Instances Only</i> |

### Selection Criteria for Formulas Regardless of Effective Date

Use the table below to specify the selection criteria for all formula instances. When you specify no in *Effective Instance Only*, all formulas are selected regardless of the effective date.

| To print...                                                        | You must...                                                                                                                                                        |
|--------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Formula instances for a specific warehouse                         | Specify <i>Company</i> and <i>Warehouse</i><br>Type either <b>Y</b> or <b>N</b> in <i>Include Lower Levels</i><br>Type <b>N</b> in <i>Effective Instances Only</i> |
| Formula instances for a specific company and all of its warehouses | Specify <i>Company</i><br>Leave <i>Warehouse</i> blank<br>Type <b>Y</b> in <i>Include Lower Levels</i><br>Type <b>N</b> in <i>Effective Instances Only</i>         |
| All formula instances, including the entity formulas               | Leave <i>Company</i> and <i>Warehouse</i> blank<br>Type <b>Y</b> in <i>Include Lower Levels</i><br>Type <b>N</b> in <i>Effective Instances Only</i>                |
| Company formulas instances only                                    | Specify <i>Company</i><br>Leave <i>Warehouse</i><br>Type <b>N</b> in <i>Include Lower Levels</i><br>Type <b>N</b> in <i>Effective Instances Only</i>               |
| Entity formula instances only                                      | Leave <i>Company</i> and <i>Warehouse</i> blank<br>Type <b>N</b> in <i>Include Lower Levels</i><br>Type <b>N</b> in <i>Effective Instances Only</i>                |

## Printing the Report

Press [F8] to print the report. A sample report is shown on the next page.

|                             |              |                                     |        |                           |                     |                  |  |  |  |                  |            |          |
|-----------------------------|--------------|-------------------------------------|--------|---------------------------|---------------------|------------------|--|--|--|------------------|------------|----------|
| MRG071P                     | MRT071       | M S D S   F O R M U L A   D A T A   |        |                           |                     |                  |  |  |  |                  |            | WMM      |
| 1/19/98                     | 12:59:43     |                                     |        |                           |                     |                  |  |  |  |                  |            |          |
|                             |              | -----                               |        |                           |                     |                  |  |  |  |                  |            |          |
|                             |              | Company                             | IS1    |                           |                     |                  |  |  |  |                  |            |          |
|                             |              | Warehouse                           | ISW1   |                           |                     |                  |  |  |  |                  |            |          |
|                             |              | Include Lower Levels                | Yes    |                           |                     |                  |  |  |  |                  |            |          |
|                             |              | Beginning Formula Number            | FORM01 |                           |                     |                  |  |  |  |                  |            |          |
|                             |              | Ending Formula Number               | FORM01 |                           |                     |                  |  |  |  |                  |            |          |
|                             |              | Effective Instances Only            | No     |                           |                     |                  |  |  |  |                  |            |          |
| MRG071P                     | MRT071       | M S D S   F O R M U L A   D A T A   |        |                           |                     |                  |  |  |  |                  |            | PAGE   1 |
| 1/19/98                     | 12:59:43     |                                     |        |                           |                     |                  |  |  |  |                  |            | WMM      |
|                             |              | -----                               |        |                           |                     |                  |  |  |  |                  |            |          |
| FORMULA                     | FORM01       | PRODUCT CLASS                       |        | KITTY LITTER              |                     |                  |  |  |  |                  |            |          |
| FORMULA TYPE                |              | TRADE NAME                          |        | JOHNNY CAT                |                     |                  |  |  |  |                  |            |          |
| VAPOR PRESSURE              | 5.70         | VAPOR DENSITY                       |        |                           |                     |                  |  |  |  |                  |            |          |
| VAPOR PRESSURE COMMENTS     |              | VAPOR DENSITY COMMENTS              |        |                           |                     |                  |  |  |  |                  |            |          |
| EVAPORATION RATE            | 12.200       | EXPLOSION LEVEL                     | LOWER  | UPPER                     | FLASH POINT   107.0 |                  |  |  |  |                  |            |          |
| LOWER EXPLOSION COMMENTS    |              | UPPER EXPLOSION COMMENTS            |        |                           |                     |                  |  |  |  |                  |            |          |
| MOLECULAR FORMULA           |              |                                     |        |                           |                     |                  |  |  |  | MOLECULAR WEIGHT | 0000000    |          |
| BOILING POINT               | HIGH   343.0 | LOW                                 | 299.0  | APPEARANCE                | VISCOSITY           |                  |  |  |  |                  |            |          |
| FLAMMABILITY                | UPPER   76.9 | LOWER                               | 98.2   | AUTO IGNITION TEMPERATURE | 83.9                | PHYSICAL STATE   |  |  |  |                  | VISC. LIQ. |          |
| ODOR DESC                   |              | ODOR THRESHOLD                      |        | pH                        | WATER SOLUBILITY    |                  |  |  |  | INSOLUBLE        |            |          |
| WATER/OIL COEFFICIENT       |              | FLAME EXTENSION                     |        | FREEZING POINT            | 28.0                | SPECIFIC GRAVITY |  |  |  |                  | 1.120      |          |
| MECHANICAL IMPACT EXPLOSION |              | STATIC ELECTRICITY EXPLOSION        |        |                           |                     |                  |  |  |  |                  |            |          |
| HMS CODES                   | 3   4        | MSDS REVISION DATE                  |        |                           |                     |                  |  |  |  |                  |            |          |
| WHMIS CLASSIFICATION        |              | WHMIS PRODUCT IDENTIFICATION NUMBER |        |                           |                     |                  |  |  |  |                  |            |          |
|                             |              | -----                               |        |                           |                     |                  |  |  |  |                  |            |          |
| ***** END OF REPORT *****   |              |                                     |        |                           |                     |                  |  |  |  |                  |            |          |

.

## Printing Indented Formula Lists

Use the *Print Indented Formula List* option to specify the range of formulas or the product for which you want to print an indented listing. An indented listing shows ingredients and ingredient quantities for up to ten levels. The first level lists the formula ingredients. Each subsequent level details the ingredients of any intermediates and products used at the previous level. Information for levels two through ten is indented from information for the previous level.

Use the menu path below.

- ▶ *MSDS*
- ▶ *Print listings*
  - ▼ *Print Indented Formula List* [PIFL]

|          |          |                             |       |       |
|----------|----------|-----------------------------|-------|-------|
| 11/18/02 | 16:59:02 | Print Indented Formula List | PRGFI | PRDFI |
|----------|----------|-----------------------------|-------|-------|

---

|                                |          |               |
|--------------------------------|----------|---------------|
| Company . . . . .              | _____    | +             |
| Warehouse . . . . .            | _____    | +             |
| Include Lower Levels . . . . . | <u>Y</u> | (Y=Yes, N=No) |

Specify range of Formulas:

|                             |       |   |
|-----------------------------|-------|---|
| Beginning Formula . . . . . | _____ | + |
| Ending Formula . . . . .    | _____ | + |

Or,

|                   |       |       |   |
|-------------------|-------|-------|---|
| Product . . . . . | _____ | _____ | + |
|-------------------|-------|-------|---|

|                                    |          |                          |
|------------------------------------|----------|--------------------------|
| Processing Option . . . . .        | <u>2</u> | (1=Interactive, 2=Batch) |
| Effective Instances only . . . . . | <u>Y</u> |                          |

---

F2=Function keys F3=Exit F4=Prompt F8=Print F24=More keys

Figure A-5: Print Indented Formula List screen

## Formula Selection Criteria

### *Beginning Formula, Ending Formula*

You can specify one or more formulas depending on how you complete the formula fields.

- To print the report for one formula, type a formula identifier in the *Beginning Formula* field.
- To print the report for a range of formulas, type formula identifiers in both the *Beginning Formula* and *Ending Formula* fields.
- To print the report for all formulas, leave *Beginning Formula* and *Ending Formula* blank.

### *Effective Instances only*

The Indented List can be printed only for effective instances. The system selects only the instance that is currently in effect as of the system date for each formula in the range you specified.

This field is display-only and cannot be changed.

## Formula by Location

*Company*, *Warehouse* and *Include Lower Levels* are used to further define the formula selection criteria for the range of formulas specified in *Beginning Formula* and *Ending Formula*. The tables below describe the various formula selection criteria for printing the report for effective instances.

Use the table below to specify the selection criteria for only the formula instance that is currently in effect as of the system date for each formula in the range you specified.

| To print...                                                        | You must...                                                                                                    |
|--------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|
| Formula instances for a specific warehouse                         | Specify <i>Company</i> and <i>Warehouse</i><br>Type either <b>Y</b> or <b>N</b> in <i>Include Lower Levels</i> |
| Formula instances for a specific company and all of its warehouses | Specify <i>Company</i><br>Leave <i>Warehouse</i> blank<br>Type <b>Y</b> in <i>Include Lower Levels</i>         |
| All Formula instances including the entity formulas                | Leave <i>Company</i> and <i>Warehouse</i> blank<br>Type <b>Y</b> in <i>Include Lower Levels</i>                |

| To print...                    | You must...                                                                                            |
|--------------------------------|--------------------------------------------------------------------------------------------------------|
| Company formula instances only | Specify <i>Company</i><br>Leave <i>Warehouse</i> blank<br>Type <b>N</b> in <i>Include Lower Levels</i> |
| Entity formula instances only  | Leave <i>Company</i> and <i>Warehouse</i> blank<br>Type <b>N</b> in <i>Include Lower Levels</i>        |

## Product Information

If you complete the *Product* field, the system prints the report for the formula that the product uses.

## Printing the List

To print the list immediately, type a **1** in the *Processing Option* field. To submit the list into a queue for processing, leave the default value, **2**.

Press [F8] to print the list.

A sample Indented Formula Listing is shown on the next page.

PRGFI PRTFI  
1/19/98 13:02:53  
WMM

I N D E N T E D F O R M U L A L I S T I N G

Company IS1  
Warehouse ISW1  
Include Lower Levels Yes  
Beginning Formula Number FORM01  
Ending Formula Number FORM01  
Effective Instances Only No

PRGFI PRTFI  
PAGE  
1/19/98 13:02:53

I N D E N T E D F O R M U L A L I S T I N G

WMM

FORMULA . . . . . : FORM03  
UNIT OF MEASURE . . . . . : LB

REGULAR FORMULA 3 - APPLE PIE

| LEVEL 1     |                          | OTHER LEVELS |                 |
|-------------|--------------------------|--------------|-----------------|
| COMPONENT   | DESCRIPTION              | QTY IN LB    | QTY IN GL       |
| DESCRIPTION | QTY IN LB                | QTY IN GL    | LEVEL COMPONENT |
| RAW07       | APPLES                   | 4.0000       | .4494           |
| RAW13       | RED DYE                  | 1.0000       | .1200           |
| RAW01       | WATER                    | 33.3200      | 4.0000          |
| FORM05      | INTERMEDIATE FORM1 - CHE | 12.0000      | 1.4788          |
|             | 2..... RAW01             | WATER        | 9.4035 1.1289   |
|             | 2..... RAW02             | FLOUR        | 1.1289 .1411    |
|             | 2..... RAW03             | BUTTER       | .1129 .0148     |
|             | 2..... RAW04             | SUGAR        | .7902 .1188     |
|             | 2..... RAW08             | CHERRIES     | .5644 .0753     |
|             | 2..... RAW19             | LABOR        | .1129 HR        |

Y

-----  
50.3200 6.0482  
\*\*\*\*\* RECORDS SELECTED . . 000001  
\*\*\*\*\* END OF REPORT \*\*\*\*\*

.

## Printing Hazardous Raw Material Details

Use the *Print Hazardous Raw Matl Detail* option to print information in the Hazardous Raw Material file for raw materials you specify.

Use the menu path below.

- ▶ *MSDS*
- ▶ *Print listings*
  - ▼ *Print Hazardous Raw Matl Detail* [PHRMD]

|         |          |                                 |        |        |
|---------|----------|---------------------------------|--------|--------|
| 6/02/00 | 14:49:57 | Print Hazardous Raw Matl Detail | MRG064 | MRD064 |
|---------|----------|---------------------------------|--------|--------|

---

|                                  |                             |   |
|----------------------------------|-----------------------------|---|
| Beginning Raw Material . . . . . | <u>HAZRAWMTL</u>            | + |
| Ending Raw Material . . . . .    | <u>                    </u> | + |

---

F2=Function keys F3=Exit F4=Prompt F8=Print F24=More keys

Figure A-6: Print Hazardous Raw Material Detail screen

To print one material, complete the *Beginning Raw Material* field. To print a range of materials, complete both the *Beginning Raw Material* and *Ending Raw Material* fields.

Press [F8] to print the report. A sample report is shown on the next page.



|                             |                |                                                           |                            |                          |                                   |                           |             |                      |                             |                |   |          |
|-----------------------------|----------------|-----------------------------------------------------------|----------------------------|--------------------------|-----------------------------------|---------------------------|-------------|----------------------|-----------------------------|----------------|---|----------|
| MRG064P                     | MRT064         | H A Z A R D O U S   R A W   M A T E R I A L   D E T A I L |                            |                          |                                   |                           |             |                      |                             |                |   | WMM      |
| 1/19/98                     | 13:05:36       |                                                           |                            |                          |                                   |                           |             |                      |                             |                |   |          |
| -----                       |                |                                                           |                            |                          |                                   |                           |             |                      |                             |                |   |          |
|                             |                | Beginning Raw Material                                    |                            |                          |                                   |                           | HAZRAW01    |                      |                             |                |   |          |
|                             |                | Ending Raw Material                                       |                            |                          |                                   |                           | HAZRAW01    |                      |                             |                |   |          |
| MRG064P                     | MRT064         | H A Z A R D O U S   R A W   M A T E R I A L   D E T A I L |                            |                          |                                   |                           |             |                      |                             |                |   | PAGE   1 |
| 1/19/98                     | 13:05:36       |                                                           |                            |                          |                                   |                           |             |                      |                             |                |   | WMM      |
| -----                       |                |                                                           |                            |                          |                                   |                           |             |                      |                             |                |   |          |
| MATERIAL NUMBER             | HAZRAW01       |                                                           |                            |                          |                                   | CAS NUMBER                | 12345-6     |                      | MATERIAL DESCRIPTION        | ALCOHOL        |   |          |
| CHEMICAL NAME               | CHEMICAL 1     |                                                           |                            |                          |                                   |                           |             |                      |                             |                |   |          |
| OPTIONAL DESCRIPTION        |                |                                                           |                            |                          |                                   |                           |             |                      |                             |                |   |          |
| CAS TRADE SECRET?           | N              | CHEMICAL NAME TRADE SECRET?                               |                            |                          |                                   |                           | N           |                      |                             |                |   |          |
| MINIMUM PCT BY WT TO REPORT | 1.0000000      |                                                           |                            |                          |                                   | PRINT EXACT PCT BY WEIGHT | N           |                      |                             |                |   |          |
| EXPLOSION LEVELS            | BOILING POINTS |                                                           |                            |                          |                                   | FLASH POINT               | VAPOR PRESS | VAPOR DENSITY        | EVAPORATE RATE              |                |   |          |
| UPPER                       | LOW            | HIGH                                                      | 277.0                      | LOW                      | 277.0                             | 59.0                      | 10.00       | 3.56                 |                             |                |   |          |
| VAPOR PRESSURE COMMENTS     |                |                                                           |                            | VAPOR DENSITY COMMENTS   |                                   |                           |             | FLASH POINT COMMENTS |                             |                |   |          |
| UPPER EXPLOSION COMMENTS    |                |                                                           |                            | LOWER EXPLOSION COMMENTS |                                   |                           |             |                      |                             |                |   |          |
| OTHER LIMITS RECOMMENDED    |                |                                                           |                            |                          |                                   |                           |             |                      |                             |                |   |          |
| CARCINOGEN                  | N              | TERATOGEN                                                 | N                          | MUTAGEN                  | N                                 | REPRODUCTIVE TOXIN        | N           | NUISANCE PIGMENT     | N                           | SECT 313 TOXIC | Y |          |
| SARA/OSHA EXEMPT            | N              | OVERRIDE THRESHOLD QTY                                    |                            |                          |                                   |                           |             |                      |                             |                |   |          |
| HAZARDOUS                   | Y              | EXTREMELY HAZARDOUS   N                                   |                            |                          |                                   |                           |             |                      |                             |                |   |          |
| EXTREMELY HAZARDOUS         |                |                                                           |                            |                          |                                   |                           |             |                      |                             |                |   |          |
| SOLID                       | LIQUID         | GAS                                                       | PURE                       | MIX                      | REPORT BY MIXTURE OR RAW MATERIAL |                           |             |                      |                             |                |   |          |
| HAZARDS:                    | FIRE           | X                                                         | SUDDEN RELEASE OF PRESSURE | REACTIVITY               |                                   |                           | X           | ACUTE                | X                           | CHRONIC        | X |          |
| LOGOS:                      | CORROSIVE      | X                                                         | TOXIC                      | X                        | FLAMMABLE                         | X                         | POISON      | X                    | HAZARDOUS AIR POLLUTANT   N |                |   |          |
| PHOTOCHEMICALLY REACTIVE    |                | N                                                         | MAX PCT BY VOLUME ALLOWED  |                          |                                   |                           |             |                      |                             |                |   |          |
| -----                       |                |                                                           |                            |                          |                                   |                           |             |                      |                             |                |   |          |
| ***** END OF REPORT *****   |                |                                                           |                            |                          |                                   |                           |             |                      |                             |                |   |          |

---

## Printing Hazardous Raw Material Lists

Use the *Print Hazardous Raw Matl List* option to print a list of all the materials in the Hazardous Raw Material file. The report lists raw material identifier, description from the raw material record, CAS Number, Chemical Name, and additional description from the hazardous raw material record.

Use the menu path below.

- ▶ *MSDS*
- ▶ *Print listings*
  - ▼ *Print Hazardous Raw Matl List* [PHRML]

There is no selection screen for this option. The system prints the entire list of hazardous raw materials.

A sample list is shown on the next page.

| RAW MATERIAL | DESCRIPTION   | CAS NUMBER | CHEMICAL NAME | ADDITIONAL DESCRIPTION |
|--------------|---------------|------------|---------------|------------------------|
| HAZRAW01     | ALCOHOL       | 12345-6    | CHEMICAL 1    |                        |
| HAZRAW02     | XYLENE        |            | CHEMICAL 2    |                        |
| HAZRAW03     | CHROMATE      |            | CHEMICAL 3    |                        |
| HAZRAW04     | ETHYL BENZENE |            | CHEMICAL 4    |                        |
| HAZRAW05     | CHLORINE      | 1A397      | CHEMICAL 5    |                        |
| HAZRAW06     | SOLVENT       |            | CHEMICAL 5    |                        |
| HAZRAW07     | PIGMENT       |            | CHEMICAL 7    |                        |
| HAZRAW08     | AROMATIC      | 5045-35    | CHEMICAL 8    |                        |
| HAZRAW09     | FORMALDEHYDE  | 9996-07    | CHEMICAL 9    |                        |
| HAZRAW10     | TOULENE       | 1A345      | CHEMICAL 10   |                        |
| HAZRAW11     | RESIN         |            | CHEMICAL 11   |                        |
| HAZRAW12     | CATALYST      |            | CHEMICAL 12   |                        |
| RAW12        | SOIL          |            |               |                        |

\*\*\*\*\* END OF REPORT \*\*\*\*\*

## Printing Exposure Limits

Use the Print Exposure Limits option to print exposure limit information about raw materials. Maintain exposure limits using the Work with Hazardous Raw Material option.

If a material does not have exposure limit information, no report prints for that material.

Use the menu path below.

- ▶ *MSDS*
- ▶ *Print listings*
  - ▼ *Print Exposure Limits [PEL]*

```

1/19/98 13:13:12 Print Exposure Limits MRGELP MRDELP

Beginning Material HAZBOW01 _____ +
Ending Material _____ +

```

---

F2=Function keys F3=Exit F4=Prompt F8=Print F24=More keys

Figure A-7: Print Exposure Limits screen

To print exposure limits for one material, complete the *Beginning Material* field. To print exposure limits for a range of materials, complete both the *Beginning Material* and *Ending Material* fields.

Press [F8] to print the report. A sample report is shown on the next page. The system prints exposure limits for one material per page.

MRGELP      MRTELPR      M A T E R I A L   S A F E T Y   E X P O S U R E   L I M I T S   B Y   M A T E R I A L  
1/19/98      13:11:28

---

Beginning Material . . . . . HAZRAW01  
Ending Material . . . . .

MRGELP      MRTELPR      M A T E R I A L   S A F E T Y   E X P O S U R E   L I M I T S   B Y   M A T E R I A L      PAGE   1  
1/19/98      13:11:28

---

| ALCOHOL         |                       | ITEM   HAZRAW01 |
|-----------------|-----------------------|-----------------|
| Field Heading   | Reporting Information |                 |
| ACGIH TLV/TWA:  | 100 PPN               |                 |
| ACGIH TLV/STEL: | 125 PPN               |                 |
| ACGIH CEILING:  | NE                    |                 |
| OSHA PEL/TWA:   | 100 PPN               |                 |
| OSHA STEL:      | 125 PPN               |                 |
| OSHA CEILING:   | NA                    |                 |
| LC50:           | 3500 MG/KG            |                 |
| LD50:           | 50/G/N3/2K            |                 |

\*\*\*\*\* END OF REPORT \*\*\*\*\*

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## Printing Formula Type Cross References

Use the *Print Formula Type Cross Ref* option to print all formula types and all formulas associated with each of the formula types. This option prints only those formula types to which at least one formula is associated.

Use the menu path below.

- ▶ *MSDS*
- ▶ *Print listings*
  - ▼ *Print Formula Type Cross Ref* [PTFR]

This option does not display a screen.

When you select this option from the *Print listings* menu, the system prints the report as shown on the next page.

| MRGPFTC      | M RTPFTC | F O R M U L A   T Y P E   C R O S S   R E F E R E N C E   L I S T I N G |  |  |  | PAGE | 1          |
|--------------|----------|-------------------------------------------------------------------------|--|--|--|------|------------|
| 1/19/98      | 13:13:56 |                                                                         |  |  |  | WMM  |            |
|              |          |                                                                         |  |  |  | REV  | LAST       |
|              |          |                                                                         |  |  |  | CODE | REV DATE   |
| FORMULA TYPE | FORMULA  | FORMULA DESCRIPTION                                                     |  |  |  |      | MSDS       |
| INFFORMTYPE1 | FORM09   | PHANTOM FORMULA 1 - WHITE PAINT                                         |  |  |  |      | REV DATE   |
| INFFORMTYPE1 | FORM10   | PHANTOM FORMULA 2 - SOIL MIXTURE                                        |  |  |  |      | 00/00/0000 |
|              |          | ***** END OF REPORT *****                                               |  |  |  |      | 00/00/0000 |

•



# Regenerating Material Safety Data Sheets

Use the *Regenerate MSD Sheets* option to regenerate an MSDS that was previously printed. The system searches the MSDS History file and retrieves MSDS history records based on the selection criteria you type. The system uses the latest formula data to regenerate the MSDS. For example, if a formula changed since the last time you printed its MSDS, the system prints the MSDS based on the changed formula data.

Use the menu path below.

- ▶ *MSDS*
- ▶ *Print listings*
  - ▼ *Regenerate MSD Sheets* [RMSDS]

|                                                                  |          |                       |        |        |
|------------------------------------------------------------------|----------|-----------------------|--------|--------|
| 1/19/98                                                          | 13:20:51 | Regenerate MSD Sheets | MFGDMB | MRDDMB |
| <hr/>                                                            |          |                       |        |        |
| Company . . . . .                                                | IS2      | +                     |        |        |
| Warehouse . . . . .                                              | ISW2     | +                     |        |        |
| Preparation Date . . . . .                                       | 1191998  |                       |        |        |
| Cover Sheet Required . . . . .                                   | N        | (Y=Yes, N=No)         |        |        |
| Language Code . . . . .                                          | *BL      | +                     |        |        |
| Specify one or more of the following. Then press Enter.          |          |                       |        |        |
| Selection Criteria 1:                                            |          |                       |        |        |
| Customer . . . . .                                               |          | +                     |        |        |
| Ship-To . . . . .                                                |          | +                     |        |        |
| Selection Criteria 2:                                            |          |                       |        |        |
| Beginning Formula or Product . .                                 | FORM01   |                       | +      |        |
| Ending Formula or Product . . . .                                |          |                       | +      |        |
| Selection Criteria 3:                                            |          |                       |        |        |
| Beginning Date . . . . .                                         |          |                       |        |        |
| Ending Date . . . . .                                            |          |                       |        |        |
| <hr/>                                                            |          |                       |        |        |
| F2=Function keys F3=Exit F4=Prompt F10=QuickAccess F24=More keys |          |                       |        |        |

Figure A-8: Regenerate MSD Sheets prompt screen

Complete the fields with the criteria to select MSD Sheets to print. Leave all selection criteria fields blank to reprint all MSD Sheets.

The system checks the preparation date against specified effective dates in each of the formula instances to determine the correct instances to use when prining MSD Sheets.

To select only certain MSD Sheets to reprint, complete the *Customer* and *Ship-To* fields first. Then you can complete the *Selection Criteria 2* and the *Selection Criteria 3* fields.

To select one or a range of formulas or products, complete both the *Beginning Formula or Product* and *Ending Formula or Product* fields.

## Displaying Matching MSD Sheets

```

1/19/98 13:21:12 Regenerate MSD Sheets MRGDMB MRDDMB

```

---

```

 Records Selected for Reprint
Company : IS2
Warehouse : ISW2
Preparation Date : 01/19/1998
Cover Sheet Required : N {Y=Yes, N=No}
Language Code : *BL
Number of records selected . . . : 0000
Press Cancel to return to change your choice.

```

---

```

F2=Function keys F8=Reprint F10=QuickAccess F12=Cancel F18=Message line
No items to display.

```

This screen displays the MSD Sheets that match the selection criteria you typed.

Press [F8] to print all the MSD Sheets that display on the Records Selected for Reprint screen.

Press [F12] to redisplay the MSDS selection screen to change the selection criteria.  
A sample MSDS based on the criteria in these screens is shown on the next pages.

| SECTION 1 - CHEMICAL PRODUCT AND COMPANY IDENTIFICATION |   |                       |          |
|---------------------------------------------------------|---|-----------------------|----------|
| -----                                                   |   |                       |          |
| CHEMICAL PRODUCT IDENTIFICATION:                        |   |                       |          |
| PRODUCT ID                                              | : | FORM01                |          |
| PRODUCT CLASS                                           | : | KITTY LITTER          |          |
| TRADE NAME                                              | : | JOHNNY CAT            |          |
| PRODUCT USE                                             | : |                       |          |
| FORMULA ID                                              | : | FORM01                |          |
| FORMULA VERSION NUMBER                                  | : | 6                     |          |
| MSDS PREPARATION DATE                                   | : | 01/16/1998            |          |
| COMPANY NAME                                            | : | INFINIUM WAREHOUSE #1 |          |
| ADDRESS                                                 | : | 500 MAIN STREET       |          |
|                                                         |   | HYANNIS               | MA 02660 |
| TELEPHONE                                               | : |                       |          |
| EMERGENCY CONTACT                                       | : |                       |          |
| EMERGENCY TELEPHONE                                     | : |                       |          |

```

1
CHEMICAL 2
PCT BY WT: 4.8010 VAPOR PRESSURE: 5.100 MMHG @ 68F
EXPOSURE LIMIT:
 ACGIH TLV/TWA: 100 PPN
 ACGIH TLV/STEL: 150 PPN
 ACGIH CEILING: NE
 OSHA PEL/TWA: 100 PPN
 OSHA STEL: 150 PPN
 LC50: 4.3 G/KG
 LD50: 5000 PPM

```

3

## CHEMICAL 8

PCT BY WT: 30.0000 VAPOR PRESSURE: 5.100 MMHG @ 68F

PAGE 2

-----  
INFINIUM WAREHOUSE #1  
MATERIAL SAFETY DATA SHEET  
FORM01 02  
-----

## EXPOSURE LIMIT:

ACGIH TLV/TWA: 400 PPN  
ACGIH TLV/STEL: NE  
ACGIH CEILING: 400 PPN  
OSHA PEL/TWA: 400 PPN  
OSHA STEL: NE  
OSHA CEILING: NE  
LC50: 6.1 G/KG  
LD50: 1600 PPN  
-----

4

## CHEMICAL 9

PCT BY WT: 5.0000 VAPOR PRESSURE: 76.000 MMHG @ 68F

## EXPOSURE LIMIT:

ACGIH TLV/TWA: 50 PPN  
ACGIH TLV/STEL: NE  
ACGIH CEILING: 100 PPN  
OSHA PEL/TWA: NE  
OSHA STEL: NE  
OSHA CEILING: NE  
LC50: NA  
LD50: NA  
-----

5

CAS# 1A345

## CHEMICAL 10

PCT BY WT: 1 - 5% VAPOR PRESSURE: 22.000 MMHG @ 68F

## EXPOSURE LIMIT:

ACGIH TLV/TWA: 50 PPN  
ACGIH TLV/STEL: NE  
ACGIH CEILING: 100 PPN  
OSHA PEL/TWA: 150 PPN  
OSHA STEL: 300 PPN  
OSHA CEILING: 300 PPN  
LC50: 5 G/KG  
LD50: 5320 PPM  
-----

\*\*\*\*\*  
This product contains no reported carcinogens or suspected  
carcinogens.  
\*\*\*\*\*

PAGE 3

-----  
INFINIUM WAREHOUSE #1  
MATERIAL SAFETY DATA SHEET  
-----

FORM01 02

-----  
SECTION 3 - HAZARDS IDENTIFICATION  
-----

## EMERGENCY OVERVIEW:

## POTENTIAL HEALTH EFFECTS:

EYE:

SKIN:

INHALATION:

INGESTION:

Substance may be irritating to mouth, throat, and stomach.

## CHRONIC EFFECTS:

## CARCINOGENICITY:

## TARGET ORGANS:

-----  
SECTION 4 - FIRST AID MEASURES  
-----

## EYE CONTACT:

## SKIN CONTACT:

This may cause very slight irritation to the skin. If so, wash thoroughly with mild soap and water.

## INHALATION:

## INGESTION:

## NOTE TO PHYSICIAN:

-----  
SECTION 5 - FIRE FIGHTING MEASURES  
-----

## FIRE AND EXPLOSIVE PROPERTIES OF THE CHEMICAL:

Flammability Classification . . : 2 DOT: Combustible Liquid

Flashpoint . . . . . : 107.0 F

41.6 C

Explosion Level . . . . . : Low - -N/A

High - -N/A

Flammability Limits . . . . . : Lower - 76.9

Higher - 98.2

Auto-ignition Temperature . . . : 83.9 F 28.8 C

## EXTINGUISHING MEDIA:

## FIRE-FIGHTING PROCEDURES AND EQUIPMENTS:

Fire-fighters should wear normal protective equipment (full bunker gear) and positive-pressure self-contained breathing apparatus (SCBA).

PAGE 4

-----  
INFINIUM WAREHOUSE #1

MATERIAL SAFETY DATA SHEET

FORM01 02  
----------  
SECTION 6 - ACCIDENTAL RELEASE MEASURES  
-----

## CLEAN-UP:

Allow material to solidify, and scrape up.  
-----

SECTION 7 - HANDLING AND STORAGE

HANDLING:

Always wear protective gloves when handling this material.

STORAGE:

SPECIAL COMMENTS:

SECTION 8 - EXPOSURE CONTROLS, PERSONAL PROTECTION

EYE PROTECTION:

RESPIRATORY PROTECTION:

SKIN PROTECTION:

Always wear protective gloves when handling this material.

ENGINEERING CONTROLS:

SECTION 9 - PHYSICAL AND CHEMICAL PROPERTIES

Physical Appearance . . . . . : -N/A  
Odor . . . . . : -N/A  
Odor Threshold . . . . . : -N/A  
Physical State . . . . . : VISC. LIQ.  
pH . . . . . : -N/A  
Vapor Pressure . . . . . : 5.70  
Vapor Density . . . . . : -N/A  
Boiling Range . . . . . : Lower : 299.0 F 148.3 C  
Higher: 343.0 F 172.7 C  
Freezing Point . . . . . : 28.0 F 2.2- C  
Melting Point . . . . . : -N/A  
Water Solubility . . . . . : INSOLUBLE  
Specific Gravity . . . . . : 1.120  
Formula Weight per Volume . . . . . : 7.8055 LB/GL  
VOC . . . . . : 3.454  
Evaporation Rate . . . . . : 12.200 (n-Butyl Acetate = 1)  
Viscosity . . . . . : -N/A  
Percent Volatile by Weight . . . . . : 44.2541  
Percent Volatile by Volume . . . . . : 48.8384  
Coeff of Water-Oil Distribution . . . . . : -N/A  
Molecular Weight . . . . . : -N/A  
Molecular Formula . . . . . :

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02

FORM01

-N/A

Mechanical Impact Explosion . . . . . : -N/A

Static Electricity Explosion . . . . . : -N/A

SECTION 10 - STABILITY AND REACTIVITY

INCOMPATIBILITIES:

DECOMPOSITION:

CONDITIONS TO AVOID:  
Keep away from sources of ignition.  
POLYMERIZATION:  
STABILITY:

-----  
SECTION 11 - TOXICOLOGICAL INFORMATION  
-----

EYE EFFECTS:  
SKIN EFFECTS:  
ORAL EFFECTS:  
Overexposure may cause lung damage.  
INHALATION EFFECTS:  
OTHER:  
May cause headaches and dizziness.

-----  
SECTION 12 - ECOLOGICAL INFORMATION  
-----

ECOTOXICOLOGICAL INFORMATION:  
ENVIRONMENTAL FATE:

PAGE 6

-----  
INFINIUM WAREHOUSE #1  
MATERIAL SAFETY DATA SHEET  
FORM01 02  
-----

-----  
SECTION 13 - DISPOSAL CONSIDERATIONS  
-----

Recycle or incinerate at an EPA approved facility or dispose in compliance  
with Federal, State and local regulations.

-----  
SECTION 14 - TRANSPORT INFORMATION  
-----

DOT Hazard Class . . . . . :  
DOT Packaging Group . . . . . :  
DOT LABEL:  
DOT SHIPPING NAME:  
DOT PLACARD:  
UN/NA NUMBER:  
IATA/IMO INFORMATION:  
Contents under pressure. Do not expose to heat or store above 85 degrees.

-----  
SECTION 15 - REGULATORY INFORMATION  
-----

SARA 313 INFORMATION:  
This product contains the following substances subject to the  
reporting requirements of Section 313 of Title III of the Superfund  
Amendments and Reauthorization Act of 1986 and 40 CFR Part 372:  
CHEMICAL 2

PCT BY WT: 4.8010

-----  
CHEMICAL 5  
CAS# 1A397 PCT BY WT: 10.5220



-----  
CHEMICAL 8

PCT BY WT: 29.9920

-----  
CHEMICAL 9

PCT BY WT: 4.6660

-----  
FEDERAL REGULATIONS:

STATE REGULATIONS:

INTERNATIONAL REGULATIONS:

PAGE 7

-----  
INFINIUM WAREHOUSE #1

MATERIAL SAFETY DATA SHEET

FORM01

02

-----  
SECTION 16 - OTHER INFORMATION

-----  
Prepared by . . . . . :

Date of issue . . . . . : 01/16/1998

Last Revision Date . . . . . : NONE

MSDS Prepared for . . . . . :

MSDS Last Prepared . . . . . : NONE

HMIS Information: Health- 3      Flammability- 4  
                         Reactivity-      Personal Protective Equipment-

## Printing SARA Hazardous Materials

Use the *Print SARA Hazardous Materials* option to print SARA information for the raw materials in the Hazardous Raw Materials file.

Use the menu path below.

- ▶ *MSDS*
- ▶ *Print listings*
  - ▼ *Print SARA Hazardous Materials* [PSARAHM]

|         |          |                                |        |        |
|---------|----------|--------------------------------|--------|--------|
| 1/19/98 | 13:23:06 | Print SARA Hazardous Materials | SR116R | SR116F |
|---------|----------|--------------------------------|--------|--------|

---

|                              |          |                       |
|------------------------------|----------|-----------------------|
| Beginning Material . . . . . | HAZRAW01 | +                     |
| Beginning Size . . . . .     | —        | (Leave blank for All) |
| Ending Material . . . . .    | —        | +                     |
| Ending Size . . . . .        | —        |                       |

---

F2=Function keys F3=Exit F4=Prompt F8=Print F24=More keys

█

Figure A-10: Print SARA Hazardous Materials screen

Use the following information to complete the fields on this screen.

### *Beginning Material, Ending Material*

To print hazard information for one raw material, type a raw material identifier in the *Beginning Material* field and press [Enter]. To print hazard information for a range of raw materials, complete the *Beginning Material* and *Ending Material* fields and press [Enter].

If your company uses a Size code as part of the material identifier, complete the *Size* fields when you complete the corresponding material field.

Leave the fields blank to print hazard information for all raw materials.

Press [F8] to print the report. A sample report is shown on the following page.

SR116R1 SR116P S A R A H A Z A R D O U S M A T E R I A L S  
 1/19/98 13:23:30 WMM

Beginning Material . . . . . HAZRAW01  
 Beginning Size . . . . . (Leave Blank for ALL)  
 Ending Material . . . . . 99999999999999999999  
 Ending Material . . . . .

SR116R1 SR116P S A R A H A Z A R D O U S M A T E R I A L S PAGE 1  
 1/19/98 13:23:30 WMM

| MATERIAL                             | SIZE | CAS#                | TRADE SECRET | CHEMCIAL NAME              | CHEM NAME | TRADE SECRET |
|--------------------------------------|------|---------------------|--------------|----------------------------|-----------|--------------|
| HAZRAW01                             |      | 12345-6             | N            | CHEMICAL 1                 |           | N            |
| ADDITIONAL DESCRIPTION:              |      |                     |              |                            |           |              |
| HAZARD TYPE:                         |      | HAZARDOUS           | Y            | EXTREMELY HAZARDOUS        | N         | EXEMPT N     |
| MATERIAL HANDLED AS:                 |      | SOLID               |              | LIQUID                     | GAS       | PURE         |
| REPORTING METHOD:                    |      | MIXTURE WT.         |              | RM WT.                     |           |              |
| PHYSICAL & HEALTH HAZARD CATEGORIES: |      | FIRE X              |              | SUDDEN RELEASE OF PRESSURE |           | REACTIVITY X |
|                                      |      | IMMEDIATE (ACUTE) X |              | DELAYED (CHRONIC)          | X         |              |
| MATERIAL                             | SIZE | CAS#                | TRADE SECRET | CHEMCIAL NAME              | CHEM NAME | TRADE SECRET |
| HAZRAW02                             |      |                     | N            | CHEMICAL 2                 |           | N            |
| ADDITIONAL DESCRIPTION:              |      |                     |              |                            |           |              |
| HAZARD TYPE:                         |      | HAZARDOUS           | Y            | EXTREMELY HAZARDOUS        | N         | EXEMPT N     |
| MATERIAL HANDLED AS:                 |      | SOLID               |              | LIQUID                     | GAS       | PURE         |
| REPORTING METHOD:                    |      | MIXTURE WT.         |              | RM WT.                     |           |              |
| PHYSICAL & HEALTH HAZARD CATEGORIES: |      | FIRE                |              | SUDDEN RELEASE OF PRESSURE |           | REACTIVITY   |
|                                      |      | IMMEDIATE (ACUTE)   |              | DELAYED (CHRONIC)          |           |              |
| MATERIAL                             | SIZE | CAS#                | TRADE SECRET | CHEMCIAL NAME              | CHEM NAME | TRADE SECRET |
| HAZRAW03                             |      |                     | N            | CHEMICAL 3                 |           | N            |
| ADDITIONAL DESCRIPTION:              |      |                     |              |                            |           |              |
| HAZARD TYPE:                         |      | HAZARDOUS           | Y            | EXTREMELY HAZARDOUS        | N         | EXEMPT N     |
| MATERIAL HANDLED AS:                 |      | SOLID               |              | LIQUID                     | GAS       | PURE         |
| REPORTING METHOD:                    |      | MIXTURE WT.         |              | RM WT.                     |           |              |
| PHYSICAL & HEALTH HAZARD CATEGORIES: |      | FIRE                |              | SUDDEN RELEASE OF PRESSURE |           | REACTIVITY   |
|                                      |      | IMMEDIATE (ACUTE)   |              | DELAYED (CHRONIC)          |           |              |
| MATERIAL                             | SIZE | CAS#                | TRADE SECRET | CHEMCIAL NAME              | CHEM NAME | TRADE SECRET |
| HAZRAW04                             |      |                     | N            | CHEMICAL 4                 |           | N            |
| ADDITIONAL DESCRIPTION:              |      |                     |              |                            |           |              |
| HAZARD TYPE:                         |      | HAZARDOUS           | Y            | EXTREMELY HAZARDOUS        | N         | EXEMPT N     |
| MATERIAL HANDLED AS:                 |      | SOLID               |              | LIQUID                     | GAS       | PURE         |
| REPORTING METHOD:                    |      | MIXTURE WT.         |              | RM WT.                     |           |              |
| PHYSICAL & HEALTH HAZARD CATEGORIES: |      | FIRE                |              | SUDDEN RELEASE OF PRESSURE |           | REACTIVITY   |
|                                      |      | IMMEDIATE (ACUTE)   |              | DELAYED (CHRONIC)          |           |              |
| MATERIAL                             | SIZE | CAS#                | TRADE SECRET | CHEMCIAL NAME              | CHEM NAME | TRADE SECRET |
| HAZRAW05                             |      | 1A397               | N            | CHEMICAL 5                 |           | N            |
| ADDITIONAL DESCRIPTION:              |      |                     |              |                            |           |              |
| HAZARD TYPE:                         |      | HAZARDOUS           | Y            | EXTREMELY HAZARDOUS        | N         | EXEMPT N     |
| MATERIAL HANDLED AS:                 |      | SOLID               |              | LIQUID                     | GAS       | PURE         |
| REPORTING METHOD:                    |      | MIXTURE WT.         |              | RM WT.                     |           |              |
| PHYSICAL & HEALTH HAZARD CATEGORIES: |      | FIRE X              |              | SUDDEN RELEASE OF PRESSURE | X         | REACTIVITY X |
|                                      |      | IMMEDIATE (ACUTE)   |              | DELAYED (CHRONIC)          |           |              |
| MATERIAL                             | SIZE | CAS#                | TRADE SECRET | CHEMCIAL NAME              | CHEM NAME | TRADE SECRET |
| HAZRAW08                             |      | 5045-35             | Y            | CHEMICAL 8                 |           | N            |

|                                      |          |                                             |   |                            |        |                         |            |      |   |
|--------------------------------------|----------|---------------------------------------------|---|----------------------------|--------|-------------------------|------------|------|---|
| ADDITIONAL DESCRIPTION:              |          |                                             |   |                            |        |                         |            |      |   |
| HAZARD TYPE:                         |          | HAZARDOUS                                   | Y | EXTREMELY HAZARDOUS        | EXEMPT | OVERRIDE THRESHOLD QTY. |            | 0    |   |
| MATERIAL HANDLED AS:                 |          | SOLID                                       |   | LIQUID                     | GAS    | PURE                    | MIXTURE    |      |   |
| REPORTING METHOD:                    |          | MIXTURE WT.                                 |   | RM WT.                     |        |                         |            |      |   |
| PHYSICAL & HEALTH HAZARD CATEGORIES: |          | FIRE                                        |   | SUDDEN RELEASE OF PRESSURE |        |                         | REACTIVITY |      |   |
|                                      |          | IMMEDIATE (ACUTE)                           |   | DELAYED (CHRONIC)          |        |                         |            |      |   |
| SR116R1                              | SR116P   | S A R A H A Z A R D O U S M A T E R I A L S |   |                            |        |                         |            | PAGE | 2 |
| 1/19/98                              | 13:23:30 |                                             |   |                            |        |                         |            | WMM  |   |

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|                                      |      |                   |              |                            |            |                           |              |
|--------------------------------------|------|-------------------|--------------|----------------------------|------------|---------------------------|--------------|
| MATERIAL                             | SIZE | CAS#              | TRADE SECRET | CHEMCIAL NAME              |            | CHEM NAME                 | TRADE SECRET |
| HAZRAW09                             |      | 9996-07           | Y            | CHEMICAL 9                 |            |                           | N            |
| ADDITIONAL DESCRIPTION:              |      |                   |              |                            |            |                           |              |
| HAZARD TYPE:                         |      | HAZARDOUS         | Y            | EXTREMELY HAZARDOUS        | EXEMPT     | OVERRIDE THRESHOLD QTY. 0 |              |
| MATERIAL HANDLED AS:                 |      | SOLID             |              | LIQUID                     | GAS        | PURE                      | MIXTURE      |
| REPORTING METHOD:                    |      | MIXTURE WT.       |              | RM WT.                     |            |                           |              |
| PHYSICAL & HEALTH HAZARD CATEGORIES: |      | FIRE              |              | SUDDEN RELEASE OF PRESSURE |            | REACTIVITY                |              |
|                                      |      | IMMEDIATE (ACUTE) |              | DELAYED (CHRONIC)          |            |                           |              |
| MATERIAL                             | SIZE | CAS#              | TRADE SECRET | CHEMCIAL NAME              |            | CHEM NAME                 | TRADE SECRET |
| HAZRAW10                             |      | 1A345             | N            | CHEMICAL 10                |            |                           | N            |
| ADDITIONAL DESCRIPTION:              |      |                   |              |                            |            |                           |              |
| HAZARD TYPE:                         |      | HAZARDOUS         | Y            | EXTREMELY HAZARDOUS        | EXEMPT     | OVERRIDE THRESHOLD QTY. 0 |              |
| MATERIAL HANDLED AS:                 |      | SOLID             |              | LIQUID                     | GAS        | PURE                      | MIXTURE      |
| REPORTING METHOD:                    |      | MIXTURE WT.       |              | RM WT.                     |            |                           |              |
| PHYSICAL & HEALTH HAZARD CATEGORIES: |      | FIRE              |              | SUDDEN RELEASE OF PRESSURE |            | REACTIVITY                |              |
|                                      |      | IMMEDIATE (ACUTE) |              | DELAYED (CHRONIC)          |            |                           |              |
| MATERIAL                             | SIZE | CAS#              | TRADE SECRET | CHEMCIAL NAME              |            | CHEM NAME                 | TRADE SECRET |
| HAZRAW11                             |      |                   | N            | CHEMICAL 11                |            |                           | N            |
| ADDITIONAL DESCRIPTION:              |      |                   |              |                            |            |                           |              |
| HAZARD TYPE:                         |      | HAZARDOUS         | Y            | EXTREMELY HAZARDOUS        | EXEMPT     | OVERRIDE THRESHOLD QTY. 0 |              |
| MATERIAL HANDLED AS:                 |      | SOLID             |              | LIQUID                     | GAS        | PURE                      | MIXTURE      |
| REPORTING METHOD:                    |      | MIXTURE WT.       |              | RM WT.                     |            |                           |              |
| PHYSICAL & HEALTH HAZARD CATEGORIES: |      | FIRE              |              | SUDDEN RELEASE OF PRESSURE |            | REACTIVITY                |              |
|                                      |      | IMMEDIATE (ACUTE) |              | DELAYED (CHRONIC)          |            |                           |              |
| MATERIAL                             | SIZE | CAS#              | TRADE SECRET | CHEMCIAL NAME              |            | CHEM NAME                 | TRADE SECRET |
| HAZRAW12                             |      |                   | N            | CHEMICAL 12                |            |                           | N            |
| ADDITIONAL DESCRIPTION:              |      |                   |              |                            |            |                           |              |
| HAZARD TYPE:                         |      | HAZARDOUS         | Y            | EXTREMELY HAZARDOUS        | N EXEMPT N | OVERRIDE THRESHOLD QTY. 0 |              |
| MATERIAL HANDLED AS:                 |      | SOLID             |              | LIQUID                     | GAS        | PURE                      | MIXTURE      |
| REPORTING METHOD:                    |      | MIXTURE WT.       |              | RM WT.                     |            |                           |              |
| PHYSICAL & HEALTH HAZARD CATEGORIES: |      | FIRE              |              | SUDDEN RELEASE OF PRESSURE |            | REACTIVITY                |              |
|                                      |      | IMMEDIATE (ACUTE) |              | DELAYED (CHRONIC)          |            |                           |              |
| MATERIAL                             | SIZE | CAS#              | TRADE SECRET | CHEMCIAL NAME              |            | CHEM NAME                 | TRADE SECRET |
| RAW12                                |      |                   | N            |                            |            |                           | N            |
| ADDITIONAL DESCRIPTION:              |      |                   |              |                            |            |                           |              |
| HAZARD TYPE:                         |      | HAZARDOUS         | Y            | EXTREMELY HAZARDOUS        | N EXEMPT N | OVERRIDE THRESHOLD QTY. 0 |              |
| MATERIAL HANDLED AS:                 |      | SOLID             |              | LIQUID                     | GAS        | PURE                      | MIXTURE      |
| REPORTING METHOD:                    |      | MIXTURE WT.       |              | RM WT.                     |            |                           |              |
| PHYSICAL & HEALTH HAZARD CATEGORIES: |      | FIRE              |              | SUDDEN RELEASE OF PRESSURE |            | REACTIVITY                | X            |
|                                      |      | IMMEDIATE (ACUTE) |              | DELAYED (CHRONIC)          |            | X                         |              |
| ***** END OF REPORT *****            |      |                   |              |                            |            |                           |              |

## Printing the Audit File

Use the *Print Audit File* option to print a report that shows changes you made manually to the SARA Transaction file using the *Work with Transactions* option. The system does not print inventory adjustments you made using Infinium IC or Infinium PM.

Use the menu path below.

- ▶ *SARA Module*
  - ▼ *Print Audit File [PAF]*

|                                                           |          |                  |        |         |
|-----------------------------------------------------------|----------|------------------|--------|---------|
| 1/19/98                                                   | 13:25:57 | Print Audit File | SR114R | SR114FM |
| <hr/>                                                     |          |                  |        |         |
| Beginning Site . . . . .                                  | SITE1    | +                |        |         |
| Ending Site . . . . .                                     | _____    | +                |        |         |
| <br>                                                      |          |                  |        |         |
| Beginning Material and Size . . . .                       | _____    | _____            | +      |         |
| Ending Material and Size . . . . .                        | _____    | _____            | +      |         |
| <br>                                                      |          |                  |        |         |
| Beginning and Ending Dates . . . .                        | 1011997  | 123198           |        |         |
| <br>                                                      |          |                  |        |         |
| Beginning and Ending Users . . . .                        | _____    | _____            |        |         |
| <br>                                                      |          |                  |        |         |
| <hr/>                                                     |          |                  |        |         |
| F2=Function keys F3=Exit F4=Prompt F8=Print F24=More keys |          |                  |        |         |
| <div></div>                                               |          |                  |        |         |

Figure A-11: Print Audit File screen

To print entries in the SARA Transaction file for one site or material, type a site or material identifier in the *Beginning Site* and/or the *Beginning Material and Size* fields, and press [Enter].

Complete the beginning and ending fields and press [Enter] to print transactions for a range of site codes or materials.

*Beginning Date, Ending Date*

The *Beginning Date* and *Ending Date* fields are required.

Press [F8] to print the report.

A sample report is shown on the next page.

WMM

PAGE 1  
WMM

```
***** RECORDS SELECTED . . 000001
***** END OF REPORT *****
```

•



## Printing Tier I and Tier II Reports

Because of the variations in regulatory requirements from state to state, Infinium RM does not print the actual Tier I and Tier II reports that you submit to government agencies. Instead, the system prints the information you need to complete the required reports along with a worksheet showing how the numbers were derived.

Use the menu path below.

- ▶ *SARA Module*
  - ▼ *Print Tier I/II Reports [PTR]*

|         |          |                         |        |        |
|---------|----------|-------------------------|--------|--------|
| 1/19/98 | 13:29:22 | Print Tier I/II Reports | SRGTRB | SRDTRB |
|---------|----------|-------------------------|--------|--------|

---

Site . . . . . SITE1 +

Specify range values for report:

Starting Material and Size . . . \_\_\_\_\_ + \_\_\_\_

Ending Material and Size . . . . \_\_\_\_\_ + \_\_\_\_

Specify whether to override threshold quantity for:

Hazardous Materials . . . . . N (Y=Yes, N=No)

Extremely Hazardous Materials . . N (Y=Yes, N=No)

If overriding, specify Override Quantity for:

Hazardous Materials . . . . . \_\_\_\_ LB

Extremely Hazardous Materials . . \_\_\_\_ LB

Specify choice of report to be generated:

Tier I Report and Worksheet . . . Y (Y=Yes, N=No)

Tier II Report and Worksheet . . Y (Y=Yes, N=No)

---

F2=Function keys F3=Exit F4=Prompt F5=Refresh F24=More keys

Figure A-12: Print Tier I/II Reports screen

The *Site* field is required.

### *Starting Material and Size, Ending Material and Size*

To print Tier I and Tier II information for a range of materials, complete the *Starting Material and Size* and *Ending Material and Size* fields and press [Enter]. If your company uses size code as part of the material identifier, complete the size when you complete their corresponding material field. To print reports for all materials, leave these fields blank.

The *Size* portion of this field is used with hazardous products. Raw materials do not have Size codes.

In the Infinium RM Control files, you specify the threshold quantities for hazardous and extremely hazardous materials. You can override the threshold quantity for this report.

In the *Work with Hazardous Raw Material* option, you can optionally change the threshold quantity for a particular material.

Press [Enter] to print the report and worksheet. Sample Tier I and II reports and worksheets are shown on the next pages.

# SARA Tier I Worksheet

-----  
SARA SECTION 312 1/19/98 13:30:31 WMM SRTT1WR SRTT1WR PAGE 1  
TIER ONE EMERGENCY AND HAZARDOUS CHEMICAL INVENTORY  
AGGREGATE INFORMATION BY HAZARD TYPE  
\*\*\*\*\* WORKSHEET \*\*\*\*\*  
-----

SITE: SITE1  
CO / WHSE: IS2/ISW2  
MATERIAL RANGE: TO  
HAZARDOUS MATERIALS: OVERRIDE THRESHOLD QTY / DEFAULT THRESHOLD QTY (LBS): /10000  
EXTREMELY HAZARDOUS MATERIALS: OVERRIDE THRESHOLD QTY / DEFAULT THRESHOLD QTY (LBS): / 500  
REPORTING PERIOD ENDING DATE: 12/31/1997  
-----

## SECTION I: REPORTED CHEMICALS

HAZARD CLASS: FIRE

| CHEMICAL | MAX DAILY AMT<br>(LBS) | AVG DAILY AMT<br>(LBS) | NUMBER OF<br>DAYS |
|----------|------------------------|------------------------|-------------------|
| HAZRAW05 | 82407                  | 82407                  | 162               |

TOTALS: 82407 82407 162

HAZARD CLASS: PRESSURE

| CHEMICAL | MAX DAILY AMT<br>(LBS) | AVG DAILY AMT<br>(LBS) | NUMBER OF<br>DAYS |
|----------|------------------------|------------------------|-------------------|
| HAZRAW05 | 82407                  | 82407                  | 162               |

TOTALS: 82407 82407 162

HAZARD CLASS: REACTIVITY

| CHEMICAL | MAX DAILY AMT<br>(LBS) | AVG DAILY AMT<br>(LBS) | NUMBER OF<br>DAYS |
|----------|------------------------|------------------------|-------------------|
| HAZRAW05 | 82407                  | 82407                  | 162               |
| RAW12    | 13184                  | 9644                   | 162               |

TOTALS: 95591 92051 324

HAZARD CLASS: IMMEDIATE

| CHEMICAL | MAX DAILY AMT<br>(LBS) | AVG DAILY AMT<br>(LBS) | NUMBER OF<br>DAYS |
|----------|------------------------|------------------------|-------------------|
| RAW12    | 13184                  | 9644                   | 162               |

-----  
SARA SECTION 312 1/19/98 13:30:31 WMM SRTT1WR SRTT1WR PAGE 2  
TIER ONE EMERGENCY AND HAZARDOUS CHEMICAL INVENTORY  
AGGREGATE INFORMATION BY HAZARD TYPE  
\*\*\*\*\* WORKSHEET \*\*\*\*\*  
-----

SITE: SITE1  
CO / WHSE: IS2/ISW2  
MATERIAL RANGE: TO  
HAZARDOUS MATERIALS: OVERRIDE THRESHOLD QTY / DEFAULT THRESHOLD QTY (LBS): /10000  
EXTREMELY HAZARDOUS MATERIALS: OVERRIDE THRESHOLD QTY / DEFAULT THRESHOLD QTY (LBS): / 500

REPORTING PERIOD ENDING DATE: 12/31/1997

| HAZARD CLASS: IMMEDIATE<br>CHEMICAL | MAX DAILY AMT<br>(LBS) | AVG DAILY AMT<br>(LBS) | NUMBER OF<br>DAYS |
|-------------------------------------|------------------------|------------------------|-------------------|
| TOTALS:                             | 13184                  | 9644                   | 162               |

| HAZARD CLASS: DELAYED<br>CHEMICAL | MAX DAILY AMT<br>(LBS) | AVG DAILY AMT<br>(LBS) | NUMBER OF<br>DAYS |
|-----------------------------------|------------------------|------------------------|-------------------|
| RAW12                             | 13184                  | 9644                   | 162               |
| TOTALS:                           | 13184                  | 9644                   | 162               |

SARA SECTION 312  
TIER ONE EMERGENCY AND HAZARDOUS CHEMICAL INVENTORY  
AGGREGATE INFORMATION BY HAZARD TYPE  
\*\*\*\*\* WORKSHEET \*\*\*\*\*

1/19/98 13:30:31 WMM SRGT1WR SRTT1WR PAGE 3

SITE: SITE1  
CO / WHSE: IS2/ISW2  
MATERIAL RANGE: TO  
HAZARDOUS MATERIALS: OVERRIDE THRESHOLD QTY / DEFAULT THRESHOLD QTY (LBS): /10000  
EXTREMELY HAZARDOUS MATERIALS: OVERRIDE THRESHOLD QTY / DEFAULT THRESHOLD QTY (LBS): / 500  
REPORTING PERIOD ENDING DATE: 12/31/1997

SECTION II: CHEMICALS NOT REPORTED  
NON-HAZARDOUS  
CHEMICAL

|            |    |
|------------|----|
| GOLF IRONS | EA |
| GOLF KIT   | EA |
| GOLF WOODS | EA |
| HAZRAW01R  |    |
| HAZRAW06   |    |
| HAZRAW07   |    |
| PROD01     |    |
| PROD02     |    |
| PROD03     |    |
| PROD10     |    |
| PROD21     |    |
| RAW01      |    |
| RAW02      |    |
| RAW03      |    |
| RAW04      |    |
| RAW05      |    |
| RAW06      |    |
| RAW07      |    |
| RAW08      |    |
| RAW11      |    |
| RAW13      |    |
| RAW14      |    |

## SARA Tier I Report

-----  
 SARA SECTION 312 1/19/98 13:30:22 WMM SRGTR SRTT1R PAGE 1  
 TIER ONE EMERGENCY AND HAZARDOUS CHEMICAL INVENTORY  
 AGGREGATE INFORMATION BY HAZARD TYPE  
 -----

SITE: SITE1  
 CO / WHSE: IS2/ISW2  
 MATERIAL RANGE: TO  
 HAZARDOUS MATERIALS: OVERRIDE THRESHOLD QTY / DEFAULT THRESHOLD QTY (LBS): /10000  
 EXTREMELY HAZARDOUS MATERIALS: OVERRIDE THRESHOLD QTY / DEFAULT THRESHOLD QTY (LBS): / 500  
 REPORTING PERIOD ENDING DATE: 12/31/1997  
 -----

| FACILITY IDENTIFICATION                    | EMERGENCY CONTACT             |
|--------------------------------------------|-------------------------------|
| NAME: INFINIUM SOFTWARE SITE 1             |                               |
| STREET ADDRESS: COMMUNICATIONS WAY         | NAME: ROBERT JONES            |
| CITY: HYANNIS STATE: MA ZIP: 02660         | TITLE: PLANT MANAGER          |
| COUNTY: HYANNIS                            | PHONE: (508) 778-2001         |
| SIC CODE: 24FF DUN & BRAD NUMBER: 324ALP-R | 24 HOUR PHONE: (508) 778-1313 |

| OWNER/OPERATOR                 | EMERGENCY CONTACT             |
|--------------------------------|-------------------------------|
| NAME: MR. JOHN SMITH           | NAME: KAREN BROWN             |
| MAIL ADDRESS: 1234 MAIN STREET | TITLE: ASST. PLANT MANAGER    |
| CITY: HYANNIS                  | PHONE: (508) 778-2001         |
| PHONE: (508) 778-2000          | 24 HOUR PHONE: (508) 778-1534 |

| HAZARD TYPE | MAXIMUM<br>AMOUNT | AVERAGE<br>DAILY<br>AMOUNT | NUMBER<br>OF DAYS<br>ON SITE |
|-------------|-------------------|----------------------------|------------------------------|
| FIRE:       | 82407             | 82407                      | 162                          |
| PRESSURE:   | 82407             | 82407                      | 162                          |
| REACTIVITY: | 95590             | 92050                      | 162                          |
| IMMEDIATE:  | 13183             | 9643                       | 162                          |
| DELAYED:    | 13183             | 9643                       | 162                          |

•

## SARA Tier II Worksheet

-----

|                                                     |         |          |     |         |         |      |   |
|-----------------------------------------------------|---------|----------|-----|---------|---------|------|---|
| SARA SECTION 312                                    | 1/19/98 | 13:30:29 | WMM | SRGT2WR | SRTT2WR | PAGE | 1 |
| TIER TWO EMERGENCY AND HAZARDOUS CHEMICAL INVENTORY |         |          |     |         |         |      |   |
| SPECIFIC INFORMATION BY CHEMICAL                    |         |          |     |         |         |      |   |
| ***** WORKSHEET *****                               |         |          |     |         |         |      |   |

-----

SITE: SITE1  
 CO / WHSE: IS2/ISW2  
 MATERIAL RANGE: TO  
 HAZARDOUS MATERIALS: OVERRIDE THRESHOLD QTY / DEFAULT THRESHOLD QTY (LBS): /10000  
 EXTREMELY HAZARDOUS MATERIALS: OVERRIDE THRESHOLD QTY / DEFAULT THRESHOLD QTY (LBS): / 500  
 REPORTING PERIOD ENDING DATE: 12/31/1997

-----

## SECTION I: APPLICATION INFORMATION

| DATE RANGE |            | APPLIED ON | MILESTONE? (Y=Yes, N=No) |
|------------|------------|------------|--------------------------|
| FROM       | TO         |            |                          |
| 01/01/1997 | 07/21/1997 | 07/23/1997 | Y                        |
| 07/22/1997 | 07/23/1997 | 07/24/1997 | Y                        |
| 07/24/1997 | 12/31/1997 | 01/12/1998 | N                        |

-----

## SECTION II: REPORTED CHEMICALS

HAZARD CLASS: FIRE

| CHEMICAL | EHS? | SUM OF DAILY POUNDS | MAX DAILY POUNDS | DATE OF MAX AMT | NUMBER OF DAYS | BEGINNING BALANCE | LAST UPDATE DATE | UPDATE BY |
|----------|------|---------------------|------------------|-----------------|----------------|-------------------|------------------|-----------|
| HAZRAW05 | N    | 13349947            | 82407            | 07/23/1997      | 162            | 82407             | 07/24/1997       | A         |

-----

HAZARD CLASS: PRESSURE

| CHEMICAL | EHS? | SUM OF DAILY POUNDS | MAX DAILY POUNDS | DATE OF MAX AMT | NUMBER OF DAYS | BEGINNING BALANCE | LAST UPDATE DATE | UPDATE BY |
|----------|------|---------------------|------------------|-----------------|----------------|-------------------|------------------|-----------|
| HAZRAW05 | N    | 13349947            | 82407            | 07/23/1997      | 162            | 82407             | 07/24/1997       | A         |

-----

HAZARD CLASS: REACTIVITY

| CHEMICAL | EHS? | SUM OF DAILY POUNDS | MAX DAILY POUNDS | DATE OF MAX AMT | NUMBER OF DAYS | BEGINNING BALANCE | LAST UPDATE DATE | UPDATE BY |
|----------|------|---------------------|------------------|-----------------|----------------|-------------------|------------------|-----------|
| HAZRAW05 | N    | 13349947            | 82407            | 07/23/1997      | 162            | 82407             | 07/24/1997       | A         |
| RAW12    | N    | 1562265             | 13184            | 12/04/1997      | 162            | 23                | 01/12/1998       | A         |

-----

HAZARD CLASS: IMMEDIATE

| CHEMICAL | EHS? | SUM OF DAILY POUNDS | MAX DAILY POUNDS | DATE OF MAX AMT | NUMBER OF DAYS | BEGINNING BALANCE | LAST UPDATE DATE | UPDATE BY |
|----------|------|---------------------|------------------|-----------------|----------------|-------------------|------------------|-----------|
| RAW12    | N    | 1562265             | 13184            | 12/04/1997      | 162            | 23                | 01/12/1998       | A         |

-----

HAZARD CLASS: DELAYED

| CHEMICAL | EHS? | SUM OF DAILY POUNDS | MAX DAILY POUNDS | DATE OF MAX AMT | NUMBER OF DAYS | BEGINNING BALANCE | LAST UPDATE DATE | UPDATE BY |
|----------|------|---------------------|------------------|-----------------|----------------|-------------------|------------------|-----------|
| RAW12    | N    | 1562265             | 13184            | 12/04/1997      | 162            | 23                | 01/12/1998       | A         |

-----

SARA SECTION 312  
TIER TWO EMERGENCY AND HAZARDOUS CHEMICAL INVENTORY  
SPECIFIC INFORMATION BY CHEMICAL  
\*\*\*\*\* WORKSHEET \*\*\*\*\*

1/19/98 13:30:29 WMM

SRGT2WR

SRTT2WR

PAGE 2

-----  
SITE: SITE1  
CO / WHSE: IS2/ISW2  
MATERIAL RANGE: TO  
HAZARDOUS MATERIALS: OVERRIDE THRESHOLD QTY / DEFAULT THRESHOLD QTY (LBS): /10000  
EXTREMELY HAZARDOUS MATERIALS: OVERRIDE THRESHOLD QTY / DEFAULT THRESHOLD QTY (LBS): / 500  
REPORTING PERIOD ENDING DATE: 12/31/1997  
-----

SECTION III: CHEMICALS NOT REPORTED

NON-HAZARDOUS

CHEMICAL

|            |    |
|------------|----|
| GOLF IRONS | EA |
| GOLF KIT   | EA |
| GOLF WOODS | EA |

HAZRAW01R

HAZRAW06

HAZRAW07

PROD01

PROD02

PROD03

PROD10

PROD21

RAW01

RAW02

RAW03

RAW04

RAW05

RAW06

RAW07

RAW08

RAW11

RAW13

RAW14

•

## SARA Tier II Report

```

SARA SECTION 312 1/19/98 13:30:22 WMM SRGTR SRTT2R PAGE 1
TIER TWO FACILITY IDENTIFICATION OWNER/OPERATOR NAME
EMERGENCY NAME: INFINIUM SOFTWARE SITE 1 NAME: MR. JOHN SMITH
AND STREET ADDRESS: COMMUNICATIONS WAY ADDRESS: 1234 MAIN STREET
HAZARDOUS CITY: HYANNIS STATE: MA ZIP 02660 CITY: HYANNIS STATE: MA ZIP 02660
MATERIAL COUNTY: HYANNIS PHONE: (508) 778-2000
INVENTORY SIC CODE: 24FF DUN & BRAD NUMBER: 324ALP-R

 EMERGENCY CONTACTS:
SPECIFIC NAME: ROBERT JONES TITLE: PLANT MANAGER
INFORMATION PHONE: (508) 778-2001 24 HR PHONE: (508) 778-1313
BY CHEMICAL NAME: KAREN BROWN TITLE: ASST. PLANT MANAGER
 PHONE: (508) 778-2001 24 HR PHONE: (508) 778-1534

```

```

SITE: SITE1
CO / WHSE: IS2/ISW2
MATERIAL RANGE: TO
HAZARDOUS MATERIALS: OVERRIDE THRESHOLD QTY / DEFAULT THRESHOLD QTY (LBS): /10000
EXTREMELY HAZARDOUS MATERIALS: OVERRIDE THRESHOLD QTY / DEFAULT THRESHOLD QTY (LBS): / 500
REPORTING PERIOD ENDING DATE: 12/31/1997

```

| CHEMICAL DESCRIPTION | TRADE<br>SECRET<br>Y/N | PHYSICAL<br>AND HEALTH<br>HAZARDS | INVENTORY | PHYSICAL LOCATIONS |
|----------------------|------------------------|-----------------------------------|-----------|--------------------|
| CAS#:                | N                      | HAZRAW02                          |           |                    |
| CHEMICAL NAME:       |                        | MAX                               | 114627    |                    |
| CHEMICAL 2           | N                      | AVG                               | 97334     |                    |
|                      |                        | DAYS                              | 162       |                    |
| HANDLING METHODS:    |                        |                                   |           |                    |
| CAS#:                | N                      | HAZRAW03                          |           |                    |
| CHEMICAL NAME:       |                        | MAX                               | 10345     |                    |
| CHEMICAL 3           | N                      | AVG                               | 10141     |                    |
|                      |                        | DAYS                              | 162       |                    |
| HANDLING METHODS:    |                        |                                   |           |                    |
| CAS#:                | N                      | HAZRAW04                          |           |                    |
| CHEMICAL NAME:       |                        | MAX                               | 10000     |                    |
| CHEMICAL 4           | N                      | AVG                               | 10000     |                    |
|                      |                        | DAYS                              | 162       |                    |
| HANDLING METHODS:    |                        |                                   |           |                    |
| CAS#:                | N                      | F HAZRAW05                        |           |                    |
| CHEMICAL NAME:       |                        | S MAX                             | 82407     |                    |
| CHEMICAL 5           | N                      | R AVG                             | 82407     |                    |
|                      |                        | DAYS                              | 162       |                    |
| HANDLING METHODS:    |                        |                                   |           |                    |

```

F = FIRE S = PRESSURE R = REACTIVITY I = IMMEDIATE D = DELAYED P = PURE M = MIXTURE S = SOLID L = LIQUID G = GAS E = EXEMPT

```



SARA SECTION 312  
TIER TWO  
EMERGENCY AND HAZARDOUS MATERIAL INVENTORY

FACILITY IDENTIFICATION  
NAME: INFINIUM SOFTWARE SITE 1  
STREET ADDRESS: COMMUNICATIONS WAY  
CITY: HYANNIS STATE: MA ZIP 02660  
COUNTY: HYANNIS  
SIC CODE: 24FF DUN & BRAD NUMBER: 324ALP-R

1/19/98 13:30:22 WMM SRGTR SRTT2R PAGE 2

OWNER/OPERATOR NAME  
NAME: MR. JOHN SMITH  
ADDRESS: 1234 MAIN STREET  
CITY: HYANNIS STATE: MA ZIP 02660  
PHONE: (508) 778-2000

SPECIFIC  
INFORMATION  
BY CHEMICAL

EMERGENCY CONTACTS:  
NAME: ROBERT JONES TITLE: PLANT MANAGER  
PHONE: (508) 778-2001 24 HR PHONE: (508) 778-1313  
NAME: KAREN BROWN TITLE: ASST. PLANT MANAGER  
PHONE: (508) 778-2001 24 HR PHONE: (508) 778-1534

-----  
SITE: SITE1  
CO / WHSE: IS2/ISW2  
MATERIAL RANGE: TO  
HAZARDOUS MATERIALS: OVERRIDE THRESHOLD QTY / DEFAULT THRESHOLD QTY (LBS): /10000  
EXTREMELY HAZARDOUS MATERIALS: OVERRIDE THRESHOLD QTY / DEFAULT THRESHOLD QTY (LBS): / 500  
REPORTING PERIOD ENDING DATE: 12/31/1997  
-----

| CHEMICAL DESCRIPTION | TRADE<br>SECRET<br>Y/N | PHYSICAL<br>AND HEALTH<br>HAZARDS | INVENTORY | PHYSICAL LOCATIONS |
|----------------------|------------------------|-----------------------------------|-----------|--------------------|
| CAS#: 5045-35        | Y                      | HAZRAW08                          |           |                    |
| CHEMICAL NAME:       |                        | MAX                               | 65287     |                    |
| CHEMICAL 8           | N                      | AVG                               | 65287     |                    |
|                      |                        | DAYS                              | 162       |                    |
| HANDLING METHODS:    |                        |                                   |           |                    |
| CAS#: 9996-07        | Y                      | HAZRAW09                          |           |                    |
| CHEMICAL NAME:       |                        | MAX                               | 73047     |                    |
| CHEMICAL 9           | N                      | AVG                               | 73047     |                    |
|                      |                        | DAYS                              | 162       |                    |
| HANDLING METHODS:    |                        |                                   |           |                    |
| CAS#: 1A345          | N                      | HAZRAW10                          |           |                    |
| CHEMICAL NAME:       |                        | MAX                               | 80226     |                    |
| CHEMICAL 10          | N                      | AVG                               | 77170     |                    |
|                      |                        | DAYS                              | 162       |                    |
| HANDLING METHODS:    |                        |                                   |           |                    |
| CAS#:                | N                      | HAZRAW11                          |           |                    |
| CHEMICAL NAME:       |                        | MAX                               | 10000     |                    |
| CHEMICAL 11          | N                      | AVG                               | 10000     |                    |
|                      |                        | DAYS                              | 162       |                    |
| HANDLING METHODS:    |                        |                                   |           |                    |

-----  
F = FIRE S = PRESSURE R = REACTIVITY I = IMMEDIATE D = DELAYED P = PURE M = MIXTURE S = SOLID L = LIQUID G = GAS E = EXEMPT  
-----

SARA SECTION 312  
TIER TWO  
EMERGENCY

FACILITY IDENTIFICATION  
NAME: INFINIUM SOFTWARE SITE 1

1/19/98 13:30:22 WMM SRGTR SRTT2R PAGE 3

OWNER/OPERATOR NAME  
NAME: MR. JOHN SMITH

AND STREET ADDRESS: COMMUNICATIONS WAY  
 HAZARDOUS CITY: HYANNIS STATE: MA ZIP 02660  
 MATERIAL COUNTY: HYANNIS  
 INVENTORY SIC CODE: 24FF DUN & BRAD NUMBER: 324ALP-R

ADDRESS: 1234 MAIN STREET  
 CITY: HYANNIS STATE: MA ZIP 02660  
 PHONE: (508) 778-2000

SPECIFIC  
 INFORMATION  
 BY CHEMICAL

## EMERGENCY CONTACTS:

NAME: ROBERT JONES TITLE: PLANT MANAGER  
 PHONE: (508) 778-2001 24 HR PHONE: (508) 778-1313

NAME: KAREN BROWN TITLE: ASST. PLANT MANAGER  
 PHONE: (508) 778-2001 24 HR PHONE: (508) 778-1534

-----  
 SITE: SITE1

CO / WHSE: IS2/ISW2

MATERIAL RANGE: TO

HAZARDOUS MATERIALS: OVERRIDE THRESHOLD QTY / DEFAULT THRESHOLD QTY (LBS): /10000

EXTREMELY HAZARDOUS MATERIALS: OVERRIDE THRESHOLD QTY / DEFAULT THRESHOLD QTY (LBS): / 500

REPORTING PERIOD ENDING DATE: 12/31/1997  
 -----

| CHEMICAL DESCRIPTION | TRADE<br>SECRET<br>Y/N | PHYSICAL<br>AND HEALTH<br>HAZARDS | INVENTORY | PHYSICAL LOCATIONS |
|----------------------|------------------------|-----------------------------------|-----------|--------------------|
| CAS#:                | N                      | HAZRAW12                          |           |                    |
| CHEMICAL NAME:       |                        | MAX                               | 76038     |                    |
| CHEMICAL 12          | N                      | AVG                               | 76036     |                    |
|                      |                        | DAYS                              | 162       |                    |
| HANDLING METHODS:    |                        |                                   |           |                    |
| CAS#:                | N                      | R RAW12                           |           |                    |
| CHEMICAL NAME:       |                        | I MAX                             | 13183     |                    |
|                      | N                      | D AVG                             | 9643      |                    |
|                      |                        | DAYS                              | 162       |                    |

-----  
 HANDLING METHODS:

F = FIRE S = PRESSURE R = REACTIVITY I = IMMEDIATE D = DELAYED P = PURE M = MIXTURE S = SOLID L = LIQUID G = GAS E = EXEMPT

.

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## Printing the SARA Dates File

Use the *Print SARA Dates File* option to print the Date file for each site. The Date file contains every day of the year for every site and shows when inventory was applied and whether or not a milestone was created.

Use the menu path below.

- ▶ *SARA Module*
  - ▼ *Print SARA Dates File* [PSARADF]

When you select this option, the system prints the report. No screen displays with this option.

The first page of a sample report is shown on the next page.

|         |          |                            |   |   |   |      |   |   |   |   |   |   |   |   |     |
|---------|----------|----------------------------|---|---|---|------|---|---|---|---|---|---|---|---|-----|
| SRGSDP  | SRTSDP   | NO REPORT SELECTIONS APPLY |   |   |   | PAGE | 1 |   |   |   |   |   |   |   |     |
| 1/19/98 | 13:37:03 | S                          | A | R | A | D    | A | T | E | P | R | I | N | T | WMM |

| SARA SITE ID | CALENDAR DATE | DATE INVENTORY APPLIED | MILESTONE CREATED<br>(Y=Yes, N=No) |
|--------------|---------------|------------------------|------------------------------------|
| SITE1        | 01/01/1997    | 07/23/1997             | N                                  |
| SITE1        | 01/02/1997    | 07/23/1997             | N                                  |
| SITE1        | 01/03/1997    | 07/23/1997             | N                                  |
| SITE1        | 01/04/1997    | 07/23/1997             | N                                  |
| SITE1        | 01/05/1997    | 07/23/1997             | N                                  |
| SITE1        | 01/06/1997    | 07/23/1997             | N                                  |
| SITE1        | 01/07/1997    | 07/23/1997             | N                                  |
| SITE1        | 01/08/1997    | 07/23/1997             | N                                  |
| SITE1        | 01/09/1997    | 07/23/1997             | N                                  |
| SITE1        | 01/10/1997    | 07/23/1997             | N                                  |
| SITE1        | 01/11/1997    | 07/23/1997             | N                                  |
| SITE1        | 01/12/1997    | 07/23/1997             | N                                  |
| SITE1        | 01/13/1997    | 07/23/1997             | N                                  |
| SITE1        | 01/14/1997    | 07/23/1997             | N                                  |
| SITE1        | 01/15/1997    | 07/23/1997             | N                                  |
| SITE1        | 01/16/1997    | 07/23/1997             | N                                  |
| SITE1        | 01/17/1997    | 07/23/1997             | N                                  |
| SITE1        | 01/18/1997    | 07/23/1997             | N                                  |
| SITE1        | 01/19/1997    | 07/23/1997             | N                                  |
| SITE1        | 01/20/1997    | 07/23/1997             | N                                  |
| SITE1        | 01/21/1997    | 07/23/1997             | N                                  |
| SITE1        | 01/22/1997    | 07/23/1997             | N                                  |
| SITE1        | 01/23/1997    | 07/23/1997             | N                                  |
| SITE1        | 01/24/1997    | 07/23/1997             | N                                  |
| SITE1        | 01/25/1997    | 07/23/1997             | N                                  |
| SITE1        | 01/26/1997    | 07/23/1997             | N                                  |
| SITE1        | 01/27/1997    | 07/23/1997             | N                                  |
| SITE1        | 01/28/1997    | 07/23/1997             | N                                  |
| SITE1        | 01/29/1997    | 07/23/1997             | N                                  |
| SITE1        | 01/30/1997    | 07/23/1997             | N                                  |
| SITE1        | 01/31/1997    | 07/23/1997             | N                                  |
| SITE1        | 02/01/1997    | 07/23/1997             | N                                  |
| SITE1        | 02/02/1997    | 07/23/1997             | N                                  |
| SITE1        | 02/03/1997    | 07/23/1997             | N                                  |
| SITE1        | 02/04/1997    | 07/23/1997             | N                                  |
| SITE1        | 02/05/1997    | 07/23/1997             | N                                  |
| SITE1        | 02/06/1997    | 07/23/1997             | N                                  |
| SITE1        | 02/07/1997    | 07/23/1997             | N                                  |
| SITE1        | 02/08/1997    | 07/23/1997             | N                                  |
| SITE1        | 02/09/1997    | 07/23/1997             | N                                  |
| SITE1        | 02/10/1997    | 07/23/1997             | N                                  |
| SITE1        | 02/11/1997    | 07/23/1997             | N                                  |
| SITE1        | 02/12/1997    | 07/23/1997             | N                                  |

|       |            |            |   |
|-------|------------|------------|---|
| SITE1 | 02/13/1997 | 07/23/1997 | N |
| SITE1 | 02/14/1997 | 07/23/1997 | N |
| SITE1 | 02/15/1997 | 07/23/1997 | N |
| SITE1 | 02/16/1997 | 07/23/1997 | N |
| SITE1 | 02/17/1997 | 07/23/1997 | N |
| SITE1 | 02/18/1997 | 07/23/1997 | N |
| SITE1 | 02/19/1997 | 07/23/1997 | N |
| SITE1 | 02/20/1997 | 07/23/1997 | N |

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## Notes

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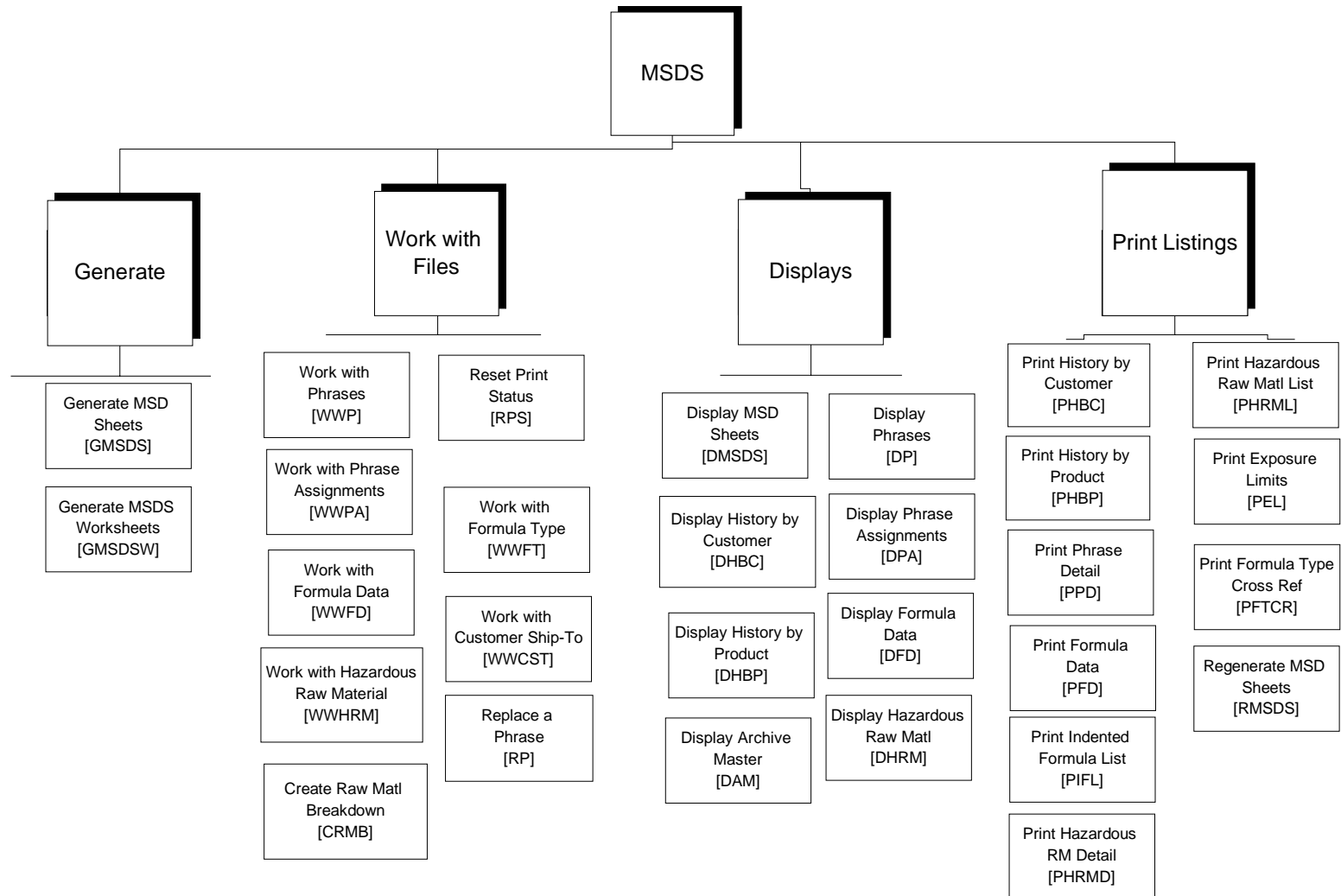
## Appendix B

# Infinium Regulatory Management Menu Tree

# B

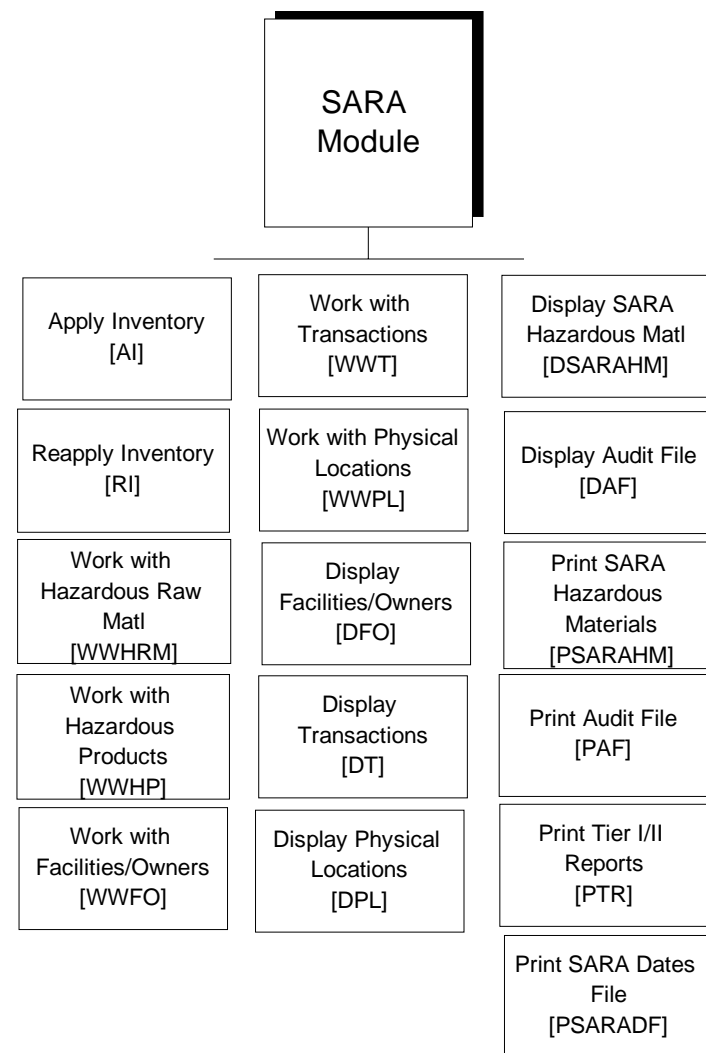
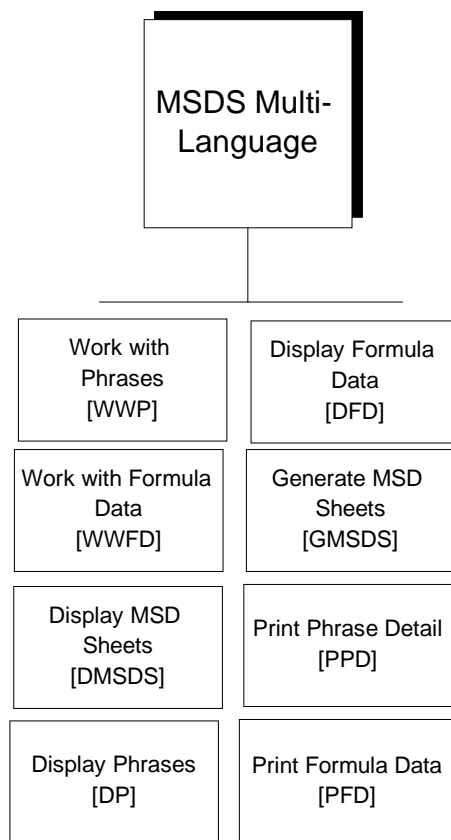
This appendix contains the menu tree for Infinium RM.

## Infinium Regulatory Management Menu Tree

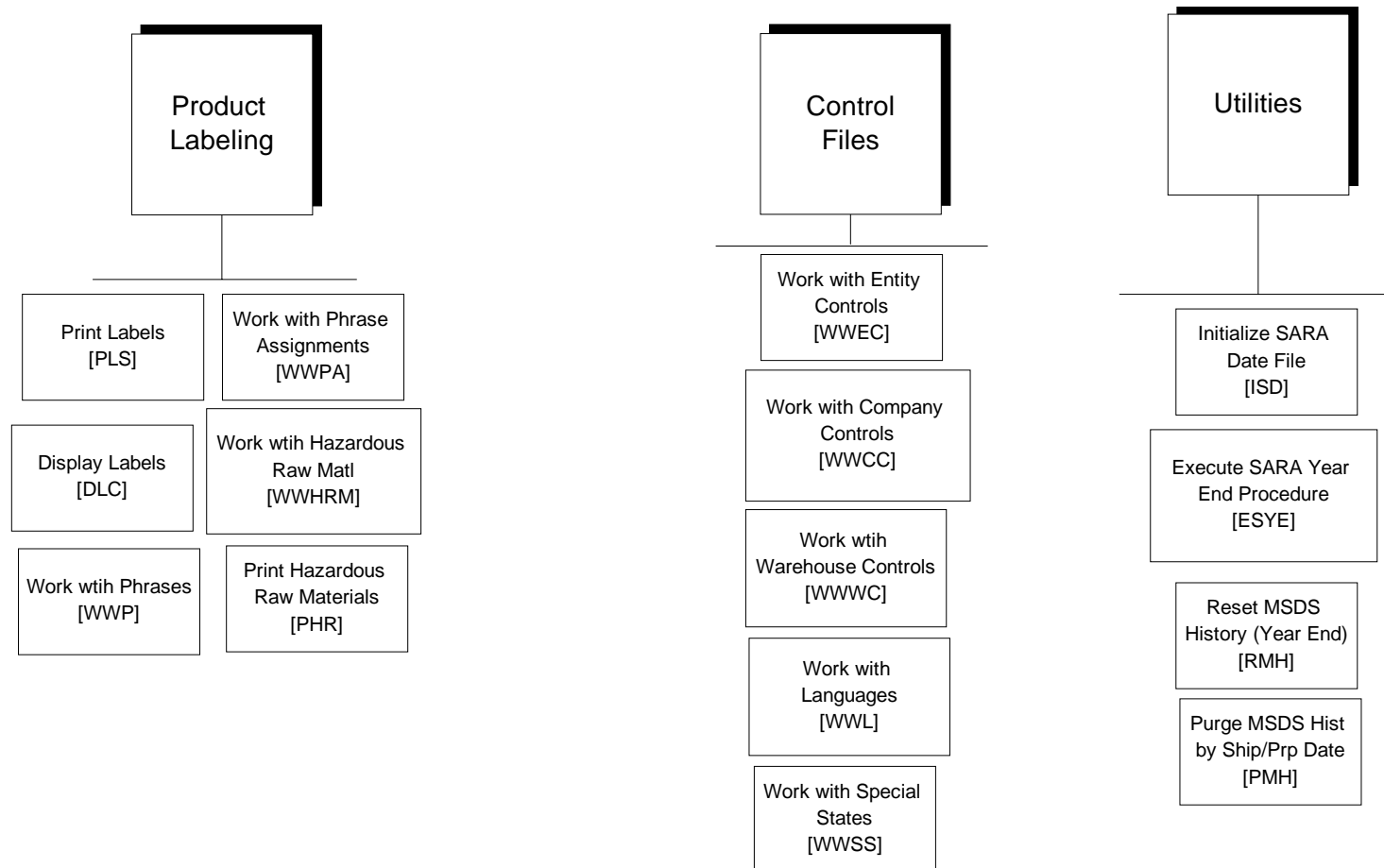




## Infinium Regulatory Management Menu Tree



## Infinium Regulatory Management Menu Tree



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## Appendix C

### Phrase Substitution Fields



This appendix contains information about phrase substitution fields.

## Overview of Phrase Substitution Fields

Substitution fields are fields that contain data stored in the Raw Material, Formula, Hazardous Raw Material, Formula Data, and Customer files that you can select to print when an MSDS prints. Assign substitution fields to phrases so that the data in the fields prints when the phrase on an MSDS prints.

Use the Substitution screen to display and select substitution fields. This screen is discussed in detail in the “Working with Phrases” part.

The screenshot shows a terminal-style interface for the 'Work with Phrases' screen. At the top, it displays the date '1/09/98', time '9:43:10', and the title 'Work with Phrases'. To the right are two menu options: 'MRGPM' and 'MRDPM'. Below a horizontal line, the following fields are listed:

- Phrase Type . . . . . : 2
- Phrase ID and Severity Level . . . : FIRE.FLMLT 00
- Phrase . . . . . :
- Flammability Limits . . . . . : Lower - &01
- Segment Number . . . . . : 001

Below these is the instruction 'Select Substitution fields.' followed by a table:

| Code | Field + | Description               | Length | Type |
|------|---------|---------------------------|--------|------|
| &01  | %LEML   | Flammability Limit: Lower | 7      | N    |

At the bottom right of the screen area is the word 'Bottom'. Below a final horizontal line, function key definitions are listed: 'F2=Function keys F4=Prompt F10=QuickAccess F12=Cancel F18=Message line'. A cursor is visible at the bottom right.

Figure C-1: Phrase Substitution screen

Substitution fields designated with \*Input, \*Not Supported, or \*Calculated as the Source File and Source Field do not obtain data from a file.

### \*Input

Fields designated as Input derive their data from on screen input. This data is not stored in a file.

## \*Not Supported

The system does not retrieve and print data for fields designated as Not Supported.

## \*Calculated

Fields designated as Calculated derive their data from calculations the system performs just prior to printing the MSDS. The system does not store the calculated data in a file.

Refer to the “Working with Phrases” part for information about how to use substitution fields.

The Substitution Field table that follows lists the fields you can select and the files from which the fields originate. Use the list below to determine the source file.

### Substitution Fields

| Field    | File                               |
|----------|------------------------------------|
| FORMHDR  | Formula Header file                |
| KLCUSFIL | Customer Master file               |
| MANFILPF | Product file                       |
| PHYSICPF | Formula Hazardous file             |
| SHIPFILE | Customer Ship-To file              |
| PRPCCO   | Infinium CA Company file           |
| PRPCLC   | Infinium CA Warehouse file         |
| MSDHISPF | MSDS History file                  |
| OPPODT   | Order Processing Order Detail file |

| Substitution Field | Description                   | Source File         | Source Field        | System/<br>Quick Access        | Attribute              | Field |
|--------------------|-------------------------------|---------------------|---------------------|--------------------------------|------------------------|-------|
| %AIGN2             | Auto Ignition Temperature     | FORMHDR             | MFAUTO              | Infinium RM/<br>WWFD           | Override MSDS<br>Calc  | N/A   |
| %AIGNT             | Auto Ignition Temperature     | FORMHDR             | MFAUTO              |                                |                        |       |
| %APPR              | Appearance                    | PHYSICPF            | PHAPPE              |                                | Physical<br>Properties |       |
| %AREFN             | Archive Reference Number      | *Input              | *Input              | N/A                            | N/A                    |       |
| %ATTN              | Attention of (Contact Person) |                     |                     | Infinium RM/<br>GM             |                        |       |
| %CO                | Company (Manufacturer) Name   | PRPCCO or<br>PRPCLC | CMADR1 or<br>WMADR1 | Infinium CA/<br>WWCO or<br>WWL |                        |       |
| %COAD1             | Company Address: Line 1       |                     | CMADR2 or<br>WMADR2 |                                |                        |       |
| %COAD2             | Company Address: Line 2       |                     | CMADR3 or<br>WMADR3 |                                |                        |       |
| %COAD3             | Company Address: Line 3       |                     | CMADR4 or<br>WMADR4 |                                |                        |       |
| %COAD4             | Company Address: Line 4       |                     | CMADR5 or<br>WMADR5 |                                |                        |       |
| %COCT              | Company Address: City Name    |                     | CMCITY or<br>WMCITY |                                |                        |       |
| %COST              | Company Address: State Code   | PRPCCO or<br>PRPCLC | CMST or<br>WMST     | Infinium CA/<br>WWCO or<br>WWL | N/A                    | N/A   |

| Substitution Field | Description                  | Source File          | Source Field     | System/ Quick Access     | Attribute           | Field |
|--------------------|------------------------------|----------------------|------------------|--------------------------|---------------------|-------|
| %COTEL             | Company Address: Telephone   |                      | CMPHON or WMPHON |                          |                     |       |
| %CP                | Calculated Page              | *Calculated          | *Calculated      | N/A                      |                     |       |
| %COZIP             | Company Address: Zip Code    | PRPCCO or PRPCLC     | CMZIP or WMZIP   | Infinium CA/ WWCO or WWL |                     |       |
| %CUAD1             | Customer Address: Line 1     | KLCUSFIL or SHIPFILE | CFSTL2 or SLIN2  | Infinium RM/ WWCSO       | Ship-To Information |       |
| %CUAD2             | Customer Address: Line 2     |                      | CFSTL3 or SLIN3  |                          |                     |       |
| %CUAD3             | Customer Address: Line 3     |                      | CFSTL4 or SLIN4  |                          |                     |       |
| %CUAD4             | Customer Address: Line 4     |                      | CFSTL5 or SLIN5  |                          |                     |       |
| %CUCT              | Customer Address: City Name  |                      | CFCITY or SCITY  |                          |                     |       |
| %CUNAM             | Customer Name                |                      | CFSTL1 or SLIN1  |                          |                     |       |
| %CUST              | Customer Address: State Code |                      | CFSTTE or SSTATE |                          |                     |       |
| %CUSTN             | Customer Code                | *Input               | *Input           | Infinium RM/ WWCSO       | Ship-To Information | N/A   |
| %CUZIP             | Customer Address: Zip Code   | KLCUSFIL or SHIPFILE | CFZIP or SZIP    |                          |                     |       |

| Substitution Field | Description                            | Source File | Source Field             | System/<br>Quick Access          | Attribute                                            | Field       |
|--------------------|----------------------------------------|-------------|--------------------------|----------------------------------|------------------------------------------------------|-------------|
| %CURDT             | Current Date                           | *Input      | *Input                   | Infinium RM/<br>GM               | N/A                                                  |             |
| %CWOIL             | Co-efficient of Water-Oil Distribution | PHYSICPF    | PHWOIL                   | Infinium RM/<br>WWFD             | Physical Properties                                  | Page 2 of 2 |
| %DOTHC             | DOT Hazard Class                       | MANFILPF    | MNHAZC                   | Infinium PF/<br>PROD             | Miscellaneous Information                            |             |
| %DOTPG             | DOT Packaging Group                    |             | MNPKGG                   |                                  |                                                      |             |
| %EVPRT             | Evaporation Rate and Method            | FORMHDR     | MFEVAR or<br>*Calculated | Infinium RM/<br>WVHRM or<br>WWFD | Physical Properties or<br>Override MSDS Calculations | N/A         |
| %FBE Code          | Formula by Effective Date Code         | FORMHDR     | FFFBEC                   | Infinium PF/<br>WWF              | Formula Instance Selection or<br>General Information |             |
| %FLAM              | Hazard Code: Flammability              |             | MFFLAM                   | Infinium RM/<br>WWFD             | Hazard Codes                                         |             |
| %FLAS2             | Flashpoint                             |             | MFLFLS or<br>*Calculated | Infinium RM/<br>WVHRM or<br>WWFD | Physical Properties or<br>Override MSDS Calculations |             |
| %FLASH             | Flashpoint                             | FORMHDR     | MFLFLS or<br>*Calculated | Infinium RM/<br>WVHRM or<br>WWFD | Physical Properties or<br>Override MSDS Calculations | N/A         |



| Substitution Field | Description                     | Source File | Source Field          | System/ Quick Access       | Attribute                                         | Field       |
|--------------------|---------------------------------|-------------|-----------------------|----------------------------|---------------------------------------------------|-------------|
| %FLMCL             | Flammability Class              | PHYSICPF    | *Not Supported        | Infinium RM/ GM            | N/A                                               |             |
| %FLPTC             | Flash Point: Comment/method     | PHYSICPF    | PHFPCM                | Infinium RM/ WWFD          | Override MSDS Calculations                        |             |
| &Formula Co        | Formula Company                 | FORMHDR     | FFCO                  | Infinium PF/ WWF           | Formula Instance Selection or General Information |             |
| &Formula whrse     | Formula Warehouse               | FORMHDR     | FFLOC                 | Infinium PF/ WWF           | Formula Instance Selection or General Information |             |
| %FREZ              | Freezing Point                  |             | PHFREZ                | Infinium RM/ WWFD          | Physical Properties                               | Page 2 of 2 |
| %FREZ2             | Freezing Point                  |             |                       |                            |                                                   |             |
| %FRMID             | Formula ID                      | MANFILPF    | MNFOR# or *Input      | Infinium PF/ WWF           | General Information                               | N/A         |
| %FVR#              | Formula Version Revision Number | FORMHDR     | FFREF#                |                            |                                                   | Page 2 of 2 |
| %HBOI2             | Boiling Point Higher            |             | MFHBOL or *Calculated | Infinium RM/ WWHRM or WWFD | Physical Properties or Override MSDS Calculations | N/A         |

| Substitution Field | Description                 | Source File | Source Field             | System/<br>Quick Access          | Attribute                                                  | Field       |
|--------------------|-----------------------------|-------------|--------------------------|----------------------------------|------------------------------------------------------------|-------------|
| %HBOIL             | Boiling Point: Higher       |             |                          |                                  |                                                            |             |
| %HEAL              | Hazard Code: Health         | FORMHDR     | MFHEAL                   | Infinium RM/<br>WWFD             | Hazard Codes                                               | N/A         |
| %LBOI2             | Boiling Point - Lower       |             | MFLBOL or<br>*Calculated | Infinium RM/<br>WWHRM or<br>WWFD | Physical Properties<br>or Override<br>MSDS<br>Calculations | N/A         |
| %LBOIL             | Boiling Point - Lower       |             |                          |                                  |                                                            |             |
| %LEL               | Explosion Level: Lower      |             | MFLEXP or<br>*Calculated |                                  |                                                            |             |
| %LELCM             | LEL: Comment/method         | PHYSICPF    | PHLLCM                   | Infinium RM/<br>WWFD             | Override MSDS<br>Calculations                              |             |
| %LFLML             | Flammability Limit: Lower   |             | MFLFL                    |                                  |                                                            |             |
| %LREVD             | MSDS Last Revision Date     | FORMHDR     | MFLSRV                   | Infinium<br>RM/WWFD              | Hazard Code                                                | Page 1 of 1 |
| %MECH              | Mechanical Impact Explosion | PHYSICPF    | PHMIEX                   | Infinium RM/<br>WWFD             | Physical<br>Properties                                     | Page 2 of 2 |
| %MELT              | Melting Point               |             | PHMELT                   |                                  |                                                            |             |
| %MELT2             | Melting Point               |             |                          |                                  |                                                            |             |
| %MOLFR             | Molecular Formula           |             | PHMOLF or<br>*Calculated |                                  |                                                            | Page 1 of 2 |
| %MOLWT             | Molecular Weight            | PHYSICPF    | PHMOLW                   | Infinium RM/<br>WWFD             | Physical<br>Properties                                     | Page 1 of 2 |

| Substitution Field | Description                      | Source File | Source Field | System/<br>Quick Access | Attribute               | Field       |
|--------------------|----------------------------------|-------------|--------------|-------------------------|-------------------------|-------------|
| %MREVN             | MSDS Revision Number             | FORMHDR     | FFREVI       | Infinium PF/<br>WWF     | General Information     |             |
| %MSLPD             | MSDS Last Prepared Date          | MSDHISPF    | MHLSHD       | N/A                     | N/A                     | N/A         |
| %NEVBV             | Percent Non-Exempt by Volume     | *Calculated | *Calculated  |                         |                         |             |
| %NEVBW             | Percent Non-Exempt by Weight     |             |              |                         |                         |             |
| %ODOR              | Odor                             | PHYSICPF    | PHODOR       | Infinium RM/<br>WWFD    | Physical Properties     | Page 1 of 2 |
| %OPBO              | OP Back Order Number             | OPPODT      | OIBORD       | Infinium OP/<br>OPE     | N/A                     | N/A         |
| %OPORD             | OP Order Number                  | OPPODT      | OIORD        |                         |                         |             |
| %OTHS              | Odor Threshold                   | PHYSICPF    | PHOTHS       | Infinium RM/<br>WWFD    | Physical Properties     | Page 1 of 2 |
| %PERS              | Hazard Code: Personal Protection | FORMHDR     | MFERS        |                         | Hazard Codes            | N/A         |
| %PH                | pH Value                         | PHYSICPF    | PHPH         |                         | Physical Properties     | Page 2 of 2 |
| %PHST              | Physical State                   |             | PHSTAT       |                         |                         | Page 1 of 2 |
| %PRDC              | MSDS Product Class               | FORMHDR     | MFPRDC       | Infinium PF/<br>WWF     | Descriptive Information | N/A         |
| %PRDID             | Product or Chemical ID w/Size    | *Input      | *Input       | Infinium PF/<br>PROD    | General Information     | N/A         |

| Substitution Field | Description                  | Source File | Source Field             | System/<br>Quick Access                        | Attribute                                                  | Field       |
|--------------------|------------------------------|-------------|--------------------------|------------------------------------------------|------------------------------------------------------------|-------------|
| %PRPBY             | MSDS Prepared By             |             |                          | Infinium RM/<br>GM                             |                                                            |             |
| %REAC              | Hazard Code: Reactivity      | FORMHDR     | MFREAC                   | Infinium RM/<br>WWFD                           | Hazard Codes                                               |             |
| %SDES1             | Sales Description Number One | *Input      | *Input                   | Infinium RM/<br>GM                             |                                                            | Page 2 of 2 |
| %SDES2             | Sales Description Number Two |             |                          |                                                |                                                            |             |
| %SLNUM             | Sales Number                 |             |                          |                                                |                                                            |             |
| %SOLBL             | Water Solubility             | PHYSICPF    | PHWSOL                   | Infinium RM/<br>WWFD                           | Physical<br>Properties                                     |             |
| %SPEG              | Specific Gravity             |             | PHSPEG or<br>*Calculated |                                                |                                                            |             |
| %STAT              | Static Electricity Explosion |             | PHSEEX                   |                                                |                                                            |             |
| %TP                | Total Pages                  | *Calculated | *Calculated              | N/A                                            | N/A                                                        | N/A         |
| %TRAD              | Trade Name                   | FORMHDR     | MFTRAD                   | Infinium RM/<br>WWFD or<br>Infinium PF/<br>WWF | General<br>Information or<br>Descriptive<br>Information    |             |
| %UEL               | Explosion Level: Upper       | PHYSICPF    | PHUEL or<br>*Calculated  | Infinium RM/<br>WWHRM or<br>WWFD               | Physical<br>Properties or<br>Override MSDS<br>Calculations | N/A         |
| %UELCM             | UEL: Comment/method          |             | PHULCM                   | Infinium RM/<br>WWFD                           | Override MSDS<br>Calculations                              |             |

| Substitution Field | Description                    | Source File | Source Field          | System/ Quick Access       | Attribute                                         | Field       |
|--------------------|--------------------------------|-------------|-----------------------|----------------------------|---------------------------------------------------|-------------|
| %UFLML             | Flammability Limit: Upper      | FORMHDR     | MFUFL                 |                            |                                                   |             |
| %VAPR              | Vapor Pressure                 |             | MFVAPP or *Calculated | Infinium RM/ WWHRM or WWFD | Physical Properties or Override MSDS Calculations |             |
| %VAPRC             | Vapor Pressure: Comment/method | PHYSICPF    | PHVPCM                | Infinium RM/ WWFD          | Override MSDS Calculations                        |             |
| %VDEN              | Vapor Density                  | FORMHDR     | MFVDEN or *Calculated | Infinium RM/ WWHRM or WWFD | Physical Properties or Override MSDS Calculations |             |
| %VDENC             | Vapor Density Comment          | PHYSICPF    | PHVDCM                | Infinium RM/ WWFD          | Override MSDS Calculations                        |             |
| %VISC              | Viscosity                      | PHYSICPF    | PHVISC                | Infinium RM/ WWFD          | Physical Properties                               | Page 2 of 2 |
| %VLTBV             | Percent Volatile By Volume     | *Calculated | *Calculated           | N/A                        | N/A                                               | N/A         |
| %VLTBW             | Percent Volatile By Weight     |             |                       | N/A                        |                                                   |             |
| %VOC               | VOC                            |             |                       | N/A                        |                                                   |             |
| %VOCGL             | Volatile Organic Compound gm/l |             |                       | N/A                        |                                                   |             |
| %WCLS              | WHMIS Product Classification   | FORMHDR     | MFWCLS                | Infinium RM/ WWFD          | Hazard Codes                                      |             |
| %WPIN              | WHMIS Product ID Number        |             | MFWPIN                |                            |                                                   |             |

| Substitution<br>Field | Description                       | Source<br>File | Source<br>Field | System/<br>Quick Access | Attribute | Field |
|-----------------------|-----------------------------------|----------------|-----------------|-------------------------|-----------|-------|
| %WTGL                 | Formula Weight Per Volume<br>(UM) | *Calculated    | *Calculated     | N/A                     | N/A       |       |

If you experience problems with the values Infinium RM calculates for the substitution fields, the Substitution file, MRPSF, may be out of order. Go to a command line and type **CALL RMGDSN**. This call places the Substitution file back in order.

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## Appendix D

# Global Phrase Assignments for ANSI/S2K



The following report lists the Global phrase assignment for the ANSI/S2K format. You cannot update or delete these assignments. Follow the instructions in the “Working with Phrases” part on how to copy a phrase assignment to your own format to use this as your template.

This report displays by MSDS section and by sequence number assigned for each phrase ID. When making phrase assignments to raw materials, formulas, or formula types, keep in mind these sequence numbers. For example, if you add a phrase regarding hazards to the eye in section 3, you can see that the subheading “EYE:” is assigned at sequence 70. Your phrase should be between sequence 71 and 90, since sequence 90 is the “SKIN:” subheading.

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|---------------------|------------|---------------------------------------------------------------|-----------------|------------|---------------------------------------------------------|------|---------|
| MSDS<br>Sect<br>No. | Seq<br>No. | Phrase<br>ID                                                  | Exit<br>Program | Seg<br>No. | Phrase Text                                             |      |         |
| 1                   | 10         | HDG.PRD.CO                                                    |                 | 1          | -----                                                   |      |         |
| 1                   | 10         | HDG.PRD.CO                                                    |                 | 2          | SECTION 1 - CHEMICAL PRODUCT AND COMPANY IDENTIFICATION |      |         |
| 1                   | 10         | HDG.PRD.CO                                                    |                 | 3          | -----                                                   |      |         |
| 1                   | 20         | CHEM.PARA                                                     |                 | 1          | CHEMICAL PRODUCT IDENTIFICATION:                        |      |         |
| 1                   | 30         | CHEM.PRDID                                                    |                 | 1          | PRODUCT ID . . . . . : &01                              |      |         |
| 1                   | 40         | CHEM.PRCLS                                                    |                 | 1          | PRODUCT CLASS . . . . . : &01                           |      |         |
| 1                   | 50         | CHEM.TRADE                                                    |                 | 1          | TRADE NAME . . . . . : &01                              |      |         |
| 1                   | 60         | CHEM.PRUSE                                                    |                 | 1          | PRODUCT USE . . . . . : &01                             |      |         |
| 1                   | 70         | BLANK                                                         |                 | 1          |                                                         |      |         |
| 1                   | 80         | CHEM.FRM                                                      |                 | 1          | FORMULA ID . . . . . : &01                              |      |         |
| 1                   | 90         | CHEM.FVR                                                      |                 | 1          | FORMULA VERSION NUMBER . . . . . : &01                  |      |         |
| 1                   | 100        | BLANK                                                         |                 | 1          |                                                         |      |         |
| 1                   | 110        | BLANK                                                         |                 | 1          |                                                         |      |         |
| 1                   | 120        | CHEM.PRPDT                                                    |                 | 1          | MSDS PREPARATION DATE . . . . . : &01                   |      |         |
| 1                   | 170        | MFR.ADDR                                                      |                 | 1          | ADDRESS . . . . . : &01                                 |      |         |
| 1                   | 170        | MFR.ADDR                                                      |                 | 2          |                                                         | &01  |         |
| 1                   | 170        | MFR.ADDR                                                      |                 | 3          |                                                         | &01  |         |
| 1                   | 170        | MFR.ADDR                                                      |                 | 4          |                                                         | &01  |         |
| 1                   | 170        | MFR.ADDR                                                      |                 | 5          |                                                         | &01  |         |
| 1                   | 170        | MFR.ADDR                                                      |                 | 6          |                                                         |      | &02 &03 |
| 1                   | 170        | MFR.ADDR                                                      |                 | 7          | TELEPHONE . . . . . : &01                               |      |         |
| 1                   | 170        | MFR.ADDR                                                      |                 | 8          | EMERGENCY CONTACT . . . . . :                           |      |         |
| 1                   | 170        | MFR.ADDR                                                      |                 | 9          | EMERGENCY TELEPHONE . . . . . :                         |      |         |
| 1                   | 180        | BLANK                                                         |                 | 1          |                                                         |      |         |
| 2                   | 10         | HDG.COMPOS                                                    |                 | 1          | -----                                                   |      |         |
| 2                   | 10         | HDG.COMPOS                                                    |                 | 2          | SECTION 2 - COMPOSITION, INFORMATION ON INGREDIENTS     |      |         |
| 2                   | 10         | HDG.COMPOS                                                    |                 | 3          | -----                                                   |      |         |
| 3                   | 10         | HDG.HAZARD                                                    |                 | 1          | -----                                                   |      |         |
| 3                   | 10         | HDG.HAZARD                                                    |                 | 2          | SECTION 3 - HAZARDS IDENTIFICATION                      |      |         |
| 3                   | 10         | HDG.HAZARD                                                    |                 | 3          | -----                                                   |      |         |
| 3                   | 20         | BLANK                                                         |                 | 1          |                                                         |      |         |
| 3                   | 30         | EMER.PARA                                                     |                 | 1          | EMERGENCY OVERVIEW:                                     |      |         |
| 3                   | 40         | BLANK                                                         |                 | 1          |                                                         |      |         |
| 3                   | 50         | HEAL.PARA                                                     |                 | 1          | POTENTIAL HEALTH EFFECTS:                               |      |         |
| 3                   | 60         | BLANK                                                         |                 | 1          |                                                         |      |         |
| 3                   | 70         | HEAL.EYE                                                      |                 | 1          | EYE:                                                    |      |         |
| 3                   | 80         | BLANK                                                         |                 | 1          |                                                         |      |         |
| 3                   | 90         | HEAL.SKN                                                      |                 | 1          | SKIN:                                                   |      |         |
| 3                   | 100        | BLANK                                                         |                 | 1          |                                                         |      |         |
| 3                   | 110        | HEAL.INHAL                                                    |                 | 1          | INHALATION:                                             |      |         |
| 3                   | 120        | BLANK                                                         |                 | 1          |                                                         |      |         |
| 3                   | 130        | HEAL.INGES                                                    |                 | 1          | INGESTION:                                              |      |         |
| 3                   | 140        | BLANK                                                         |                 | 1          |                                                         |      |         |
| 3                   | 150        | CHRON.PARA                                                    |                 | 1          | CHRONIC EFFECTS:                                        |      |         |
| 3                   | 160        | BLANK                                                         |                 | 1          |                                                         |      |         |
| 3                   | 170        | CARC.PARA                                                     |                 | 1          | CARCINOGENICITY:                                        |      |         |
| 3                   | 180        | BLANK                                                         |                 | 1          |                                                         |      |         |
| 3                   | 190        | TARGET.PARA                                                   |                 | 1          | TARGET ORGANS:                                          |      |         |



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| MSDS<br>Sect<br>No. | Seq<br>No. | Phrase<br>ID | Exit<br>Program | Seq<br>No. | Phrase Text                                    |
|---------------------|------------|--------------|-----------------|------------|------------------------------------------------|
| 3                   | 200        | BLANK        |                 | 1          |                                                |
| 4                   | 10         | HDG.1ST AID  |                 | 1          | -----                                          |
| 4                   | 10         | HDG.1ST AID  |                 | 2          | SECTION 4 - FIRST AID MEASURES                 |
| 4                   | 10         | HDG.1ST AID  |                 | 3          | -----                                          |
| 4                   | 20         | BLANK        |                 | 1          |                                                |
| 4                   | 30         | 1ST.EYE      |                 | 1          | EYE CONTACT:                                   |
| 4                   | 40         | BLANK        |                 | 1          |                                                |
| 4                   | 50         | 1ST.SKIN     |                 | 1          | SKIN CONTACT:                                  |
| 4                   | 60         | BLANK        |                 | 1          |                                                |
| 4                   | 70         | 1ST.INHALE   |                 | 1          | INHALATION:                                    |
| 4                   | 80         | BLANK        |                 | 1          |                                                |
| 4                   | 90         | 1ST.INGEST   |                 | 1          | INGESTION:                                     |
| 4                   | 100        | BLANK        |                 | 1          |                                                |
| 4                   | 110        | 1ST.NOTE     |                 | 1          | NOTE TO PHYSICIAN:                             |
| 4                   | 120        | BLANK        |                 | 1          |                                                |
| 5                   | 10         | HDG.FIRE     |                 | 1          | -----                                          |
| 5                   | 10         | HDG.FIRE     |                 | 2          | SECTION 5 - FIRE FIGHTING MEASURES             |
| 5                   | 10         | HDG.FIRE     |                 | 3          | -----                                          |
| 5                   | 20         | BLANK        |                 | 1          |                                                |
| 5                   | 30         | FIRE.PROPS   |                 | 1          | FIRE AND EXPLOSIVE PROPERTIES OF THE CHEMICAL: |
| 5                   | 40         | FIRE.FLMCL   |                 | 1          | Flammability Classification . . . . . : &01    |
| 5                   | 50         | FIRE.FLPT    |                 | 1          | Flashpoint . . . . . : &01 &02                 |
| 5                   | 50         | FIRE.FLPT    |                 | 2          | &01                                            |
| 5                   | 60         | FIRE.EXPLV   |                 | 1          | Explosion Level . . . . . : Low - &01 &02      |
| 5                   | 60         | FIRE.EXPLV   |                 | 2          | High - &01 &02                                 |
| 5                   | 70         | FIRE.FLMLT   |                 | 1          | Flammability Limits . . . . . : Lower - &01    |
| 5                   | 70         | FIRE.FLMLT   |                 | 2          | Higher - &01                                   |
| 5                   | 80         | BLANK        |                 | 1          |                                                |
| 5                   | 90         | FIRE.AUTOI   |                 | 1          | Auto-ignition Temperature . . . . . : &01 &02  |
| 5                   | 100        | FIRE.EXTIN   |                 | 1          | EXTINGUISHING MEDIA:                           |
| 5                   | 110        | BLANK        |                 | 1          |                                                |
| 5                   | 120        | FIRE.PROC    |                 | 1          | FIRE-FIGHTING PROCEDURES AND EQUIPMENTS:       |
| 5                   | 130        | BLANK        |                 | 1          |                                                |
| 6                   | 10         | HDG.RELEAS   |                 | 1          | -----                                          |
| 6                   | 10         | HDG.RELEAS   |                 | 2          | SECTION 6 - ACCIDENTAL RELEASE MEASURES        |
| 6                   | 10         | HDG.RELEAS   |                 | 3          | -----                                          |
| 6                   | 20         | BLANK        |                 | 1          |                                                |
| 6                   | 30         | CLEAN-UP     |                 | 1          | CLEAN-UP:                                      |
| 6                   | 40         | BLANK        |                 | 1          |                                                |
| 6                   | 50         | CONTAIN      |                 | 1          | CONTAINMENT:                                   |
| 6                   | 60         | BLANK        |                 | 1          |                                                |
| 7                   | 10         | HDG.HANDLE   |                 | 1          | -----                                          |
| 7                   | 10         | HDG.HANDLE   |                 | 2          | SECTION 7 - HANDLING AND STORAGE               |
| 7                   | 10         | HDG.HANDLE   |                 | 3          | -----                                          |
| 7                   | 20         | BLANK        |                 | 1          |                                                |
| 7                   | 30         | HANDLING     |                 | 1          | HANDLING:                                      |
| 7                   | 40         | BLANK        |                 | 1          |                                                |
| 7                   | 50         | STORAGE      |                 | 1          | STORAGE:                                       |
| 7                   | 60         | BLANK        |                 | 1          |                                                |

| MSDS<br>Sect<br>No. | Seq<br>No. | Phrase<br>ID                                                  | Exit<br>Program | Seq<br>No. | Phrase Text                                        |             |      |     |
|---------------------|------------|---------------------------------------------------------------|-----------------|------------|----------------------------------------------------|-------------|------|-----|
| 05/20/98            | 09:51:48   | Global phrase assignments and sequencing for format ANSI/S2K. |                 |            |                                                    |             | PAGE | 3   |
| 7                   | 70         | SPL.CMNT                                                      |                 | 1          | SPECIAL COMMENTS:                                  |             |      |     |
| 7                   | 80         | BLANK                                                         |                 | 1          |                                                    |             |      |     |
| 8                   | 10         | HDG.EXPOSE                                                    |                 | 1          | -----                                              |             |      |     |
| 8                   | 10         | HDG.EXPOSE                                                    |                 | 2          | SECTION 8 - EXPOSURE CONTROLS, PERSONAL PROTECTION |             |      |     |
| 8                   | 10         | HDG.EXPOSE                                                    |                 | 3          | -----                                              |             |      |     |
| 8                   | 20         | BLANK                                                         |                 | 1          |                                                    |             |      |     |
| 8                   | 30         | SAFE.EYE                                                      |                 | 1          | EYE PROTECTION:                                    |             |      |     |
| 8                   | 40         | BLANK                                                         |                 | 1          |                                                    |             |      |     |
| 8                   | 50         | SAFE.RESP                                                     |                 | 1          | RESPIRATORY PROTECTION:                            |             |      |     |
| 8                   | 60         | BLANK                                                         |                 | 1          |                                                    |             |      |     |
| 8                   | 70         | SAFE.SKIN                                                     |                 | 1          | SKIN PROTECTION:                                   |             |      |     |
| 8                   | 80         | BLANK                                                         |                 | 1          |                                                    |             |      |     |
| 8                   | 90         | SAFE.ENGG                                                     |                 | 1          | ENGINEERING CONTROLS:                              |             |      |     |
| 8                   | 100        | BLANK                                                         |                 | 1          |                                                    |             |      |     |
| 9                   | 10         | HDG.PROPS                                                     |                 | 1          | -----                                              |             |      |     |
| 9                   | 10         | HDG.PROPS                                                     |                 | 2          | SECTION 9 - PHYSICAL AND CHEMICAL PROPERTIES       |             |      |     |
| 9                   | 10         | HDG.PROPS                                                     |                 | 3          | -----                                              |             |      |     |
| 9                   | 20         | BLANK                                                         |                 | 1          |                                                    |             |      |     |
| 9                   | 30         | PROP.APPER                                                    |                 | 1          | Physical Appearance . . . . . : &01                |             |      |     |
| 9                   | 40         | PROP.ODOR                                                     |                 | 1          | Odor . . . . . : &01                               |             |      |     |
| 9                   | 50         | PROP.ODORT                                                    |                 | 1          | Odor Threshold . . . . . : &01                     |             |      |     |
| 9                   | 60         | PROP.STATE                                                    |                 | 1          | Physical State . . . . . : &01                     |             |      |     |
| 9                   | 70         | PROP.PH                                                       |                 | 1          | pH . . . . . : &01                                 |             |      |     |
| 9                   | 80         | PROP.VAPPR                                                    |                 | 1          | Vapor Pressure . . . . . : &01                     | &02         |      |     |
| 9                   | 90         | PROP.VAPDN                                                    |                 | 1          | Vapor Density . . . . . : &01                      | &02         |      |     |
| 9                   | 100        | PROP.BOIL                                                     |                 | 1          | Boiling Range . . . . . : Lower : &01              |             | &02  |     |
| 9                   | 100        | PROP.BOIL                                                     |                 | 2          |                                                    | Higher: &01 |      | &02 |
| 9                   | 110        | PROP.FREEZ                                                    |                 | 1          | Freezing Point . . . . . : &01                     |             | &02  |     |
| 9                   | 120        | PROP.MELT                                                     |                 | 1          | Melting Point . . . . . : &01                      |             | &02  |     |
| 9                   | 130        | PROP.WSOL                                                     |                 | 1          | Water Solubility . . . . . : &01                   |             |      |     |
| 9                   | 140        | PROP.SP.GR                                                    |                 | 1          | Specific Gravity . . . . . : &01                   |             |      |     |
| 9                   | 150        | PROP.WT/VL                                                    |                 | 1          | Formula Weight per Volume . . . . . : &01          |             |      |     |
| 9                   | 160        | PROP.VOC                                                      |                 | 1          | VOC . . . . . : &01                                |             |      |     |
| 9                   | 170        | PROP.EVAPR                                                    |                 | 1          | Evaporation Rate . . . . . : &01                   |             |      |     |
| 9                   | 180        | PROP.VISC                                                     |                 | 1          | Viscosity . . . . . : &01                          |             |      |     |
| 9                   | 190        | PROP.VOLBW                                                    |                 | 1          | Percent Volatile by Weight . . . . . : &01         |             |      |     |
| 9                   | 200        | PROP.VOLBV                                                    |                 | 1          | Percent Volatile by Volume . . . . . : &01         |             |      |     |
| 9                   | 210        | PROP.WOIL                                                     |                 | 1          | Coeff of Water-Oil Distribution . . . : &01        |             |      |     |
| 9                   | 220        | PROP.MOLWT                                                    |                 | 1          | Molecular Weight . . . . . : &01                   |             |      |     |
| 9                   | 230        | PROP.MOLFR                                                    |                 | 1          | Molecular Formula . . . . . :                      |             |      |     |
| 9                   | 230        | PROP.MOLFR                                                    |                 | 2          | &01                                                |             |      |     |
| 9                   | 240        | PROP.MIEX                                                     |                 | 1          | Mechanical Impact Explosion . . . . . : &01        |             |      |     |
| 9                   | 250        | PROP.SEEX                                                     |                 | 1          | Static Electricity Explosion . . . . . : &01       |             |      |     |
| 9                   | 260        | BLANK                                                         |                 | 1          |                                                    |             |      |     |
| 10                  | 10         | HDG.STABLE                                                    |                 | 1          | -----                                              |             |      |     |
| 10                  | 10         | HDG.STABLE                                                    |                 | 2          | SECTION 10 - STABILITY AND REACTIVITY              |             |      |     |
| 10                  | 10         | HDG.STABLE                                                    |                 | 3          | -----                                              |             |      |     |
| 10                  | 20         | BLANK                                                         |                 | 1          |                                                    |             |      |     |
| 10                  | 30         | INCOMPAT                                                      |                 | 1          | INCOMPATIBILITIES:                                 |             |      |     |

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| MSDS<br>Sect<br>No. | Seq<br>No. | Phrase<br>ID | Exit<br>Program | Seq<br>No. | Phrase Text                            |
|---------------------|------------|--------------|-----------------|------------|----------------------------------------|
| 10                  | 40         | BLANK        |                 | 1          |                                        |
| 10                  | 50         | DECOMPOS     |                 | 1          | DECOMPOSITION:                         |
| 10                  | 60         | BLANK        |                 | 1          |                                        |
| 10                  | 70         | AVOID        |                 | 1          | CONDITIONS TO AVOID:                   |
| 10                  | 80         | BLANK        |                 | 1          |                                        |
| 10                  | 90         | POLYMER      |                 | 1          | POLYMERIZATION:                        |
| 10                  | 100        | BLANK        |                 | 1          |                                        |
| 10                  | 110        | STABILITY    |                 | 1          | STABILITY:                             |
| 10                  | 120        | BLANK        |                 | 1          |                                        |
| 11                  | 10         | HDG.TOXIC    |                 | 1          | -----                                  |
| 11                  | 10         | HDG.TOXIC    |                 | 2          | SECTION 11 - TOXICOLOGICAL INFORMATION |
| 11                  | 10         | HDG.TOXIC    |                 | 3          | -----                                  |
| 11                  | 20         | BLANK        |                 | 1          |                                        |
| 11                  | 30         | TOXIC.EYE    |                 | 1          | EYE EFFECTS:                           |
| 11                  | 40         | BLANK        |                 | 1          |                                        |
| 11                  | 50         | TOXIC.SKIN   |                 | 1          | SKIN EFFECTS:                          |
| 11                  | 60         | BLANK        |                 | 1          |                                        |
| 11                  | 70         | TOXIC.ORAL   |                 | 1          | ORAL EFFECTS:                          |
| 11                  | 80         | BLANK        |                 | 1          |                                        |
| 11                  | 90         | TOXIC.INHA   |                 | 1          | INHALATION EFFECTS:                    |
| 11                  | 100        | BLANK        |                 | 1          |                                        |
| 11                  | 110        | TOXIC.OTH    |                 | 1          | OTHER:                                 |
| 11                  | 120        | BLANK        |                 | 1          |                                        |
| 12                  | 10         | HDG.ECO      |                 | 1          | -----                                  |
| 12                  | 10         | HDG.ECO      |                 | 2          | SECTION 12 - ECOLOGICAL INFORMATION    |
| 12                  | 10         | HDG.ECO      |                 | 3          | -----                                  |
| 12                  | 20         | BLANK        |                 | 1          |                                        |
| 12                  | 30         | ECO.TOX      |                 | 1          | ECOTOXICOLOGICAL INFORMATION:          |
| 12                  | 40         | BLANK        |                 | 1          |                                        |
| 12                  | 50         | ECO.ENVIRN   |                 | 1          | ENVIRONMENTAL FATE:                    |
| 12                  | 60         | BLANK        |                 | 1          |                                        |
| 13                  | 10         | HDG.DISPOS   |                 | 1          | -----                                  |
| 13                  | 10         | HDG.DISPOS   |                 | 2          | SECTION 13 - DISPOSAL CONSIDERATIONS   |
| 13                  | 10         | HDG.DISPOS   |                 | 3          | -----                                  |
| 13                  | 20         | BLANK        |                 | 1          |                                        |
| 13                  | 30         | DISPOSAL     |                 | 1          | WASTE DISPOSAL:                        |
| 13                  | 40         | BLANK        |                 | 1          |                                        |
| 14                  | 10         | HDG.TRANS    |                 | 1          | -----                                  |
| 14                  | 10         | HDG.TRANS    |                 | 2          | SECTION 14 - TRANSPORT INFORMATION     |
| 14                  | 10         | HDG.TRANS    |                 | 3          | -----                                  |
| 14                  | 20         | BLANK        |                 | 1          |                                        |
| 14                  | 30         | DOT.HAZ.CL   |                 | 1          | DOT Hazard Class . . . . . : &01       |
| 14                  | 40         | DOT.PCKG     |                 | 1          | DOT Packaging Group . . . . . : &01    |
| 14                  | 50         | BLANK        |                 | 1          |                                        |
| 14                  | 60         | DOT.LABEL    |                 | 1          | DOT LABEL:                             |
| 14                  | 70         | DOT.NAME     |                 | 1          | DOT SHIPPING NAME:                     |
| 14                  | 80         | DOT.PLCARD   |                 | 1          | DOT PLACARD:                           |
| 14                  | 90         | BLANK        |                 | 1          |                                        |
| 14                  | 100        | DOT.UN/NA    |                 | 1          | UN/NA NUMBER:                          |

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| MSDS<br>Sect<br>No. | Seq<br>No. | Phrase<br>ID | Exit<br>Program | Seq<br>No. | Phrase Text                                        |
|---------------------|------------|--------------|-----------------|------------|----------------------------------------------------|
| 14                  | 110        | BLANK        |                 | 1          |                                                    |
| 14                  | 120        | DOT.IATA     |                 | 1          | IATA/IMO INFORMATION:                              |
| 14                  | 130        | BLANK        |                 | 1          |                                                    |
| 15                  | 10         | HDG.REGUL    |                 | 1          | -----                                              |
| 15                  | 10         | HDG.REGUL    |                 | 2          | SECTION 15 - REGULATORY INFORMATION                |
| 15                  | 10         | HDG.REGUL    |                 | 3          | -----                                              |
| 15                  | 20         | BLANK        |                 | 1          |                                                    |
| 15                  | 40         | BLANK        |                 | 1          |                                                    |
| 15                  | 50         | REG.FED      |                 | 1          | FEDERAL REGULATIONS:                               |
| 15                  | 60         | BLANK        |                 | 1          |                                                    |
| 15                  | 70         | REG.STATE    |                 | 1          | STATE REGULATIONS:                                 |
| 15                  | 80         | BLANK        |                 | 1          |                                                    |
| 15                  | 90         | REG.INTL     |                 | 1          | INTERNATIONAL REGULATIONS:                         |
| 15                  | 100        | BLANK        |                 | 1          |                                                    |
| 16                  | 10         | HDG.OTHER    |                 | 1          | -----                                              |
| 16                  | 10         | HDG.OTHER    |                 | 2          | SECTION 16 - OTHER INFORMATION                     |
| 16                  | 10         | HDG.OTHER    |                 | 3          | -----                                              |
| 16                  | 20         | BLANK        |                 | 1          |                                                    |
| 16                  | 30         | OTHER.INFO   |                 | 1          | Prepared by . . . . . : &01                        |
| 16                  | 30         | OTHER.INFO   |                 | 2          | Date of issue . . . . . : &01                      |
| 16                  | 30         | OTHER.INFO   |                 | 3          | Last Revision Date . . . . . : &01                 |
| 16                  | 30         | OTHER.INFO   |                 | 4          |                                                    |
| 16                  | 30         | OTHER.INFO   |                 | 5          | MSDS Prepared for . . . . . : &01                  |
| 16                  | 30         | OTHER.INFO   |                 | 6          | &01                                                |
| 16                  | 30         | OTHER.INFO   |                 | 7          | &01                                                |
| 16                  | 30         | OTHER.INFO   |                 | 8          | &01                                                |
| 16                  | 30         | OTHER.INFO   |                 | 9          | &01                                                |
| 16                  | 30         | OTHER.INFO   |                 | 10         | &01                                                |
| 16                  | 30         | OTHER.INFO   |                 | 11         | &02 &03                                            |
| 16                  | 30         | OTHER.INFO   |                 | 12         | MSDS Last Prepared . . . . . : &01                 |
| 16                  | 30         | OTHER.INFO   |                 | 13         |                                                    |
| 16                  | 30         | OTHER.INFO   |                 | 14         | HMIS Information: Health- &01 Flammability- &02    |
| 16                  | 30         | OTHER.INFO   |                 | 15         | Reactivity- &01 Personal Protective Equipment- &02 |
| 16                  | 40         | BLANK        |                 | 1          |                                                    |

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