



UNIVERSITY
OF WOLLONGONG
AUSTRALIA

UOW SAFE@WORK

SDS AUTHORIZING FORM

REFERENCE: [Adding a Product to ChemAlert Procedure](#)

This form is to be used when an official safety data sheet (SDS) is required for a product manufactured by the University (including mixtures and dilutions).

NOTE: If the product has been manufactured for research purposes or is a sample for analysis, and will be supplied outside the immediate work area (eg to another work group) or will be transported outside of the Campus where it was manufactured, then less information is required and the [Research Chemical SDS Form](#) should be completed instead.

This form is also to be used when an international SDS does not meet Australian compliance requirements and requires review and conversion (only fields marked * are required in this case as further detail is obtained from the SDS). Use the [SDS Verification Checklist](#) to see if this is required.

An SDS is NOT required to be authored if the product will not be supplied outside the immediate work area (eg to another work group) and will not be transported outside of the Campus where it was manufactured. However, a Custom Product should still be created in ChemAlert (with as much information as possible) to ensure the product is included in the University's stock holding.

Please complete this form and return to whs-admin@uow.edu.au with any relevant attachments.
The WHS Unit will follow the [Safety Data Sheet Authoring Procedure](#).

Responsible Person – From Faculty/Division	
*Name:	
*Email:	*Phone:

NOTE: This person may be contacted for further information if required.

Account Details – Authoring cost will be charged back to Faculty/Division (approx. \$250+GST)
Cost Code:

Product Identifier and Uses
*Product Name:
Synonym(s):
Use(s):

This product won't be supplied outside of the University and is to be kept PRIVATE within the UOW Business Unit

SDS Region/Format	
SDS Region(s): <input checked="" type="checkbox"/> AU	SDS Format: <input checked="" type="checkbox"/> GHS

Manufacturer Details	
Manufacturer Name: University of Wollongong	Phone: 1300 367 869
*Faculty/Division:	*School/Unit:
*Campus: <input type="checkbox"/> Batemans Bay Campus, "Hanging Rock" Beach Road, Batemans Bay NSW 2536 - (02) 4472 2125 <input type="checkbox"/> Bega Campus, 176 Auckland Street, Bega NSW 2550 - (02) 6494 7035	

- Innovation Campus, Squires Way, North Wollongong NSW 2500 – (02) 4221 5115
- Shoalhaven Campus, George Evans Road, West Nowra NSW 2541 – (02) 4448 0888
- Southern Sydney Campus, 1 Pitt Street, Loftus NSW 2232 - (02) 8536 2000
- Southern Highlands Campus, Kirkham Street, Moss Vale NSW 2577 - (02) 4869 1888
- Wollongong Campus, Northfields Avenue, Wollongong NSW 2522 - (02) 4221 3555
- Other:

Emergency Phone: NSW Poisons Information Centre - 13 11 26

NOTE: The WHS Unit will provide the product SDS and label (once completed) to the National Poisons Register to enable NSW Poisons Information Centre to provide adequate emergency advice if required.

Hazardous Chemical Regulations

Hazardous Chemical: Yes No

Hazard Statements:

Precautionary Statements:

GHS Classification:

Transport Regulations – If classified as Dangerous

UN Number:

Proper Shipping Name:

Note: Please provide any Testing (if available). The manufacturer is responsible for any classification allocated.

Composition/Information on Ingredients – Must provide ≥ 60% of total ingredients

Component	Classification	Concentration

The manufacturer acknowledges that there are no undisclosed hazardous components

Note: Where detailed ingredient information cannot be supplied (ie. Ingredients listed as proprietary, or not disclosed on the SDS), the manufacturer acknowledges responsibility in the event of injury, loss or damage as a result of hazardous components not disclosed. However, there may be circumstances where an SDS cannot be compiled unless full ingredient disclosure is supplied.

Physical and Chemical Properties – If known or applicable

Appearance:	Upper Explosive Limit:
Odour:	Lower Explosive Limit:
Odour Threshold:	Vapour Pressure:
pH:	Vapour Density:
Melting Point:	Relative Density:
Freezing Point:	Water Solubility:

Initial Boiling Point:	Auto-Ignition Temp:
Boiling Range:	Decomposition Temp:
Flash Point:	Viscosity:
Evaporation Rate:	Explosive Properties:
Flammability (solid, gas):	Oxidising Properties:
Additional Properties:	

Attachments – *If required*

*SDS for ingredients
 Diagram of chemical structure
 Testing information/results

Other:

WHS Unit Only

<i>Date sent to RMT:</i> / /	<i>Date sent to NPR:</i> / /
<i>Journal Entry Processed:</i> / /	<i>Processed By:</i> / /
<i>Date saved to RMS:</i> / /	URM_