GoldFFX (Chemwatch) - FAQ

What is GoldFFX / Chemwatch	
Is GoldFFX and Chemwatch the same?	Yes, GoldFFX is a product of Chemwatch.
What is GoldFFX?	GoldFFX is: 1. An extensive library of chemical Safety Data Sheets (SDS) 2. A web application to manage your chemical inventory
What other functions does GoldFFX have?	GoldFFX also provides: 1. Information on emergency response 2. The ability to print labels
Where is the link to GoldFFX?	The link to GoldFFX is available on the Health and Safety Chemical Management website, see this page Click ''Access GoldFFX"

Access to Safety Data Sheet (SDS), Emergency Information and Labels	
Do I have access to the SDS library on GoldFFX?	Yes, use your UoM username and password to enter. It is available for both staff and students.
Do I need an additional username and password to access the SDS library on GoldFFX?	No. Your UoM username and password are sufficient.
How do I navigate to a specific SDS on GoldFFX?	Follow the instructions on the Finding Safety Data Sheets quick help document
Do I need to print off each SDS or save them in a folder for my laboratory?	No, you do not need to print them off so long as you can readily access GoldFFX e.g. there is a laptop with internet access in the laboratory. If you print an SDS or store it locally, you must ensure to maintain the 5-year currency.
When do I need to print an SDS?	Usually, people print an SDS when it is not readily accessible or when a chemical is high-risk and safety/emergency information must be easily accessed while working with the chemical e.g. working with hydrofluoric acid. **Note:** A mini SDS can be useful as it is a concise one-page document which included safety and emergency information.
Is using a GoldFFX SDS sufficient for compliance requirements?	Yes, it is sufficient.
I have just had a chemical incident and need to find the safety information for that chemical. What should I do?	Safety information can be found on the SDS of the chemical. GoldFFX has a Mini SDS for each chemical that contains the health hazards, emergency and first aid information. Follow the steps with the Accessing Chemical Emergency Response Instructions document.
How do I print a label from GoldFFX?	Follow the instructions within the Printing Chemical Labels document.

Access to Chemical Inventory	
How many types of access does GoldFFX have when it comes to chemical inventory?	There are two types of access: 1. **Read access** → this access allows you to view the chemical inventory without the ability to make changes. 2. **Read/write access** → this access allows you to both view and amend the inventory. This includes: • Adding and deleting chemicals • Change weight/volumes of chemicals

	• Create new locations within the inventory
I am tasked to manage the chemical inventory in my laboratory, but I do not have access. What should I do?	To get access to your chemical inventory: 1. Submit a ticket via ServiceNow, requesting access to manage chemical inventory on GoldFFX. Remember to provide the location of your inventory (Building/Lab/Room). 2. Once the ticket is processed, you will receive a Chemwatch username and password. 3. Visit the GoldFFX manifests/chemical inventories document for step by step instructions on how to establish and manage a chemical inventory.

I used to have access to GoldFFX but I can't remember the details. What should I do?	To retrieve GoldFFX access:
	1. Submit a ticket via ServiceNow.
	2. Inform that you:
	  • Cannot remember your password
	  • Need to amend access (read/write or just read access)
	  • Inventory location access required

Can I manage my chemical inventory outside GoldFFX?	Yes, you can. Some areas manage their chemical inventory using this Chemical Inventory Form You must follow the instruction at the top of the form. You must also make sure the information is current by setting up a scheduled review of the content within the inventory form.
When managing the weight/volume (wt/vol) of the chemicals in my inventory, do I need to use "current" wt/vol?	No. You only need to enter the maximum wt/vol of the chemical.
How can I upload my chemical inventory to GoldFFX?	To upload your chemical inventory to GoldFFX: 1. Make sure you have transferred your chemical inventory into the Chemical Inventory Form (following the instructions at the top of the form) 2. Submit a ticket via ServiceNow and attach the completed Chemical Inventory Form Once the chemical inventory is uploaded, you will be notified through the ServiceNow ticket.
Upload an SDS to GoldFFX /Chemwatch	
I can't find an SDS for a chemical on GoldFFX. What should I do?	If a SDS is not found on GoldFFX, it means they do not have one on file. You can assist by: 1. Obtaining the relevant SDS from your chemical supplier. 2. Submit a ticket via ServiceNow requesting the SDS be uploaded to GoldFFX.
I am given an SDS from my supplier and realise that it is not on GoldFFX yet. What should I do?	Submit a ticket via ServiceNow requesting the SDS be uploaded to GoldFFX.