
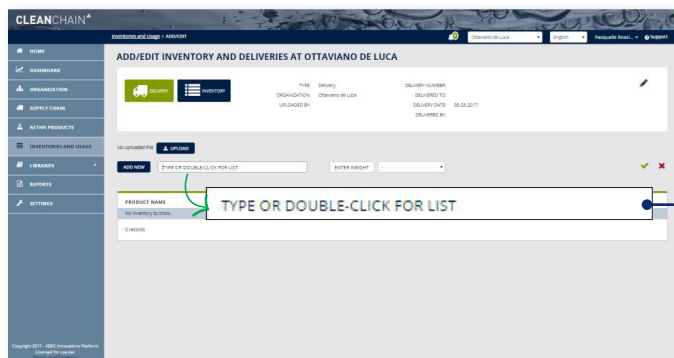
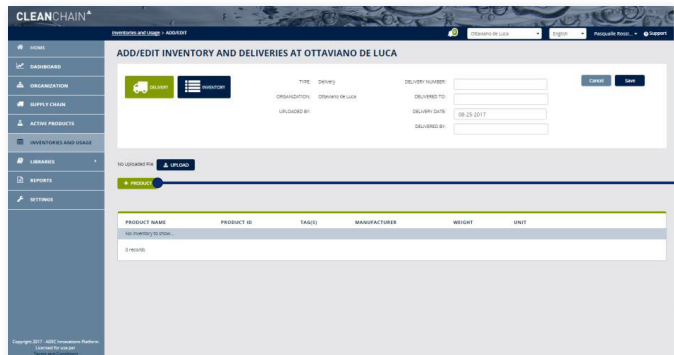
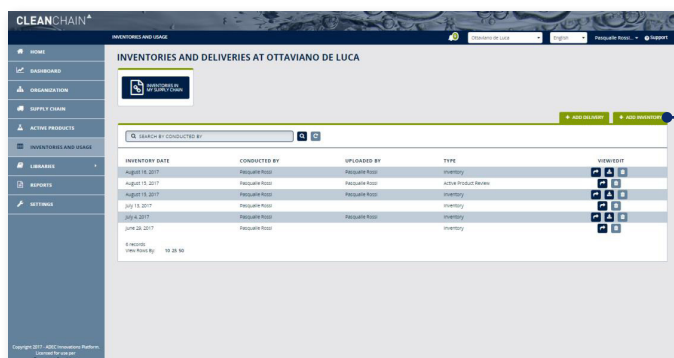


MANUALLY UPLOAD YOUR INVENTORY DATA






The foundation of CleanChain is your chemical delivery and/or inventory data which is used to determine your company's compliance and conformance levels against different MRSLs. Once you upload this chemical information for the first time, you will find it is much easier to manage and update your inventory over time. Whether you update it daily, weekly, monthly, quarterly or annually,

you will be spending less time sorting through multiple sheets of data and more time analyzing the data for actionable decisions to improve your green chemistry.

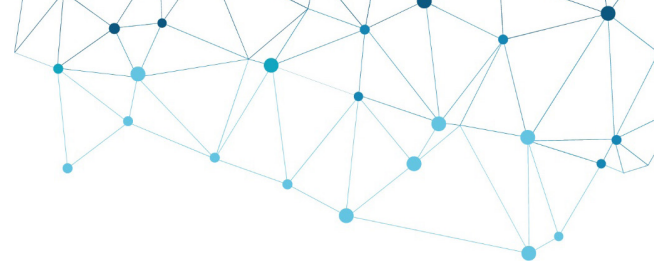
 This **Quick Reference** will show you how to upload your inventory data manually.




TO MANUALLY INPUT YOUR CHEMICAL INVENTORY DATA INTO CLEANCHAIN

1. Click **Inventories and Usage**  **INVENTORIES AND USAGE** .
2. Click **Add Inventory**  .
3. Click **Product**  .
4. Double-Click the text field that reads "TYPE OR DOUBLE-CLICK FOR LIST"
5. Enter the name of the product and select it from the drop-down menu. Input the total weight of all units of the product into the weight field. If the product does not appear in the drop-down menu (our database) click **Add New**  .
6. If you clicked **Add New**  , proceed with this step. If you did not click Add New, proceed to next step.

CONTINUED ON NEXT PAGE



MANUALLY UPLOAD YOUR INVENTORY DATA

 This **Quick Reference** will show you how to upload your inventory data manually.

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TO MANUALLY INPUT YOUR CHEMICAL INVENTORY DATA INTO CLEANCHAIN

Commercial/Public: The product will be visible and usable by all organizations in CleanChain.

Proprietary: The product will be visible and usable only to your organization.

Once finished, click **Save** .

7. Click the **green check**  mark to save. The product you entered will now be displayed in the table below. Repeat steps 1-6 to input multiple products into your delivery.

PRODUCT NAME	PRODUCT ID	TAGS	MANUFACTURER	WEIGHT	UNIT
No inventory to show.					
0 records					

PRODUCT NAME	PRODUCT ID	TAGS	MANUFACTURER	WEIGHT	UNIT
No inventory to show.					
0 records					