

## How to enter a request for suits in Chemical Guardian?

### 1. Enter Chemical Guardian

Please access the web link through Google Chrome

APAC: <https://guardian-apac.ansell.com/>  
 EMEA: <https://guardian-emea.ansell.com/>  
 NA/LAC: <https://guardian-am.ansell.com/>

User Name = your Ansell email address

Password = your current Windows password

### 2. Click on the “Body Protection” button

ID	Product Category	Organization Name	Contact	Created Date	Created By	Request Status	Assigned To	Action
JJ-E-000048	BP	Test BP		2017/06/13	Julie Janssis	New		
JJ-E-000045	HP	Test HP		2017/06/13	Julie Janssis	New		

### 3. Enter the Organization name

Product Type	Product Brand	Product Group	Select
Non-Gaslight	MICROCHEM	3000	<input checked="" type="checkbox"/>
Non-Gaslight	MICROCHEM	4000	<input checked="" type="checkbox"/>
Non-Gaslight	MICROCHEM	5000	<input checked="" type="checkbox"/>
Gaslight	MICROCHEM	6000	<input type="checkbox"/>
Gaslight	MICROCHEM	8000	<input type="checkbox"/>
Non-Gaslight	MICROGARD	2300	<input type="checkbox"/>



#### 4. Select the type of data you would like to receive

The following options are available:

- Permeation breakthrough times measured at a permeation rate of  $1 \mu\text{g}.\text{min}^{-1}\text{cm}^{-2}$ .
- Permeation breakthrough times measured at a permeation rate of  $0.1 \mu\text{g}.\text{min}^{-1}\text{cm}^{-2}$ .
- Cumulative permeation data
- FINABEL data

**Select Chart Page(s)**

- ☒ Breakthrough Times BT<sub>1,0</sub> ⓘ
- ☐ Breakthrough Times BT<sub>0,1</sub> ⓘ
- ☐ Cumulative Permeation ⓘ
- ☐ FINABEL ⓘ

In case of doubt, we recommend you to stick to the default settings, which are set to select the permeation times measured at a permeation rate of  $1 \mu\text{g}.\text{min}^{-1}\text{cm}^{-2}$ .

#### 5. Select the suits which you want a recommendation for

A selection of suits is already loaded each time you create a new request (default setting). This selection contains several types of suits that correspond to the most commonly used ones. However, if you want to add or delete some of suits, you can do so by clicking on the little boxes present next to the suit reference number.

**Select Product**

☐ Show Selected
 Product Brand: All

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Product Type	Product Brand	Product Group	Select
Non-Gastight	MICROCHEM	3000	<input checked="" type="checkbox"/>
Non-Gastight	MICROCHEM	4000	<input checked="" type="checkbox"/>
Non-Gastight	MICROCHEM	5000	<input checked="" type="checkbox"/>
Gastight	MICROCHEM	6000	<input type="checkbox"/>
Gastight	MICROCHEM	8000	<input type="checkbox"/>
Non-Gastight	MICROGARD	2300	<input type="checkbox"/>
Gastight	TRELLCHEM	EVO	<input type="checkbox"/>
Gastight	TRELLCHEM	VPS	<input type="checkbox"/>
Gastight	TRELLCHEM	VPS Flash	<input type="checkbox"/>
Gastight	TRELLCHEM	SUPER	<input type="checkbox"/>

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## 6. Enter the chemicals for which you want a recommendation

You can look for a chemical:

- **By its trade/brand name** (example : nitric acid)

Please be aware that the chemical names are written in English in the database. You might not find a chemical by typing its name in another language. To avoid this problem, use the CAS number of the chemical.

Chemical Information		
Add Existing Single/Mixture Chemical OR Define New Single Chemical		
CAS:	Chemical Trade/Brand Name:	<button>Add Chem to Final List</button>

- **By its CAS number** (Only for single compounds, not for chemical mixtures!)

Example, for nitric acid: 7697-37-2

CAS Numbers (Chemical Abstracts Service) are unique numerical identifiers for chemical compounds, polymers, biological sequences, mixtures and alloys. A CAS registry number is separated by hyphens into three parts, the first consisting of up to 7 digits, the second always consisting of two digits, and the third consisting of a single digit serving as a check digit:

XXXXXXXX-YY-Z  
[up to 7 digits-always 2 digits-always 1 digit]

Example :

The MSDS states : “Nitric acid, concentration 25-60%”

- Always takes the higher concentration that is stated, so that the worst-case scenario can be considered.  
→ take “60%” for the previous example
- In the Chemical Guardian, select then the closest higher concentration available  
→ since 60% is not available in the database, pick the higher closest concentration, which is 70%

Chemical Information		
Add Existing Single/Mixture Chemical		
CAS:	Chemical Trade/Brand Name: <input type="text" value="nitric aci"/>	<button>Add Chem to Final List</button>

  

Final Chemical Assessment List						
Type	CAS	Chemical Name	Sgl Conc%	Comp Conc%	Aggregation	Delete
Single	7697-37-2	Nitric acid	70.0		Liquid	

Then, click on “Add Chem to Final List” – afterwards the chemical you’ve just looked for should be listed below:

Final Chemical Assessment List						
Type	CAS	Chemical Name	Sgl Conc%	Comp Conc%	Aggregation	Delete
Single	7697-37-2	Nitric acid	70.0		Liquid	



From now on, requests containing exclusively chemicals already existing in the database **will automatically be treated by the program.**

#### If the chemical does not exist in the database yet:

Please enter a comment in your request (see section 7 of this manual) to mention what chemical you would like information on and our Chemical Guardian team will try to assess the chemical resistance of our suits against this new chemical.

Please do not forget to mention the following information in your comment:

- The name of the chemical compound
- Its CAS number
- Its aggregation state (liquid, gas or solid)
- Its concentration (if single) or proportion (if in a mixture)

### 7. Enter an comment (optional)

Comments			
User Name	Comment	Type	Date

If needed, pertinent comments can be added to the request. These comments can include questions to the Chemical Guardian team, relevant information concerning the application of use of the suits or additional data on the chemicals. To add a comment, click on the “+” sign (see in red above) and type in your comment.

Please be aware that a request containing a comment **will never be automatically treated** by the program. Indeed, we consider that the information that was written in the comment should be read by a member of the Ansell Guardian Chemical team and taken into account to make an assessment.

### 8. Submit the request

Once you have added every single compound or chemical mixture you want a recommendation for, click on the “Submit” button. Normally, your request should then be listed in the screen called ‘Sales Dashboard.’

Ansell Chemical Guardian

Home
Users
Masters
Chemicals
Risk Recommendation
Welcome - Julie Janssis / EMEA
Logout

Sales Dashboard

HAND PROTECTION
BODY PROTECTION
DOWNLOAD DOCUMENT

Search Chemical Risk Requests Criteria

Organization:
Product Category: All
Product Group:
Contact:
Created Date: From: To:
ID of Request:
Request Status: All
Search Show All
Show Opportunity Data: NO

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ID	Product Category	Organization Name	Contact	Created Date	Created By	Request Status	Assigned To	Action
JJ-E-000046	BP	Test BP		2017/06/13	Julie Janssis	New		



## 9. Treatment of your request

### 9.1. In case of correct input

Your request will be treated either automatically or by a technical member of the Ansell Guardian Chemical team. Once your request has been treated:

- You will receive an email of notification with the chemical chart in attachment.
- If needed, you can always go back to Chemical Guardian and download the pdf from there.

### 9.2. In case of incorrect input

If a member of the Ansell Guardian Chemical team sees that the input of your request is not correct, he can always choose to reject your request, asking you for more information or to double-check the data you entered. In this case, your request will appear as “Tech\_rejected” in the list hereunder:

The screenshot shows the Ansell Chemical Guardian dashboard. At the top, there are navigation links: Home, Users, Masters, Chemicals, Risk Recommendation, and a welcome message for Julie Janssis. Below the navigation bar, there are three main sections: HAND PROTECTION, BODY PROTECTION, and DOWNLOAD DOCUMENT. The main content area is titled 'Search Chemical Risk Requests Criteria' and contains a search form with fields for Organization, Product Category, Product Group, Contact, Created Date, ID of Request, and Request Status. The Request Status is set to 'Tech\_Rejected'. Below the search form, there is a table of requests. The table has columns: ID, Product Category, Organization Name, Contact, Created Date, Created By, Request Status, Assigned To, and Action. The first row shows a request with ID 19991, Product Category HP, Organization Name Arco, Contact, Created Date 2017/01/31, Created By Julie Janssis, Request Status Tech\_Rejected, Assigned To Julie Janssis, and an Action button. The 'Tech\_Rejected' status is highlighted with a red box.

When you click on the ID number of this request, you will be able to see the comment that the member of the Ansell Guardian Chemical team wrote:

Comments			
User Name	Comment	Type	Date
Julie Janssis	Please review the content of this request.	Rejection	2017/06/12

After reading the comment, you can choose to:

- Change the information present in your request (example: delete a chemical, enter a new one, add a comment, etc.). After having changed the information in your request, click on “Submit”
- Delete your request all together. To do so, click on the button hereunder:

The screenshot shows the 'Body Protection - Edit Chemical Risk Request' page. It contains a form with various fields for customer information and request details. The 'Request Status' is set to 'Tech\_Rejected'. At the bottom of the form, there are several buttons: Request Review, Delete Request, Close Request, View Chart, Save Draft, Submit, and Cancel. The 'Delete Request' button is highlighted with a red box.



## 10. After receiving your chemical chart

Once your request has been treated, 2 new possibilities have been added to the Chemical Guardian. To have access to them, please click again on the ID number of your request:

### 10.1. Request review (optional)

You can request a review of the chemical chart you received if you would need some modifications in it or if you have received some additional information that would need to be taken into account in the assessment.

To ask for a review of your request:

- Click on “Request Review”

The screenshot shows the 'Body Protection - Edit Chemical Risk Request' form. The 'Request Review' button is highlighted with a red box. The form includes fields for ID of Request (JJ-E-000047), Organization (BP), Survey Id, Request Status (Completed), Contact, Shared To, Created By (Julie Janssis), Email ID, and Tel/Mob. At the bottom, there are buttons for Request Review, Delete Request, Close Request, View Chart, Save Draft, Submit, and Cancel.

- Once you have clicked on it, you will see that a new blank comment section will open. Type in your comment to summarize the reason why you would like this assessment to be reviewed.

User Name	Comment
Julie Janssis	Could you also mention data for an extra suit in the report? I forgot to select it.

- Once you have typed in your comment, click on the “Submit” button. Your request should then be showing as “Sales\_rejected” in the list hereunder:

The screenshot shows the 'Sales Dashboard' with three main sections: HAND PROTECTION, BODY PROTECTION, and DOWNLOAD DOCUMENT. Below these is a 'Search Chemical Risk Requests Criteria' section with filters for Organization, Product Category, Product Group, Contact, Created Date, ID of Request, and Request Status. A table below the filters shows the list of requests. The 'Sales\_Rejected' status is highlighted with a red box.

ID	Product Category	Organization Name	Contact	Created Date	Created By	Request Status	Assigned To	Action
JJ-E-000047	BP	BP		2017/06/16	Julie Janssis	Sales_Rejected		

Once your request has been reviewed, you will receive an automatic email with the new chemical chart in attachment.



## 10.2. Close a request (optional)

Once your request has been treated and you are satisfied with the chemical chart, you can choose to close a request to mention that this request is now completely finished and that you don't need any changes in it. To do so, please click on "Close request":

The screenshot shows the 'Ansell Chemical Guardian' web application. The header includes the logo and navigation links: Home, Users, Masters, Chemicals, Risk Recommendation. The user is logged in as 'Julie Janssis / EMEA'. The main content area is titled 'Body Protection - Edit Chemical Risk Request'. Below this, there is a 'Customer Information' section with fields for 'ID of Request' (JJ-E-000037), 'Organization\*' (Test BP), 'Survey Id', 'Request Status' (Completed), 'Contact', 'Shared To' (Select), 'Created By' (Julie Janssis), 'Email ID', and 'Tel/Mob'. At the bottom right, there is a row of buttons: 'Request Review', 'Delete Request', 'Close Request' (highlighted with a red box), 'View Chart', 'Save Draft', 'Submit', and 'Cancel'.

Please be aware that, if you close a request, **nothing can be changed in the chemical chart anymore.** Therefore, we recommend you to be careful with this functionality.