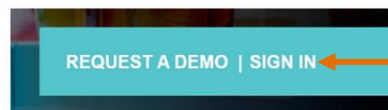


## Account Creation

### NAVIGATE TO WEBSITE

[HazAdvisr.jensenhughes.com](http://HazAdvisr.jensenhughes.com)

Click the “Sign In” button to get started.

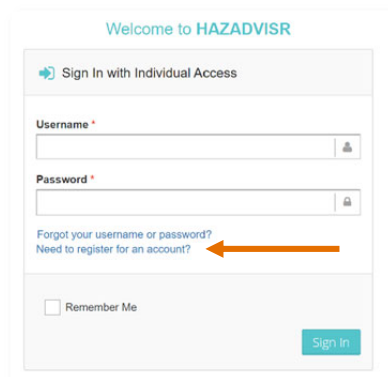


### ACCOUNT REGISTRATION

Click “Need to register for an account?”

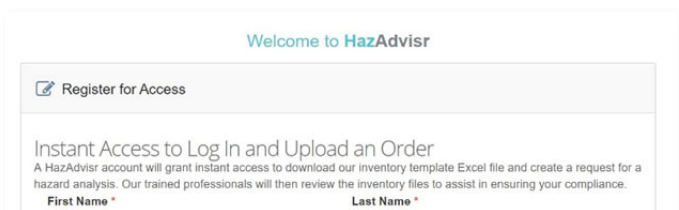
Enter your email address and submit. An email confirmation link will be sent.

Proceed to the link, enter your contact information, preferred username and password, and submit. You will then be prompted to login with the credentials you created.



### ACCOUNT LOGIN

External (non-Jensen Hughes) clients will be prompted for payment to access our database; contact your Jensen Hughes project manager if database access is included in your project.



## Using HazAdvisr

Different functions are available through the icons on the home screen.

“FAQs” contains a list of frequently asked questions such as the content of this Users Guide.

“Contact JH” sends an email to the team of Chemical Advisors that manage the chemical database and oversee project approvals. Jensen Hughes users can also contact this team through the HazAdvisr group on Microsoft Teams.

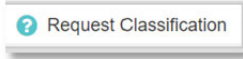


## CHEMICAL VIEWER

Access our database of thousands of materials.

Each entry displays physical properties, NFPA and International Fire Code (IFC) chemical hazard classifications. If the chemical or mixture you want isn't in

our database, click "Request Classification" and email us a copy of the Safety Data Sheet (SDS) for the desired material. We'll let you know when the material has been classified and is in our database, usually within a couple days.



## NEW ORDER

Start an inventory classification + quantity analysis project.

Step 1: Download our template inventory file (.xlsx) and fill in all required fields (green headers) for your project.

Step 2: Enter your project information. Select the "Planning Module" radio button if your project involves possible relocation of users or departments, creation or changing of new control areas or High Hazard occupancies. Select the "Hazard Analysis" radio button if your inventory if you want a compliance check of the inventory information as submitted.

Step 3: Upload your completed inventory file and submit. HazAdvisr will conduct a syntax check to make sure the file matches the appropriate formatting as specified in the template instructions. Correct any errors and submit.

Once submitted, a Jensen Hughes project manager will be assigned and will contact you with a proposal for completing the project. Pricing and turnaround time will depend on factors such as the inventory length and amount of SDS research required.

## EXISTING ORDER

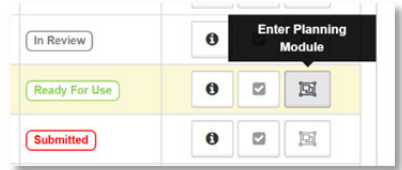
Manage your projects.

Projects in our queue associated with your account will show up in this dashboard, including review status. Once the chemical hazards and quantity information have been validated by your qualified Jensen Hughes project manager, the results will be available for you to review. You will then be able to export reports (including the summary and Hazardous Material Inventory Statement, or HMIS), and if your project is using the Planning Module, the project information will be pre-populated in the module. Once your configuration is finalized in the Planning Module, you can lock in your results and export reports.

## USING THE PLANNING MODULE

*Design a compliant space.*

Once your project is ready for configuration, click the “Enter Planning Module” button to get started.



Your Jensen Hughes project manager will walk you through the functionality, which includes the ability to add and delete floors or control areas, toggle High Hazard occupancies (Use Groups H-2, H-3, H-4 and H-5), toggle sprinkler protection and approved storage, and input your building’s construction type to determine allowable height restrictions. You can even work with multi-story control areas. Each user’s inventory can be moved across zones. After any change, simply click “Calculate” to reassess the impact of your changes on chemical limits.

**Building Properties**

Sprinklers: Yes  
Approved Storage: No

Building Multiplier: 1  
Construction Type: IA (3-hour Noncombustible)

View Results  
Calculate

**Building Layout**

CA 2-3, CA 3-1, CA 2-2 (Floor 3)  
CA 2-3, CA 2-2, CA 2-1 (Floor 2)  
CA 1-1, CA 1-2 (Floor 1)

**Area Details CA 1-1**

Description: [Empty]  
Properties: Sprinklers: Yes, Approved Storage: No, High Hazard Sub-Class: H2, H3, H4, H5  
Multiplier: 1, Floors: 1, Area (sq. ft.): [Empty]  
Set By Building | Set By Area

**Inventory Details**

GroupBy: Owner

Inventories for CA 1-1			
Remove	View	Owner	Department Floor
<input type="checkbox"/>	View	Walter White	1
<input type="checkbox"/>	View	Walter White	1

Available Inventory for Control Areas			
Add	View	Owner	Department
<input type="checkbox"/>	View	Saul Goodman	