Q. Who needs to have Registered Access to EHSA?

A. If you need to add chemicals to a PI (Responsible Parties Chemical Inventory) or Register a Laboratory or space where chemicals are used or stored. If you are asking for a hazardous waste pickup you do not need registered access but if you wish to see other waste pickup requests you need registered access.

Q. Do I need to have Registered Access to see my EH&S training records?

A. No, you just need to have an ASURite and password and be in the EHSA system. You can search for training records with an Affiliate ID # (10-digit number beginning with 10 or 12) or the name.

Q. Who is in the EHSA system?

A. All ASU Employees including student workers, students and affiliates who have taken EH&S training classes are in the EHSA system.

Q. If I am not in the system but need access because I will be working in a laboratory how do I get access?

A. If you are a Student or an ASU affiliate listed as “Other” in PeopleSoft you may not be in the system. You will need an ASURite and Password to request access. There is a New User Tutorial on the EHSA web page. You can also ask the PI/Supervisor or other responsible party for whom you will be adding records for to request access for you.

Q. What if the name I am searching for is not in the list?

A. It may not look like it but there is a scroll bar on the extreme right, if you highlight a name you can scroll through the names. There are several users with the same name so make sure you choose the correct name.