

# Common use links

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|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2026                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                |
| <b>RIC Shanghai &amp; Admin</b><br><a href="#">New order form PUR</a> <a href="#">Check order condition (</a><br>)<br><a href="#">(Reader)(Syensqo1)</a><br><a href="#">(PUR)</a>                                                                                                                                                                                                                                                                                                                                                  | <b>ANA</b><br><a href="#">Outsourcing and intern time</a>                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>Material</b><br><a href="#">Work plan of Material team_excel_Jan.</a>                                                                                                                                                                                                                       |
| <b>Technical Support</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>Technical Support</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>Industrial Support</b>                                                                                                                                                                                                                                                                      |
| 2025                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                |
| <b>RIC Shanghai &amp; Admin</b><br><a href="#">AI training course</a><br><br><a href="#">logobrand</a><br><a href="#">E2P2L open shared equipment booking excel</a>                                                                                                                                                                                                                                                                                                                                                                | <b>ANA</b><br><a href="#">Outsourcing and intern time</a><br><a href="#">Training of Instrument Operation of intern</a>                                                                                                                                                                                                                                                                                                                                                             | <b>Material</b><br><a href="#">Work plan of Material team_excel_Jan.</a><br><a href="#">Novecare support monthly report_G drive</a>                                                                                                                                                            |
| <b>Fine Organics</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>Technical Support</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>Industrial Support</b>                                                                                                                                                                                                                                                                      |
| <b>Networks</b><br><a href="#">Network meeting plan for 2025</a><br><a href="#">News publishing schedule on A&amp;C space</a><br><a href="#">Name list of different email groups</a><br><a href="#">GAN members</a>                                                                                                                                                                                                                                                                                                                | <b>Useful information</b><br><a href="#">Syensqo slide templates 2025</a>                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                |
| 2024                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                |
| <b>RIC Shanghai &amp; Admin</b><br><a href="#">New order form_PUR</a> <a href="#">Check order condition</a><br>)<br><a href="#">E2P2L_Consumables_Purchase List-20240625</a><br><a href="#">RICS//</a> <a href="#">()</a><br><a href="#">Replicon</a><br><a href="#">Payment in advance request</a><br><a href="#">Innovation Academy Digital Booklet (Excel_KP I related)</a><br><a href="#">Stationery request form</a><br><a href="#">CAPEX application form</a> <a href="#">CAPEX disposal application form(Asset removal)</a> | <b>ANA</b><br><a href="#">Outsourcing and intern time</a><br><a href="#">Gas ordering plan-Linde</a><br><a href="#">ANA lab PC/instrument management_updated 20240619</a><br><a href="#">Equipment in ANA_2023</a><br><a href="#">Technical report (TR) list 2024_excel</a> <a href="#">TR 2024-G drive</a><br><a href="#">Highlights 2024_excel</a> <a href="#">Highlights 2024-G drive</a><br><a href="#">SALTS-G drive</a><br><a href="#">Laboratory Employee Skills Summary</a> | <b>ANA</b><br><a href="#">ANA website on The-hub</a><br><a href="#">ANA broadcasting-PPT introduction &amp; capability</a><br><a href="#">Open Tool Usage Record / Equipment use record</a><br><a href="#">SOP Shanghai</a><br><a href="#">Balance calibration-</a><br><br><a href="#">ppt</a> |

[Temporary vendor application form](#)  
[PPT template](#)     [New group template](#)  
[Syensqo Branding-G drive 2024](#)  
[RIC Shanghai website on The-hub](#)  
[IT needs collection\\_Excel](#)  
[2023-2025 \(\)](#)  
[Pur list 2024](#)

## HSE related

[Gensuite](#)  
[CHA template\\_syensqo](#)  
[PPE-](#)  
[HSE RICS-G drive](#)  
[ANA HSE-G drive](#)  
[Emergency contact for gas detector](#)  
[-ANA](#)

## Aroma & Fluorine

[SOP](#)  
[Fineorganic](#)  
[Fine organic](#)  
[COAs](#)

## GBUs

[XRD-LY plant-G drive](#)  
[RHA reports \(XRD/ICP/Purity\)-G drive](#)  
[RHA sample\\_G sheet](#)  
[Silica\\_Spent foundary sand & mining tailing-G sheet](#)

## Others

### A&C space

[TheHUB-Google folder](#)  
[SolvayONE-Google folder](#)  
[Techniques and Training summary](#)  
[User guide for TheHUB](#)  
  
[Global A&C shared drive](#)

[Management Procedure SMP\\_G drive](#)  
[Monthly meeting PPT inside\\_G drive](#)  
[ACD/Labs web version](#)

## ONELims

[ONELims website](#)  
[ONELims summary 2024](#)  
[ONELIMS training](#)  
[Worksheet Content](#)  
[Account management](#)

## Fine organics

## IT support

[Ticket raise-Service one](#)  
[Laptop C disk clean](#)  
[DT needs & demands 2024 S1, 2024 S2](#)

## Useful tools

[SyGPT](#)     [Useful information about SyGPT](#)  
[Mindjet on line](#)  
[DeepL\\_translator/writing](#)  
[Online timer](#)  
[Mentimeter\\_Online survey](#)  
[Online tools](#)  
[Online image editor](#)  
[Online image background remover by one-click](#)

## Outsourcing

[Sciclub-](#)  
[Appsheet-Outsourcing](#)  
[Outsourcing and intern time](#)  
[outsourcing](#)  
[Frequent Supplier Contact](#)

## Material & Inorganics

[Work plan of Material team\\_excel\\_Aug.](#)  
[Bimonthly meeting 2024\\_G drive](#)

## HR related

[HR website \(performance\\_leave...\)](#)

[Chemistry tools](#)

[Z-library \(Website\\_1...\)](#)

[Aminer search](#)

[lucid](#)

[Icon finder](#)

## 2023

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[Work plan of Material team](#)

[Outsourcing and intern time](#)

[Pur list](#)

[Parental leave plan](#)