







# Now Is the Time To Prepare.

If a natural disaster shuts down your local electricity service, could you keep your manufacturing lines running? How about the interior lights, phone lines and cash registers you need for your storefront operations? What happens if 30% of your employees miss work due to a pandemic flu? Will you have a plan to keep operating and revenue coming in the door?

A company's plans, programs and processes to maintain business operations during a disruptive event is called business continuity. These disruptive events could impact infrastructure like transportation or utilities. Other events, like a pandemic flu, could impact the availability of your employees needed to maintain operations and protect your revenue stream. Thus, planning for business continuity in the face of a disruptive event could become a key component of your risk management strategy. You may even find that your insurance company offers incentives to develop a response plan.



Government, businesses, community based organizations, non government organizations and other entities can take steps to plan for the impact of disruptive events to help protect employees, their operations and assets. The ability to protect employees in mission critical functions including manufacturing, marketing, sales and accounting, as well as to protect and recover assets, could mean the difference between a minor disruption and the total cessation of business activities. 3M offers safety, security and protection services and products for different sets of working environments that can help protect employees and assets and provide recovery assistance during and after the incident.

Many experts agree that a global pandemic could involve infectious agents that are spread through the air we breathe. Vaccines exist for some infectious diseases and some medicines are useful treatments, however, hand washing and avoiding others who may be sick are always recommended to help prevent illness. An additional way to help reduce exposure to airborne germs is with the proper use of

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NIOSH-approved (i.e. N95) respirators. Use of NIOSH-approved respirators may be appropriate during many other potential business disruptions such as clean-up and recovery from natural disasters including floods, hurricanes, and wild fires. When planning for continuity of business operations an evaluation considering all types of hazards and disruptive events may be the most effective.

In 2006 Homeland Security identified 13 key infrastructures whose continuity of operations are critical if an event such as pandemic influenza should occur:

- Agriculture/Food
- · Banking/Finance
- Chemical & Hazardous Materials
- · Defense Industrial
- Drinking Water/Treatment Systems
- · Emergency Services
- Energy, Healthcare
- Information Technology
- · National Icons
- Postal
- Shipping
- Telecommunications
- Transportation systems<sup>1</sup>

OSHA describes that "employers of critical infrastructure and key resource employees (such as law enforcement, emergency response, or public utility employees) may consider upgrading protective measures for these employees beyond what would be suggested by their exposure risk due to the necessity of such services for the functioning of society as well as the potential difficulties in replacing them during a pandemic (for example, due to extensive training or licensing requirements)." Upgrading protective measures may include use of a NIOSH-approved respirator. In addition, OSHA has identified certain occupational settings, such as healthcare workers, who may be exposed to infectious aerosols from patients known or confirmed to have pandemic influenza, as a higher risk group that should wear an N95 respirator.



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# What is a respirator?

NIOSH-approved N95 respirators, like those from 3M, contain filters, fit tightly to the face and when properly used in workplace settings, help reduce exposure to hazardous particles in the air. During an outbreak, such as avian flu, these respirators can help reduce the inhalation of airborne germs. Although some masks may look similar, unless the respirator is marked with the word "NIOSH" and a filtration rating such as N95 it should not be used to help protect against airborne particles or reduce exposure to airborne germs. There are other types of respirators approved by NIOSH as well. 3M can help you understand your options.

# What's the rush?

During the 2003 SARS outbreak, respirator availability became limited due to very high demand. To be prepared, businesses and communities should consider stockpiling now to help ensure respiratory protection is available when they need it. Planning ahead will also allow employers to train and fit test employees on their selected respirators before they are needed. Employees that are well informed, trained in advance, and confident in the use of their personal protective equipment may be more willing to come to work if a disruptive event such as an influenza pandemic should occur.

## Guidance

Businesses and community leaders can look to government agencies for guidance (i.e. OSHA, CDC, etc) about the use of respirators. Careful product selection and training on how to use and put the respirators on properly are essential. Employers providing respirators to workers for use at work need to implement a respiratory protection program as required by OSHA. 3M has extensive experience with respirators and can help you select the right product and quantities to meet your needs.

# Respirators can help reduce the inhalation of airborne germs

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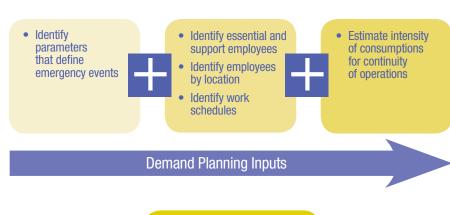
# What can 3M do to help?

3M has been a leader in respiratory protection products for over 30 years and as a global supplier can:

- Provide products to help protect employees at work and at home.
- Provide technical support and training to help increase proper use.
- Support preparedness plans by providing meaningful global information and tools to help estimate types and volumes of products.

# Demand Planning Tools for Governments or Businesses

Critical Components for Pademic Planning





To speak with 3M about Pandemic Preparedness and Business Continuity Planning, call us at 1-800-328-1667 or visit www.pandemicpreparation.com for more information.

## References:

- 1. U.S. Department of Homeland Security, Pandemic Influenza Preparedness, Response and Recovery Guide for Critical Infrastructure and Key Resources, 19 September 2006.
- 2. Occupational Safety and Health Administration, OSHA Guidance on Preparing Workplaces for an Influenza Pandemic, OSHA 3327-02N 2007.

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### Additional 3M Resources:

- General product information: www.3M.com/OccSafety
- Pandemic and Emergency Preparedness: www.pandemicpreparation.com

3M Technical Data Bulletin #174, March 2007, Respiratory Protection Against Biohazards

Hurricane/Flood Cleanup:

http://solutions.3m.com/wps/portal/3M/en\_US/Health/Safety/Solutions/Four/

Job Health Highlights, "Respiratory Hazards During Hurricane Cleanup", October 2006, Vol. 24, No. 7.

3M Technical Data Bulletin #184, July 2008. Above the Shoulders PPE for Flood Recovery and Clean Up

• Wild Fire Cleanup:

www.3M.com/wildfires

3M Technical Data Bulletin #182, October 2007, Personal Protective Equipment and Residential Wildland Fire Cleanup

