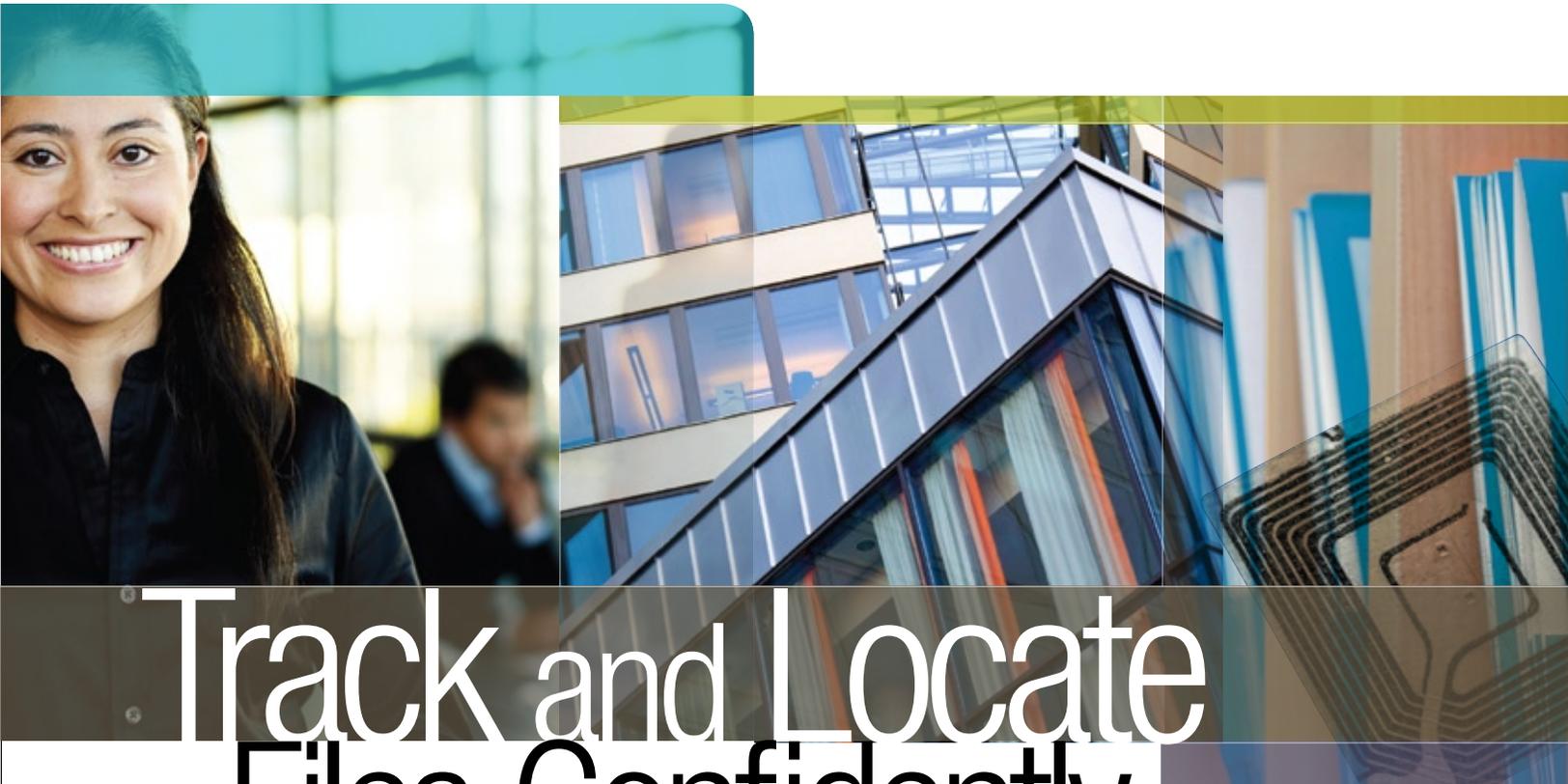


**3M Track and Trace Solutions**  
RFID File Tracking System



# Track and Locate Files Confidentially

**3M**

## The confidence of locating files quickly and effortlessly.

It's deadline time, and the critical file loaded with highly sensitive client information is missing. Turn the office upside down. Send a few emails. Try not to sound panicked. Has it been misplaced? Lost? Misfiled? You can't bring yourself to speculate about the consequences.

With the 3M™ RFID File Tracking System, you can stop this nightmare from happening.

Whatever your business—legal, medical, insurance, accounting, mortgage, government, the 3M RFID File Tracking System gives you the tools and technology—as a stand alone system or integrated into an existing network—to systematically track, locate and manage your files. It's quick and easy using Radio Frequency Identification (RFID) technology. The results: increased productivity, reduced costs, enhanced professionalism and improved client service.

## Within each guaranteed\* tag, opportunities for success.

With the 3M RFID File Tracking System, each file is labeled with a durable, dependable, tag. If a file's been misplaced, you can locate it quickly with a sweep of the Handheld Tracker. When a file is checked out, the system will update its location and history of its physical movements. It's a totally integrated solution from 3M, with components that work together effortlessly and can be deployed seamlessly.

\* Visit our website at [www.3M.com/RFID](http://www.3M.com/RFID) for complete tag guarantee information.



For every file tracking and records management challenge, 3M works with you to develop a comprehensive RFID solution that...

### Saves time

RFID file tracking means early discovery of misplaced files, and less searching for lost files.

### Promotes efficiency

RFID solutions help manage expensive file room space and increase high-value activity.

### Deploys easily

RFID solutions leverage 3M's innovative history of seamless integration into existing systems and networks.

### Secures sensitive records

RFID technology helps reduce the risk of compromising confidential information.

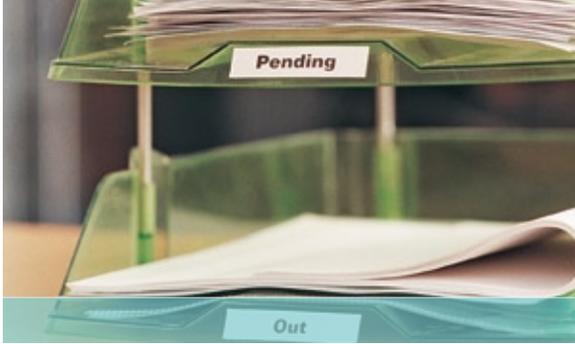
### Tracks irreplaceable files

Files are accounted for and data can be monitored from multiple locations.

### Helps ensure compliance

RFID solutions simplify the check-in and check-out process to help safeguard information.





# Track, locate and secure your files

## 3M™ RFID Tracking Tag

Attached to each file, this reprogrammable tag allows you to electronically locate missing files, manage inventory and track a file's history. The tag is automatically read by the pad or the Handheld Tracker, making identification as easy as waving a wand. 3M has designed these tags to be the most durable in the industry—withstanding repeated scans and resisting physical wear, while maintaining 3M's stringent performance and data-accuracy requirements.

## 3M™ RFID Handheld Tracker

A portable device with an antenna and rechargeable battery that reads files, identifies filing errors and expedites inventory. Stores file inventory in memory, allowing you to complete inventory up to 200% faster than traditional methods. File data can be categorized and grouped for a multitude of search, storage and reporting requirements. And a "missing file" list can be loaded into memory and when a file is located, audible and visual cues will alert users.

## 3M™ RFID Tracking Pad

Used to program tracking tags and process physical records, the RFID Tracking Pad can read stacks of files simultaneously. Audible cues and on-screen information confirm the file has been processed and the system updated. Placing pads in records rooms, conference rooms and other high-traffic areas helps ensure compliance.

## 3M™ RFID Tracking Software

3M's intuitive software system is an integrated part of the RFID system, and the graphical interface allows users to effortlessly locate files, track file history, program tags, import and export information to the Handheld Tracker—and much more. The software can be installed as a separate system or integrated into your records management software.



## Strength in our history

Since our inception in 1902, 3M has worked to make people's lives easier, better, healthier and more secure. Today, 3M manufactures and sells products in more than 200 countries around the world. And 3M Track and Trace Solutions builds upon this history by providing cutting-edge technology solutions to track and manage assets in nearly every industry segment—from military to mining, healthcare to legal.

## Breadth of our solutions

With strong experience in reliably tracking, protecting and managing assets and people, 3M Track and Trace Solutions blends more than 100 years of 3M knowledge and ingenuity into our technology portfolio. This portfolio has grown over the last two decades to extend our market reach and to lead advancements in Automatic Identification (Auto ID) technologies.

## Creating value through innovation

Today, 3M Track and Trace Solutions has numerous patents covering Radio Frequency Identification (RFID) technology as well as access to the following Auto ID protocols: Barcode, Low Frequency RFID, High Frequency RFID, Ultra High Frequency RFID, Active RFID, RTLS and GPS. In addition to Auto ID, we deliver the software applications, drivers and interfaces that allow customers to automate processes as part of their workflow, to generate a positive return on investment. 3M Track and Trace Solutions offers a broad range of diverse applications across office environments in a variety of industries.

## About 3M—A global, diversified technology company

A recognized leader in research and development, 3M produces thousands of innovative products for dozens of diverse markets. 3M's core strength is applying its more than 40 distinct technology platforms—often in combination—to a wide array of customer needs. With \$24 billion in sales, 3M employs more than 75,000 people worldwide and has operations in more than 60 countries.

Please visit our website at [www.3M.com/RFID](http://www.3M.com/RFID) for more information.



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