

ON-GOING ASSIGNMENT REQUIREMENTS FOR WORKERS IN THE UNITED STATES

As a condition of an on-going 3M Assignment, Seller Personnel must meet the requirements below (“On-Going Assignment Requirements”).

Work Authorization

Seller will end the 3M Assignment of any Seller Personnel who are unable to provide or maintain proper work authorization.

Policy Training

Seller will review 3M’s policies below and ensure Seller Personnel complete training on these policies within the first week of 3M Assignment. Seller will review 3M’s policies below on an annual basis with Seller Personnel.

- Ethical Business Conduct Guidelines
- Harassment
- Violence Prevention
- Electronic Resource
- Drug and Alcohol

All Seller Personnel who will have contact with government officials, political parties, candidates or quasi-governmental organizations (U.N., World Bank, etc.) or who work with consultants, sales agents or 3M business partners on 3M’s behalf or to 3M’s direct benefit must complete training on 3M’s Anti-bribery Policy.

Medical Surveillance

Seller Personnel on 3M Assignment at 3M, who have the same job exposures as 3M employees requiring coverage by medical surveillance programs, must receive the same required medical surveillance exams at the designated intervals.

Seller will provide medical surveillance evaluations for Seller Personnel on 3M Assignment at a 3M facility if the Seller Personnel are identified as needing a specific medical surveillance evaluation.

3M will notify Seller that medical surveillance is needed and will provide the following information:

- List of Seller Personnel’s names
- List of what medical surveillance programs are needed for Seller Personnel
- Copy of medical surveillance protocols and test instructions if needed

Seller will provide all medical surveillance required by governmental agencies or 3M. It is the responsibility of Seller to arrange for needed medical surveillance and to ensure the evaluations are completed. Once the exams are completed, Seller will provide 3M with a Medical Surveillance Certificate for each Seller Personnel.

Drug and Alcohol Testing

Seller will implement a written Drug and Alcohol policy that provides for drug and alcohol testing during the 3M Assignment when there are signs of impairment and/or a reasonable suspicion that the Seller Personnel is using or has used alcohol or drugs during the 3M Assignment. Post-accident testing is also required if Seller Personnel is on 3M Assignment at a 3M Industrial Mineral facility. Reasonable suspicion, impairment, and post-accident screening requirements include a 5-panel urine drug test described in the Drug Screening section above and a chain of custody blood alcohol test as described below.

Alcohol testing may be done by generally acceptable screening procedures including breath alcohol or saliva alcohol tests with acceptable results for alcohol less than 0.04%. Unsatisfactory alcohol screening results must be confirmed by a chain of custody blood test with acceptable results for alcohol less than 0.04%.

It is the Seller's responsibility to train Seller Personnel on the Seller's Drug and Alcohol policy, to conduct the necessary testing procedures, and to keep documentation of results.

Compensation and Benefits

3M does not make compensation and benefits decisions regarding Seller Personnel. 3M will discuss billing rates with the Seller, but does not negotiate individual compensation rates or benefits for Seller Personnel.

Disciplinary Action

3M does not make decisions regarding disciplinary action for Seller Personnel. Seller is solely responsible for any disciplinary action or termination decisions regarding Seller Personnel.

3M reserves the right to limit or deny access to 3M facilities and systems for any Seller Personnel. 3M also reserves the right to request re3M Assignment of Seller Personnel.

Performance Evaluations

3M does not make decisions regarding performance evaluations for Seller Personnel, nor does 3M complete performance evaluation documentation or deliver performance feedback to Seller Personnel. 3M may provide feedback to the Seller regarding Seller's overall performance.

End of 3M Assignment

Seller will ensure the 3M badge and all work tools are returned to 3M upon the last day of Seller Personnel 3M Assignment. Seller will ensure that 3M system access is deactivated upon the last day of Seller Personnel 3M Assignment.