

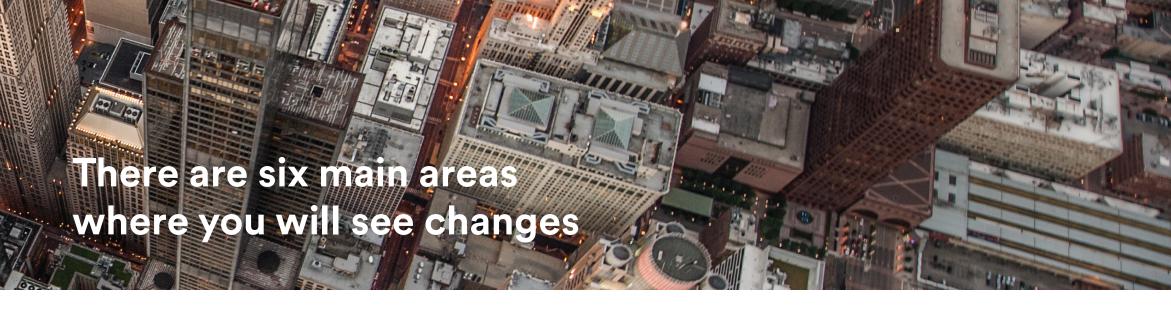


3M continues to transform our company.

As part of this transformation, we are implementing an Enterprise Resource Planning (ERP) system which will allow for streamlined transactions with you. We have gained significant experience from implementing this in more than 20 countries over the past few years and are excited to do the same in the U.S.

Our ERP roll out in the U.S. is scheduled in three phases, over the next several years, starting with ordering and transactional activities, followed by distribution centers, and ending with our manufacturing plants. We will keep you informed in advance of any future impacts to your company and look forward to partnering with you to ensure a smooth transition.

An overview of the main changes you will see with our new ERP system are outlined throughout this booklet. We have worked diligently to minimize the impact to you. We encourage you to review the information and assess whether you need to make changes according to your system or process requirements. You can access a more detailed version online at go.3m.com/3MERP.





Documents



3M ID Numbers



Order Numbering



Certificates



Order Dating



Partner Portal: bCom

Key Process and Document Changes

	Change	Current	Future
	Consistent document formats	Various formats	New, consistent formatting for most documents.
Documents	Document number formats	Document numbers are alphanumeric and sequential.	Document numbers such as invoice number, credit memo number, debit memo number and RGA numbers are numeric and non-sequential. Bill of Lading number will change at deployed manufacturing sites.
	New fields on documents	Do not exist	New fields appear on many documents, including shipment number, ship reference number and order dating fields such as customer requested date and delivery date.
Order Numbering	Order, delivery and invoice number	Invoice number is assigned at order entry and applied to all order, shipping and billing documents.	Order number assigned at order entry, delivery number added to shipments and invoice number added at billing.
	Customer requested ship dates	Ship dates sent by customers are used as the date to ship the order.	Any date a customer sends will be used as a delivery date.
Order Dating	Order dating confirmations may show TBD	Order dating varies by shipping location.	Order dating is applied immediately from shipping sites which are deployed on our new ERP, items shipped from non-deployed sites may initially show TBD (to be determined) until updated by the site.
	Delivery dating fields	Deliver by or Deliver on Date	Customer requested date: Delivery date requested by the customer; contains the order processing date if no requested date is provided. Delivery date: Estimated delivery date calculated by 3M.
3M ID Numbers	Addition of 10-digit 3M ID number	11-digit 3M ID number	Additional 10-digit 3M ID added to documents and labels. Pre-printed labels will transition over time.
	Certificate of Conformance	Contains an invoice number, 11-digit 3M stock number (3M ID), return address of shipping location, listed product storage conditions.	- Addition of 10-digit stock number (3M ID) - Contains a delivery number - Return address on the document will change to St. Paul, MN - Shelf life format change - Product storage conditions moved to tech data sheet
Certificates	Certificate of Analysis	Contains an invoice number, 11-digit 3M stock number (3M ID).	- Addition of 10-digit stock number (3M ID) - Contains a delivery number - Change of expiry date information - Change in format for deployed manufacturing sites
	Certificate of Lot Conformance	Contains an invoice number, 11-digit 3M stock number (3M ID), return address of shipping location, product storage conditions.	- Addition of 10-digit stock number (3M ID) - Contains a delivery number - Return address on the document will change to St. Paul, MN - Shelf life format change - Product storage conditions moved to technical data sheet - Change in format for deployed manufacturing sites
bCom	Online partner portal: bCom	Multiple sites, accessible via computer with limited product search capability.	One site, accessible via computer, tablet and mobile devices with robust product search capability.

Documents

Our documents will have a new consistent format.

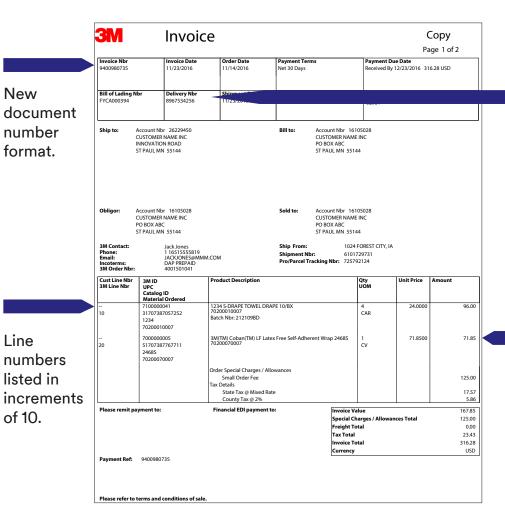
New

Line

of 10.



3	M Sh		VOT ate: 06/19		To:B	illir	ng Contact				Page 1 of 1				
Ship From 1102 Roanoke, TX	Shipment 03/28/201		Estimat 03/31/2	ed Delivery Date 017			eight 2 LB			Shipmen 340	t Cartons	Shipment Palle	its		
ncoterms DAP PREPAID	Transport CPU_FTL	Mode	Name: 0 Bill of La	Information CUSTOMER PICK UP CP ading:DACA302635 c: 7101416377	u sc	NC: X	DOOX								
iold to USTOMER NAM O BOX ABC T PAUL MN 555		CL	III to JSTOMER DBOX ABO PAUL MN		1234	OME 5 TES	ER NAME INC ST STREET MN 55555			Contact Billing Co	ontact				
Account Nbr. 60 IM Order Nbr 1001884825	76402 Delivery Nbr 8012037791	Order D 03/23/2		ustomer PO Nbr	Aco	Ord	Nbr: 26172815 Ser Gross Weigh 13.862 LB	ıt	Order	r Cartons	Mark Label		\dashv		
Cust Line Nbr BM Line Nbr	3M ID UPC Catalog ID		Product	Description		_			200	Order Q	ty	Shipped Qty	=		
0	Catalogio Charleson Alternation Conferred A									Page 1 o					
10	7010358876 7010294019 5005111155103	_	Ship From See Below		Order Da 08/21/201	-			ustomer 1041728			3M Order Nbr 4001884825			
60	801DC-H-6 7010294019 7010358902 0005114191848	-	Payment T Net 30 Days			EX EX	oterms W WORKS				Fex:	651-555-5819	-		
	AW01DC-4-A 1125553 7010430818		Sold To: CUSTOMER PO BOX AB ST PAUL MI		Bill To: CUSTOMER NAME INC PO BOX ABC ST PAUL MIN 55144					e-mail: JACKJONES@MMM.CO Ship To: CUSTOMER NAME INC INNOVATION BOAD ST PAUL MN 55144					
60	0005114132304 AW00DC-4-A 1125560 7010358903	٠		br: 16076402		Account Nbr: 16076402						Account Nbr: 26172815			
70	0005114191846 AW03DC-4-A 1125585	l F	Cust Line N		Product Des	ripti	on	Order		ty To Deliver	Customer Requested Da	Delivery Date	Unit Price	Net Price	
B BO	7010358865 0005114193541 1101DC-4 1175981	- 11	1	Material Ordered 7010271234 00051111545432	Cust. Part No 14388C-12 FI ALLENGENEX	TRET	20657 TEIRI MICRO	120 EA		is A	08/21/2017	09/15/2017	14.8500	712.80	
10	7010430803 0005114193537 1100DC-4	9		14388C-12 7010271234	FILTER 14 IN : CASE 70071401234 Ship From: 1	20 0	NX 1 IN 12 EACH/		8	is ia ia	10/10/2017	10/10/2017	14.8500	712.80 356.40	
0	1176048 7010358919 0005114138143		2	7010259876 00051111542468	Ship From: 1 Contract Nor Cust. Part No 14398C-12 FI	0000	20664	132 EA	-	12 14	08/21/2017	08/23/2017	15.0500	1083.60	
Items listed usi	80SDC-4 551679753 ng customer units		20	14398C-12 7010259876	ALLERGEN EX	TRAF	TEJR) MICRO REDUCTION N.X.1 IN 12 EACH/	EA		:A :A :B	09/18/2017	09/18/2017	15.0500	361.20 541.80	
			,	700.0773357	Ship From: 1 Contract Nor	0000		*0		iA .	09/18/2017	09/18/2017	15.5600	93340	
			10	00051111548001 14408C-12 7010271357	1440BC-12 FI ALLERGENEX FILTER 18 IN : CASE 70071402468 Ship From: 1 Contract Nor	102 R	EDUCTION N X1 IN 12 EACH/ oanoke,TX	EA		ia.	09/18/2017	08182077	12.300		
			4	7010234123 00051111548012 14418C-12 7010234123	Cust. Part No 1441BC-12 FI ALLERGENEX FILTER 12 IN: CASE 70071408983 Ship From: 1	TRET TRA R C 25 P	EDUCTION N X1 IN 12 EACH/	EA EA		ia	09/18/2017	TBD	14.1800	1191.12	



New fields such as delivery number.

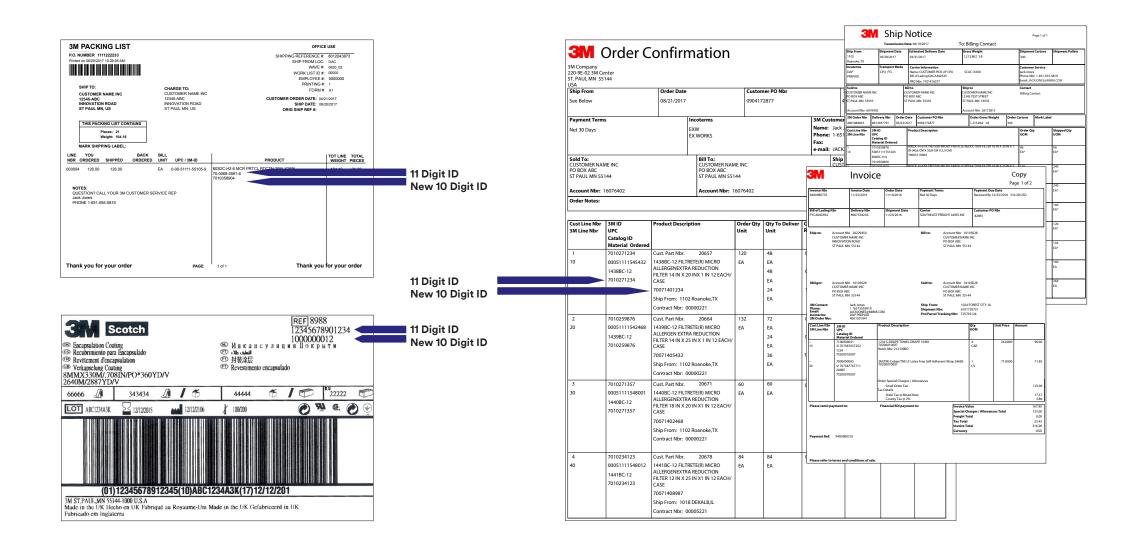
Unit price extended to four decimals; total amount rounded to two decimals.

3M ID Numbers

We are adding new 10-digit 3M ID numbers to most documents.

Customers may continue to use the 11-digit 3M ID, UPC, 3M Catalog Number and/or Customer Part Number. For abrasives materials, continue to use SPID Number, SPR Number and/or SPID UPC.





Order Numbering

Your Purchase Order number will continue to appear on documents.

New order numbering is used across documents. An order number is applied at order entry; a delivery number is added to each shipment; an invoice number is added at billing.



Order Number Delivery Number Invoice Number

IM Company 120-9E-02 3M Ce T. PAUL MN 55	Order C	OHIIII	iation							Page 1 o
Ship From		Order Date		Custor	ner PO Nbr			3M Order Nbr		
See Below		08/21/2017		090417	2877			4001884825		
Payment Term	s	 	ncoterms	_		3	M Custo	mer Service Conta	ct	
Net 30 Days			XW X WORKS			P	ax:	ick Jones -651-555-5819 ACKJONES@MMM.0	-014	
Sold To: CUSTOMER NAI PO BOX ABC ST PAUL MN 55	144		Bill To: CUSTOMER NAM PO BOX ABC ST PAUL MN 551	44			SI CI IN ST	hip To: USTOMER NAME IN INOVATION ROAD F PAUL MN 55144 ccount Nbr: 2617.	С	
Order Notes:	10070402		ACCOUNT NOT.	0070402						
Cust Line Nbr 3M Line Nbr	3M ID UPC	Product Descrip	tion	Order Qty Unit	Qty To Deliver Unit		omer ested Da	Delivery Date	Unit Price	Net Price
	Catalog ID Material Ordered									
1	7010271234	Cust. Part Nbr.	20657	120	48	08/2	1/2017	09/15/2017	14.8500	712.80
10	00051111545432 1438BC-12 7010271234	1438BC-12 FILTRI ALLERGENEXTRA FILTER 14 IN X 20 CASE		EA	EA 48 FA	09/1	8/2017	09/18/2017	14.8500	712.80
		70071401234 Ship From: 1102			24 EA	10/10	0/2017	10/10/2017	14.8500	356.40
		Contract Nbr: 00	000221							
2	7010259876	Cust. Part Nbr.	20664	132	72	08/2	1/2017	08/23/2017	15.0500	1083.60
20	00051111542468 1439BC-12 7010259876	1439BC-12 FILTRI ALLERGEN EXTRA FILTER 14 IN X 25 CASE		EA	EA 24 EA	09/18	8/2017	09/18/2017	15.0500	361.20
		70071405432 Ship From: 1102			36 EA	10/10)/2017	10/10/2017	15.0500	541.80
		Contract Nbr: 00								
3	7010271357 00051111548001 1440BC-12 7010271357	Cust. Part Nbr. 1440BC-12 FILTRI ALLERGENEXTRA FILTER 18 IN X 20 CASE 70071402468 Ship From: 1102 Contract Nbr: 00	REDUCTION IN X1 IN 12 EACH/ Roanoke,TX	60 EA	60 EA	09/18	8/2017	09/18/2017	15.5600	933.60
4	7010234123 00051111548012 1441BC-12 7010234123	CASE 70071408987	REDUCTION IN X1 IN 12 EACH/	84 EA	84 EA	09/11	8/2017	TBD	14.1800	1191.12
		Ship From: 1018		1						
		Contract Nbr: 00	005221		1	1		1	1	1

J	VI Sn	ιр	ΙИΟ	tice				F	age 1 of 1	
		•			To: B	illing Contact				
Ship From 1102 Roanoke, TX	Shipment 03/28/201			nated Delivery Date 1/2017		ss Weight 13.862 LB		Shipment 340	Cartons	Shipment Pallets
Incoterms DAP PREPAID	Transport CPU_FTL	Mode	Nam Bill o	ier Information e: CUSTOMER PICK UP CPU f Lading:DACA302635 Nbr: 7101416377	SC	AC: XXXX		Phone Nb	r: 1-651-555-	
Sold to CUSTOMER NAMI PO BOX ABC ST PAUL MN 555		P	о вох	IER NAME INC ABC MN 55555	CUS1 1234	TOMER NAME INC IS TEST STREET		Contact Billing Co	ntact	
Account Nbr: 60	76402				Acco	ount Nbr: 26172815				
3M Order Nbr 4001884825	Delivery Nbr 8012037791	Order 03/23/2		Customer PO Nbr 0904172877		Order Gross Weight 1,213.862 LB	Order C 340	artons	Mark Labe	1
Cust Line Nbr 3M Line Nbr	e Nbr UPC Catalog ID Material Ordered			act Description		Order Qt	y	Shipped Qty UOM		
1 10	7010358876 5005111155102 800DC-H-6 7010358876		IN (40	C-H-6 FILTRETE(R) MICRO PARTI (6 CM X 50,8 CM X 2,5 CM) (119964	CLE RE	DUCTION FILTER 16 IN X 20	IN X 1	96 EA*		96 EA*
2 20	7010294019 5005111155103 801DC-H-6 7010294019	0	IN (40	C-H-6 FILTRETE(R) MICRO PARTI 6 CM X 63,5 CM X 2,5 CM) 119972	IN X 1	120 EA*		240 EA*		
5 50	7010358902 0005114191848 AW01DC-4-A 1125553	8	25 IN	DC-4-A FILTRETE(R) ADVANCED X 1 IN (40.6 CM X 63.5 CM X 2.5 904315		RGEN REDUCTION FILTER, 16	IN X	240 EA*		240 EA*
6	7010430818 0005114132304 AW00DC-4-A 1125560	6	20 IN	DC-4-A FILTRETE(R) ADVANCED X 1 IN (40.6 CM X 50.8 CM X 2.5 904307		RGEN REDUCTION FILTER, 16	INX	160 EA*		160 EA*
7 70	7010358903 0005114191846 AW03DC-4-A 1125585	4	25 IN	DC-4-A FILTRETE(R) ADVANCED X 1 IN (50.8 CM X 63.5 CM X2.5 0 904331	SCAC; XXXXX					
8 80	7010358865 0005114193541 1101DC-4 1175981	6	CM X	1101DC-4 FILTRETE(R) ALLERGEN REDUCTION FILTERS 16 IN X 25 IN X 1 IN (40,6 CM X 63,5 CM X 2,5 CM) 70005117620						
9	7010430803 0005114193537 1100DC-4 1176048	9	CM X	XC-4 FILTRETE(R) ALLERGEN RED 50,8 CM X 2,5 CM) i117588	оспо	ON FILTERS 16 IN X 20 IN X 11	N (40,6			
10 100	7010358919 0005114138143 805DC-4 551679753	5	X 1 IN	SDC-4 FILTRETE(R) MICRO PART (35.5 CM X 50.8 CM X(3) 2.5 CM (912409		EDUCTION(2) FILTER, 14 IN X	20 IN			
* Items listed usin	ng customer units	5						-		

Invoice Date 11/23/2016 11/23/2016 Delivery Nbr 896/533236 INDr 26229450 MER NAME INC TION ROAD MN 95144 IN Nor 16105028 MER NAME INC 16105028 IN Nor 16105028	Order Date 11/14/2016 Shipment Date 11/23/2016	Payment Tei Net 30 Days Carrier SOUTHEAST i Bill to: Sold to:	Account Nbr CUSTOMER N PO BOX ABC ST PAUL MN Account Nbr CUSTOMER N PO BOX ABC ST PAUL MN	Received Customer 82981 16105028 IAME INC 16105028 IAME INC IAME INC	: Due Date By 12/23/2016 31	16.28 USD
8967534256 INNEY JS223450 INNEY JS223450 INNEY JS223450 INNEY JS223450 INN S5144	11/23/2016	Bill to:	Account Nbr CUSTOMER N PO BOX ABC ST PAUL MN Account Nbr CUSTOMER N PO BOX AB	16105028 IAME INC 55144	r PO Nbr	
MER NAME INC ITTON ROAD .MN 55144 IT NOV 16105028 MER NAME INC .MN 55144 .JECK JORNES 116513555819 JACKJONNES 9MMMAC.		Sold to:	CUSTOMER N PO BOX ABC ST PAUL MN Account Nbr CUSTOMER N PO BOX ABC	16105028 IAME INC		
MER NAME INC ABC . MN 55144 Jack Jones 1 16515555819 JACKJONES@MMM.C			CUSTOMER N PO BOX ABC	IAME INC		
1 16515555819 JACKJONES@MMM.C		Ship From:				
4001501041	OM	Shipment N		1024 FOREST CITY, 5101729731 725792124	IA	
log ID	Product Description			Qty UOM	Unit Price	Amount
000041 1 7387057252 7	0200010007	APE 10/BX		4 CAR	24.0000	96.0
	8M(TM) Coban(TM) LF Late 0200070007	ex Free Self-Adh	erent Wrap 2468	S 1 CV	71.8500	71.8
	Small Order Fee ax Details State Tax @ Mixed Ra					125.0 17.5
to:		to:	Speci Freigl Tax To Invoice	al Charges / Allo ht Total otal ce Total	wances Total	5.8 167.8 125.0 0.0 23.4 316.2 USI
1 0 7 5 0	log ID rial Ordered	134 S. DRAPE TOWEL DW 134 Ordered 124 S. DRAPE TOWEL DW 136 ORDER 13	199 10	199 10	134 5-0849 124	199 10

Invoice number is applied at billing rather than at order entry.

Order Dating

Order timing will now be calculated to a delivery date.



Delivery date requested by customer; contains the order processing date if no requested date is provided. Any date sent to 3M will be used as a requested delivery date.

BM Company 220-9E-02 3M Co ST. PAUL MN 55 JSA											
Ship From		Order Date		Custor	ner PO Nbr			3M Order Nbr			
ee Below		08/21/2017		090417	2877			4001884825			
Payment Term	s	<u> </u>	ncoterms					r Service Contac	t		
Net 30 Days			XW X WORKS			Phone Fax:	: 1-65	ick Jones 651-555-5819 ACKJONES@MMM.COM			
Sold To: CUSTOMER NA PO BOX ABC ST PAUL MN 55			Bill To: CUSTOMER NAM PO BOX ABC ST PAUL MN 551				INNO	To: TOMER NAME INC OVATION ROAD AUL MN 55144			
Account Nbr: 16076402			Account Nbr: 1	6076402			Acco	unt Nbr: 26172	815		
Order Notes:			•								
Cust Line Nbr 3M Line Nbr	3M ID UPC Catalog ID Material Ordered	Product Descrip	tion	Order Qty Unit	Qty To Deliver Unit	Customer Requested	l Date	Delivery Date	Unit Price	Net Price	
1	7010271234	Cust. Part Nbr.	20657	120	48	08/21/201	7	09/15/2017			
10	00051111545432	1438BC-12 FILTRE	TE(R) MICRO	EA	EA						
	1438BC-12	ALLERGENEXTRA	REDUCTION INX 1 IN 12 EACH/		48	09/18/201	7	09/18/2017	14.8500	712.80	
	7010271234	CASE	INX 1 IN 12 EACH/		EA						
						10/10/201	7	10/10/2017	14.8500	356.40	
		Ship From: 1102	Roanoke,TX		EA						
		Contract Nbr: 00	000221								
2	7010259876	Cust. Part Nbr.	20664	132	72	08/21/201	7	08/23/2017	15.0500	1083.60	
20	00051111542468	1439BC-12 FILTRE	TE(R) MICRO	EA	EA						
	1439BC-12	ALLERGEN EXTRA	REDUCTION IN X 1 IN 12 EACH/		24	09/18/201	7	09/18/2017	15.0500	361.20	
	7010259876	CASE 14 IIV X 23	IN A 1 IN 12 EACH/		EA						
		70071405432			36	10/10/201	7	10/10/2017	15.0500	541.80	
		Ship From: 1102	Roanoke,TX		EA						
		Contract Nbr: 00	000221								
3	7010271357	Cust. Part Nbr.	20671	60	60	09/18/201	7	09/18/2017			
30	00051111548001 1440BC-12 7010271357	1440BC-12 FILTRE ALLERGENEXTRA FILTER 18 IN X 20 CASE 70071402468 Ship From: 1102	REDUCTION IN X1 IN 12 EACH/	EA	EA						
		Contract Nbr: 00									
		CONTRACT NOT: 00	JUU22 I								
4	7010234123	Cust. Part Nbr.	20678	84	84	09/18/201	7	TBD	14.1800	1191.12	
40	00051111548012 1441BC-12	1441BC-12 FILTRE ALLERGENEXTRA		EA	EA						
		Ship From: 1018 Contract Nbr: 00									

Estimated delivery date calculated by 3M.

Items shipped from nondeployed sites may initially show TBD (to be determined) until updated by the site.

Certificates

New information appears on Certificate of Conformance, Certificate of Lot Conformance and Certificate of Analysis.



3MCertificate of Lot Conformance

CUSTOMER NAME INC INNOVATION ROAD ANYTOWN MN 54144 USA

Date certificate is prepared: 21-Dec-2016

product or refund the purchase price.

3M Company St. Paul MN 55144 Page 1 of 1

Return address from St. Paul, MN.

New information appears on certificates such as delivery number and the addition of a 10-digit

stock number.

The 3M product listed below was produced in accordance with standard manufacturing processes for the product in effect at the time of manufacture 3M Delivery Number Customer PO Number Customer Part Number 8010514721 12345 3M Stock Number GTIN Number 3M's Legacy 11 -digit Stock Number 04046719497096 DH888840294 7100026831 Product Description : 3M™ Transpore™ White 1in x 10yds 12 Rolls/Carton 10 Cartons/Case 1534-1 Additional Product Information Batch Identifier: 201907UA Date of Manufacture:01-Jul-2016 Shelf Life/Expiry Date: 01-Jul-2019 Please contact your 3M Customer Service Representative if you have any questions.

Warranty and Limited Remedy: Unless stated otherwise in 3M's product literature, packaging inserts or product packaging for individual products, 3M warrants that each 3M product meets the applicable 3M specifications at the time 3M ships the product. Individual products may have additional or different

warranties as stated on product literature, package inserts or product packages. 3M MAKES NO OTHER WARRANTIES OR CONDITIONS, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTY OR CONDITION OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR ANY IMPLIED WARRANTY OR CONDITION ARISING OUT OF A COURSE OF DEALING, CUSTOM OR USAGE OF TRADE. User is responsible for determining whether the 3M product is fit for a particular purpose and suitable for user's application. If the 3M product is shown to be nonconforming within the warranty period, your exclusive remedy and 3M so do bilgation will be, at 3M's option, to replace the nonconforming visits the warranty period.

Limitation of Liability: Except where prohibited by law, 3M will not be liable for any loss or damage arising from the 3M product, whether direct, indirect,

special, incidental or consequential, regardless of the legal theory asserted, including warranty, contract, negligence or strict liability.

This certificate or any information contained in it does not amend or change any applicable 3M terms and conditions of sale

Shelf life will be expressed as an expiry date or will display "Not Determined" in the shelf life expiry date field.

Storage conditions have been moved to the technical data sheet.

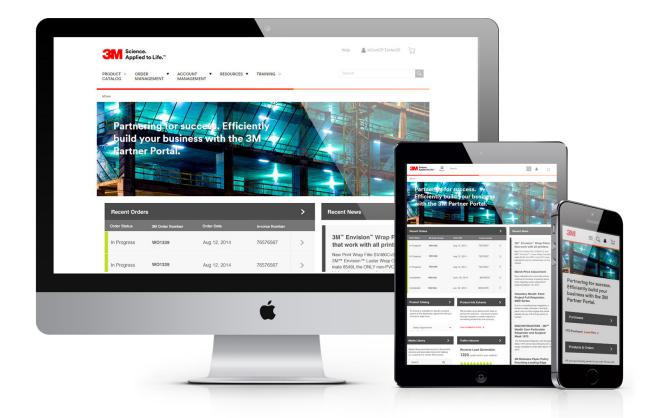
bCom – 3M's Partner Portal

Enables secure access using a computer, tablet or mobile device.



bCom is a state of the art experience to check product availability, place orders, check order status, view realtime price lists or product information.

You can also securely access your agreements, pricing extracts, product files, news and more.





Additional Changes

Shelf Life

Shelf life is expressed as a date corresponding to a time period from date of manufacture.

Example: Date of Manufacture: 17-Oct-2016 Shelf Life/Expiry Date: 17-Oct-2018

Account Numbers

New 8-digit numeric account numbers will be assigned. Customers may continue using existing account numbers. Only new account numbers will appear on documents.

Order Confirmations

Updated order confirmation is sent with changes identified by asterisks** resulting from line additions/deletions, date, quantity and material changes. Orders with multiple shipping methods will split into multiple confirmations.

Changes Impacting Multiple Documents

- Product descriptions may vary between the packing slip and/or label versus the order confirmation, ship notice and invoice.
- Unit prices extended to four decimals, then rounded to two decimals at the line level.
- ISO standard billing units, such as CV for "case".
- Line numbers on some documents are listed in increments of 10.
- Changes to documents will be seen as distribution centers and manufacturing sites implement the new ERP system such as the bill of lading number, shipping reference number, shipment number, delivery number and certificates.
- RGA no longer displays a return value.

If you have questions, contact your 3M Customer Service representative.

As our ERP Deployment progresses, there may be additional changes not currently reflected in this booklet.

You can download a more detailed version containing any new updates at go.3m.com/3MERP

3M Company 3M Center St. Paul, MN 55144-1000 651-733-1110 www.3M.com

