

Environment, Health and Safety Management Standard

Applies To

This document applies to all 3M operations.

Introduction and Background or Purpose

The 3M Environment, Health and Safety (EHS) Management Standard (EHS-MS) provides the basis to address EHS risks and compliance obligations applicable to all workers and their 3M operations.

3M locations and workers must understand, manage, and mitigate their EHS risks and comply with all applicable 3M and government requirements. The EHS-MS was developed to provide a standard system to manage these requirements. While the EHS-MS covers many EHS requirements applicable to 3M, it is not inclusive of all risks, and is not a comprehensive representation of or replacement for applicable EHS government requirements.

Requirements or Expectations

All locations must comply with the requirements of this EHS-MS and the additional detailed requirements set forth in the Compliance & Audit Management & Metrics System (CAMMS).

Overall responsibility for compliance with this document is assigned to the Enterprise Operations and Research & Development organizations, and is actively managed by the Corporate Environment, Health, Safety & Product Stewardship Group (EHS&PS).

Self-Assessment

All manufacturing, research & development, pilot plant, warehouse, and distribution center locations must maintain a self-assessment of the elements that apply to their operations and workers. Detailed requirements for implementing the EHS-MS are documented in CAMMS. Appropriate subject matter experts must be assigned to complete each self-assessment element applicable to the site. The self-assessment should be maintained throughout the year and must be approved annually by the Location Manager.

Annual Action Plan

An action plan based on a prioritized list of improvement opportunities must be prepared and annually updated. The plan must include objectives and action steps for each applicable EHS improvement opportunity, identify responsibility and a time frame for completion, and a method to communicate the plan to all impacted personnel.

Compliance with Government Requirements

All locations must comply with all applicable government requirements. Knowledge of applicable government requirements is critical for compliance with EHS practices.

EHS Management Standard Elements

CORE EHS Elements

- Contractor EHS Management
- EHS Management Systems
- Emergency Preparedness and Crisis Management
- Hazard Recognition and Risk Assessment
- Incident Reporting and Investigation
- Management of Change
- Training Systems

Environmental Elements

- Aboveground Storage Tank Inspection and Containment
- Air Emission Reduction Program
- Air Emission Control Equipment Operation and Maintenance
- Air Quality Management
- Environmental Targets
- Aqueous Film-Forming Foam (AFFF) Management
- Asbestos Management
- GHG Management in Operations
- Refrigerant Management
- Remediation
- Sewer Management
- Stormwater Management
- Thermal Oxidizer Optimization
- Waste Management
- Underground Storage Tank and Piping
- Wastewater Emission Control Equipment Operation and Maintenance
- Wastewater Management

Safety and Health Elements

- Ergonomics
- Industrial Hygiene
 - Chemical and Thermal Exposure Assessment and Management
 - Hazard Communication
 - Noise Control and Hearing Conservation
 - Personal Protective Equipment
 - Respirators
 - Ventilation for Contaminant Control
- Medical
 - Biosafety
 - Clinical Health Services
 - Health, Safety and Well-Being
 - Medical Records and Confidentiality
 - Medical Surveillance and Health Status Evaluation
 - Return to Work Following Illness or Injury
- PHM
 - Mechanical Integrity
 - Operating Procedures
 - Process Hazard Analysis
 - PHM Program and Applicability
 - PHM Training
 - Process Safety Information
- PHM
 - Ionizing Radiation
 - Non-ionizing Radiation
- Safety
 - Combustible Particulate Solids
 - Confined Space Entry
 - Electrical Safety
 - Fire Protection and Prevention
 - Flammable Liquid Handling and Storage
 - Hoist Systems for Overhead Material Handling
 - Lock Out/Tag Out
 - Machine Guarding
 - Powered Industrial Vehicles
 - Static Management
 - Vehicle Safety
 - Work at Height

Additional Elements

For purposes of this document, the following definitions are used:

Location: Any 3M manufacturing site; distribution center; warehouse; laboratory; pilot plant; and administration, engineering, sales office, or other support offices.

Location Manager: Any person who oversees the activities of a location, such as a plant manager at a production location, or a Technical Director at an R&D location.

Requirement: An objective that must be met; requirements come from governmental regulation and 3M policies and standards.

Element: A component of the EHS Management Standard

Worker: 3M employees and non-employee resources (contingent workers).