

January 17, 2022

Dear Valued 3M Distributor,

3M remains committed to doing all we can to assist in the fight against COVID-19 and has scaled up to make more than 2 billion N95 and other respirators each year since the onset of the pandemic. As a result of the Omicron variant, we are seeing an uptick in demand for our respiratory protection products, and thus are continuing to increase production of filtering facepiece respirators to service the needs of frontline healthcare workers, government agencies, and existing 3M customers. While the situation remains dynamic, we have implemented controls on our order fulfillment system to help promote broad product availability across all 3M authorized distribution channels.

In our ongoing effort to provide timely updates on product availability, we have created an updated status report for N95 respirators that can be found [here](#). For those products that are listed as available, please visit bCom for estimated lead times. We have also made some product changes during this time to help increase overall supply to the market; please reference the link [here](#) for more information on these product changes.

We also remind you that 3M reserves the right to take immediate action, up to and including termination, against any 3M Authorized Distributor found in violation of 3M policies and procedures, including those listed below:

- **Price gouging and fraud.** 3M Authorized Distributors must not engage in price gouging or other illegal or improper conduct. 3M does not – and will not – tolerate price gouging, fraud, deception, or other activities that unlawfully or improperly exploit the demand for critical 3M products during the pandemic. We continue to act on reports of price gouging related to 3M respirators. This activity is unethical, illegal, and inconsistent with 3M values.
- **Buy from 3M, sell to end-users, and avoid brokers and other third parties.** Customers rely on 3M Authorized Distributors to provide authentic 3M products, including 3M respirators. As such, 3M Authorized Distributors must source 3M products, including 3M respirators, only from 3M or 3M Authorized Wholesalers here in the U.S., and not from any other reseller or country. Those 3M products must then be sold directly to end-user customers, without the use of brokers, agents, or other resellers.
- **Representing the 3M brand.** As always, we require that 3M Authorized Distributors be good stewards of the 3M brand and, accordingly, comply with all applicable laws and not engage in any activity that reflects poorly on their own brand or that of 3M. For more information about 3M's COVID-19-related enforcement activities with respect to counterfeiting, price gouging, and fraud, please visit 3M's website at www.3m.com/covidfraud.
- **Cancellation & Return Policy:** 3M's cancellation and return policy on X-Factor orders remains in effect. Filtering facepiece respirators that are ordered as a result of X-Factor demand cannot be cancelled and such products cannot be returned once delivered by 3M.

- **Drop-Shipping:** The most effective ways for 3M to get product to end-users is through 3M Authorized Distributors. We will not accept requests to drop-ship product to home addresses.

We sincerely appreciate your continued partnership and recognize we have been on a long road together. Please continue to work with your local 3M sales representative for assistance, and we wish you and your teams good health and a successful year ahead!

Regards,

Chris Dujovski | Channel Director
United States & Canada
3M Safety & Industrial Business Group

Larry Lynott | Vice President, Industrial Channel
United States & Canada
3M Safety & Industrial Business Group