



May 23, 2022

Dear Supplier to Scott Technologies, Inc.,

3M continues to transform our company, focusing on improving speed and agility to enable us to enhance growth with our customers. As part of this transformation, we have begun implementing an Enterprise Resource Planning (ERP) system worldwide.

Scott Technologies, Inc., a subsidiary of 3M Company (“3M Scott Fire & Safety”), will be transitioning to the 3M Enterprise Resource Planning (ERP) system on August 1, 2022.

The location impacted by this announcement:

Scott Technologies, Inc. (a subsidiary of 3M Company)
4320 Goldmine Rd
Monroe, NC 28110-7355

Review the information below with those who support 3M in your organization and be prepared to adjust your business process to follow new requirements outlined in the [Supplier Reference Guide for Scott Technologies](#) and the information below, on or after the deployment date.

Purchase Orders

Your company may continue to transact with 3M with various types of purchase orders. Please note the following:

- **New 10 digit format:** new 3M purchase orders may be created beginning on the *Purchase Orders Begin* date in the table below. If you are using an eCommerce tool which requires you to login via your web browser, please ensure you look for new POs in the 10 digit numeric format. Review all new 3M POs carefully.
- **Open PO Cross-reference:** Some POs which are open at the time of deployment will be converted to new PO numbers. If this should be the case for your company, you will receive a cross-reference list showing the new PO number and its corresponding old PO number. In the event of converted POs, ship against the new PO number only.
- **Questions regarding Purchase Orders:** Direct all questions regarding POs to the buyer listed on the PO.

Shipments

- Shipments to this location after the date listed in the *Shipment Receiving Ends* column in the table below **will not be received**. Do not ship products for arrival at this location between the dates listed below.
- **The dates below may vary based on ramp-down/ramp-up schedule; additional instructions may be provided by your 3M contact.**
- When shipping resumes, it is important that you are careful to ship against the proper PO number per note above.

| Shipment Receiving Ends | Purchase Orders Begin | Shipment Receiving Begins |
|-------------------------|-----------------------|---------------------------|
| July 26, 2022 | August 1, 2022 | August 1, 2022 |

Invoices

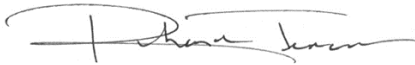
- Please ensure timely submittal of all invoices via eCommerce or to the proper address shown on the 3M purchase order.
- The eCommerce tools and postal addresses for invoices may differ between Scott Technologies and the 10 digit number purchase orders, check the **Supplier Reference Guide for Scott Technologies** for additional information.

Documents related to the deployment are in the [Scott Technologies, Inc. ERP Deployment](#) section on 3M.com/SupplierDirect.

Questions?

- Purchase Orders/invoices: to the Buyer listed on the 3M PO
- All others: refer to the Supplier Reference Guide for Scott Technologies for information and additional contacts

Sincerely,



Rhondia Turano
Senior Vice President, Strategic Sourcing & Packaging Solutions
3M Corporate Headquarters – St. Paul, MN