February 25, 2011

TO: 3M Floor Finish Distributors and Customers

SUBJECT: 3M Building and Commercial Services Division Floor Finish Life Cycle Management

3M Building and Commercial Services Division floor finish products are reviewed through a Life Cycle Management (LCM) process. The LCM process includes a comprehensive review of a product’s potential health, safety, environmental and regulatory impact throughout its lifetime. It includes reviews of raw material acquisition, transportation, manufacturing, use and disposal. 3M technical experts in toxicology, industrial hygiene, environmental science, product stewardship and product safety all participate in the LCM process. Their guidance in the product development process helps ensure safe, environmentally preferable*, and functional solutions are delivered to our customers.

The following table highlights key properties of 3M floor finishes that can help you reach your facility and organizational sustainability goals. The last column highlights that these floor finish products are formulated without fluorochemicals, if you would like to minimize their use in your hard floor maintenance program.
### 3M Building and Commercial Services Floor Finish Sustainability Matrix

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<th>VOC &lt;1% by weight</th>
<th>Formulated without Zinc</th>
<th>Stripping not required for maintenance</th>
<th>Reduced water and chemical usage for maintenance compared to traditional acrylic floor finishes</th>
<th>Formulated without fluorochemicals</th>
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<tbody>
<tr>
<td>Scotchgard™ Classic Floor Finishes**</td>
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<tr>
<td>Scotchgard™ Vinyl Floor Protector</td>
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<tr>
<td>Scotchgard™ Stone Floor Protector</td>
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<tr>
<td>Scotchgard™ Ultra Durable Floor Finish</td>
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</table>

* Environmentally Preferable Products are defined in the Instructions for Implementing Executive Order 13423, titled “Strengthening Federal Environmental, Energy, and Transportation Management” as products or services that have a lesser or reduced effect on human health and the environment when compared with competing products or services that serve the same purpose. This comparison may consider raw materials acquisition, product, manufacturing, packaging, distribution, reuse, operation, maintenance, or disposal of the product or service.

**Scotchgard™ Classic Floor Finishes include Scotchgard™ UHS 25 Floor Finish, Scotchgard™ Low Maintenance 25 Floor Finish, and Scotchgard™ Low Maintenance 18 Floor Finish

In summary, 3M maintains industry-leading standards for product quality, performance, environmental leadership and safety. 3M provides technical support to help ensure you have the right product for your application, and continuously updates safety, environmental, and health hazard information. 3M stands behind its products for performance, safety, and environmental impact.

Thank you for your interest in 3M products and services. To learn more, visit the 3M Sustainability website at [www.3M.com/sustainability](http://www.3M.com/sustainability), or contact me or your local 3M Sales Representative.

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