Technically Brilliant
Endlessly Innovative
That's you. That's us.
3M hires some of the brightest people in the world. And we know what it takes to keep them healthy, happy and energized to build an even stronger company into the future.

Potential, discovery and fun. This is what a job at 3M is all about. The simple truth is the more you contribute to 3M’s success doing something you love, the more success you can create for yourself.

We strive to be endlessly innovative in our technologies and products — and also in the compensation, benefit choices and bundle of perks we extend to employees. You’ll find what you need for today and your future life goals, including a competitive salary, valuable retirement benefits, an employee stock program, competitive health insurance options and an employee wellness program, Healthy Living Resources, which includes programs and tools to assist you in both your professional and personal life.
A look inside 3M’s Total Rewards Package

3M’s Total Rewards include a range of plans and programs designed to attract, retain and motivate the high-performing employees the company depends on for growth and success.

• **Competitive Pay**

  Base salary and variable incentive pay linked to company and individual performance.

• **Competitive Benefits**

  High-quality medical and dental plan options, savings and retirement plans and a 3M employee stock purchase plan that helps you become an owner of the company you work for.

• **Innovative Programs And Resources**

  Professional and personal growth opportunities, community involvement and recreational pursuits.

Diverse 3M

3M is a place where you can collaborate with other knowledgeable people. It’s a place where your diverse talents, initiative and leadership are valued. It’s a place where you’ll find challenging opportunities that make your career and lifestyle as exciting as they are rewarding. With a diversity of people, global locations, technologies and products, 3M is a place to grow and be rewarded for excellence.
Your 3M Compensation

Your 3M compensation recognizes the meaningful contributions you make to business results. 3M regularly benchmarks its compensation and benefits with those of companies that are comparable in size and scope to ensure that we remain highly competitive. Salary ranges are generally based on the market rate for similar jobs, skills and experience.

Your pay includes two components: base salary and variable pay. Variable pay may include an Annual Incentive Plan (AIP), sales incentives, or other incentives. Opportunities for increased pay come through merit increases based on performance and/or promotions based on increased job responsibilities.

Annual Incentive Plan (AIP)

The purposes of the Annual Incentive Plan (AIP) are to:

- Help 3M attract and retain outstanding employees
- Stimulate and reward business growth and creativity that leads to accelerating growth and profit for 3M and its stockholders
- Align a portion of eligible employees’ pay with business performance and achievement of plans
- Provide an incentive to employees and improve employees’ line of sight from business performance to 3M financial results

In most cases, you are eligible for the AIP if you are an active, non-production salaried 3M employee who is in job grade seven or above or equivalent during the AIP performance period. Most sales employees do not participate in the AIP since they are eligible for separate sales incentive compensation.

Sales Incentives

Each sales representative’s pay includes monthly base pay and sales incentives, paid monthly or quarterly, depending on the business you represent.

Long-Term Incentive Plan (LTIP)

Annual equity grants are awarded to management-level (and equivalent) employees based on their level of responsibility, individual contribution and leadership performance. The types of equity grants available depend on an employee’s job grade and location and include stock options, stock appreciation rights (SARs), restricted stock, restricted stock units (RSUs) and performance shares.
Paid Time Off

Paid time off helps you relax and balance your work and personal life. Your paid time off will include vacation and holiday pay, short and long-term disability pay, and time off for emergencies or other miscellaneous absences. Part-time employees (defined as employees who work a minimum of 20 hours per week) receive a prorated amount of paid time off based on their anticipated work week.

Vacation

You earn vacation based on your 3M service credit. All of your Annual Vacation Hours are available for you to use at the beginning of each year.*

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<thead>
<tr>
<th>YEARS OF SERVICE</th>
<th>ANNUAL VACATION HOURS**</th>
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<tbody>
<tr>
<td>Less than 4 years</td>
<td>80 hours</td>
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<tr>
<td>4 – 9 years</td>
<td>120 hours</td>
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<tr>
<td>10 – 18 years</td>
<td>160 hours</td>
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<tr>
<td>19+ years</td>
<td>200 hours</td>
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* Due to state laws, there are differences in the vacation policy for 3M employees living in or assigned to a work location in California, Maryland or Montana.
** Annual Vacation Hours are prorated for new employees hired after the beginning of the year.

Holidays

You may be eligible for a total of 12 paid holidays each year (96 hours). Six are national holidays and the remaining six are holidays that are either designated by the work location or taken as personal holidays.

Disability Benefits

3M provides disability coverage in case you become ill or are injured and unable to work.

Short-Term Disability

• Company-paid coverage, based on your Service Credit Date, for either 100 percent or 60 percent of your eligible pay for up to 26 weeks if you cannot work because of illness or injury.

Long-Term Disability

• Company-paid coverage that allows you to continue to receive up to 60 percent of your eligible pay if a disability continues beyond 26 weeks.

Other Paid Absences And Miscellaneous Paid Absences

• You may be eligible for up to five days (40 hours) of other paid absences per year of paid time off for unexpected absences as a result of an emergency or urgent personal matters.
• Miscellaneous paid absences include paid time off for voting (in accordance with state law), jury duty, military reserve service and related needs.
Your 3M Benefits

Benefits are an important part of your 3M Total Rewards. You are eligible to participate in most of 3M’s benefit offerings beginning on your first day of employment.

Below is a sample of the benefit options available to 3M employees.

Health Care Benefits

Based on where you live, you may choose the health care options(s) that are best for you and your eligible dependents. Most 3M health care plans are self-insured, which means 3M pays the majority of the cost for medical coverage, dental and vision coverage. In addition, 3M medical and dental plans provide eligible in-network preventive care coverage at 100 percent. You pay (on a before-tax basis) the premiums and any health savings or reimbursement account contributions you may choose to make.

3M Medical Plans

Depending on your location, you will have at least two medical plan options to choose from so that you can select the plan that best meets your and your family’s needs:

- The 3M Consumer-Directed Plan (CDP) with a Health Savings Account (HSA) is designed to give you a stake in the short- and long-term management of your health. The 3M CDP offers a broad network of participating providers and annual deductibles that must be met before the plan begins to pay benefits. The 3M CDP also allows you to set up an HSA — a unique, tax-advantaged savings account that includes an annual contribution from 3M. Your HSA provides flexibility and growth potential by allowing you to pay for qualified medical expenses tax-free and use the remainder to save toward future health care expenses. Your HSA investments add up over time and are yours to keep when you retire or if you leave 3M for any reason.

- The 3M Medical Plan provides coverage through Preferred Provider Organizations (PPOs) offered through HealthPartners and/or Blue Cross and Blue Shield. Similar to the 3M CDP, these plans offer a competitive network of providers and have annual deductibles that you must meet before the plans begin to pay benefits.

All of 3M’s medical plans include prescription drug benefits through CVS Caremark and vision coverage through Vision Service Plan (VSP). Additional plan options or Health Maintenance Organizations (HMOs) may be available depending on where you live.

3M Dental Plan

The 3M Dental plan covers the following for you and your eligible dependents:

- Preventive, basic and major care services
- Orthodontia services
- Annual maximum benefit including orthodontia

1 State taxation of Health Savings Accounts vary by state.
Health Care And Dependent Care Reimbursement Accounts

3M’s reimbursement accounts allow you to set aside before-tax dollars to pay for certain health care and/or dependent daycare expenses not paid for by 3M’s benefit plans.

Health Care Reimbursement Account (HCRA)
- Deposit before-tax dollars annually
- Helps pay your deductible, coinsurance and other eligible unreimbursed health care expenses
- A post-deductible HCRA is available for participants in the 3M Consumer Directed Plan (CDP).

Dependent Care Reimbursement Account (DCRA)
- Deposit before-tax dollars annually
- Helps pay daycare expenses for eligible children and other eligible dependents while you work

Life Insurance

To help protect your financial security, 3M also offers a variety of life and accident insurance for you and your eligible dependents. Basic life insurance coverage is provided at no cost to you; other optional life insurance coverages are offered at group rates through the 3M Employees Benefits Trust Association. As your needs change because of life changes such as marriage or the arrival of children, you may adjust the mix of your life and accident coverages, subject to any evidence of insurability (EOI) requirements.

Optional Life Insurance coverages include:
- Additional Life Insurance
- Family Monthly Income Benefit
- Optional Accidental Death and Dismemberment Insurance
- Spouse Life Insurance
- Child Life Insurance

Domestic Partner Benefits

3M offers same sex domestic partner benefits to employees who meet the requirements of having a domestic partner. Eligible domestic partners and their eligible child(ren) can receive medical and dental benefits as well as optional life insurance coverages, subject to plan terms and requirements.
Personal Savings

General Employees Stock Purchase Plan

• You can contribute from 3 percent to 10 percent of your eligible compensation to purchase 3M stock on a monthly basis with a 15 percent discount from its current market value.

• You must have two months of service to participate.

Retirement

3M’s Retirement Program provides a solid foundation of retirement benefits. Your 401(k) and retiree health benefits work together to help you secure a comfortable future — especially when you combine them with other savings opportunities available to you through 3M.

3M’s 401(k) plan; 3M Voluntary Investment Plan (VIP)

• Before-Tax 401(k):
  Contributions deducted from your pay on a before-tax basis. Your contributions and the associated earnings grow tax-deferred until you withdraw the funds.

• Roth 401(k):
  Contributions deducted from your pay on an after-tax basis. The earnings on such contributions grow tax-deferred and are not taxed when you receive them as a qualified distribution.

• Company Matching Contributions:
  Applied to every dollar you contribute, to the Before-Tax 401(k) Account and/or the Roth 401(k) Account, up to the first 6 percent of your eligible pay from each payroll payment.

• Retirement Income Account:
  An automatic company contribution that is not dependent upon your contribution to the plan and is provided on a percentage of eligible pay for each payroll payment.

• After-Tax Savings:
  Contributions deducted from your pay on an after-tax basis; earnings on your contributions are tax-deferred until withdrawn.

3M Retiree Health

• Eligible employees who retire after age 55 with at least five years of service or age 65.

• Benefit is in the form of a Retiree Medical Savings Account

Relocation Benefits

3M encourages employees to develop themselves through diverse and challenging career opportunities. Relocation often is part of an employee’s career development.

3M’s mobility programs provide the policies, services and tools needed to make a smooth transition.
More 3M Programs And Resources

3M’s success depends on healthy and productive employees. When you are healthy and doing your best, it’s good for you and for 3M.

- 3M Healthy Living Resources encompass four groups of resources to assist you in your personal and/or professional life. Take advantage of our full range of opportunities — there’s something for everyone. Here’s a sampling:
  - **For a Healthier You** — *opportunities to help you maintain a healthy lifestyle, including*: on-site health and fitness centers in many 3M locations, fitness center discounts, weight management program reimbursement, online health classes, a confidential Employee Assistance Program (EAP), tobacco cessation offerings and resources to manage a medical condition and make smarter health care choices
  - **For Your Work Life** — *opportunities to help you be productive, including*: stress management coaching, shift work resources, travel medicine opportunities, and other professional growth resources
  - **For Your Personal and Family Life** — *opportunities to help you balance your personal life, including*: child and adult (elder) care consultation and referral, financial and legal consultation and referral services, parenting resources, scholarship programs and personal growth resources
  - **For Your Convenience** — *resources designed to save you time, including*: access to on-site health and personal services in our 3M Maplewood location, including an on-site pharmacy and medical center; and 3M Club that provides discounted tickets and a venue to share hobbies and interests with other employees

In addition, 3M offers the following resources and opportunities:

- Tuition reimbursement
- Adoption assistance
- Flexible work arrangements
- Career development opportunities
- Scholarships for eligible dependents of employees
- Voluntary long-term care coverage, group auto and home insurance
- Employee store to purchase 3M products online or at many 3M locations
- Support for community involvement: Matching Gifts, Volunteer Match, 3M Community Giving

**Important Legal Information**

The information in this document applies to 3M U.S. exempt-level employment candidates and is not intended to describe or summarize the terms of 3M compensation and benefit plans, nor is it the official plan document for those plans. In the event of any conflict, inconsistency, or ambiguity between the information in this document and the official plan documents, the terms of the official plan documents will be controlling. 3M reserves the right to modify, amend, or terminate its compensation and benefit plans, in whole or in part, at any time and for any reason.

The benefit and compensation plans and programs described in this booklet may be different than those available to employees joining 3M as a result of an acquisition or those who work for a 3M subsidiary.
Why Do Talented People
Why Do Talented People Choose 3M?

At 3M, you will have opportunities to work at a company creating new-to-the-world technologies in a challenging and rewarding environment.

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