



September 2023

Notice of Health Care Business Spin-Off Impacts for Suppliers

Dear Valued Supplier,

As announced in 2022, 3M intends to Spin-Off its Health Care business, resulting in two world-class independent companies. 3M will remain a leading global material science innovator, serving global customers across a range of diverse and attractive end markets; and 3M's Health Care business will become a dedicated global diversified health care technology leader.

3M will be taking steps to internally separate the Health Care Business by Q4 2023 ("Internal Separation"). This will be followed by a formal spin-off of the Health Care Business into a new publicly listed company in early 2024* (the "Spin"). Our goal is to have a smooth transition that enables continued access to our innovative products and solutions, so we have built a plan for each of our customers and are providing this notice to you to facilitate a smooth transition with you as a valued supplier.

You are receiving this letter because you provide products or services used by the Health Care Business that will be impacted by the spin. There will be no impact to purchasing processes for products or services you supply to 3M Company not related to the Health Care Business. If you transact in multiple regions, please note that you may receive multiple letters.

Refer below for the changes that will need to be made by November 1, 2023.

There are multiple legal entities affected by this transaction (see Appendix A). You may also be supporting KCI, Systagenix, Unitek, and/or 3M Purification for Health Care, but there will be no changes to the current purchasing processes for these entities.

We are requiring you to set up the Health Care Business as a customer within your system prior to November 1, 2023.

Purchase Orders

Your company will continue to transact with Health Care Business with various types of purchase orders. Please note the following:

- Continue to process orders per your current procedures/ERP and, if applicable, via eCommerce tools unless specifically instructed otherwise.
- Open PO cross-reference: Some POs which are open at the time of Spin-Off will be converted to new PO numbers. A cross-reference list will be provided showing the new PO number and the corresponding old PO number. In the event of a converted POs, ship against the new PO number only.
- If your company currently receives POs in the "USMMMXXXXX" format, there is no change to the current process.

- Questions regarding purchase orders: Direct all questions regarding POs to the buyer listed on the PO.
- During the system cutover, impacted Health Care Business locations (see Appendix B) will not create new purchase orders for a specified period – see table below for details.

Purchase Order Creation Ends	Purchase Order Creation Begins
October 23, 2023	November 1, 2023

Shipments

- The sites that will be impacted during the transition are listed in Appendix B.
- Shipments to impacted sites after October 26, 2023, **will not be received in our system until November 1, 2023**. Do not ship products for arrival at this location between the dates listed below.
- If there is a site that you ship to that is not listed in Appendix B, then there are no shipping restrictions.
- 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 to ship against the proper PO number per note above to avoid any delays.

Shipment Receiving Ends	Shipment Receiving Begins
October 26, 2023	November 1, 2023

Invoices and payments

- Please ensure timely submittal of all pending invoices via eCommerce or to the proper address (PO Box or generic mailbox) shown on the 3M purchase order to allow punctual payment.
- Payment runs will be changing from daily to weekly for Health Care Business starting November 1, 2023.
- Payments will continue in accordance with current agreed terms and in the same method as today.
- For suppliers currently enrolled in the Supply Chain Finance program, this program will not be available in the Health Care Business
- Where applicable, the Health Care Business will provide sales tax exemption documentation.

Contracts

The Internal Separation involves the assignment of certain assets of 3M and its subsidiaries effective on the Internal Separation Date, including supply contracts. Supply contracts between 3M and/or its subsidiaries and you, a supplier to the Health Care Business, together with any amendments, addendums, schedules, exhibits, expired contracts that include any remaining obligations, and all related documents, including any related quality or technical

agreements, will be assigned to the Health Care Business as of the Internal Separation Date, unless (a) we have contacted you (or later contact you) to the contrary, in which case the terms of that notification shall apply; or (b) there is an impediment to the assignment of the contract, in which case the contract will transfer when the impediment to transfer is removed.

If we have previously contacted you with different disposition details relating to your contract, please continue to work through that process with 3M and allow this letter to serve as additional context/information about the spin-off of the Health Care Business.

Contact Information

- There may be changes to who your sourcing contacts will be, and additional information will be provided in future communications.
- Your purchase order contact information will continue to be printed on the purchase order.

Sub-Contracting Vendors

For suppliers that have access to 3M systems for label printing, receiving, and using 3M owned component materials, and entering transactions for shipping of orders – we will be reaching out in the future to align on the changes tied to those activities.

Non-Employee Workforce Suppliers

For non-employee workforce suppliers, we will be in contact with you in the future with additional information including workers that are impacted.

Acknowledge Changes

Please click the button below within 10 working days to acknowledge and confirm your compliance with this request. If there is a more appropriate point of contact for this request within your company, please reply to this email with the name and email of that person. This request includes setting up the new company as a customer in your system, timely submittal of all pending invoices, and adhering to the shipment end and begin dates referenced above.

[\[SUBMIT TO ACKNOWLEDGE\]](#)

Over the coming weeks, additional information will be shared. Thank you for your continued support of 3M and the Health Care Business. In the meantime, please do not hesitate to contact your local 3M representative with any questions.

Sincerely,
Kelly Bysouth
Senior Vice President, Chief Procurement Officer

*This timeline is indicative, as consultations can, in some countries, go longer than indicated and are subject to customary conditions, including final approval from the 3M Board of Directors, regulatory approvals and rulings, among other items.