



Annual Performance Report

OMB No. 2010-0032
Expiration Date: 06/30/03

Facility Name: 3M New Ulm
Performance Track ID #: A050039
Annual Performance Report #: 1
Reporting Year: 2001
Due Date: 07/01/2002

Section A. General Facility Information

Please supply or revise information in A.1 – A.8 as is necessary to ensure that it is accurate, complete, and up-to-date. Items A.9 and A.10 cannot be pre-completed; please respond as directed in A.9 and A.10 below.

- A.1 Name of your facility:** 3M New Ulm
- A.2 Name of your parent company:** 3M Company
- A.3 Facility contact person for the Performance Track program:**
Name: Mr. Mark Bestick
Title: Environmental Management Systems Technician
Phone: (507) 359-0412
Fax: (507) 359-0175
E-mail: mabestick1@mmm.com
- A.4 Facility's location**
Street Address: 1700 North Minnesota Street

Address (cont.):

City: New Ulm

State: MN

Zip Code: 56073

A.5 Facility's Website address (if any):

A.6 Number of employees (full-time equivalents) who currently work in the facility:

500-1000

A.7 Does your company meet the Small Business Administration definition of a small business for your sector?

No

A.8 North American Industrial Classification System (NAICS) Code(s) that are used to classify business at the facility:

335931 331319 326199

A.9 In your application and, perhaps, in previous annual performance reports, you described what your facility does or makes. Have there been any (additional) changes to your facility's list of products and/or activities? If so, please list them here:

No

A.10 Please update the list of environmental requirements that apply to your facility by listing any changes that have taken place during this reporting period. If you have no changes to report, please enter "No changes".

No changes

**Section B.
Environmental Management System**

B.1 Environmental Management System Assessment. Please summarize EMS assessments conducted during the year.

a. Was an EMS audit or other assessment done by an independent third party?

Yes

If yes, please provide the type (e.g., ISO 14001 certification), the scope, and the dates (mo/yr) of each assessment.

Type	Scope	Dates (mo/yr)
ISO 14001 Continuous Assessment	The following clauses from the ISO 14001 Specification Standard: 4.1, 4.2, 4.3.1, 4.4.1, 4.4.2, 4.4.3, 4.4.4, 4.4.6, 4.4.7, 4.5.2, 4.5.4, 4.6	01/2001
ISO 14001 Continuous Assessment	The following clauses from the ISO 14001 Specification Standard: 4.1, 4.2, 4.3.2, 4.3.3, 4.3.4, 4.4.3, 4.4.4, 4.4.5, 4.4.6, 4.5.1, 4.5.2, 4.5.4	07/2001

b. Was an internal or corporate EMS audit conducted? Yes

If yes, please provide the scope and dates (mo/yr) of each audit.

Scope	Date (mo/yr)
Internal procedural and system audits were performed against all clauses of the ISO 14001 Specification Standard. All business groups of the facility were audited at least once. These audits were performed on a monthly basis, throughout the year.	12/2001

c. Was a compliance audit conducted?

No

If yes, please provide the scope and the dates (mo/yr) of each audit, and indicate who conducted the audit(s) (e.g., facility staff, corporate groups, third party).

Scope	Dates	Who conducted the audit

d. (Optional) If you would like to describe any other audits or inspections that were conducted at your facility, please do so here.

e. Briefly summarize corrective actions taken and other improvements made as a result of your EMS assessments and compliance audit

Training, Awareness and Competence:
3M New Ulm has updated training procedures to fully encompass ISO 14001 requirements. A positive result of this change

was the introduction of a formalized training program that enables us to ensure that all facility employees have been given the appropriate knowledge to perform their job duties in a competent manner.

Documented Waste Handling Procedures:

3M New Ulm has developed documented procedures that detail waste handling activities throughout the facility. A site-wide procedure was written to incorporate all of the general disposal and recyclable activities, and each department has written a procedure that outlines the specific activities within their respective areas. These procedures were then disseminated to all employees via departmental training programs.

Monitoring and Measuring:

Programs have been developed and refined to monitor and measure the activities associated with the site significant aspects. The results of these programs are integrated into a corporate database for general knowledge purposes.

f. Has your facility corrected all instances of potential non-compliance and EMS non-conformance identified during your audits and other assessments?

Yes

If no, please explain your plans to correct these instances.

g. When was the last Senior Management review of your EMS completed?

01/2002

Who headed the review? Name: Mr. Scott Cooper **Title:** Plant Engineering Manager

B.2 ISO 14001 Certification. Is your facility currently certified to ISO 14001?

Yes

B.3 Environmental Aspects Identification. When did your facility last conduct a systematic identification and/or review of your environmental aspects?

12/2001

B.4 Progress Toward Achieving Objectives and Targets. In the table below, please provide a narrative summary of progress made toward EMS objectives and targets. You may limit the summary to environmental aspects that are *significant* and towards which progress has been made during the *reporting year*. In cases where *progress* relates specifically to a Performance Track performance commitment, complete the Environmental Aspect column, but in the *Progress* column simply refer to the performance commitment tables in Section C, i.e. "See Section C."

<i>Environmental Aspect</i>	<i>Progress Made This Year</i> (e.g., quantitative or qualitative improvements, activities conducted)
Waste Management	Waste Management procedures, detailing disposal and recyclable activities, were created and integrated into training programs for all site employees. Proper waste handling and recyclable initiatives have become an expected part of 3M New Ulm's culture.
VOC Air Emissions	The facility's activities related to VOC Air Emissions are equivalent to those described in Section C.
Zinc Sludge	The facility's activities related to Zinc Sludge are equivalent to those described in Section C.

**Section C.
Environmental Performance Commitments**

Please use the tables below to summarize your facility's environmental performance against your Performance Track performance commitments. Complete only those boxes related to the baseline, current year, and performance commitment.

C.1 Performance Commitment 1

a. Use this table to report data related to your first performance commitment.

Category:	Waste				
Aspect :	Total Solid Waste				
	Aspect Specifics (Optional):				
	Baseline (as stated in your application)	Year 1	Year 2	Year 3	Performance Commitment (the goal stated in your application)
Calendar Year	1999	2001	2002	2003	2003
Actual Quantity (per year)	45406	39573			Optional:
Measurement Units	lbs				
Normalizing Factor	1.0	0.9			Optional:
Basis for your Normalizing Factor	Production Output Related to Zinc Sludge Generation				
Normalized Quantity* (per year)	45406	43970			29190
*Calculated for you					

b. Briefly describe how you achieved improvements for this aspect or, if relevant, any circumstances that delayed progress.

(The waste is specifically referring to Zinc Sludge generation)

Plating chemicals were replaced with VOC-free formulations, which increased performance factors related to efficiency.

Note: The sludge is not generated from an electro-plating process, and therefore is not regulated under RCRA or State Hazardous Waste laws.

If you have additional information that you would like to include please attach it here:

Any attachments will be located at the end of the report.

c. Please list any other EPA voluntary programs to which you are also reporting these data (e.g. Energy Star, Project XL).

C.2 Performance Commitment 2

- a. Use this table to report data related to your second performance commitment.

Category :	Accidental Releases				
Aspect :	Release History				
	Aspect Specifics (Optional):				
	Baseline (as stated in your application)	Year 1	Year 2	Year 3	Performance Commitment (the goal stated in your application)
Calendar Year	1999	2001	2002	2003	2003
Actual Quantity (per year)	575	306			Optional:
Measurement Units	lbs				
Normalizing Factor	1.0	1			Optional:
Basis for your Normalizing Factor	Production output				
Normalized Quantity* (per year)	575	306			0
*Calculated for you					

- b. Briefly describe how you achieved improvements for this aspect or, if relevant, any circumstances that delayed progress.

(The accidental releases are specifically referring to R-22 freon)
 The refrigerant management program has been refined, detailing operating procedures and incorporating increased preventative maintenance on R-22 systems.

Attach:

Any attachments will be located at the end of the report.

- c. Please list any other EPA voluntary programs to which you are also reporting these data (e.g. Energy Star, Project XL).

C.3 Performance Commitment 3

a. Use this table to report data related to your third performance commitment.

Category :	Air Emissions				
Aspect :	Emissions of VOCs				
	Aspect Specifics (Optional):				
	Baseline (as stated in your application)	Year 1	Year 2	Year 3	Performance Commitment (the goal stated in your application)
Calendar Year	1999	2001	2002	2003	2003
Actual Quantity (per year)	21	16			Optional:
Measurement Units	tons				
Normalizing Factor	1.0	1			Optional:
Basis for your Normalizing Factor	Production output				
Normalized Quantity* (per year)	21	16			15.8
*Calculated for you					

b. Briefly describe how you achieved improvements for this aspect or, if relevant, any circumstances that delayed progress.

Water-based synthetic lubricants have replaced VOC-laden chemicals in the plating process. Also, Best Management Practices (BMP's) have been incorporated in areas that use VOC chemicals. These BMP's have increased employee awareness on handling procedures.

Attach:

Any attachments will be located at the end of the report.

c. Please list any other EPA voluntary programs to which you are also reporting these data (e.g. Energy Star, Project XL).

C.4 Performance Commitment 4

a. Use this table to report data related to your fourth performance commitment.

Category :	Energy Use				
Aspect :	Total Energy Use				
	Aspect Specifics (Optional):				
	Baseline (as stated in your application)	Year 1	Year 2	Year 3	Performance Commitment (the goal stated in your application)
Calendar Year	1999	2001	2002	2003	2003
Actual Quantity (per year)	182080	169580			Optional:
Measurement Units	mmBtu				
Normalizing Factor	1.0	1			Optional:
Basis for your Normalizing Factor	Production output				
Normalized Quantity* (per year)	182080	169580			165968
*Calculated for you					

b. Briefly describe how you achieved improvements for this aspect or, if relevant, any circumstances that delayed progress.

An energy reduction team was formed, which resulted in a site audit, by an outside contractor, to identify possible energy reduction programs. Some projects that have been identified and have been implemented are: replacing outdated chiller units with more energy efficient models, and during peak energy loads, shutting down non-critical energy consumption items, such as fork-truck battery chargers. A project that is currently being investigated is reducing energy use in the site cooling system, by incorporating heat-pipe technology for use in the air-cooling process.

Attach:

Any attachments will be located at the end of the report.

c. Please list any other EPA voluntary programs to which you are also reporting these data (e.g. Energy Star, Project XL).

**Section D.
Public Outreach and Performance Reporting**

D.1 Please briefly summarize the public outreach and reporting activities that your facility has conducted during the year. Feel free, but not obligated, to attach supporting materials (e.g., meeting agendas, public announcements).

Newspaper Press Release dated February 23rd, 2001 in The Journal (New Ulm, MN):

This article was a local business update, and discussed the following related to environmental issues:

- Discussed our efforts in reducing environmental releases by 95% from a 1990 baseline
- Outlined some of the many recyclable initiatives that have added to the success of our waste minimization programs
- Discussed our ISO 14001 registration status
- Discussed our induction as a Charter Member of the National Environmental Performance Track Program

Newspaper Press Release dated April 18th, 2001 in The Journal (New Ulm, MN):

This article discusses the ceremony to commemorate our induction as a Charter Member of the National Environmental Performance Track Program, and also highlights 3M New Ulm's efforts on some of the environmental programs that have been established.

Attachment:

Any attachments will be located at the end of the report.

D.2 Please indicate which of the following methods your facility plans to use to make its Performance Track Annual Report available to the public. Please check as many as appropriate.

Web Site

URL: <http://www.3m.com/about3M/environment/>

Other:

**Section E.
Self-Certification of Continued Program Participation**

On behalf of **3M New Ulm,**
(name of my facility)

I certify that

- I have read and agree to the terms and conditions as specified in the *National Environmental Performance Track Program Guide*. This facility, to the best of my knowledge, continues to meet all program criteria;

- I have personally examined and am familiar with the information contained in this Annual Performance Report. The information contained in this report is, to the best of my knowledge and based on reasonable inquiry, true, accurate, and complete;

- My facility has an environmental management system (EMS), as defined in the Performance Track EMS criteria, including systems to maintain compliance with all applicable federal, state, tribal, and local environmental requirements, in place at the facility, and the EMS will be maintained for the duration of the facility's participation in the program;

- My facility has conducted an objective assessment of its compliance with all applicable federal, state, tribal, and local environmental requirements; and the facility has corrected all identified instances of potential or actual noncompliance;

- Based on the foregoing compliance assessments and subsequent corrective actions (if any were necessary), my facility is, to the best of my knowledge and based on reasonable inquiry, currently in compliance with applicable federal, state, tribal, and local environmental requirements.

I agree that EPA's decision whether to accept participants into or remove them from the National Environment Performance Track is wholly discretionary, and I waive any right that may exist under any law to challenge EPA's acceptance or removal decision.

I am the senior manager with responsibility for the facility and am fully authorized to execute this statement on behalf of the corporation or other legal entity whose facility is part of the National Environmental Performance Track program.

Signature/Date

Printed Name

Mr. Erick Benz

Title

Plant Manager

Phone Number

507-359-0191

E-mail Address

eebenz1@mmm.com

Facility Name

3M New Ulm

Facility Street Address

1700 North Minnesota Street

New Ulm, MN 56073

Performance Track ID#

A050039

Appendix:**Do you want to add Appendix?****When adding additional comments, please refer to question number.****Comments:****Attachment:**

Paperwork Reduction Act Notice

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Send comments on the Agency's need for this information, the accuracy of the provided burden estimates, and any suggested methods for minimizing respondent burden, including through the use of automated collection techniques to the Director, Collection Strategies Division, U.S. Environmental Protection Agency (2822), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.