

From: [REDACTED]
To: [REDACTED]
Subject: DataFile Data Breach Incident
Date: Tuesday, April 11, 2017 3:43:29 PM

Dear <EMPLOYEE>,

We are contacting you to inform you of a security incident that has recently occurred which may involve your personal data.

On February 28th, DataFile was victim to a sophisticated, targeted “phishing” incident that resulted in the disclosure of some of your information, including your social security number, address and the amount of money you earned with DataFile in 2016. We learned of this incident on April 10th and conducted an internal investigation to determine the source of the disclosure. The investigation did not reveal any unauthorized direct access into any of DataFile’s systems or servers.

Fortunately, DataFile is uniquely positioned to respond to such incidents and has the expertise in place to minimize the impact. The moment we received notification of the breach, an incident response team was formed and we immediately contacted the appropriate Federal and State agencies, including local police. After notifying law enforcement, our focus turned to protecting our employees, including obtaining identify protection service. If you are receiving this notification, we strongly encourage you to take advantage of these resources we have obtained.

AllClear ID Enrollment:

We have arranged to have AllClear ID protect your identity for 12 months at no cost to you. The identity protection services start on the date of this notice and you can use them at any time during the next 12 months. The AllClear ID services are broken into two distinct services:

AllClear Identity Repair: This service is automatically available to you with no enrollment required. If a problem arises, simply call 1-877-676-0379 and a dedicated investigator will help recover financial losses, restore your credit, and make sure your identity is returned to its proper condition.

AllClear Credit Monitoring: This service offers additional layers of protection including credit monitoring and a \$1 million identity theft insurance policy. To use this service, you must enroll by providing your personal information to AllClear ID. You may sign up online at <https://enroll.allclearid.com> using the following redemption code: XXXXXXXXXXXX

Additional Steps You Can Take:

We highly recommend that you place a fraud alert on your credit file. A fraud alert tells creditors to contact you before they open any new accounts or change your existing accounts. You can place a fraud alert by calling any one of the three major credit bureaus. As soon as one credit bureau confirms your fraud alert, the others are automatically notified to place fraud alerts. The initial fraud alert stays on your credit report for 90 days. You can renew it for additional 90 day terms. The three major credit bureaus can be contacted at:

Equifax	Experian	TransUnion
PO Box 740241 Atlanta, Georgia 30374	PO Box 9532 Allen, Texas 75013	PO Box 1000 Chester, Pennsylvania 19022
1-800-685-1111	1-888-397-3742	1-800-888-4213
www.equifax.com	www.experian.com	www.transunion.com

We also recommend that you regularly review statements from your accounts and periodically obtain your credit report from one or more of the national credit reporting companies. You may obtain a free copy of your credit report online at www.annualcreditreport.com, by calling toll-free 1-877-322-8228, or by mailing an Annual Credit Report Request Form (available at www.annualcreditreport.com) to: Annual Credit Report Request Service, P.O. Box 105281, Atlanta, GA, 30348-5281. You may also purchase a copy of your credit report by contacting one or more of the three national credit reporting agencies listed above.

When you receive your credit reports, review them carefully. Look for accounts or creditor inquiries that you did not initiate or do not recognize. Look for information, such as home address and Social Security number, that is not accurate. If you see anything you do not understand, call the credit reporting agency at the telephone number on the report – or call your Identity Protection Service.

We recommend you remain vigilant with respect to reviewing your account statements and credit reports, and promptly report any suspicious activity or suspected identity theft to us and to the proper law enforcement authorities, including local law enforcement, your state's attorney general and/or the Federal Trade Commission ("FTC"). You may contact the FTC or your state's regulatory authority to obtain additional information about avoiding identity theft at: Federal Trade Commission, Consumer Response Center, 600 Pennsylvania Avenue, NW, Washington, DC 20580, 1-877-IDTHEFT (438-4338), www.ftc.gov/idtheft.

We have created a SharePoint page with additional resources:
<https://sharepoint.datafiletechnologies.com/IT/SitePages/W2-2017.aspx>

Please remember AllClear ID's Identity Repair Service provides guidance and assistance with recovery, at no charge to you.

Bad people suck. We're sorry that DataFile was targeted!

If you have any questions please contact your departmental executive, Janine Akers, Jean Hansen, Trent Peters or Chris Berland.



Trent Peters

Chief Information Officer

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