

Return Mail Processing Center P.O. Box 6336 Portland, OR 97228-6336

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<\Name 1>>
<<Name 2>>
<<Address 1>>
<<Address 2>>
<<Address 3>>
<<Address 4>>
<<Address 5>>
<<City>><<State>><<Zip>>>
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<<Date>>

Re: NOTICE OF DATA BREACH

Dear << Name 1>>:

We are writing to inform you of a security incident that may have impacted the personal information of our employees or former employees. We take the responsibility of protecting your personal information extremely seriously, and we sincerely apologize for any concern this incident may cause.

## What Happened?

On August 11, 2020, we were the target of a ransomware attack involving thyssenkrupp System Engineering, Inc. computer systems. We immediately responded to the attack and began investigating. We learned on October 1, 2020, that the threat actor gained access to file servers that contained, among other things, employee and dependent information, including your information. At this time, we do not have any indication that your information was misused. However, because we are committed to transparency, we wanted to make you aware of this incident.

#### What information was involved?

The information we hold about our employees and former employees may include one or more of the following: name, address, social security number, photo ID, birthdate, bank account information, payroll information, and contact information.

#### What We Are Doing

We take the security of personal information very seriously, and we want to assure you that we've already taken steps to prevent a reoccurrence by increasing the monitoring of our networks, further improving access controls, and hardening our systems. As a safeguard, we have arranged for you to enroll, at no cost to you, in an online, three-bureau credit monitoring service (myTrueIdentity) for two years provided by TransUnion Interactive, a subsidiary of TransUnion,® one of the three nationwide credit reporting companies. We have also secured, regardless of enrollment, identity restoration services, including \$1M in identity theft insurance, for two years.

## How to Enroll: You can sign up online or via U.S. mail delivery

- To enroll in this service, go to the myTrueIdentity website at <a href="www.MyTrueIdentity.com">www.MyTrueIdentity.com</a> and, in the space referenced as "Enter Activation Code," enter the 12-letter Activation Code <<a href="Insert Unique 12-letter Activation Code">Insert Unique 12-letter Activation Code</a> and follow the three steps to receive your credit monitoring service online within minutes.
- If you do not have access to the Internet and wish to enroll in a similar offline, paper-based, three-bureau credit monitoring service, via U.S. mail delivery, please call the TransUnion Fraud Response Services toll-free hotline at 1-855-288-5422. When prompted, enter the six-digit telephone passcode <<Insert static 6-digit Telephone Pass Code>> and follow the steps to enroll in the offline credit monitoring service, add an initial fraud alert to your credit file, or to speak to a TransUnion representative if you believe you may be a victim of identity theft.

You can sign up for the online or offline credit monitoring service anytime between now and << Enrollment Deadline>>. Due to privacy laws, we cannot register you directly. Please note that credit monitoring services might not be available for individuals who do not have a credit file with TransUnion or an address in the United States (or its territories) and a valid Social Security number. Enrolling in this service will not affect your credit score.

#### What You Can Do

In addition, please review the enclosed "Additional Important Information" section included with this letter. This section describes additional steps you can take to help protect yourself, including recommendations by the Federal Trade Commission (FTC), regarding identity theft protection and details on how to place a fraud alert or a security freeze on your credit file, should you choose to do so. You can also contact the FTC for more information.

#### For More Information

If you have questions regarding enrollment in the credit monitoring service, please call 1-855-288-5422, Monday through Friday from 9:00 a.m. to 7:00 p.m. Eastern Time. Please have your activation code ready.

If you have additional questions or concerns regarding this incident, please call 1-855-914-4693, Monday through Friday from 9:00 a.m. to 7:00 p.m. Eastern Time or feel free to contact Nicole Sediak, Head of Human Resources, at Nicole.sediak@thyssenkrupp.com.

Protecting your information is a top priority for us. We appreciate your patience and understanding, and we sincerely apologize for any inconvenience or concern this incident may cause you.

Sincerely,

Bill Poland

Nicole Sedlak

Necole B. Sedlak

#### Additional Important Information

For residents of Iowa: You are advised to report any suspected identity theft to law enforcement or to the Attorney General.

For residents of Oregon: You are advised to report any suspected identity theft to law enforcement, including the Attorney General, and the Federal Trade Commission.

<u>For residents of New Mexico:</u> You are advised to review personal account statements and credit reports, as applicable, to detect errors resulting from the security incident, and that you have rights pursuant to the federal Fair Credit Reporting Act. Please see the contact information for the Federal Trade Commission listed below.

## For residents of Illinois, Maryland, New York, North Carolina, and Rhode Island:

You can obtain information from the Maryland, North Carolina, and Rhode Island Offices of the Attorney General and the Federal Trade Commission about fraud alerts, security freezes, and steps you can take toward preventing identity theft.

Commission about fraud a
Maryland Office of the
Attorney General
Consumer Protection
Division
200 St. Paul Place
Baltimore, MD 21202
1-888-743-0023
www.oag.state.md.us

Rhode Island Office of the Attorney General Consumer Protection 150 South Main Street Providence RI 02903 1-401-274-4400 www.riag.ri.gov you can take toward preve North Carolina Office of the Attorney General Consumer Protection Division 9001 Mail Service Center Raleigh, NC 27699 1-877-566-7226 www.ncdoj.com ing identity theft.

New York Attorney
General
Consumer Frauds &
Protection Bureau
120 Broadway - 3rd
Floor
New York, NY 10271
www.ag.ny.goy

Federal Trade Commission Consumer Response Center 600 Pennsylvania Ave, NW Washington, DC 20580 1-877-IDTHEFT (438-4338) www.identitytheft.gov

For residents of Massachusetts and Rhode Island: You have the right to obtain a police report if you are a victim of identity theft.

#### For residents of all states:

It is recommended that you remain vigilant for incidents of fraud and identity theft by reviewing payment card account statements and monitoring your credit reports for unauthorized activity. You may obtain a copy of your credit report, free of charge, whether or not you suspect any unauthorized activity on your account. You may obtain a free copy of your credit report from each of the three nationwide credit reporting agencies. To order your free credit report, please visit <a href="www.annualcreditreport.com">www.annualcreditreport.com</a>, or call toll-free at 1-877-322-8228. You can also order your annual free credit report by mailing a completed Annual Credit Report Request Form (available at <a href="https://www.consumer.ftc.gov/articles/0155-free-credit-reports">https://www.consumer.ftc.gov/articles/0155-free-credit-reports</a>) to: Annual Credit Report Request Service, P.O. Box 105281, Atlanta, GA, 30348-5281.

Fraud Alerts: You can place fraud alerts with the three credit bureaus by phone and online with Equifax (https://assets.equifax.com/assets/personal/Fraud\_Alert\_Request\_Form.pdf), Experian (https://www.experian.com/fraud/center.html), or Transunion (https://www.transunion.com/fraud-victim-resource/place-fraud-alert). A fraud alert tells creditors to follow certain procedures, including contacting you, before they open any new accounts or change your existing accounts. For that reason, placing a fraud alert can protect you, but also may delay you when you seek to obtain credit. Initial fraud alerts last for one year. Victims of identity theft can also get an extended fraud alert for seven years. The phone numbers for all three credit bureaus are at the bottom of this page.

Monitoring: You should always remain vigilant and monitor your accounts for suspicious or unusual activity.

Security Freeze: You also have the right to place a security freeze on your credit report. A security freeze is intended to prevent credit, loans, and services from being approved in your name without your consent. To place a security freeze on your credit report, you need to make a request to each consumer reporting agency by certified mail, overnight mail, regular stamped mail, or by following the instructions found at the websites listed below. The following information must be included when requesting a security freeze for yourself or your spouse or a minor under 16: (1) full name, with middle initial and any suffixes; (2) Social Security number; (3) date of birth; (4) current address and any previous addresses for the past five years; (5) Proof of current address, such as current utility or telephone bill, bank or insurance statement; (6) legible photocopy of government-issued identification card (state driver's license or ID card, military identification, etc.); and (7) if you are a victim of identity theft, include a copy of either the police report, investigative report, or complaint to a law enforcement agency concerning identity theft. It is essential that each copy be legible, display your name and current mailing address, and the date of issue. It is free to place, lift, or remove a security freeze.

Equifax Security Freeze P.O. Box 105788 Atlanta, GA 30348-5788 www.equifax.com 800-525-6285 Experian Security Freeze P.O. Box 9554 Allen, TX 75013-9544 www.experian.com 888-397-3742 TransUnion Security Freeze P.O. Box 2000 Chester, PA 19014-0200 www.transunion.com 800-680-7289

# ADDITIONAL DETAILS REGARDING YOUR 24-MONTH COMPLIMENTARY CREDIT MONITORING SERVICE:

- Once you are enrolled, you will be able to obtain two years of unlimited access to your TransUnion credit report and credit score.
- The daily three-bureau credit monitoring service will notify you if there are any critical changes to your credit files at TransUnion, Experian, and Equifax, including fraud alerts, new inquiries, new accounts, new public records, late payments, changes of address, and more.
- The service also includes access to an identity restoration program that provides assistance in the event that your identity is compromised and up to \$1,000,000 in identity theft insurance with no deductible. (Policy limitations and exclusions may apply.)



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<Name 1>>
<Name 2>>
<Address 1>>
<Address 2>>
<Address 3>>
<Address 4>>
<Address 5>>
<City>>><State>>><Zip>>
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<<Date>>

Re: NOTICE OF DATA BREACH

Dear <<Name 1>>:

We are writing to inform you of a data security incident on the thyssenkrupp System Engineering computer systems that may have impacted personal information. You are receiving this letter because either you (if you are over 18) or your minor child (if they are under 18) is listed as a dependent on one of our current or former employees' benefit plans. We take the responsibility of protecting personal information extremely seriously, and we sincerely apologize for any concern this incident may cause.

#### What Happened?

On August 11, 2020, we were the target of a ransomware attack involving our computer systems. We immediately responded to the attack and began investigating. We learned on October 1, 2020, that the threat actor gained access to file servers that contained, among other things, employee information, including information about individuals who are listed as a dependent in an employee benefit plan. At this time, we do not have evidence that personal information was misused. However, because we are committed to transparency, we wanted to make you aware of this incident.

#### What information was involved?

The information we hold about dependents of a benefit plans may include one or more of the following: name, address, social security number, birthdate, and contact information.

#### What We Are Doing

We take the security of personal information very seriously, and we want to assure you that we've already taken steps to prevent a reoccurrence by increasing the monitoring of our networks, further improving access controls, and hardening our systems. As a safeguard, we have arranged for recipients of this letter who are 18 years or older to enroll, at no cost, in an online, three-bureau credit monitoring service (myTrueIdentity) for two years provided by TransUnion Interactive, a subsidiary of TransUnion,® one of the three nationwide credit reporting companies. We have also secured, regardless of enrollment, identity restoration services, including \$1M in identity theft insurance, for two years.

## How to Enroll: You can sign up online or via U.S. mail delivery

- To enroll in this service, go to the myTrueIdentity website at <a href="www.MyTrueIdentity.com">www.MyTrueIdentity.com</a> and, in the space referenced as "Enter Activation Code," enter the 12-letter Activation Code <<a href="Insert Unique 12-letter Activation Code">Insert Unique 12-letter Activation Code</a> and follow the three steps to receive your credit monitoring service online within minutes.
- If you do not have access to the Internet and wish to enroll in a similar offline, paper-based, three-bureau credit monitoring service, via U.S. mail delivery, please call the TransUnion Fraud Response Services toll-free hotline at 1-855-288-5422. When prompted, enter the six-digit telephone passcode <<Insert static 6-digit Telephone Pass Code>> and follow the steps to enroll in the offline credit monitoring service, add an initial fraud alert to your credit file, or to speak to a TransUnion representative if you believe you may be a victim of identity theft.

You can sign up for the online or offline credit monitoring service anytime between now and << Enrollment Deadline>>. Due to privacy laws, we cannot register you directly. Please note that credit monitoring services might not be available for individuals who do not have a credit file with TransUnion or an address in the United States (or its territories) and a valid Social Security number. Enrolling in this service will not affect your credit score.

If you are receiving this letter on behalf of a minor under the age of 18, we have arranged for you to enroll on behalf of your child, at no cost to you, for two years in Equifax's Child Identity Monitoring program, which will scan the Equifax credit data base for any instances of your child's social security number and look for a copy of the minor's Equifax credit file. Details on how to enroll are attached to this letter.

#### What You Can Do

In addition, please review the enclosed "Additional Important Information" section included with this letter. This section describes additional steps you can take to help protect yourself, including recommendations by the Federal Trade Commission (FTC), regarding identity theft protection and details on how to place a fraud alert or a security freeze on your credit file, should you choose to do so. You can also contact the FTC for more information.

## For More Information

If you have questions regarding enrollment in the credit monitoring service, please call 1-855-288-5422, Monday through Friday from 9:00 a.m. to 7:00 p.m. Eastern Time. Please have your activation code ready. For the minor product, please contact Equifax at 866-820-9010.

If you have additional questions or concerns regarding this incident, please call 1-855-914-4693, Monday through Friday from 9:00 a.m. to 7:00 p.m. Eastern Time or feel free to contact Nicole Sediak, Head of Human Resources, at Nicole.sediak@thyssenkrupp.com.

Protecting your information is a top priority for us. We appreciate your patience and understanding, and we sincerely apologize for any inconvenience or concern this incident may cause you.

Sincerely,

Bill Poland

Nicole Sedlak

Nicole B. Sedlak

#### Additional Important Information

For residents of Iowa: You are advised to report any suspected identity theft to law enforcement or to the Attorney General.

For residents of Oregon: You are advised to report any suspected identity theft to law enforcement, including the Attorney General, and the Federal Trade Commission.

<u>For residents of New Mexico:</u> You are advised to review personal account statements and credit reports, as applicable, to detect errors resulting from the security incident, and that you have rights pursuant to the federal Fair Credit Reporting Act. Please see the contact information for the Federal Trade Commission listed below.

## For residents of Illinois, Maryland, New York, North Carolina, and Rhode Island:

You can obtain information from the Maryland, North Carolina, and Rhode Island Offices of the Attorney General and the Federal Trade Commission about fraud alerts, security freezes, and steps you can take toward preventing identity theft.

Maryland Office of the Attorney General	Rhode Island Office of the	North Carolina Office of the Attorney General	New York Attorney General	Federal Trade Commission
Consumer Protection	Attorney General	Consumer Protection	Consumer Frauds	Consumer Response
Division	Consumer Protection	Division	& Protection	Center
200 St. Paul Place	150 South Main	9001 Mail Service Center	Bureau	600 Pennsylvania Ave,
Baltimore, MD 21202	Street	Raleigh, NC 27699	120 Broadway - 3rd	NW
1-888-743-0023	Providence RI 02903	1-877-566-7226	Floor	Washington, DC 20580
www.oag.state.md.us	1-401-274-4400	www.ncdoj.com	New York, NY	1-877-IDTHEFT (438-
	www.riag.ri.gov		10271	4338)
			www.ag.ny.gov	www.identitytheft.gov

For residents of Massachusetts and Rhode Island: You have the right to obtain a police report if you are a victim of identity theft.

#### For residents of all states:

It is recommended that you remain vigilant for incidents of fraud and identity theft by reviewing payment card account statements and monitoring your credit reports for unauthorized activity. You may obtain a copy of your credit report, free of charge, whether or not you suspect any unauthorized activity on your account. You may obtain a free copy of your credit report from each of the three nationwide credit reporting agencies. To order your free credit report, please visit <a href="https://www.annualcreditreport.com">www.annualcreditreport.com</a>, or call toll-free at 1-877-322-8228. You can also order your annual free credit report by mailing a completed Annual Credit Report Request Form (available at <a href="https://www.consumer.ftc.gov/articles/0155-free-credit-reports">https://www.consumer.ftc.gov/articles/0155-free-credit-reports</a>) to: Annual Credit Report Request Service, P.O. Box 105281, Atlanta, GA, 30348-5281.

Fraud Alerts: You can place fraud alerts with the three credit bureaus by phone and online with Equifax (https://assets.equifax.com/assets/personal/Fraud\_Alert\_Request\_Form.pdf), Experian (https://www.experian.com/fraud/center.html), or Transunion (https://www.transunion.com/fraud-victim-resource/place-fraud-alert). A fraud alert tells creditors to follow certain procedures, including contacting you, before they open any new accounts or change your existing accounts. For that reason, placing a fraud alert can protect you, but also may delay you when you seek to obtain credit. Initial fraud alerts last for one year. Victims of identity theft can also get an extended fraud alert for seven years. The phone numbers for all three credit bureaus are at the bottom of this page.

Monitoring: You should always remain vigilant and monitor your accounts for suspicious or unusual activity.

Security Freeze: You also have the right to place a security freeze on your credit report. A security freeze is intended to prevent credit, loans, and services from being approved in your name without your consent. To place a security freeze on your credit report, you need to make a request to each consumer reporting agency by certified mail, overnight mail, regular stamped mail, or by following the instructions found at the websites listed below. The following information must be included when requesting a security freeze for yourself or your spouse or a minor under 16: (1) full name, with middle initial and any suffixes; (2) Social Security number; (3) date of birth; (4) current address and any previous addresses for the past five years; (5) Proof of current address, such as current utility or telephone bill, bank or insurance statement; (6) legible photocopy of government-issued identification card (state driver's license or ID card, military identification, etc.); and (7) if you are a victim of identity theft, include a copy of either the police report, investigative report, or complaint to a law enforcement agency concerning identity theft. It is essential that each copy be legible, display your name and current mailing address, and the date of issue. It is free to place, lift, or remove a security freeze.

Equifax Security Freeze P.O. Box 105788 Atlanta, GA 30348-5788 www.equifax.com 800-525-6285 Experian Security Freeze P.O. Box 9554 Allen, TX 75013-9544 www.experian.com 888-397-3742 TransUnion Security Freeze P.O. Box 2000 Chester, PA 19014-0200 www.transunion.com 800-680-7289

## **Equifax Child Identity Monitoring**

## **Product Information**

Equifax Child Identity Monitoring will scan the Equifax credit database for any instances of the minor's social security number and look for a copy of the minor's Equifax credit file.

- If no SSN match is found and no Equifax credit file exists, Equifax will create an Equifax credit file in the minor's name and immediately "lock" the Equifax credit file. This will prevent access to the minor's Equifax credit file in the future. If Equifax receives a request for your minor's Equifax credit report, you will receive an email alert.
- If there is a match and an Equifax credit file exists, Equifax will immediately "lock" the file and alert you to activity against the file, such as an attempt to open a new line of credit.
- The minor's Equifax credit file will be locked for 24 months from date of activation. After that time, the minor's Equifax credit file will be deleted from our credit database if it contains no credit data.

## **Enrollment Instructions**

To enroll in Equifax Child Identity Monitoring go to <a href="http://myservices.equifax.com/efx1\_brminor">http://myservices.equifax.com/efx1\_brminor</a> and follow the instructions below:

- 1. Welcome Page: Enter the Activation Code provided at the top of this page in the "Activation Code" box and click the "Submit" button.
- 2. Register: Complete the form with <u>YOUR</u> contact information first (name, gender, home address, date of birth, Social Security Number and telephone number) and click the "Continue" button.
- 3. Create Account: Complete the form with your email address, create a User Name and Password, after reviewing the Terms of Use, check the box to accept the Terms of Use and click the "Continue" button.
- **4. Verify ID:** The system will then ask you up to four security questions to verify your identity. Please answer the questions and click the "Submit Order" button.
- **5. Order Confirmation:** This page shows you your completed enrollment. Please click the "View My Product" button to access the product features.
- 6. Click the orange button "Enroll Child" to enter your child's information (child's name, Date of Birth and Social Security Number). Note: if you enter the child's SSN incorrectly, you will need to remove the minor by going to your Member Center and clicking on "My Account" to remove the minor from the account. You may then re-enroll the minor with the correct SSN.
- 7. Check the box confirming you are the child's parent or guardian.
- 8. Click "Submit" to enroll your child.