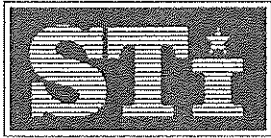


22034



STRATEGIC TECHNOLOGY INSTITUTE, INC.

Notice of Data Breach

August 23, 2021

Important Notice Regarding Potential Disclosure of Personal Information

Dear Current or Former Employee:

Strategic Technology Institute, Inc. (STi) is contacting you about a security incident involving potential disclosure of your personal information. We are notifying you of this incident so that you can take steps to protect your identity, as further described below.

STi took affirmative steps upon the discovery of this security incident to prevent any further unauthorized access to personal information. We have been in contact with legal counsel about our legal obligations.

We are offering a complimentary 24-month membership to Experian to provide identity monitoring services. For instructions on how to activate your complimentary membership, please email employeesupport@sti-inc.com for access codes.

STi recommends you remain vigilant by reviewing your account statements and monitoring free credit reports that you can obtain from the three consumer reporting agencies. Under Massachusetts law, you have the right to obtain any police report filed in regard to this incident. If you are the victim of identity theft, you also have the right to file a police report and obtain a copy of it.

You also have the right to place a security freeze, also known as a credit freeze, on your credit report. A security freeze prohibits a consumer reporting agency from releasing any information from a consumer's credit report without written authorization. There is no charge for a security freeze. To place a security freeze on your credit report, you must contact each of the three major consumer reporting agencies:

Equifax Security Freeze P.O. Box 105788 Atlanta, GA 30348 1-800-349-9960 my.equifax.com/consumer-registration	Experian Security Freeze P.O. Box 9554 Allen, TX 75013 1-888-397-3742 experian.com/freeze/	TransUnion Security Freeze P.O. Box 2000 Chester, PA 19016 1-888-909-8872 transunion.com/credit-freeze
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In order to request a security freeze, you will need to provide the following information:

1. Your full name and any suffixes; 2. Social security number; 3. Date of birth; 4. If you have moved in the past five (5) years, the addresses where you have lived over the prior five (5) years; 5. Proof of current address; 6. A legible photocopy of a government-issued identification card; 7. If you are a victim of identity theft, a copy of either the police report, investigative report, or complaint to a law enforcement agency concerning identity theft.

Finally, you may want to consider placing a fraud alert on your credit report. Please review the "Additional Resources" page enclosed with this letter for more information.

We encourage you to report suspected incidents of identity theft to local law enforcement, the state attorney general, or the Federal Trade Commission ("FTC"). Please see the "Additional Resources" page for the relevant contact information for these agencies. We also encourage you to review the FTC's comprehensive guide called "Take Charge: Fighting Back Against Identity Theft" to help you guard against and deal with identity theft. This guide is available at www.ftc.gov/IDtheft.

STi sincerely apologizes for any inconvenience or concern that this situation may cause. We take the security of your personal information seriously.

If you have any further questions regarding this matter, please do not hesitate to call us at 301-770-7077 or email us at employeesupport@sti-inc.com.

Sincerely,

Strategic Technology Institute, Inc.

ADDITIONAL RESOURCES

Contact information for the three nationwide credit reporting agencies:

Equifax (888) 766-0008 www.equifax.com P.O. Box 740241 Atlanta, GA 30374	Experian (888) 397-3742 www.experian.com P.O. Box 2002 Allen, TX 75013	TransUnion (800) 680-7289 www.transunion.com P.O. Box 6790 Fullerton, CA 92834
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Free Credit Report. It is recommended that you remain vigilant by reviewing account statements and monitoring your credit report for unauthorized activity, especially activity that may indicate fraud and identity theft. You may obtain a copy of your credit report, free of charge, once every 12 months from each of the three nationwide credit reporting agencies.

To order your annual free credit report please visit www.annualcreditreport.com 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 from the U.S. Federal Trade Commission's ("FTC") website at www.consumer.ftc.gov) to: Annual Credit Report Request Service, P.O. Box 105281, Atlanta, GA 30348-5281.

Fraud Alerts. There are two types of fraud alerts you can place on your credit report to put your creditors on notice that you may be a victim of fraud—an initial alert and an extended alert. You may ask that an initial fraud alert be placed on your credit report if you suspect you have been, or are about to be, a victim of identity theft. An initial fraud alert stays on your credit report for at least one year. You may have an extended alert placed on your credit report if you have already been a victim of identity theft and you have the appropriate documentary proof. An extended fraud alert stays on your credit report for seven years. You can place a fraud alert on your credit report by contacting any of the three national credit reporting agencies.

Security Freeze. You have the ability to place a security freeze, also known as a credit freeze, on your credit report free of charge.

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 may use an online process, an automated telephone line, or submit a written request to any of the three credit reporting agencies listed above. The following information must be included when requesting a security freeze (note that, if you are requesting a credit report for your spouse, this information must be provided for him/her as well): (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 5 years; and (5) any applicable incident report or complaint with a law enforcement agency or the Registry of Motor Vehicles. The request must also include a copy of a government-issued identification card and a copy of a recent utility bill or bank or insurance statement. It is essential that each copy be legible, and display your name, current mailing address, and the date of issue.

Federal Trade Commission and State Attorney General's Office. If you believe you are the victim of identity theft or have reason to believe your personal information has been misused, you should immediately contact the Federal Trade Commission and/or the Massachusetts Office of Consumer Affairs and Business Regulations. You may also contact these agencies for information on how to prevent or minimize the risks of identity theft.

Credit Monitoring Services. We are offering a complimentary 24-month membership to Experian to provide identity monitoring services. The URL to activate the membership is <https://www.experianidworks.com/3bplus>. The Toll-free number for enrollments/questions is 877.890.9332. The open enrollment end date: 11/30/2021. Please utilize code: WDMCPDW3

You may contact the **Federal Trade Commission**, Consumer Response Center, 600 Pennsylvania Avenue, NW, Washington, DC 20580, www.ftc.gov/bcp/edu/microsites/idtheft/, 1-877-IDTHEFT (438-4338).

You may contact the **Massachusetts Office of Consumer Affairs and Business Regulation**, 501 Boylston Street, Suite 5100, Boston, MA 02166, mass.gov/identity-theft-data-privacy-and-cyber-security, 1-617-973-8787.