

February 24, 2023

Dear Clarity Current or Former Associate:

We recently discovered that Clarity Water Technologies was the victim of a criminal cyber incident that may have involved some of the personal information we hold about you. We are writing to provide information to you about it.

On the morning of Sunday, February 12, 2023, Clarity discovered that a cyber-criminal had launched an attack on Clarity's computer network. Clarity discovered the attack at approximately 8am that morning and Clarity's information systems support company immediately began to investigate and protect Clarity's computer system. They then moved swiftly to block the cyber-criminal's access to Clarity, repair the affected computers, and ensure that the cyber-criminal had no further access to Clarity or its computer system. Clarity was fully operational at all times and did not lose any files, records, or other information. There has not been, and continues to be, no impact on Clarity's operations or its ability to serve its customers.

Nevertheless, our information systems support company informed us that we cannot rule out that the cyber-criminal may have obtained access to copies of information we hold about you, such as through your role as a current or former employee or dependent of a current or former employee. This information may have included the following about you: (a) bank account information, such as for direct deposit; (b) Social Security number; (c) name, address, and contact information; (d) benefit information (such as name of health plan or insurance carrier); and (e) personnel file information (such as salary and bonus information).

Please note that we have no evidence that the cyber-criminal in fact accessed your information, acquired any copies of it, or has misused it in any way. In fact, our information systems support company's continuing investigation indicates that the cyber-criminal may have acted through an "automated procedure" and had no special interest in Clarity (this cyber-criminal is known to attack financial firms, such as banks).

## 1. Protecting Your Information

We are providing written notice to all individuals that we have identified as having information potentially affected by this incident. Included with this notice is a "Reference Guide" which provides useful information regarding how to protect your identity, including obtaining copies of your credit report and implementing credit freezes. We encourage you to review the Reference Guide closely.

We are also making available 24-months of credit monitoring at no cost to you. To learn more about the credit monitoring and to enroll, please go to <a href="https://app.idx.us/account-creation/protect">https://app.idx.us/account-creation/protect</a> or call 1-800-



939-4170 and use the Enrollment Code \_\_\_\_\_\_. IDX representatives are available Monday through Friday from 9 am – 9 pm Eastern Time . Please note the deadline to enroll is December 1, 2023.

## 2. Our Response

Clarity is notifying relevant state and federal authorities of this cyber-attack. While no business is 100% secure in this day and age, we are working with our information systems support company to evaluate ways in which we can reduce the likelihood of a future cyber-attack.

## 3. For More Information

Clarity takes its obligation to protect the privacy and confidentiality of our workforce's personal information very seriously. We sincerely regret that this occurred. If you have any questions, you may contact us by phone at 888-616-3545 or by email at <a href="mailto:elawrence@claritywatertech.com">elawrence@claritywatertech.com</a>.

Sincerely,

Pete Stempkowski & Tom Hageman Co-Managing Partners Clarity Water Technologies, LLC



## **Reference Guide**

**<u>Review Your Account Statements.</u>** We encourage you to remain vigilant by reviewing your account statements. If you believe there is an unauthorized charge on your card, please contact your financial institution or card issuer immediately. The payment card brands' policies provide that cardholders have zero liability for unauthorized charges that are reported in a timely manner. Please contact your card brand or issuing bank for more information about the policy that applies to you.

Order A Free Credit Report. You are entitled under U.S. law to one free credit report annually from each of the three nationwide consumer reporting agencies. To order your free credit report, visit <u>www.annualcreditreport.com</u>, call toll-free at 1-877-322-8228, or complete the Annual Credit Report Request Form on the U.S. Federal Trade Commission's ("FTC's") website at <u>www.consumer.ftc.gov</u> and mail it to Annual Credit Report Request Service, P.O. Box 105281, Atlanta, GA 30348-5281. The three nationwide consumer reporting agencies provide free annual credit reports only through the website, toll-free number or request form.

When you receive your credit report, review it carefully. Look for accounts you did not open. Look in the "inquiries" section for names of creditors from whom you have not requested credit. Some companies bill under names other than their store or commercial names. The consumer reporting agency will be able to tell you when that is the case. Look in the "personal information" section for any inaccuracies in your information (such as home address and Social Security number). If you see anything you do not understand, call the consumer reporting agency at the telephone number on the report. Errors in this information may be a warning sign of possible identity theft. You should notify the consumer reporting agencies of any inaccuracies in your report, whether due to error or fraud, as soon as possible so the information can be investigated and, if found to be in error, corrected. If there are accounts or charges you did not authorize, immediately notify the appropriate consumer reporting agency by telephone and in writing. Consumer reporting agency staff will review your report with you. If the information cannot be explained, then you will need to call the creditors involved. Information that cannot be explained also should be reported to your local police or sheriff's office because it may signal criminal activity.

**Report Incidents.** If you detect any unauthorized transactions in a financial account, promptly notify your payment card company or financial institution. If you detect any incident of identity theft or fraud, promptly report the incident to law enforcement, the FTC and your state Attorney General. If you believe your identity has been stolen, the FTC recommends that you take these steps:

- Close the accounts that you have confirmed or believe have been tampered with or opened fraudulently. For streamlined checklists and sample letters to help guide you through the recovery process, please visit <a href="https://www.identitytheft.gov/">https://www.identitytheft.gov/</a>.
- File a local police report. Obtain a copy of the police report and submit it to your creditors and any others that may require proof of the identity theft crime.



You can contact the FTC to learn more about how to protect yourself from becoming a victim of identity theft and how to repair identity theft:

Federal Trade Commission Consumer Response Center 600 Pennsylvania Avenue, NW Washington, DC 20580

1-877-ID-THEFT (438-4338) www.ftc.gov/idtheft/

**Consider Placing a Fraud Alert on Your Credit File.** To protect yourself from possible identity theft, consider placing a fraud alert on your credit file. A fraud alert helps protect you against the possibility of an identity thief opening new credit accounts in your name. When a merchant checks the credit history of someone applying for credit, the merchant gets a notice that the applicant may be the victim of identity theft. The alert notifies the merchant to take steps to verify the identity of the applicant. You can place a fraud alert on your credit report by calling any one of the toll-free numbers provided below. You will reach an automated telephone system that allows you to flag your file with a fraud alert at all three consumer reporting agencies. For more information on fraud alerts, you also may contact the FTC as described above.

Equifax	Equifax Information Services LLC	1-800-525-6285	www.equifax.com
	P.O. Box 740241		
Experian	Experian Inc.	1-888-397-3742	www.experian.com
	P.O. Box 2002		
	Allen, TX 75013		
TransUnion	TransUnion LLC	1-800-680-7289	www.transunion.com
	P.O. Box 2000		
	Chester, PA 19016		

**Consider Placing a Security Freeze on Your Credit File.** You may wish to place a "security freeze" (also known as a "credit freeze") on your credit file. A security freeze is designed to prevent potential creditors from accessing your credit file at the consumer reporting agencies without your consent. Unlike a fraud alert, you must place a security freeze on your credit file at each consumer reporting agency individually. There is no fee for requesting, temporarily lifting, or permanently removing a security freeze with any of the consumer reporting agencies. For more information on security freezes, you may contact the three nationwide consumer reporting agencies, or the FTC as described above. As the instructions for establishing a security freeze differ from state to state, please contact the three nationwide consumer reporting agencies to find out more information.



Equifax	Equifax Security Freeze	1-800-349-9960	www.equifax.com/perso
	P.O. Box 105788		nal/credit-report-
	Atlanta, GA 30348		services/
Experian	Experian Security Freeze	1-888-397-3742	www.experian.com/free
	P.O. Box 9554		ze/center.html
	Allen, TX 75013		
TransUnion	TransUnion LLC	1-888-909-8872	www.transunion.com/cr
	P.O. Box 2000		edit-freeze
	Chester, PA 19016		

The consumer reporting agencies may require proper identification prior to honoring your request. For example, you may be asked to provide:

- Your full name with middle initial and generation (such as Jr., Sr., II, III)
- Your Social Security number
- Your date of birth
- Addresses where you have lived over the past five years
- A legible copy of a government-issued identification card (such as a state driver's license or military ID card)
- Proof of your current residential address (such as a current utility bill or account statement)
- Social Security Card, pay stub, or W2
- 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.

<u>Additional Information for Massachusetts Residents.</u> 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.

Massachusetts law also allows consumers to place a security freeze on their credit reports. A security freeze prohibits a credit reporting agency from releasing any information from a consumer's credit report without written authorization. However, please be aware that placing a security freeze on your credit report may delay, interfere with, or prevent the timely approval of any requests you make for new loans, credit mortgages, employment, housing or other services. There is no longer a fee for placing, lifting, and/or removing a security freeze.

To place a security freeze on your credit report, you must send a written request to each of the three major consumer reporting agencies: Equifax (www.equifax.com); Experian (www.experian.com); and TransUnion (www.transunion.com) by regular, certified or overnight mail at the addresses below:



Equifax Security Freeze P.O. Box 105788 Atlanta, GA 30348 Experian Security Freeze P.O. Box 9554 Allen, TX 75013 Trans Union Security Freeze Fraud Victim Assistance Department P.O. Box 2000 Chester, PA 19022-2000

In order to request a security freeze, you will need to provide the following information:

- 1. Your full name (including middle initial as well as Jr., Sr., II, III, etc.);
- 2. Social Security Number;
- 3. Date of birth;
- 4. If you have moved in the past five (5) years, provide the addresses where you have lived over the prior five years;
- 5. Proof of current address such as a current utility bill or telephone bill;
- 6. A legible photocopy of a government issued identification card (state driver's license or ID card, military identification, etc.)

The credit reporting agencies have three (3) business days after receiving your request to place a security freeze on your credit report. The credit bureaus must also send written confirmation to you within five (5) business days and provide you with a unique personal identification number (PIN) or password, or both that can be used by you to authorize the removal or lifting of the security freeze.

To lift the security freeze in order to allow a specific entity or individual access to your credit report, you must call or send a written request to the credit reporting agencies by mail and include proper identification (name, address, and social security number) and the PIN number or password provided to you when you placed the security freeze as well as the identities of those entities or individuals you would like to receive your credit report or the specific period of time you want the credit report available. The credit reporting agencies have three (3) business days after receiving your request to lift the security freeze for those identified entities or for the specified period of time.

To remove the security freeze, you must send a written request to each of the three credit bureaus by mail and include proper identification (name, address, and social security number) and the PIN number or password provided to you when you placed the security freeze. The credit bureaus have three (3) business days after receiving your request to remove the security freeze.