Logo/Allegheny County <<Return Address>> <<City>>, <<State>> <<Zip>>

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<<First Name>> <<Last Name>> <<Address1>> <<Address2>> <<City>>, <<State>> <<Zip>>>
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<<Date>>

Notice of Data Breach

Dear <<First Name>> <<Last Name>>,

Allegheny County is encouraging individuals to take precautionary action to protect their personal information in the wake of a global cybersecurity incident impacting a popular file transfer tool called MOVEit. Like hundreds of businesses from various industries – including insurance, finance, government, and health care, Allegheny County was affected by the incident. Please read this letter carefully as it contains information regarding the incident and steps that you can take to help protect your personal information.

What Information Was Involved?

While the impacted information varies based on the individual at issue and their relationship with Allegheny County, we reviewed our records and determined the following information of yours may have been involved: Name and <<Variable Data>>.

What Are We Doing?

As soon as the County became aware of the incident, the County took steps to secure its information and implemented additional security measures. The County also engaged external cybersecurity experts to investigate the nature and scope of the incident, and conducted an extensive investigation to determine what information was involved. Law enforcement was also notified.

The County is now partnering with IDX to offer 24 months of complimentary identity protection services to affected individuals whose Social Security numbers were involved in this incident. A description of the benefits and enrollment instructions for the complimentary identity protection services is provided below.

What Can You Do?

The County encourages you to consider the following recommendations to protect your personal information:

- 1. <u>Register for Identity Protection Services.</u> We have arranged for IDX to provide indivduals whose SSNs were involved in this incident with two years of complimentary identity protection services. These services provide access to the following:
 - Single Bureau Credit Monitoring (for adults only). Monitoring of credit bureau for changes to your credit file such as new credit inquires, new accounts opened, delinquent payments, improvements in your credit report, bankruptcies, court judgments and tax liens, new addresses, new employers, and other activities.
 - o **CyberScan**. Dark web monitoring of underground websites, chat rooms, and malware to identify trading or selling of personal information.
 - o **Identity Theft Insurance**. Identity theft insurance will reimburse you for expenses associated with restoring your identity should you become a victim of identity theft. If your identity is compromised, the policy provides coverage for up to \$1,000,000, with no deductible, from an A.M. Best "A-rated" carrier. Coverage is subject to the terms, limits, and/or exclusions of the policy.
 - Managed Identity Recovery Service. This service provides restoration for identity theft issues such as: account creation, criminal identity theft, medical identity theft, account takeover, rental application, tax fraud, benefits fraud, and utility creation.

We encourage you to contact IDX with any questions and to enroll in the complimentary identity protection services by calling (888) 990-1333. IDX representatives are available Monday through Friday from 9 AM to 9 PM Eastern Time.

In order to receive the complimentary identity protection services described above, individuals must enroll by [Enrollment Deadline].

- 2. <u>Review Your Accounts for Suspicious Activity.</u> We encourage you to remain vigilant by regularly reviewing your accounts and monitoring credit reports for suspicious activity.
- 3. Order a Credit Report. If you are a U.S. resident, 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 www.annualcreditreport.com or call toll-free at 1-877-322-8228. If you discover information on your credit report arising from a fraudulent transaction, you should request that the credit reporting agency delete that information from your credit report file. Contact information for the nationwide credit reporting agencies is provided in the next section.
- 4. Contact the Federal Trade Commission, Law Enforcement and Credit Bureaus. You may contact the Federal Trade Commission ("FTC"), your state's Attorney General's office, or law enforcement, to report incidents of identity theft or to learn about steps you can take to protect yourself from identity theft. To learn more, you can go to the FTC's websites at www.identitytheft.gov and www.ftc.gov/idtheft; call the FTC at (877) IDTHEFT (438-4338); or write to: FTC Consumer Response Center, 600 Pennsylvania Avenue, NW, Washington, DC 20580.

You may contact the nationwide credit reporting agencies at:

a) Equifax: (800) 525-6285; P.O. Box 740241, Atlanta, Georgia, 30374; or www.equifax.com.

- b) **Experian:** (888) 397-3742; P.O. Box 9701, Allen, TX 75013; or www.experian.com.
- c) **TransUnion:** (800) 916-8800; Fraud Victim Assistance Division, P.O. Box 2000, Chester, PA 19022; or www.transunion.com.
- 5. Additional Rights Under the FCRA. You have rights pursuant to the Fair Credit Reporting Act, such as the right to be told if information in your credit file has been used against you, the right to know what is in your credit file, the right to ask for your credit score, and the right to dispute incomplete or inaccurate information. Further, pursuant to the Fair Credit Reporting Act, the consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information; consumer reporting agencies may not report outdated negative information; access to your file is limited; you must give your consent for credit reports to be provided to employers; you may limit "prescreened" offers of credit and insurance you get based on information in your credit report; and you may seek damages from violators. You may have additional rights under the Fair Credit Reporting Act not summarized here.

Identity theft victims and active-duty military personnel have specific additional rights pursuant to the Fair Credit Reporting Act. We encourage you to review your rights pursuant to the Fair Credit Reporting Act by: (i) visiting https://files.consumerfinance.gov/f/documents/bcfp_consumerrights-summary_2018-09.pdf; or (ii) by writing to Consumer Financial Protection Bureau, 1700 G Street, N.W., Washington, DC 20552.

6. Request Fraud Alerts and Security Freezes. You may obtain additional information from the FTC and the credit reporting agencies about fraud alerts and security freezes. You can add a fraud alert to your credit report file to help protect your credit information. A fraud alert can make it more difficult for someone to get credit in your name because it tells creditors to follow certain procedures to protect you, but it also may delay your ability to obtain credit. You may place a fraud alert in your file by calling just one of the three nationwide credit reporting agencies listed above. As soon as that agency processes your fraud alert, it will notify the other two agencies, which then must also place fraud alerts in your file.

In addition, you can contact the nationwide credit reporting agencies at the following numbers to place a security freeze at no cost to you:

a) Equifax: (800) 349-9960b) Experian: (888) 397-3742c) TransUnion: (888) 909-8872

Placing a security freeze prohibits the agency from releasing any information about your credit report without your written authorization. Security freezes must be placed separately at each of the three nationwide credit reporting agencies. When requesting a security freeze, you may need to provide the following information:

- Your full name, with middle initial as well as Jr., Sr., II, etc.
- Social Security number
- Date of birth
- Current address and all addresses for the past two years
- Proof of current address, such as a current utility bill or telephone bill
- Legible copy of a government-issued identification card, such as a state driver's license, state identification card, or military identification.

After receiving your request, each agency will send you a confirmation letter containing a unique PIN or password that you will need to lift or remove the freeze. You should keep the PIN or password in a safe place.

7. <u>For Massachusetts Residents</u>. You have the right to obtain a police report and request a security freeze (without any charge) as described above.

Other Important Information

The County has established a dedicated call center for individuals to call if they have any questions or concerns relating to the incident. The phone number is (888) 990-1333 and representatives are available Monday through Friday, 9 AM to 9 PM Eastern Time.

Sincerely,

Allegheny County

Logo/Allegheny County

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