

[Date]

30149

[Name]

[Address]

[City, State, ZIP]

Re: Important information regarding your account

Dear [First],

We are writing to inform you, on behalf of Raytheon, of a data security incident that involves your personal information. Conduent HR Services, LLC (“Conduent”) provides employee benefit support services to Raytheon and operates the Raytheon Employee Service Center Online.

What Happened:

On May 19, 2023, Conduent was alerted to suspicious and potentially fraudulent activity related to your online benefit account. An investigation was promptly initiated, and we determined an unknown person was able to gain access to your benefit account by using your personal information to register within the system. Once authenticated or verified, the unauthorized person entered the system and changed your banking and/or personal information. We were not able to determine how your personal information was obtained by the unauthorized individual.

This change automatically prompted an alert to the account holder with instructions to contact the Employee Service Center if the changes were not made by the account holder. This safeguard prevented and stopped any payments or funds from being released.

What Information Was Used:

Your name, address, date of birth, social security number and other personally identifiable information were used to gain access to your account. Unfortunately, we are not able to determine how this personal information was obtained.

What Are We Doing:

Upon discovery, all account log ins were promptly reset and locked down. We also contacted all impacted individuals by phone to verify if the changes made in the system were valid. If not valid we changed the information to reflect the information prior to the change. To prevent this from happening again, the account holder will need to contact the Raytheon Employee Service Center to access their account.

We are offering you **complimentary 24-month** access to Equifax credit monitoring services. To activate your membership and to start monitoring your personal information, please see the attached. This product helps detect possible misuse of your personal information and provides you with identity protection services focused on immediate identification and resolution of identity theft.

What Can You Do:

We recommend you monitor your accounts and remain vigilant by checking your credit reports periodically. If you detect any suspicious activity, promptly report to your financial service providers.

You have the right to file a report with your local law enforcement agency if you ever suspect you are the victim of identity theft or fraud. You can also file a complaint with the Federal Trade Commission (FTC) at www.identitytheft.gov or at (877) 438-4338.

Consumer Reporting Agencies. You may order a credit report to review your accounts and credit history for any signs of unauthorized transactions or activity. You are entitled to one free credit report annually from each of the three major credit bureaus. To order free copies of your credit report visit www.annualcreditreport.com or call (877) 322-8228. You may also choose to place a fraud alert, credit freeze, or take other actions on your credit file by contacting one of companies listed below:

Equifax	Experian	TransUnion
Consumer Fraud Division P.O. Box 740256 Atlanta, GA 30374 800-685-1111	Credit Fraud Center P.O. Box 9554 Allen, TX 75013 888-397-3742	TransUnion LLC P.O. Box 2000 Chester, PA 19022-2000 888-909-8872
www.equifax.com/personal/credit-report-services	www.experian.com/help	www.transunion.com/customer-support

For More Information:

If you have any questions, please feel free to call the Raytheon Employee Service Center at 1-800-243-8135.

Sincerely,

Enter Name

Enter Title

ADDITIONAL RESOURCES

You may further educate yourself regarding identity theft, fraud alerts, credit freezes, and the steps you can take to protect your personal information by contacting the consumer reporting bureaus, the Federal Trade Commission, or your state Attorney General. The Federal Trade Commission may be reached at: 600 Pennsylvania Avenue NW, Washington, DC 20580; www.identitytheft.gov; 1-877-ID-THEFT (1-877-438-4338); and TTY: 1-866-653-4261. The Federal Trade Commission also encourages those who discover that their information has been misused to file a complaint with them. You can obtain further information on how to file such a complaint by way of the contact information listed above. You have the right to file a police report if you ever experience identity theft or fraud. Please note that in order to file a report with law enforcement for identity theft, you will likely need to provide some proof that you have been a victim. Instances of known or suspected identity theft should also be reported to law enforcement and your state Attorney General. This notice has not been delayed by law enforcement.

Your state Attorney General may also have advice on preventing identity theft, and you should report instances of known or suspected identity theft to law enforcement, your State Attorney General, or the Federal Trade Commission (FTC). **California Residents:** Visit the California Office of Privacy Protection (www.oag.ca.gov/privacy) for additional information on protection against identity theft.



Enter your Activation Code:
Enrollment Deadline:

Equifax Complete™ Premier

*Note: You must be over age 18 with a credit file to take advantage of the product

Key Features

- Annual access to your 3-bureau credit report and VantageScore¹ credit scores
- Daily access to your Equifax credit report and 1-bureau VantageScore credit score
- 3-bureau credit monitoring² with email notifications of key changes to your credit reports
- WebScan notifications³ when your personal information, such as Social Security Number, credit/debit card or bank account numbers are found on fraudulent Internet trading sites
- Automatic fraud alerts⁴, which encourages potential lenders to take extra steps to verify your identity before extending credit, plus blocked inquiry alerts and Equifax credit report lock⁵
- Identity Restoration to help restore your identity should you become a victim of identity theft, and a dedicated Identity Restoration Specialist to work on your behalf
- Up to \$1,000,000 of identity theft insurance coverage for certain out of pocket expenses resulting from identity theft⁶.
- Lost Wallet Assistance if your wallet is lost or stolen, and one-stop assistance in canceling and reissuing credit, debit and personal identification cards.

Enrollment Instructions

Go to www.equifax.com/activate

Enter your unique Activation Code listed above and then click “Submit” and follow these 4 steps:

1. **Register:**

Complete the form with your contact information and click “Continue”.

If you already have a myEquifax account, click the ‘Sign in here’ link under the “Let’s get started” header.

Once you have successfully signed in, you will skip to the Checkout Page in Step 4

2. **Create Account:**

Enter your email address, create a password, and accept the terms of use.

3. **Verify Identity:**

To enroll in your product, we will ask you to complete our identity verification process.

4. **Checkout:**

Upon successful verification of your identity, you will see the Checkout Page.

Click ‘Sign Me Up’ to finish enrolling.

You’re done!

The confirmation page shows your completed enrollment.

Click “View My Product” to access the product features.

¹The credit scores provided are based on the VantageScore® 3.0 model. For three-bureau VantageScore credit scores, data from Equifax®, Experian®, and TransUnion® are used respectively. Any one-bureau VantageScore uses Equifax data. Third parties use many different types of credit scores and are likely to use a different type of credit score to assess your creditworthiness. ²Credit monitoring from Experian and TransUnion will take several days to begin. ³WebScan searches for your Social Security Number, up to 5 passport numbers, up to 6 bank account numbers, up to 6 credit/debit card numbers, up to 6 email addresses, and up to 10 medical ID numbers. WebScan searches thousands of Internet sites where consumers’ personal information is suspected of being bought and sold, and regularly adds new sites to the list of those it searches. However, the Internet addresses of these suspected Internet trading sites are not published and frequently change, so there is no guarantee that we are able to locate and search every possible Internet site where consumers’ personal information is at risk of being traded. ⁴The Automatic Fraud Alert feature is made available to consumers by Equifax Information Services LLC and fulfilled on its behalf by Equifax Consumer Services LLC. ⁵Locking your Equifax credit report will prevent access to it by certain third parties. Locking your Equifax credit report will not prevent access to your credit report at any other credit reporting agency. Entities that may still have access to your Equifax credit report include: companies like Equifax Global Consumer Solutions, which provide you with access to your credit report or credit score, or monitor your credit report as part of a subscription or similar service; companies that provide you with a copy of your credit report or credit score, upon your request; federal, state and local government agencies and courts in certain circumstances; companies using the information in connection with the underwriting of insurance, or for employment, tenant or background screening purposes; companies that have a current account or relationship with you, and collection agencies acting on behalf of those whom you owe; companies that authenticate a consumer’s identity for purposes other than granting credit, or for investigating actual or potential fraud; and companies that wish to make pre-approved offers of credit or insurance to you. To opt out of such pre-approved offers, visit www.optoutprescreen.co ⁶The Identity Theft Insurance benefit is underwritten and administered by American Bankers Insurance Company of Florida, an Assurant company, under group or blanket policies issued to Equifax, Inc., or its respective affiliates for the benefit of its Members. Please refer to the actual policies for terms, conditions, and exclusions of coverage. Coverage may not be available in all jurisdictions.