



Return Mail Processing
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Claysburg, PA 16625-0589

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SAMPLE A SAMPLE - L01
APT ABC
123 ANY STREET
ANYTOWN, ST 12345-6789



August 9, 2022

Subject: NOTICE OF DATA BREACH

Dear Sample A. Sample,

The County of Sacramento recently discovered an incident that may affect the security of your personal information. We want to provide you with information about the incident, steps we are taking in response, and steps you may take to guard against identify theft and fraud, should you feel it is appropriate to do so.

What Happened?

A recent information disclosure occurred on July 15, 2022, at the Sacramento County Department of Personnel Services, Employee Benefits Office (EBO). An email was sent from the Benefits Office to a limited group of trusted County of Sacramento employees who were not authorized to receive the information in the context it was delivered.

What Information Was Involved?

Please note, that the personal information was limited to your first and last name, address, and social security number.

What We Are Doing:

We regret that this incident occurred and want to assure you that we are reviewing and revising our procedures and practices to minimize the risk of recurrence. The email has been deleted from the accounts of all County employees who received the email. To help prevent something like this from happening in the future, corrective actions are being implemented, including reviewing policies and procedures, technical controls, and additional Security Awareness training to minimize the risk of recurrence.



What Can You Do?

To help protect your identity, we are offering a complimentary 12-month membership of Experian's® IdentityWorksSM. This product provides you with superior identity detection and resolution of identity theft. To activate your membership and start monitoring your personal information please follow the steps below:

- Ensure that you **enroll by: November 30, 2022** (Your code will not work after this date.)
- **Visit** the Experian IdentityWorks website to enroll:
<https://www.experianidworks.com/credit>
- Provide your **activation code: ABCDEFGHI**

If you have questions about the product, need assistance with identity restoration or would like an alternative to enrolling in Experian IdentityWorks online, please contact Experian's customer care team at **(888) 451-6562** by **November 30, 2022**. Be prepared to provide engagement number **B058448** as proof of eligibility for the identity restoration services by Experian.

ADDITIONAL DETAILS REGARDING YOUR 12-MONTH EXPERIAN IDENTITYWORKS MEMBERSHIP:

A credit card is **not** required for enrollment in Experian IdentityWorks.

You can contact Experian **immediately** regarding any fraud issues, and have access to the following features once you enroll in Experian IdentityWorks:

- **Experian credit report at signup:** See what information is associated with your credit file. Daily credit reports are available for online members only.*
- **Credit Monitoring:** Actively monitors Experian file for indicators of fraud.
- **Identity Restoration:** Identity Restoration specialists are immediately available to help you address credit and non-credit related fraud.
- **Experian IdentityWorks ExtendCARE™:** You receive the same high-level of Identity Restoration support even after your Experian IdentityWorks membership has expired.
- **Up to \$1 Million Identity Theft Insurance**:** Provides coverage for certain costs and unauthorized electronic fund transfers.

* Offline members will be eligible to call for additional reports quarterly after enrolling.

** The Identity Theft Insurance is underwritten and administered by American Bankers Insurance Company of Florida, an Assurant company. Please refer to the actual policies for terms, conditions, and exclusions of coverage. Coverage may not be available in all jurisdictions.

If you believe there was fraudulent use of your information and would like to discuss how you may be able to resolve those issues, please reach out to an Experian agent at (888) 451-6562. If, after discussing your situation with an agent, it is determined that Identity Restoration support is needed, then an Experian Identity Restoration agent is available to work with you to investigate and resolve each incident of fraud that occurred (including, as appropriate, helping you with contacting credit grantors to dispute charges and close accounts; assisting you in placing a freeze on your credit file with the three major credit bureaus; and assisting you with contacting government agencies to help restore your identity to its proper condition).

Please note that this Identity Restoration support is available to you for 12 months from the date of this letter and does not require any action on your part at this time. The Terms and Conditions for this offer are located at www.ExperianIDWorks.com/restoration. You will also find self-help tips and information about identity protection at this site.

Contacting Other Credit Reporting Agencies:

While the County is providing credit monitoring services through Experian, you may want to work with the other credit reporting agencies to monitor your accounts or to place a freeze on your credit. The contact information for all three Credit Reporting Agencies is as follows:

Experian
888-397-3742
www.Experian.com
P.O. Box 9554
Allen, TX 75013

Equifax
1-800-685-1111
www.equifax.com
P.O. Box 105788
Atlanta, GA 30378-5778

TransUnion
1-800-909-8872
www.transunion.com
Consumer Solutions
P.O. Box 2000
Chester, PA 19022-2000

For More Information:

For information about your privacy rights, you may visit the website of the California Department of Justice, Privacy Enforcement and Protection at <https://www.oag.ca.gov/privacy>.

We sincerely apologize for this incident and regret any inconvenience it may cause you. If you have further questions or concerns, or would like an alternative to enrolling online, please call (888) 451-6562 toll-free Monday through Friday from 8 am – 10 pm Central, or Saturday and Sunday from 10 am – 7 pm Central (excluding major U.S. holidays). Be prepared to provide your engagement number **B058448**. Should you need any further information about this incident, please contact Employee Benefits at (916) 874-2020 (please press 4 on the menu options) or email at MyEBO@saccounty.gov.

Sincerely,

James Robbins

James Robbins
Division Chief - Department of Personnel Services



