

EXHIBIT A

IMS c/o
Ohlone Community College District
P.O. Box 3923
Syracuse, NY 13220



February 4, 2022

Notice of Data Breach

Dear

We are writing to inform you of a recent security incident that may affect the privacy of certain information you've provided to us. We take this incident very seriously and are providing you information about the incident, our response, and steps you can take to protect yourself against possible identity theft or fraud.

What Happened? On or about Jan. 20, 2022, we experienced a network disruption that impacted our ability to access certain files on our network. We immediately began an investigation, which included working with third-party specialists. On Jan. 26, 2022, we determined that certain information on our network was accessed by an outside party during the incident. Therefore, in an abundance of caution, we are notifying potentially impacted individuals.

What Information Was Involved? The type of information stored on our network may have included your name and the following data elements: [data elements].

What Are We Doing? In response to this incident, we conducted an investigation and notified law enforcement. Additionally, although we have no evidence of misuse of information, we are providing potentially impacted individuals access to 12 months of credit monitoring and identity protection services.

What Can You Do? We encourage you to enroll in the credit monitoring and identity protection services we are making available to you. Information about how to enroll in these services along with additional resources available to you are included in the enclosed "*Steps You Can Take to Help Protect Your Information.*"

For More Information: We understand you may have questions about this incident. You may contact our dedicated assistance line at 1-844-667-6246, Monday through Friday from 8 a.m. - 8 p.m. PT (excluding major U.S. holidays), or write to us at 43600 Mission Blvd, Fremont, CA 94539.

We sincerely regret any concern this incident may cause you. We consider the privacy and security of information very important to us, and we will continue to take steps to protect information in our care and enhance our security efforts.

Sincerely,

A handwritten signature in black ink, appearing to read "Eric Bishop".

Eric Bishop, Ed.D.
Superintendent/President
Ohlone Community College District

STEPS YOU CAN TAKE TO HELP PROTECT YOUR INFORMATION

Enroll in Credit Monitoring / Identity Protection

We are providing you with access to **Credit Monitoring** services at no charge. These services provide you with alerts for 12 months from the date of enrollment when changes occur to your credit file. This notification is sent to you the same day that the change or update takes place with the bureau. In addition, we are providing you with proactive fraud assistance to help with any questions that you might have or in the event that you become a victim of fraud. These services will be provided by Cyberscout through Identity Force, a company specializing in fraud assistance and remediation services.

To enroll in Credit Monitoring services at no charge, please log on to **<https://secure.identityforce.com/benefit/OCC>** and follow the instructions provided. When prompted please provide the following unique code to receive services: [activation code]. For you to receive the monitoring services described above, **you must enroll within 90 days from the date of this letter.**

The enrollment requires an internet connection and an email account, and services may not be available to minors under the age of 18 years of age. When signing up for monitoring services, you may be asked to verify personal information for our own protection to confirm your identity.

Representatives are available for 90 days from the date of this letter to assist you with questions regarding this incident. Please call the help line 1-844-667-6246 between the hours of 8 a.m.- 8 p.m. PT, Monday through Friday, and supply the representative with your unique code listed above.

Monitor Your Accounts

We encourage you to remain vigilant against incidents of identity theft and fraud by reviewing your account statements and your explanation of benefits forms for suspicious activity and to detect errors. We encourage you to remain vigilant against incidents of identity theft and fraud by reviewing your credit reports/account statements for suspicious activity and to detect errors. Under U.S. law, you are entitled to one free credit report annually from each of the three major credit reporting bureaus, TransUnion, Experian, and Equifax. To order your free credit report, visit www.annualcreditreport.com or call 1-877-322-8228. Once you receive your credit report, review it for discrepancies and identify any accounts you did not open or inquiries from creditors that you did not authorize. If you have questions or notice incorrect information, contact the credit reporting bureau.

You have the right to place an initial or extended “fraud alert” on a credit file at no cost. An initial fraud alert is a one-year alert that is placed on a consumer’s credit file. Upon seeing a fraud alert, a business is required to take steps to verify the consumer’s identity before extending new credit. If you are a victim of identity theft, you are entitled to an extended fraud alert lasting seven years. Should you wish to place a fraud alert, please contact any of the three credit reporting bureaus listed below.

As an alternative to a fraud alert, you have the right to place a “credit freeze” on a credit report, which will prohibit a credit bureau from releasing information in the credit report without your express authorization. The credit freeze is designed to prevent credit, loans, and services from being approved in your name without your consent. However, you should be aware that using a credit freeze may delay, interfere with, or prohibit the timely approval of any subsequent request or application you make regarding a new loan, credit, mortgage, or any other account involving the extension of credit. Pursuant to federal law, you cannot be charged to place or lift a credit freeze on your credit report. To request a credit freeze, you will need to provide the following information:

1. Full name (including middle initial as well as Jr., Sr., III, etc.);
2. Social Security number;

3. Date of birth;
4. Address for the prior two to five years;
5. Proof of current address, such as a current utility or telephone bill;
6. A legible photocopy of a government-issued identification card (e.g., state driver's license or identification card); and
7. A copy of either the police report, investigative report, or complaint to a law enforcement agency concerning identity theft, if you are a victim of identity theft.

Should you wish to place a fraud alert or credit freeze, please contact the three major credit reporting bureaus listed below:

TransUnion 1-800-680-7289 www.transunion.com TransUnion Fraud Alert P.O. Box 2000 Chester, PA 19016-2000 TransUnion Credit Freeze P.O. Box 160 Woodlyn, PA 19094	Experian 1-888-397-3742 www.experian.com Experian Fraud Alert P.O. Box 9554 Allen, TX 75013 Experian Credit Freeze P.O. Box 9554 Allen, TX 75013	Equifax 1-888-298-0045 www.equifax.com Equifax Fraud Alert P.O. Box 105069 Atlanta, GA 30348-5069 Equifax Credit Freeze P.O. Box 105788 Atlanta, GA 30348-5788
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Additional Information

You can further educate yourself regarding identity theft, fraud alerts, credit freezes and the steps you can take to protect your personal information by contacting the credit reporting bureaus, the Federal Trade Commission (FTC), or your state Attorney General. The FTC also encourages those who discover that their information has been misused to file a complaint with them. The FTC may be reached at 600 Pennsylvania Ave. NW, Washington, D.C. 20580; www.identitytheft.gov; 1-877-ID-THEFT (1-877-438-4338); and TTY: 1-866-653-4261. 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, your state Attorney General, and the FTC. This notice has not been delayed by law enforcement.

For Maryland residents, the Maryland Attorney General may be contacted at 200 St. Paul Place, 16th Floor, Baltimore, MD 21202; 1-410-528-8662 or 1-888-743-0023; and www.oag.state.md.us. Ohlone Community College District may be contacted at 43600 Mission Blvd, Fremont, CA 94539.

For New Mexico residents, 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: (i) the consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information; (ii) the consumer reporting agencies may not report outdated negative information; (iii) access to your file is limited; (iv) you must give consent for credit reports to be provided to employers; (v) you may limit “prescreened” offers of credit and insurance you get based on information in your credit report; (vi) 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 visiting https://files.consumerfinance.gov/f/201504_cfpb_summary_your-rights-under-fcra.pdf, or by writing Consumer Response Center, Room 130-A, FTC, 600 Pennsylvania Ave. N.W., Washington, D.C. 20580.

For New York residents, the New York Attorney General may be contacted at Office of the Attorney General, The Capitol, Albany, NY 12224-0341; 1-800-771-7755; or <https://ag.ny.gov>.

For North Carolina residents, the North Carolina Attorney General may be contacted at 9001 Mail Service Center, Raleigh, NC 27699-9001; 1-877-566-7226 or 1-919-716-6000; and www.ncdoj.gov.

For Rhode Island residents, the Rhode Island Attorney General may be contacted at 150 South Main Street, Providence, RI 02903; 1-401-274-4400; and www.riag.ri.gov. Under Rhode Island law, you have the right to obtain any police report filed in regard to this incident. There are 5 Rhode Island residents impacted by this incident.

For Washington, D.C. residents, the District of Columbia Attorney General may be contacted at 441 4th Street NW #1100, Washington, D.C. 20001; 202-727-3400, and <https://oag.dc.gov/consumer-protection>. Ohlone Community College District may be contacted at 43600 Mission Blvd, Fremont, CA 94539.

IMS c/o
Ohlone Community College District
P.O. Box 3923
Syracuse, NY 13220



Parent/Guardian of

February 4, 2022

Notice of Data Breach

Dear Parent/Guardian of :

We are writing to inform you of a recent security incident that may affect the privacy of certain information provided to us about your minor. We take this incident very seriously and are providing you information about the incident, our response, and steps you can take to protect your minor against possible identity theft or fraud.

What Happened? On or about Jan. 20, 2022, we experienced a network disruption that impacted our ability to access certain files on our network. We immediately began an investigation, which included working with third-party specialists. On Jan. 26, 2022, we determined that certain information on our network was accessed by an outside party during the incident. Therefore, in an abundance of caution, we are notifying potentially impacted individuals.

What Information Was Involved? The type of information stored on our network may have included your minor's name and the following data elements: [data elements].

What Are We Doing? In response to this incident, we conducted an investigation and notified law enforcement. Additionally, although we have no evidence of misuse of information, we are providing potentially impacted individuals access to 12 months of cyber monitoring and identity protection services.

What Can You Do? We encourage you to enroll in the identity protection services we are making available to your minor. Information about how to enroll in these services along with additional resources available to your minor are included in the enclosed *"Steps You Can Take to Help Protect Your Minor's Information."*

For More Information: We understand you may have questions about this incident. You may contact our dedicated assistance line at 1-844-667-6246, Monday through Friday from 8 a.m. - 8 p.m. PT (excluding major U.S. holidays), or write to us at 43600 Mission Blvd, Fremont, CA 94539.

We sincerely regret any concern this incident may cause you. We consider the privacy and security of information very important to us, and we will continue to take steps to protect information in our care and enhance our security efforts.

Sincerely,

A handwritten signature in black ink, appearing to read 'Eric Bishop'.

Eric Bishop, Ed.D.
Superintendent/President
Ohlone Community College District

STEPS YOU CAN TAKE TO HELP PROTECT YOUR MINOR'S INFORMATION

Enroll in Cyber Monitoring / Identity Protection

We are providing the parents of impacted minor dependents with access to **Cyber Monitoring** services for your minor child for 12 months at no charge. Cyber Monitoring will look out for your child's personal data on the dark web and alert you if their personally identifiable information is found online. These services will be provided by Cyberscout through Identity Force, a company specializing in fraud assistance and remediation services.

To enroll in Cyber Monitoring services at no charge, please log on to **<https://secure.identityforce.com/benefit/OCC>** and follow the instructions provided. When prompted please provide the following unique code to receive services: **[activation code]**. Once you have enrolled, you can enter the information for the child that you are wanting to be included in the monitoring in the online dashboard. For you to receive the monitoring services described above, **you must enroll within 90 days from the date of this letter.**

The enrollment requires an internet connection and an email account and will require enrollment by parent or guardian first. Please note that when signing up for monitoring services, you may be asked to verify personal information for your own protection to confirm your identity.

Representatives are available for 90 days from the date of this letter to assist you with questions regarding this incident. Please call the help line 1-844-667-6246 between the hours of 8 a.m.- 8 p.m. PT, Monday through Friday, and supply the representative with your unique code listed above.

Monitor Accounts

We encourage you to remain vigilant against incidents of identity theft and fraud by reviewing your minor's account statements and your explanation of benefits forms for suspicious activity and to detect errors. Although minors under the age of 18 typically do not have a credit report, under U.S. law, you are entitled to one free credit report annually from each of the three major credit reporting bureaus, TransUnion, Experian, and Equifax. To order your free credit report, visit www.annualcreditreport.com or call 1-877-322-8228. Once you receive your credit report, review it for discrepancies and identify any accounts you did not open or inquiries from creditors that you did not authorize. If you have questions or notice incorrect information, contact the credit reporting bureau.

You have the right to place a "security freeze" on the file, which will prohibit a credit bureau from releasing information in the credit file without your express authorization. Pursuant to federal law, you cannot be charged to place or lift a security freeze on a credit file. To request a security freeze for your minor, you will need to provide the following information for both you and your minor:

1. Full name (including middle initial as well as Jr., Sr., III, etc.);
2. Social Security number;
3. Date of birth; and
4. Address for the prior two to five years.

Include for your identification:

5. Proof of current address, such as a current utility or telephone bill;
6. A legible photocopy of a government-issued identification card (e.g., state driver's license or identification card); and
7. Proof that you are the parent or legal guardian of the minor.

Include for you minor's identification:

8. A copy of your minor's Social Security card and
9. A copy of your minor's birth certificate.

Should you wish to contact the credit reporting bureaus or place a security freeze, please contact the bureaus listed below:

TransUnion 1-800-680-7289 www.transunion.com TransUnion Security Freeze P.O. Box 160 Woodlyn, PA 19094	Experian 1-888-397-3742 www.experian.com Experian Security Freeze P.O. Box 9554 Allen, TX 75013	Equifax 1-888-298-0045 www.equifax.com Equifax Security Freeze P.O. Box 105788 Atlanta, GA 30348
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Additional Information

You can further educate yourself regarding identity theft, fraud alerts, credit freezes, and the steps you can take to protect your personal information by contacting the credit reporting bureaus, the Federal Trade Commission (FTC), or your state Attorney General. The FTC also encourages those who discover that their information has been misused to file a complaint with them. The FTC may be reached at 600 Pennsylvania Ave. NW, Washington, D.C. 20580; www.identitytheft.gov; 1-877-ID-THEFT (1-877-438-4338); and TTY: 1-866-653-4261.

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, your state Attorney General, and the FTC. This notice has not been delayed by law enforcement.