

**DIVISION OF ADULT INSTITUTIONS  
SALINAS VALLEY STATE PRISON**

P.O. Box 1020  
Soledad, CA 93960  
(831) 678-5500



December 15, 2017

*Dear Employee,*

**Subject: NOTICE OF DATA BREACH****What Happened?**

We are writing to you because of a recent security incident that was discovered on October 31, 2017 at Salinas Valley State Prison. Confidential documents were inappropriately discarded and were discovered in an administration building trash by a staff member.

**What Information Was Involved?**

These documents contained the names and social security numbers of staff employed at Salinas Valley State Prison as of January 15, 2016.

**What We Are Doing:**

We regret that this incident occurred and want to assure you that we have revised our information security practices to minimize the risk of recurrence.

**What You Can Do:**

To protect yourself from the possibility of identity theft, we recommend that you place a fraud alert on your credit files by following the recommended privacy protection steps outlined in the enclosure "Breach Help - Consumer Tips from the California Attorney General".

**Other Important Information:**

Enclosure "Breach Help-Consumer Tips from the California Attorney General".

**For More Information:**

For more information on identity theft, you may visit the website of the California Department of Justice, Privacy Enforcement and Protection at [www.privacy.ca.gov](http://www.privacy.ca.gov)

**Agency Contact:**

Should you need any further information about this incident, please contact Rachele Nunez at 831-678-5500 x5922.

A handwritten signature in blue ink, appearing to be "William L. Muniz".

William L. Muniz, Warden