

June 4, 2015

Via Federal Express

The Honorable Joseph Foster  
Attorney General of New Hampshire  
Office of the Attorney General  
33 Capitol Street  
Concord, NH 03301

Dear Mr. Attorney General:

Pursuant to N.H. Rev. Stat. § 359-C:20, we are writing to notify you of the potential unauthorized access to personal information involving four New Hampshire residents.

In 2014, a BAE Systems extranet site was subjected to a network attack. Due to the nature and scope of the attack, BAE Systems provided the Pentagon's Damage Assessment Management Office's (DAMO) with a data set for analysis. In January, the DAMO alerted us that the data set contained at least two files containing sensitive personal information. BAE Systems further analyzed the data set and discovered several more files containing sensitive personal information, specifically social security numbers.

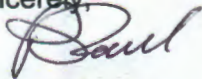
At this time, we do not know if the sensitive information was actually compromised. Nevertheless, in an abundance of caution, the Company will alert all affected employees and will offer one year of complimentary credit monitoring.

This incident affects four employees who reside in New Hampshire. These residents shortly will receive notice of the incident via U.S. mail. A copy of the notice is enclosed with this letter.

Upon discovery of the incident, the Company took steps to investigate the incident and to determine whether a breach occurred. We have reviewed our policies and procedures to help ensure this does not happen again. We have or will shortly provide all notification to all employees affected and as otherwise required by law.

If you have any questions, please contact me at 603-885-1077.

Sincerely,



Robert Paul  
Director, Human Resources

Enclosure



[NAME]  
[ADDRESS]

Re: Important Security and Protection Notification

Dear Mr./Ms. \_\_\_\_\_:

We are writing to inform you of an incident that occurred last year where a BAE Systems extranet site was subjected to a network attack by an unauthorized entity in an attempt to steal BAE Systems' intellectual property and gain access to unclassified defense-related information. Your personal information may have been accessed by the unauthorized entity in the attack.

Due to the nature and scope of the attack, BAE Systems launched an investigation and brought in the Pentagon's Damage Assessment Management Office (DAMO) for assistance. Earlier this year, the DAMO notified us that it found two files containing sensitive personal information in the data set it was analyzing. As a result of the DAMO finding, BAE Systems built a pattern-search tool to further analyze the data set and discovered a few more files containing sensitive personal information. Specifically, the search uncovered a travel form containing your name and social security number.

At this time, we do not know whether your form was actually compromised. Nonetheless, because it was located in the data set, we are notifying you so that you can take the necessary steps to protect yourself from any possibility of identity theft.

In addition to the free fraud alerts and credit reports provided by the credit agencies described in the attachment, BAE Systems is offering complimentary enrollment in Experian's ProtectMyID™ Elite service for one year. This product helps detect possible misuse of your personal information and provides you with superior identity protection support focused on immediate identification and resolution of identity theft. Enrolling in this service is voluntary.

**Activate ProtectMyID Now in Three Easy Steps**

1. ENSURE that you enroll by: [DATE]
2. VISIT the ProtectMyID Web Site to enroll: [www.protectmyid.com/enroll](http://www.protectmyid.com/enroll)
3. PROVIDE your activation code: [activation code]

If you have questions or need an alternative to enrolling online, please call 877-441-6943 and provide engagement #: [ENGAGEMENT NUMBER].

A credit card is not required for enrollment.



Once your ProtectMyID membership is activated, you will receive the following features:

- **Free copy of your Experian credit report**
- **Surveillance Alerts for:**
  - **Daily 3 Bureau Credit Monitoring:** Alerts of key changes & suspicious activity found on your Experian, Equifax®, and TransUnion® credit reports.
  - **Internet Scan:** Alerts if your personal information is located on sites where compromised data is found, traded or sold.
  - **Change of Address:** Alerts of any changes in your mailing address.
- **Identity Theft Resolution & ProtectMyID ExtendCARE:** Toll-free access to US-based customer care and a dedicated Identity Theft Resolution agent who will walk you through the process of fraud resolution from start to finish for seamless service. They will investigate each incident; help with contacting credit grantors to dispute charges and close accounts including credit, debit and medical insurance cards; assist with freezing credit files; contact government agencies.
  - It is recognized that identity theft can happen months and even years after a data breach. To offer added protection, you will receive ExtendCARE™, which provides you with the same high-level of Fraud Resolution support even after your ProtectMyID membership has expired.
- **\$1 Million Identity Theft Insurance<sup>1</sup>:** Immediately covers certain costs including, lost wages, private investigator fees, and unauthorized electronic fund transfers.
- **Lost Wallet Protection:** If you misplace or have your wallet stolen, an agent will help you cancel your credit, debit, and medical insurance cards.

Once your enrollment in ProtectMyID is complete, you should carefully review your credit report for inaccurate or suspicious items. If you have any questions about ProtectMyID, need help understanding something on your credit report or suspect that an item on your credit report may be fraudulent, please contact Experian's customer care team at 877-441-6943.

**What you can do to protect your information:** There are additional actions you can consider taking to reduce the chances of identity theft or fraud on your account(s). Please refer to the attachment to this letter.

The safety and security of our employees is a top priority, and we regret this unfortunate incident has occurred. Please know that we take this matter seriously, and to ensure the integrity of your personal information, we have reviewed our policies and procedures. We apologize for any inconvenience this incident may cause.

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<sup>1</sup> Identity theft insurance is underwritten by insurance company subsidiaries or affiliates of AIG. The description herein is a summary and intended for informational purposes only and does not include all terms, conditions and exclusions of the policies described. Please refer to the actual policies for terms, conditions, and exclusions of coverage. Coverage may not be available in all jurisdictions.

If you have any questions regarding this matter, please contact Robert Paul by phone at 603-885-1077 or by mail at BAE Systems, PO Box 868, NHQ1-271, Nashua, NH 03061.

Sincerely,

Robert Paul  
Director, Human Resources

Attachment



## ADDITIONAL ACTIONS TO HELP REDUCE YOUR CHANCES OF IDENTITY THEFT

### ➤ PLACE A 90-DAY FRAUD ALERT ON YOUR CREDIT FILE

An **initial 90 day security alert** indicates to anyone requesting your credit file that you suspect you are a victim of fraud. When you or someone else attempts to open a credit account in your name, increase the credit limit on an existing account, or obtain a new card on an existing account, the lender should take steps to verify that you have authorized the request. If the creditor cannot verify this, the request should not be satisfied. You may contact one of the credit reporting companies below for assistance.

**Equifax**  
1-800-525-6285  
[www.equifax.com](http://www.equifax.com)

**Experian**  
1-888-397-3742  
[www.experian.com](http://www.experian.com)

**TransUnion**  
1-800-680-7289  
[www.transunion.com](http://www.transunion.com)

### ➤ PLACE A SECURITY FREEZE ON YOUR CREDIT FILE

If you are very concerned about becoming a victim of fraud or identity theft, a security freeze might be right for you. Placing a freeze on your credit report will prevent lenders and others from accessing your credit report entirely, which will prevent them from extending credit. With a Security Freeze in place, you will be required to take special steps when you wish to apply for any type of credit. This process is also completed through each of the credit reporting companies.

### ➤ ORDER YOUR FREE ANNUAL CREDIT REPORTS

Visit [www.annualcreditreport.com](http://www.annualcreditreport.com) or call 877-322-8228.

Once you receive your credit reports, review them for discrepancies. Identify any accounts you did not open or inquiries from creditors that you did not authorize. Verify all information is correct. If you have questions or notice incorrect information, contact the credit reporting company.

### ➤ MANAGE YOUR PERSONAL INFORMATION

Take steps such as: carrying only essential documents with you; being aware of whom you are sharing your personal information with and shredding receipts, statements, and other sensitive information.

### ➤ USE TOOLS FROM CREDIT PROVIDERS

Carefully review your credit reports and bank, credit card and other account statements. Be proactive and create alerts on credit cards and bank accounts to notify you of activity. If you discover unauthorized or suspicious activity on your credit report or by any other means, file an identity theft report with your local police and contact a credit reporting company.

### ➤ OBTAIN MORE INFORMATION ABOUT IDENTITY THEFT AND WAYS TO PROTECT YOURSELF

- Visit <http://www.experian.com/credit-advice/topic-fraud-and-identity-theft.html> for general information regarding protecting your identity.
- The Federal Trade Commission has an identity theft hotline: 877-438-4338; TTY: 1-866-653-4261. They also provide information on-line at [www.ftc.gov/idtheft](http://www.ftc.gov/idtheft).