

August 4, 2014

VIA CERTIFIED MAIL RETURN RECEIPT REQUESTED

Office of the New Hampshire Attorney General
Consumer Protection & Antitrust Bureau
33 Capitol Street
Concord, NH 03301

Re: Legal Notice of Information Security Incident

Dear Sirs or Madams,

I write on behalf of Crothall Services Group ("Crothall") to inform you of a potential security incident involving personal information and benefits information of certain employees in Crothall's operating division, Compass Group Support Services ("Compass") that involved approximately one New Hampshire resident. Crothall is notifying this individual and outlining some steps the individual may take to help protect him or herself.

On July 1, 2014, Crothall sent an email to certain Compass unit managers with an attached spreadsheet containing information about certain Compass employees' benefits. Unfortunately, the spreadsheet inadvertently included some personal information related to those Compass employees, including first name, last name, date of birth, and social security number. This personal information could have been accessed or acquired by other Compass employees. However, we currently have no evidence that any personal information has or will be misused as a result of this incident.

Crothall takes the privacy of personal information seriously. Crothall immediately took action to delete the email from our employees' email boxes, and we directed our employees to delete the email and any copies of the spreadsheet they may have saved. We have also taken steps to help prevent this type of incident from occurring in the future, including encryption of the spreadsheet prior to transmission.

The affected individual is being notified via written letter sent by Compass. The notification will be mailed on or around August 4, 2014. A copy of the form of notice being sent to the impacted New Hampshire resident is attached for your reference.

If you have any questions or need further information regarding this incident, please contact me at 704-328-4051 or deedee.lott@compass-usa.com

Sincerely,



DeeDee Lott
Senior Corporate Counsel, Information Technology

Enclosure



Compass Group, Legal Department
2400 Yorkmont Road, Charlotte, NC 28217

August 1, 2014

Sample A. Sample
123 Anystreet
Anytown, US 12345-6789



Dear Sample A. Sample:

We are writing to inform you of a potential security incident involving certain personal information and benefits information related to your employment at Compass Group Support Services. While there is no indication that your personal information has been or will be misused, we are writing to tell you about the incident and call your attention to some steps you may take to help protect yourself. We sincerely apologize for any inconvenience or concern this may cause you.

On July 1, 2014, we sent an email to certain Compass Group Support Services unit managers with an attached spreadsheet containing information about certain employees' benefits. Unfortunately, the spreadsheet inadvertently included some personal information related to our employees, including first name, last name, date of birth and social security number. Your personal information was included in the spreadsheet and could have been accessed or acquired by other Compass Group Support Services employees. However, we currently have no evidence that any personal information has or will be misused as a result of this incident.

Compass Group Support Services takes the privacy of personal information seriously, and deeply regrets that this incident occurred. We immediately took action to delete the email from our employees' email boxes, and we directed our employees to delete the email and any copies of the spreadsheet they may have saved. We have also taken steps to help prevent this type of incident from occurring in the future, including encryption of the spreadsheet prior to transmission.

As a precaution, we want to make you aware of steps you can take to guard against identity theft or fraud. We recommend that you carefully check your credit reports for accounts you did not open or for inquiries from creditors you did not initiate. If you see anything you do not understand, call the credit agency immediately. If you find any suspicious activity on your credit reports, call your local police or sheriff's office, and file a police report for identity theft and get a copy of it. You may need to give copies of the police report to creditors to clear up your records. Also, please review the enclosed "Information about Identity Theft Protection" reference guide that describes additional steps you may take to help protect yourself, including recommendations by the Federal Trade Commission regarding identity theft protection, and details on how to place a fraud alert or a security freeze on your credit file.

Finally, the Compass Group Benefits Team is prepared to answer questions from individuals affected by this incident. If you have any questions or concerns you may call 1-800-447-4476, option 3, option 6, between the hours of 9:00 AM and 5:00 PM (Eastern Time), Monday through Friday (excluding holidays). Again, we are sorry for any inconvenience or concern this event may cause you.

Sincerely,

Michael Campbell
Director, Compensation and Benefits

Information about Identity Theft Protection

We recommend that you regularly review statements from your accounts and periodically obtain your credit report from one or more of the national credit reporting companies. You may obtain a free copy of your credit report online at www.annualcreditreport.com, by calling toll-free 1-877-322-8228, or by mailing an Annual Credit Report Request Form (available at www.annualcreditreport.com) to: Annual Credit Report Request Service, P.O. Box 105281, Atlanta, GA, 30348-5281. You may also purchase a copy of your credit report by contacting one or more of the three national credit reporting agencies listed below.

Equifax	Experian	TransUnion
P.O. Box 740241	P.O. Box 9532	P.O. Box 6790
Atlanta, GA 30374-0241	Allen, TX 75013	Fullerton, CA 92834-6790
800-685-1111; www.equifax.com	888-397-3742; www.experian.com	800-916-8800; www.transunion.com

You should remain vigilant with respect to reviewing your account statements and credit reports, and you should promptly report any suspicious activity or suspected identity theft to us and to the proper law enforcement authorities, including local law enforcement, your state's attorney general, and/or the Federal Trade Commission ("FTC"). You may contact the FTC or your state's regulatory authority to obtain additional information about avoiding and protection against identity theft: Federal Trade Commission, Consumer Response Center 600 Pennsylvania Avenue, NW, Washington, DC 20580, 1-877-IDTHEFT (438-4338), www.ftc.gov/idtheft

For residents of Maryland: You may also obtain information about preventing and avoiding identity theft from the Maryland Office of the Attorney General: Maryland Office of the Attorney General, Consumer Protection Division, 200 St. Paul Place, Baltimore, MD 21202, 1-888-743-0023, www.oag.state.md.us

For residents of North Carolina: You may also obtain information about preventing and avoiding identity theft from North Carolina Attorney General's Office: North Carolina Attorney General's Office, Consumer Protection Division, 9001 Mail Service Center, Raleigh, NC 27699-9001, 1-877-5-NO-SCAM, www.ncdoj.gov

Fraud Alerts: There are also two types of fraud alerts that you can place on your credit report to put your creditors on notice that you may be a victim of fraud: an initial alert and an extended alert. You may ask that an initial fraud alert be placed on your credit report if you suspect you have been, or are about to be, a victim of identity theft. An initial fraud alert stays on your credit report for at least 90 days. You may have an extended alert placed on your credit report if you have already been a victim of identity theft with the appropriate documentary proof. An extended fraud alert stays on your credit report for seven years. You can place a fraud alert on your credit report by contacting any of the three national credit reporting agencies at the addresses or toll-free numbers listed below:

Equifax	Experian	TransUnion
P.O. Box 740241	P.O. Box 9532	Fraud Victim Assistance Division
Atlanta, GA 30374-0241	Allen, TX 75013	P.O. Box 6790
877-478-7625; www.equifax.com	888-397-3742; www.experian.com	Fullerton, CA 92834-6790
		800-680-7289; www.transunion.com

Credit Freezes: You may have the right to put a credit freeze, also known as a security freeze, on your credit file, so that no new credit can be opened in your name without the use of a PIN number that is issued to you when you initiate a freeze. A credit freeze is designed to prevent potential credit grantors from accessing your credit report without your consent. If you place a credit freeze, potential creditors and other third parties will not be able to get access to your credit report unless you temporarily lift the freeze. Therefore, using a credit freeze may delay your ability to obtain credit. In addition, you may incur fees to place, lift and/or remove a credit freeze. Credit freeze laws vary from state to state. The cost of placing, temporarily lifting, and removing a credit freeze also varies by state, generally \$5 to \$20 per action at each credit reporting company. Unlike a fraud alert, you must separately place a credit freeze on your credit file at each credit reporting company. Since the instructions for how to establish a credit freeze differ from state to state, please contact the three major credit reporting companies as specified below to find out more information.

Equifax	Experian	TransUnion
P.O. Box 105788	P.O. Box 9554	Fraud Victim Assistance Division
Atlanta, GA 30348	Allen, TX 75013	P.O. Box 6790
www.equifax.com ;	www.experian.com	Fullerton, CA 92834-6790
		www.transunion.com

You can obtain more information about fraud alerts and credit freezes by contacting the FTC or one of the national credit reporting agencies listed above.