



STATE OF NH
DEPT OF JUSTICE
2017 APR 24 AM 11:50

HUNTON & WILLIAMS LLP
200 PARK AVENUE
NEW YORK, NY 10166-0005

TEL 212 • 309 • 1000
FAX 212 • 309 • 1100

LISA J. SOTTO
DIRECT DIAL: 212 • 309 • 1223
EMAIL: lsotto@hunton.com

April 19, 2017

Via Certified Mail

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

Re: Incident Notification

Dear Attorney General Foster:

In accordance with N.H. Rev. Stat. Ann. § 359-C:20, I am writing to notify you regarding the nature and circumstances of a recent data security issue affecting our client, Northrop Grumman Systems Corporation (“Northrop Grumman”).

On March 21, 2017, Northrop Grumman’s W-2 online portal provider, Equifax Workforce Solutions (aka TALX), confirmed to Northrop Grumman that an unauthorized third party(ies) gained access to its portal during various time periods from April 18, 2016 through March 29, 2017, and may have accessed certain Northrop Grumman employees’ personal information and downloaded copies of their 2016 W-2 forms. The personal information that may have been accessed includes name, address, work email address, work phone number, Social Security number, employer identification number, and wage and tax information, as well as any personal phone number, personal email address, or answers to customized security questions that employees may have entered on the W-2 online portal. Promptly after confirming the incident, Northrop Grumman worked with Equifax to determine the details of the issue. Northrop Grumman also disabled access to the W-2 online portal for all log-in methods other than Single Sign On, which is available only from the Northrop Grumman network. Northrop Grumman and Equifax are working with law enforcement authorities to assist them in their investigation of recent incidents of unauthorized actors gaining access to individuals’ personal information through the W-2 online portal.

There are approximately two (2) New Hampshire residents potentially affected by this issue. Enclosed for your reference is a copy of the notice being sent to potentially affected individuals beginning April 18, 2017. Northrop Grumman has arranged to provide potentially affected individuals with three years of identity theft protection services at no cost to them.

Please do not hesitate to contact me if you have any questions.

Very truly yours,

Lisa J. Sotto
Enclosure

STATE OF NH
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April 18, 2017

«First_Name» «Last_Name»
«Home_Address_1»
«Home_Address_2»
«Home_City», «Home_State» «Home_Zip»
«Home_Country»

NOTICE OF DATA BREACH

Dear «First_Name» «Last_Name»:

We are writing to follow up on an email we recently sent you about an issue that may have affected your personal information.

What Happened?

Equifax Workforce Solutions (aka TALX), our W-2 online portal provider, recently confirmed that an unauthorized third party(ies) gained access to its portal during various time periods from April 18, 2016 through March 29, 2017, and may have accessed your personal information and downloaded a copy of your 2016 W-2 form.

What Information Was Involved?

The personal information that may have been accessed includes your name, address, work email address, work phone number, Social Security number, employer identification number, and wage and tax information, as well as any personal phone number, personal email address, or answers to customized security questions that you may have entered on the W-2 online portal.

What We Are Doing

Promptly after confirming the incident, we worked with Equifax to determine the details of the issue. We also disabled online access to the W-2 online portal for all log-in methods other than Single Sign On, which is available only from the Northrop Grumman network. If you need your W-2 form, please contact the Northrop Grumman Employee Service Center at 1-855-SERVENG (1-855-737-8364) and we will provide it to you. Northrop Grumman and Equifax are coordinating with law enforcement authorities to assist them in their investigation of recent incidents involving unauthorized actors gaining access to individuals' personal information through the W-2 online portal.

What You Can Do


We regret that this incident may affect you. We take our obligation to safeguard personal information very seriously and are alerting you about this incident so you can take steps to help protect yourself. You are entitled under U.S. law to one free credit report annually from each of the three nationwide consumer reporting agencies. To order your free credit report, visit www.annualcreditreport.com or call toll-free at 1-877-322-8228. We encourage you to remain vigilant by reviewing your account statements and monitoring your free credit reports.

In addition, we have arranged with Equifax to offer you three years of *ID Patrol* identity theft protection services at no cost to you. The deadline to register for these services is December 31, 2017. The attached Reference Guide provides information on registration and recommendations on the protection of personal information.


For More Information

We hope this information is useful to you. If you have any questions regarding this issue, please call the Northrop Grumman Employee Service Center at 1-855-SERVENG (1-855-737-8364).

NORTHROP GRUMMAN



Sincerely,



John W. Kropf
Privacy Executive «AddressBlock»

Reference Guide

We encourage you to take the following steps to protect your personal information:

- **Contact the IRS.** If you suspect you are a victim of tax-related identity theft, please consider taking the following steps:
 - Complete IRS Form 14039, Identity Theft Affidavit, available at <https://www.irs.gov/uac/taxpayer-guide-to-identity-theft>. Once you have fully completed the form, print it and submit it to the IRS according to the instructions on the form.
 - Visit <https://www.irs.gov/individuals/how-irs-id-theft-victim-assistance-works> or <https://www.irs.gov/individuals/data-breach-information-for-taxpayers> for more information about tax-related identify theft and steps you can take to protect yourself.
 - Contact the IRS at 1-800-908-4490 for additional information.

- **Contact your State Tax Agency.** Information on how to contact your state tax agency is available at <http://www.taxadmin.org/state-tax-agencies>.

- **Order Your Free Credit Report.** To order your free credit report, visit www.annualcreditreport.com, call toll-free at 1-877-322-8228, or complete the Annual Credit Report Request Form on the U.S. Federal Trade Commission's ("FTC") website at www.consumer.ftc.gov and mail it to Annual Credit Report Request Service, P.O. Box 105281, Atlanta, GA 30348-5281. The three consumer reporting agencies provide free annual credit reports only through the website, toll-free number or request form.

When you receive your credit report, review it carefully. Look for accounts you did not open. Look in the "inquiries" section for names of creditors from whom you have not requested credit. Some companies bill under names other than their store or commercial names. The consumer reporting agency will be able to tell you when that is the case. Look in the "personal information" section for any inaccuracies in your information (such as home address and Social Security number). If you see anything you do not understand, call the consumer reporting agency at the telephone number on the report. Errors in this information may be a warning sign of possible identity theft. You should notify the consumer reporting agencies of any inaccuracies in your report, whether due to error or fraud, as soon as possible so the information can be investigated and, if found to be in error, corrected. If there are accounts or charges you did not authorize, immediately notify the appropriate consumer reporting agency by telephone and in writing. Consumer reporting agency staff will review your report with you. If the information cannot be explained, then you will need to call the creditors involved. Information that cannot be explained also should be reported to your local police or sheriff's office because it may signal criminal activity.

- **Register for Identity Theft Protection Services.** We have arranged with Equifax to provide three years of *ID Patrol* identity theft protection services at no cost to you. The deadline to register for these services is December 31, 2017. If you choose to take advantage of these services, you will receive notifications of any changes to your credit information, \$1 million identity fraud expense coverage, and access to your credit report.

- *To register:*

- Please visit: www.myservices.equifax.com/patrol
- Insert your personal *ID Patrol* Code: «Code»
- The registration process involves four steps, including identity authentication, which requires you to answer questions regarding your credit file before the *ID Patrol* identity theft protection services may be activated.

- **Report Incidents.** If you detect any unauthorized transactions in a financial account, promptly notify your payment card company or financial institution. If you detect any incident of identity theft or fraud, promptly report the incident to law enforcement, the FTC and your state Attorney General. If you believe your identity has been stolen, the FTC recommends that you take these steps:

- Close the accounts that you have confirmed or believe have been tampered with or opened fraudulently. Use the FTC's ID Theft Affidavit (available at www.ftc.gov/idtheft) when you dispute new unauthorized accounts.

- File a local police report. Obtain a copy of the police report and submit it to your creditors and any others that may require proof of the identity theft crime.

You can contact the FTC to learn more about how to protect yourself from becoming a victim of identity theft and how to repair identity theft:

Federal Trade Commission
Consumer Response Center
600 Pennsylvania Avenue, NW
Washington, DC 20580
1-877-IDTHEFT (438-4338)
www.ftc.gov/idtheft/

- **Consider Placing a Fraud Alert on Your Credit File.** To protect yourself from possible identity theft, consider placing a fraud alert on your credit file. A fraud alert helps protect you against the possibility of an identity thief opening new credit accounts in your name. When a merchant checks the credit history of someone applying for credit, the merchant gets a notice that the applicant may be the victim of identity theft. The alert notifies the merchant to take steps to verify the identity of the applicant. You can place a fraud alert on your credit report by calling any one of the toll-free numbers provided below. You will reach an automated telephone system that allows you to flag your file with a fraud alert at all three consumer reporting agencies. For more information on fraud alerts, you also may contact the FTC as described above.

Equifax	Equifax Credit Information Services, Inc. P.O. Box 740241 Atlanta, GA 30374	1-800-525-6285	www.equifax.com
Experian	Experian Inc. P.O. Box 9554 Allen, TX 75013	1-888-397-3742	www.experian.com
TransUnion	TransUnion LLC P.O. Box 2000 Chester, PA 19022-2000	1-800-680-7289	www.transunion.com

- **Consider Placing a Security Freeze on Your Credit File.** You may wish to place a “security freeze” (also known as a “credit freeze”) on your credit file. A security freeze is designed to prevent potential creditors from accessing your credit file at the consumer reporting agencies without your consent. There may be fees for placing, lifting, and/or removing a security freeze, which generally range from \$5-\$20 per action. *Unlike a fraud alert, you must place a security freeze on your credit file at each consumer reporting agency individually.* For more information on security freezes, you may contact the three nationwide consumer reporting agencies or the FTC as described above. As the instructions for establishing a security freeze differ from state to state, please contact the three nationwide consumer reporting agencies to find out more information.

The consumer reporting agencies may require proper identification prior to honoring your request. For example, you may be asked to provide:

- Your full name with middle initial and generation (such as Jr., Sr., II, III)
 - Your Social Security number
 - Your date of birth
 - Addresses where you have lived over the past five years
 - A legible copy of a government-issued identification card (e.g., a state driver’s license or military ID card)
 - Proof of your current residential address (such as a current utility bill or account statement)
- **For Maryland Residents.** You may obtain information about preventing and avoiding identity theft from the Maryland Office of the Attorney General at:

Maryland Office of the Attorney General
Consumer Protection Division
200 St. Paul Place
Baltimore, MD 21202
(888) 743-0023 (toll-free in Maryland)
(410) 576-6300
www.oag.state.md.us

- **For Massachusetts Residents.** You have the right to obtain a police report and request a security freeze as described above. The consumer reporting agencies may charge you a fee of up to \$5 to place a security freeze on your account, and may require that you provide certain personal information (such as your name, Social Security number, date of birth, and address) and proper identification (such as a copy of a government-issued ID card and a bill or statement) prior to honoring your request. There is no charge, however, to place, lift or remove a security freeze if you have been a victim of identity theft and you provide the consumer reporting agencies with a valid police report.
- **For North Carolina Residents.** You may obtain information about preventing and avoiding identity theft from the North Carolina Office of the Attorney General at:

North Carolina Attorney General's Office
9001 Mail Service Center
Raleigh, NC 27699-9001
(877) 566-7226 (toll-free in North Carolina)
(919) 716-6400
www.ncdoj.gov

- **For Oregon Residents.** We encourage you to report suspected identity theft to law enforcement, including the FTC and the Oregon Office of the Attorney General at:

Oregon Department of Justice
1162 Court Street NE
Salem, OR 97301-4096
(877) 877-9392 (toll-free in Oregon)
(503) 378-4400
<http://www.doj.state.or.us>

- **For Rhode Island Residents.** You may obtain information about preventing and avoiding identity theft from the Rhode Island Office of the Attorney General at:

Rhode Island Office of the Attorney General
Consumer Protection Unit
150 South Main Street
Providence, RI 02903
(401)-274-4400
<http://www.riag.ri.gov>

You have the right to obtain a police report and request a security freeze as described above. The consumer reporting agencies may charge you a fee of up to \$10 to place a security freeze on your account, and may require that you provide certain personal information (such as your name, Social Security number, date of birth, and address) and proper identification (such as a copy of a government-issued ID card and a bill or statement) prior to honoring your request for a security freeze. There is no charge, however, to place, lift or remove a security freeze if you have been a victim of identity theft and you provide the consumer reporting agencies with a valid police report.

Hunton & Williams
Randall Douglas
200 Park Ave 52nd Floor

New York NY 10166

USPS CERTIFIED MAIL™



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Office of the New Hampshire Attorney General
Attorney General Joseph Foster
33 Capitol Street

Concord NH 03301