

June 6, 2018

Kevin M. Scott
312.821.6131 (direct)
Kevin.Scott@wilsonelser.com

Attorney General Joseph A. Foster
Office of the Attorney General
33 Capitol Street
Concord, NH 03302

Re: Data Security Incident

Dear Attorney General Foster:

We represent Qualified Plans, LLC (“Qualified Plans”), headquartered in Savannah, Georgia, with respect to a potential data security incident described in more detail below. Qualified Plans takes the security and privacy of the information in its control very seriously, and has taken steps to prevent a similar incident from occurring in the future.

1. Nature of the security incident.

On January 11, 2018, Qualified Plans discovered that a small number of its employees’ email accounts were the targets of a phishing attack that resulted in a compromise of their email credentials. Qualified Plans immediately conducted an investigation and engaged a forensics vendor to analyze what information may be at risk. Qualified Plans’ IT vendor has confirmed that the security of its network and databases were not compromised during this incident. However, Qualified Plans’ investigation revealed that the email contents within the two employee email accounts involved in this incident may have contained individuals’ personal information associated with the administration of clients’ employee benefits, which may have including individuals’ name, date of birth, and Social Security number.

2. Number of New Hampshire residents affected.

One (1) resident of New Hampshire was potentially affected by this security incident. A notification letter to these individuals was mailed on June 6, 2018, by first class mail. A sample copy of the notification letter is included with this letter.

3. Steps taken.

Qualified Plans has taken steps to prevent a similar event from occurring in the future, and to protect the privacy and security of potentially impacted individuals’ information. This includes providing potentially affected individuals with complimentary credit monitoring and identity theft restoration services, along with implementing multi-factor authentication, and providing additional training to Qualified Plans staff concerning cyber security risks. Notice regarding this incident is also being provided to the three credit

55 West Monroe Street, Suite 3800 • Chicago, IL 60603 • p 312.704.0550 • f 312.704.1522

Albany • Allentown • Austin • Baltimore • Beaumont • Boston • Chicago • Dallas • Denver • Edwardsville • Garden City • Hartford • Houston • Indiana • Kentucky
Las Vegas • London • Los Angeles • Miami • Michigan • Milwaukee • New Jersey • New Orleans • New York • Orlando • Philadelphia • Phoenix • San Diego
San Francisco • Sarasota • Stamford • Virginia • Washington, DC • West Palm Beach • White Plains

wilsonelser.com

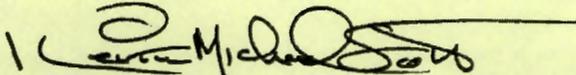
reporting agencies.

4. Contact information.

Qualified Plans remains dedicated to protecting the sensitive information in its control. If you have any questions or need additional information, please do not hesitate to contact me at Kevin.Scott@wilsonelser.com or (312) 821-6131.

Very truly yours,

Wilson Elser Moskowitz Edelman & Dicker LLP



Kevin M. Scott

Enclosure

CLASSIC CREST



C/O ID Experts
P.O. Box 10444
Dublin, OH 43017-4044

To Enroll, Please Call:
(888) 462-7329
Or Visit:
<https://app.myidcare.com/account-creation/protect>
Enrollment Code: <<XXXXXXXXXX>>

<<First Name>><<Last Name>>
<<Address1>>
<<Address2>>
<<City>><<State>><<Zip>>

June 6, 2018

Dear <<First Name>><<Last Name>>:

We are writing to inform you of an incident at Qualified Plans, your employer’s benefit administrator, which may have resulted in the disclosure of some of your personal information, including your name and Social Security number (“SSN”). We take the security of your personal information very seriously, and sincerely apologize for any inconvenience this incident may cause. This letter contains information about what happened, steps we have taken, and resources we are making available to you to protect your identity.

On January 11, 2018, we discovered that a small number of our employees’ email accounts were the targets of a phishing attack that resulted in a compromise of their email credentials. Qualified Plans was acquired by Ascensus on February 1, 2018. As a leader in the retirement industry, Ascensus is dedicated to insuring the confidentiality of all of its client data. We immediately conducted an investigation and engaged a forensics vendor to analyze what information may be at risk. Our IT vendor has confirmed that the security of our network and databases were not compromised during this incident. However, our investigation revealed that the email contents within the two employee email accounts involved in this incident may have contained some of your personal information associated with the administration of your employee benefits, which may include your name, date of birth, and SSN. We are unaware of any misuse of your information and notifying you out of an abundance of caution.

As an added precaution we have provided you with identity theft protection services through ID Experts®, the data breach and recovery services expert, to provide you with MyIDCare™. MyIDCare services include: 12 months of credit monitoring, a \$1,000,000 insurance reimbursement policy, and fully managed identity theft recovery services. With this protection, MyIDCare will help you resolve issues if your identity is compromised.

We encourage you to contact ID Experts with any questions and to enroll in free MyIDCare services by calling (888) 462-7329 or going to <https://app.myidcare.com/account-creation/protect> and using the Enrollment Code provided above. Please note the deadline to enroll is September 6, 2018.

You will find detailed instructions for enrollment on the enclosed Recommended Steps document. Also, you will need to reference the enrollment code at the top of this letter when calling or enrolling on online, so please do not discard this letter.

Be assured that Ascensus takes the security of all information in our systems very seriously, and going forward will be leveraging all of its Information Security resources to ensure that your information remains protected and that a reoccurrence of this incident does not occur. This includes implementing multi-factor authentication, and providing additional training to our staff concerning cyber security risks.

We sincerely regret any inconvenience that this matter may cause you, and remain dedicated to protecting your information. Please see the addendum for additional steps you can take to protect your personal information. If you have any questions, please call (888) 462-7329, Monday through Friday, 8:00 am – 8:00 pm, Eastern Time, or go to <https://app.myidcare.com/account-creation/protect>.

Sincerely,

A handwritten signature in black ink, appearing to read "Jenni Farrell". The signature is fluid and cursive, with the first name "Jenni" being more prominent than the last name "Farrell".

Jenni Farrell
Firm Administrator

Qualified Plans



Recommended Steps to help Protect your Information

Please Note: Minors, under the age of 18, should not have a credit history established and are under the age to secure credit. Therefore credit monitoring may not be applicable at this time. All other services provided in the membership will apply. No one is allowed to place a fraud alert on your credit report except you, please follow the instructions below to place the alert.

1. Website and Enrollment. Go to <https://app.myidcare.com/account-creation/protect> and follow the instructions for enrollment using your Enrollment Code provided at the top of the letter.

2. Activate the credit monitoring provided as part of your MyIDCare membership, which is paid for by Qualified Plans. Credit and CyberScan monitoring is/are included in the membership, but you must personally activate it for it to be effective. Note: You must have established credit and access to a computer and the internet to use this service. If you need assistance, MyIDCare will be able to assist you.

3. Telephone. Contact MyIDCare at (888) 462-7329 to gain additional information about this event and speak with knowledgeable representatives about the appropriate steps to take to protect your credit identity.

4. Review your credit reports. We recommend that you remain vigilant by reviewing account statements and monitoring credit reports. Under federal law, you also are entitled every 12 months to one free copy of your credit report from each of the three major credit reporting companies. To obtain a free annual credit report, go to www.annualcreditreport.com or call 1-877-322-8228. You may wish to stagger your requests so that you receive a free report by one of the three credit bureaus every four months.

If you discover any suspicious items and have enrolled in MyIDCare, notify them immediately by calling or by visiting their Member website and filing a theft report.

If you file a theft report with MyIDCare, you will be contacted by a member of our ID Care team who will help you determine the cause of the suspicious items. In the unlikely event that you fall victim to identity theft as a consequence of this incident, you will be assigned an ID Care Specialist who will work on your behalf to identify, stop and reverse the damage quickly.

Additional Important Information

For residents of Hawaii, Michigan, Missouri, Virginia, Vermont, and North Carolina: It is recommended by state law that you remain vigilant for incidents of fraud and identity theft by reviewing credit card account statements and monitoring your credit report for unauthorized activity.

For residents of Illinois, Iowa, Maryland, Missouri, North Carolina, Oregon, and West Virginia:

It is required by state laws to inform you that you may obtain a copy of your credit report, free of charge, whether or not you suspect any unauthorized activity on your account. You may obtain a free copy of your credit report from each of the nationwide three credit reporting agencies. To order your free credit report, please visit www.annualcreditreport.com, or call toll-free at 1-877-322-8228. You can also order your annual free credit report by mailing a completed Annual Credit Report Request Form (available at <https://www.consumer.ftc.gov/articles/0155-free-credit-reports>) to: Annual Credit Report Request Service, P.O. Box 105281, Atlanta, GA, 30348-5281.

For residents of Iowa:

State law advises you to report any suspected identity theft to law enforcement or to the Attorney General.

For residents of Oregon:

State laws advise you to report any suspected identity theft to law enforcement, including the Attorney General, and the Federal Trade Commission.

For residents of Maryland, Rhode Island, Illinois, and North Carolina:

You can obtain information from the Maryland and North Carolina Offices of the Attorneys General and the Federal Trade Commission about fraud alerts, security freezes, and steps you can take toward preventing identity theft.

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

Rhode Island Office of the Attorney General
Consumer Protection
150 South Main Street
Providence RI 02903
1-401-274-4400
www.riag.ri.gov

North Carolina Office of the Attorney General
Consumer Protection Division
9001 Mail Service Center
Raleigh, NC 27699-9001
1-877-566-7226
www.ncdoj.com

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

For residents of Massachusetts:

It is required by state law that you are informed of your right to obtain a police report if you are a victim of identity theft

For residents of all states:

Fraud Alerts: You can place fraud alerts with the three credit bureaus at one of the three major credit bureaus by phone and also via Experian's or Equifax's website. A fraud alert tells creditors to follow certain procedures, including contacting you, before they open any new accounts or change your existing accounts. For that reason, placing a fraud alert can protect you, but also may delay you when you seek to obtain credit. The contact information for all three credit bureaus is below:

Monitoring: You should always remain vigilant and monitor your accounts for suspicious or unusual activity.

Security Freeze: You also have the right to place a security freeze on your credit report. A security freeze is intended to prevent credit, loans and services from being approved in your name without your consent. To place a security freeze on your credit report, you need to make a request to each consumer reporting agency. You may make that request by certified mail, overnight mail, or regular stamped mail, or by following the instructions found at the websites listed below. The following information must be included when requesting a security freeze (note that if you are requesting a credit report for your spouse, this information must be provided for him/her as well): (1) full name, with middle initial and any suffixes; (2) Social Security number; (3) date of birth; (4) current address and any previous addresses for the past five years; and (5) any applicable incident report or complaint with a law enforcement agency or the Registry of Motor Vehicles. The request must also include a copy of a government-issued identification card and a copy of a recent utility bill or bank or insurance statement. It is essential that each copy be legible, display your name and current mailing address, and the date of issue. The consumer reporting agency may charge a small fee to place, life, or remove a freeze, but is free if you are a victim of identity theft or the spouse of a victim of identity theft, and you have submitted a valid police report relating to the identity theft incident to the consumer reporting agency. You may obtain a security freeze by contacting any one or more of the following national consumer reporting agencies:

Equifax Security Freeze
P.O. Box 105788
Atlanta, GA 30348
www.freeze.equifax.com
800-525-6285

Experian Security Freeze
P.O. Box 9554
Allen, TX 75013
www.experian.com/freeze
888-397-3742

TransUnion (FVAD)
P.O. Box 2000
Chester, PA 19022
freeze.transunion.com
800-680-7289

More information can also be obtained by contacting the Federal Trade Commission listed above.