



Pratt & Whitney Engine Services
1525 Midway Park Dr
Bridgeport, WV 26330
United States

XXXXXX
XXXXXX
XXXXXXX

November 16, 2023

Credit Monitoring Activation Code: XXXXXXXXX

Notice of Data Breach

Dear XXXXXXXX:

Pratt & Whitney Engine Services (“PWES”) respects the privacy of your personal information and takes the security of that information seriously. We write to let you know about a data security incident that may involve your personal information.

What Happened?

During the week of October 16, 2023, improper folder permissions were discovered on folders residing on the PWES file servers. The folders were intended for only those with a need to know, in most cases, supervisor and human resource access. However, due to improper access controls, non-supervisors, and other employees without a need to know, could have accessed the data and, in some cases, did access the data. To our knowledge, the data remained within the PWES systems, and any improper access was by PWES employees. While we don’t believe there is a security risk to you personally, out of an abundance of caution, we are notifying you of this incident.

What Information was Involved?

The data accessed may have included personal information such as date of birth, social security numbers, and health information. To our knowledge, the data accessed did not include any driver’s license numbers, salary, performance appraisals, or banking information.

What We Are Doing?

PWES values your privacy and deeply regrets that this incident occurred. We have established an Incident Response Team that is conducting a thorough review of the incident. PWES has implemented additional security measures designed to prevent a recurrence of such an incident and to protect the privacy of PWES’s valued employees. Upon discovery of the data breach, the Incident Response Team immediately revised

server folder permissions. PWES continues to work with both local and corporate digital technology teams to ensure that folders are properly classified, and that only those parties with a legitimate business purpose and a need to know will have visibility to such information.

As a precautionary measure, PWES is offering you comprehensive credit monitoring services for two years at no expense to you. The service is provided by Equifax, which is a leading provider of credit monitoring and identity theft protection services and technologies. These services include a call center with a dedicated line for affected individuals who may have questions.

In order to activate your free coverage with Equifax, go to www.equifax.com/activate, enter your unique Activation Code of [XXXXXXXX](#) then click "Submit" then follow the online instructions.

What You Can Do?

Please review the attachment to this letter (Additional Guidance) for further information on steps you can take to protect your personal information.

FOR CALIFORNIA RESIDENTS ONLY: Please note that this notification was not delayed as a result of a law enforcement investigation.

If there is anything PWES can do to further assist you, please contact:

XXXXX
Senior Manager, Human Resources Partner
1525 Midway Park Road
Bridgeport, WV 26330
XXXXXX
XXXXXX

Sincerely,

XXXXXXXXXX
General Manager, Pratt & Whitney Engine Services



GO BEYOND

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Additional Guidance

- **Review Your Account Statements and Notify Law Enforcement of Suspicious Activity**

As a precautionary measure, we recommend that you remain vigilant by reviewing your account statements and credit reports closely. If you detect any suspicious activity on an account, you should promptly notify the financial institution or company with which the account is maintained. You also should promptly report any fraudulent institution or any suspected incidence of identity theft to law enforcement authorities, your state attorney general, and/or the Federal Trade Commission (“FTC”).

- **File a Complaint with the FTC**

To file a complaint with the FTC, go to www.ftc.gov/idtheft or call 1-877-ID-THEFT (877-438-4338). Complaints filed with the FTC will be added to the FTC’s Identity Theft Data Clearinghouse, which is a database made available to law enforcement agencies. The FTC also provides a free copy of “Taking Charge: What to Do if Your Identity is Stolen” to help guard you against and deal with identity theft. This comprehensive guide can be found at www.ftc.gov/bcp/edu/pubs/consumer/idtheft/idth04.shtm.

- **Obtain a Copy of Your Credit Report**

You may obtain a free copy of your credit report from each of the three major credit reporting agencies once every 12 months by visiting <http://www.annualcreditreport.com>, calling toll-free 877-322-8228, or by completing an Annual Credit Report Request Form and mailing it to Annual Credit Report Request Service, P.O. Box 105281, Atlanta, GA 30348. You can print a copy of the request form at <https://www.annualcreditreport.com/cra/requestformfinal.pdf>.

You can also elect to purchase a copy of your credit report by contacting one of the three national credit reporting agencies. You can contact the three national credit reporting agencies as provided below:

<p>EQUIFAX Consumer Fraud Division P.O. Box 740256 Atlanta, GA 30374 800-525-6285 security.dataadministration@equifax.com</p>	<p>EXPERIAN Consumer Fraud Assistance P.O. Box 9556 Allen, TX 75013 888-397-3742 businessrecordsvictimassistance@experian.com</p>	<p>TRANSUNION Fraud Victim Assistance Department P.O. Box 2000 Chester, PA 19016-2000 Phone: 800-680-7289</p>
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- **Place a Fraud Alert on Your Credit Report**

We recommend placing a fraud alert on your credit report. An initial fraud alert is free and will stay on your credit file for at least 90 days. The alert informs creditors of possible fraudulent activity within your report and requests that the creditor contact you prior to establishing any accounts in your name. To place a fraud alert on your credit report, contact any of the three reporting agencies identified above. Additional information is available at www.annualcreditreport.com

- **Place a Security Freeze on Your Credit Report**

In some US states, consumers are also allowed to place a security freeze on their credit report. A security freeze prohibits a credit reporting agency from releasing any information from a consumer's credit report without written authorization. However, please be aware that placing a security freeze on your credit report may delay, interfere with, or prevent the timely approval of any requests you make for new loans, credit mortgages, employment, housing or other services.

In some cases, if you have been a victim of identity theft, and provide the credit reporting agency with a valid police report, the agency cannot charge you to place, lift or remove a security freeze. In all other cases, each credit reporting agency may charge you a small fee to place, temporarily lift, or permanently remove a security freeze. To place a security freeze on your credit report, you must send a written request to **each** of the three major consumer reporting agencies (Equifax, Experian, and TransUnion) by regular, certified or overnight mail at the addresses listed above.

In order to place a security freeze, you may be required to provide the consumer reporting information agency with information that identifies you, including your full name, Social Security Number, date of birth, current and previous addresses, copy of your state-issued identification card and proof of your current address, such as a bank or insurance statement.