

Notice of Data Breach

December 8, 2017

Name
Address
Address

RE: NOTICE OF DATA BREACH

Dear Name,

What Happened?

This letter is to inform you about a recent cyber security incident that occurred in which your personal information may have been disclosed to others. On October 6, 2017, a computer belonging to the City of Sacramento ("City") was compromised by an unknown source.

What Information Was Involved?

According to City log files, several City employment applications containing personal information including names, addresses, telephone numbers, driver's licenses, and in some cases employee identification numbers of applicants, were on the computer that was compromised.

What We Are Doing?

Notification letters (similar to this) will be sent to affected parties. The City of Sacramento will also notify the State of California Attorney General's Office of this incident. Also, internal staff training and awareness will be conducted to reduce the risk of future incidents.

What You Can Do?

We are writing to you so that you can take steps to protect yourself from the possibility of identity theft. We recommend that you place a fraud alert on your credit file. A fraud alert lets creditors know to contact you before opening a new account. You should call one of the three credit reporting agencies listed below. These agencies will let you automatically place fraud alerts and order a copy of your credit report.

Equifax: 800-525-6825
Experian: 888-397-3742
Trans Union: 800-680-7289

When you receive your credit report, look carefully for accounts you did not open, creditor inquiries that you did not initiate, and any inaccurate personal information. If you see anything you do not understand, call the credit agency at the telephone number on the report.

If you do find suspicious activity on your credit report, call your local police or sheriff's office and file a police report of identity theft. Get a copy of the police report, as you may need to supply that report to creditors to clear up any confusion related to your credit report.

Even if you do not find any signs of fraud on your report, the California Office of Privacy Protection recommends that you check your credit report every three months for the next year. Use one of the numbers listed above to order your report and keep the fraud alert in place.

For More Information.

For more information on identity theft, we suggest that you contact the Office of Privacy and Protection. The toll-free number is 800-785-9663. Alternatively, you can visit their website at <http://www.privacy.ca.gov/>. For technical questions, you may contact the City of Sacramento's Information Security Officer at 916-808-5893 or email at iso@cityofsacramento.org.

Sincerely,



Maria MacGunigal
Chief Information Officer
City of Sacramento

November 3, 2017



Dear Mr. 

This letter is to inform you about a recent cyber security incident that occurred in which your personal information along with approximately 556 other people may have been disclosed to others. On October 6, 2017, a computer belonging to the City of Sacramento was compromised by an unknown source. According to City log files, several files containing personal information including names, addresses, and telephone numbers, and in some cases personal identification number for some City employees were part of the compromise.

We are writing to you so that you can take steps to protect yourself from the possibility of identity theft. We recommend that you place a fraud alert on your credit file. A fraud alert lets creditors know to contact you before opening a new account. You should call one of the three credit reporting agencies listed below. These agencies will let you automatically place fraud alerts and order a copy of your credit report.

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Sincerely,

Maria MacGunigal
Chief Information Officer
City of Sacramento

*Department of Information Technology
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Sacramento, CA 95814
Phone: 916-808-5763*