



Maria Efaplatidis, Partner
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Mobile: 917.414.8991
Emergency: BreachResponse@constangy.com
Hotline: 877-382-2724 (877-DTA-BRCH)

May 18, 2023

VIA EMAIL:

Attorney General Brian Frosh
Maryland Attorney General's Office
Attn: Security Breach Notification
200 St. Paul Place
Baltimore, MD 21202
Email: Idtheft@oag.state.md.us

Re: Notice of Data Security Incident:

Dear Attorney General Frosh:

We represent Timber Products Inspection, Inc. ("TP"), a company specializing in timber structure inspection, design and engineering, headquartered in Georgia, in connection with a recent data security incident, described in greater detail below. TP takes the protection of all information within its possession very seriously and has taken measures to reduce the likelihood of a similar incident reoccurring. This notice is being sent on behalf of TP because personal information for Maryland residents could have been involved in the data security incident.

Nature of the Security Incident

On March 16, 2023, TP became aware of a network disruption. In response, TP immediately took steps to secure the digital environment and engaged a leading cybersecurity firm to assist with an investigation and determine whether sensitive or personal information may have been accessed or acquired during the incident. The investigation identified that personal information belonging to certain individuals may have been accessed or acquired without authorization. Following this determination, TP conducted a thorough review to verify the types of personal information involved and the names and contact information for all potentially impacted individuals to effectuate notice. This process was completed on May 1, 2023.

The personal information varied for potentially affected individuals but may have included name, date of birth, Social Security number, driver's license number, and/or financial account number.

Number of Maryland Residents Affected

TP notified one (1) Maryland resident within the potentially affected population on May 18, 2023 via USPS First-Class Mail. The attached notification letter is a template of what was provided to impacted individuals, or a substantially similar version thereof.

Steps Taken Relating to the Incident

Upon discovering this incident, in addition to taking the steps described above, TP took steps to secure its systems and launched an investigation to learn more about what happened and what information could have been affected. TP has taken immediate steps to evaluate and improve the security of its systems and will continue to evaluate additional protections that can be put into place to supplement its existing security policies and procedures.

In addition, TP is offering 12 months of complimentary credit and identity monitoring services to the potentially affected individuals through IDX.

Contact Information

If you have any questions or need additional information, please do not hesitate to contact me by phone at 917.414.8991 or by email at mefaplatidis@constangy.com.

Sincerely,

A handwritten signature in brown ink, appearing to read 'MEF', with a long horizontal stroke extending to the right.

Maria Efaplatidis
Partner, Constangy Cyber Team

Attachment: Sample Notification Letter



Return Mail to IDX
4145 SW Watson Ave. Suite 400
Beaverton, OR 97005

To Enroll, Please Call:
1-800-939-4170
Or Visit:
<https://app.idx.us/account-creation/protect>
Enrollment Code: <<XXXXXXXXXX>>

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

May 18, 2023

Re: Notice of Data <<Variable Data 1>>:

Dear <<First Name>> <<Last Name>>,

We are writing to inform you of a data security incident that may have affected your personal information. At Timber Products Inspection, Inc ("TP"), we are committed to maintaining our employees' trust and demonstrating our commitment to the privacy and security of all information in our possession. That is why we are writing to notify you of this incident, to offer you complimentary credit monitoring and identity protection services, and to inform you about steps that can be taken to help safeguard your personal information.

What Happened: On March 16, 2023, TP became aware of a network disruption. Upon discovering this activity, we immediately began investigating this activity with the assistance of our third-party IT provider and external cybersecurity experts. The investigation concluded on May 1, 2023 and identified evidence of unauthorized access to TP's network. TP then identified individuals whose personal information could have been affected. Notably, we have no evidence that any personal information potentially impacted by this incident has been misused but are nonetheless providing notification out of an abundance of caution.

What Information Was Involved: The potentially affected information includes your <<Variable Data 2>>.

What We Are Doing: Upon discovering this matter, we immediately began investigating and secured our network to protect all employee and client information. We have also reported this incident to the Federal Bureau of Investigation and will cooperate with any resulting investigation into this matter.

In addition, we are offering you complimentary credit monitoring and identity protection services through IDX, a data breach and recovery services expert. IDX services include the following: 12 months of credit and CyberScan monitoring, fully managed identity recovery services, and \$1 million insurance reimbursement policy, and fully managed identity theft and protection services. If you have dependents listed on your tax return, they will be receiving a separate letter with separate enrollment instructions.

You can enroll in the free IDX services by calling 1-800-939-4170 or going to <https://app.idx.us/account-creation/protect> and using the Enrollment Code provided above. IDX representatives are available Monday through Friday from 9:00 a.m. to 9:00 p.m. Eastern Time. Please note the deadline to enroll is August 18, 2023.

What You Can Do: We encourage you to activate your complimentary services using the enrollment code provided on the first page. We also recommend that you review the guidance included with this letter about how to protect your personal information.

For More Information: If you have questions or need assistance, please call 1-800-939-4170, Monday through Friday from 9:00 a.m. to 9:00 p.m. Eastern Time. IDX representatives are fully versed on this incident and can help answer questions you may have regarding the protection of your information.

TP takes your trust in us and this matter very seriously. Please accept our sincere apologies and know that we deeply regret any worry or inconvenience this may cause you.

Sincerely,

A handwritten signature in dark ink, appearing to read "J Moore". The signature is fluid and cursive, with the first letter "J" being large and stylized.

Jay Moore
President

Steps You Can Take to Protect Your Personal Information

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 activity or any suspected incidence of identity theft to proper law enforcement authorities, your state attorney general, and/or the Federal Trade Commission (FTC).

Copy of 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 1-877-322-8228, 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 also can contact one of the following three national credit reporting agencies:

Equifax

P.O. Box 105788
Atlanta, GA 30348
1-888-378-4329
www.equifax.com

Experian

P.O. Box 9532
Allen, TX 75013
1-800-831-5614
www.experian.com

TransUnion

P.O. Box 1000
Chester, PA 19016
1-800-916-8800
www.transunion.com

Fraud Alert: You may want to consider placing a fraud alert on your credit report. An initial fraud alert is free and will stay on your credit file for at least one year. 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 credit reporting agencies identified above. Additional information is available at <http://www.annualcreditreport.com>.

Security Freeze: You have the right to put a security freeze on your credit file for up to one year at no cost. This will prevent new credit from being opened in your name without the use of a PIN number that is issued to you when you initiate the freeze. A security freeze is designed to prevent potential creditors from accessing your credit report without your consent. As a result, using a security freeze may interfere with or delay your ability to obtain credit. You must separately place a security freeze on your credit file with each credit reporting agency. In order to place a security freeze, you may be required to provide the consumer reporting agency with information that identifies you including your full name, Social Security number, date of birth, current and previous addresses, a copy of your state-issued identification card, and a recent utility bill, bank statement or insurance statement.

Additional Free Resources: You can obtain information from the consumer reporting agencies, the FTC, or from your respective state Attorney General about fraud alerts, security freezes, and steps you can take toward preventing identity theft. You may report suspected identity theft to local law enforcement, including to the FTC or to the Attorney General in your state.

Federal Trade Commission

600 Pennsylvania Ave, NW
Washington, DC 20580
consumer.ftc.gov
1-877-438-4338

Maryland Attorney General

St. Paul Plaza
200 St. Paul Place
Baltimore, MD 21202
marylandattorneygeneral.gov
1-888-743-0023

New York Attorney General

Bureau of Internet and Technology
Resources
28 Liberty Street
New York, NY 10005
ag.ny.gov
1-212-416-8433 / 1-800-771-7755

North Carolina Attorney General

9001 Mail Service Center
Raleigh, NC 27699
ncdoj.gov
1-877-566-7226

Rhode Island Attorney General

150 South Main Street
Providence, RI 02903
<http://www.riag.ri.gov>
riag.ri.gov
1-401-274-4400

Washington D.C. Attorney General

400 S 6th Street, NW
Washington, DC 20001
oag.dc.gov
1-202-727-3400

You also have certain rights under the Fair Credit Reporting Act (FCRA): These rights include to know what is in your file; to dispute incomplete or inaccurate information; to have consumer reporting agencies correct or delete inaccurate, incomplete, or unverifiable information; as well as other rights. For more information about the FCRA, and your rights pursuant to the FCRA, please visit https://files.consumerfinance.gov/f/201504_cfpb_summary_your-rights-under-fcra.pdf



Return Mail to IDX
4145 SW Watson Ave. Suite 400
Beaverton, OR 97005

To Enroll, Please Call:
1-800-939-4170
Or Visit:
<https://app.idx.us/account-creation/protect>
Enrollment Code: <<XXXXXXXXXX>>

To the Parent or Guardian of:

<<First Name>> <<Last Name>>

<<Address1>> <<Address2>>

<<City>>, <<State>> <<Zip>>

May 18, 2023

Re: Notice of Data <<Variable Data 1>>:

Dear Parent or Guardian of <<First Name>> <<Last Name>>,

We are writing to inform you of a data security incident that may have affected your minor's personal information. At Timber Products Inspection ("TP"), we are committed to maintaining our employees' trust and demonstrating our commitment to the privacy and security of all information in our possession. That is why we are writing to notify you of this incident, to offer you complimentary credit monitoring and identity protection services, and to inform you about steps that can be taken to help safeguard your minor's personal information.

What Happened: On March 16, 2023, TP became aware of a network disruption. Upon discovering this activity, we immediately began investigating this activity with the assistance of our third-party IT provider and external cybersecurity experts. The investigation concluded on May 1, 2023 and identified evidence of unauthorized access to TP's network. TP then identified individuals whose personal information could have been affected. Notably, we have no evidence that any personal information potentially impacted by this incident has been misused but are nonetheless providing notification out of an abundance of caution.

What Information Was Involved: The potentially affected information may have included your minor's <<Variable Data 2>>.

What We Are Doing: Upon discovering this matter, we immediately began investigating and secured our network to protect all employee and client information. We have also reported this incident to the Federal Bureau of Investigation and will cooperate with any resulting investigation into this matter.

Although TP has no evidence of the misuse of any potentially impacted information, TP is providing you with information about steps that you can take to help protect your child's personal information and is offering complimentary identity protection services through IDX – a data breach and recovery services expert. These services include 24 months of dark web monitoring, a \$1 million identity fraud loss reimbursement policy, and fully managed identity theft recovery services.

The deadline to enroll in these services is August 18, 2023. With this protection, IDX will help to resolve issues if your child's identity is compromised.

What You Can Do: We encourage you to activate your complimentary services using the enrollment code provided on the first page. We also recommend that you review the guidance included with this letter about how to protect your personal information.

For More Information: If you have questions or need assistance, please call 1-800-939-4170, Monday through Friday from 9:00 a.m. to 9:00 p.m. Eastern Time. IDX representatives are fully versed on this incident and can help answer questions you may have regarding the protection of your information.

TP takes your trust in us and this matter very seriously. Please accept our sincere apologies and know that we deeply regret any worry or inconvenience this may cause you.

Sincerely,

A handwritten signature in dark ink, appearing to read "J Moore". The signature is fluid and cursive, with the first letter "J" being large and stylized.

Jay Moore
President

Steps You Can Take to Protect Your Personal Information

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 activity or any suspected incidence of identity theft to proper law enforcement authorities, your state attorney general, and/or the Federal Trade Commission (FTC).

Copy of 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 1-877-322-8228, 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 also can contact one of the following three national credit reporting agencies:

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Atlanta, GA 30348
1-888-378-4329
www.equifax.com

Experian

P.O. Box 9532
Allen, TX 75013
1-800-831-5614
www.experian.com

TransUnion

P.O. Box 1000
Chester, PA 19016
1-800-916-8800
www.transunion.com

Fraud Alert: You may want to consider placing a fraud alert on your credit report. An initial fraud alert is free and will stay on your credit file for at least one year. 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 credit reporting agencies identified above. Additional information is available at <http://www.annualcreditreport.com>.

Security Freeze: You have the right to put a security freeze on your credit file for up to one year at no cost. This will prevent new credit from being opened in your name without the use of a PIN number that is issued to you when you initiate the freeze. A security freeze is designed to prevent potential creditors from accessing your credit report without your consent. As a result, using a security freeze may interfere with or delay your ability to obtain credit. You must separately place a security freeze on your credit file with each credit reporting agency. In order to place a security freeze, you may be required to provide the consumer reporting agency with information that identifies you including your full name, Social Security number, date of birth, current and previous addresses, a copy of your state-issued identification card, and a recent utility bill, bank statement or insurance statement.

Additional Free Resources: You can obtain information from the consumer reporting agencies, the FTC, or from your respective state Attorney General about fraud alerts, security freezes, and steps you can take toward preventing identity theft. You may report suspected identity theft to local law enforcement, including to the FTC or to the Attorney General in your state.

Federal Trade Commission

600 Pennsylvania Ave, NW
Washington, DC 20580
consumer.ftc.gov
1-877-438-4338

Maryland Attorney General

St. Paul Plaza
200 St. Paul Place
Baltimore, MD 21202
marylandattorneygeneral.gov
1-888-743-0023

New York Attorney General

Bureau of Internet and Technology
Resources
28 Liberty Street
New York, NY 10005
ag.ny.gov
1-212-416-8433 / 1-800-771-7755

North Carolina Attorney General

9001 Mail Service Center
Raleigh, NC 27699
ncdoj.gov
1-877-566-7226

Rhode Island Attorney General

150 South Main Street
Providence, RI 02903
<http://www.riag.ri.gov>
riag.ri.gov
1-401-274-4400

Washington D.C. Attorney General

400 S 6th Street, NW
Washington, DC 20001
oag.dc.gov
1-202-727-3400

You also have certain rights under the Fair Credit Reporting Act (FCRA): These rights include to know what is in your file; to dispute incomplete or inaccurate information; to have consumer reporting agencies correct or delete inaccurate, incomplete, or unverifiable information; as well as other rights. For more information about the FCRA, and your rights pursuant to the FCRA, please visit https://files.consumerfinance.gov/f/201504_cfpb_summary_your-rights-under-fcra.pdf.

Personal Information of a Minor: You can request that each of the three national credit reporting agencies perform a manual search for a minor's Social Security number to determine if there is an associated credit report. Copies of identifying information for the minor and parent/guardian may be required, including birth or adoption certificate, Social Security card, and government issued identification card. If a credit report exists, you should request a copy of the report and immediately report any fraudulent accounts to the credit reporting agency. You can also report any misuse of a minor's information to the FTC at <https://www.identitytheft.gov/>. For more information about Child Identity Theft and instructions for requesting a manual Social Security number search, visit the FTC website: <https://www.consumer.ftc.gov/articles/0040-child-identity-theft>.