

# EXHIBIT 1

By providing this notice, American Welding & Gas, Inc. (“AWG”) does not waive any rights or defenses regarding the applicability of Maine law, the applicability of the Maine data event notification statute, or personal jurisdiction.

### **Nature of the Data Event**

On or about July 28, 2021, AWG became aware of unusual activity related to an employee’s email account. AWG immediately took steps to investigate this activity and change the account password. From this incident, AWG determined that an unauthorized person(s) gained access to one (1) employee email account from July 22, 2021 to July 28, 2021. The investigation could not conclusively determine whether or what information in the accounts may have been accessed. Based on this, in an abundance of caution AWG undertook a diligent and detailed review of all data present in the account to determine what records were present at the time of the incident, to whom those records related, and the contact information for those individuals. AWG completed this review on or about September 22, 2021.

The information that could have been subject to unauthorized access includes name and Social Security number.

### **Notice to Maine Residents**

On or about October 21, 2021, AWG provided written notice of this incident to all affected individuals, which includes three (3) Maine residents. Written notice is being provided in substantially the same form as the letter attached here as *Exhibit A*.

### **Other Steps Taken and To Be Taken**

Upon discovering the event, AWG moved quickly to investigate and respond to the incident, change the email account password, and notify potentially affected individuals. AWG is also working to implement additional safeguards and training to its employees. AWG is providing access to credit monitoring services for 12 months through Experian to individuals whose personal information was potentially affected by this incident, at no cost to these individuals.

Additionally, AWG is providing impacted individuals with guidance on how to better protect against identity theft and fraud, including advising individuals to report any suspected incidents of identity theft or fraud to their credit card company and/or bank. AWG is providing individuals with information on how to place a fraud alert and security freeze on one's credit file, information on protecting against tax fraud, the contact details for the national consumer reporting agencies, information on how to obtain a free credit report, a reminder to remain vigilant for incidents of fraud and identity theft by reviewing account statements and monitoring free credit reports, and encouragement to contact the Federal Trade Commission, their state Attorney General, and law enforcement to report attempted or actual identity theft and fraud.

# EXHIBIT A



Return Mail Processing  
PO Box 999  
Suwanee, GA 30024

**“Providing solutions for a better tomorrow”**

October 21, 2021

1 1 1 \*\*\*\*\*SNGLP

SAMPLE A. SAMPLE - standard letter

APT ABC



123 ANY ST

ANYTOWN, US 12345-6789



Dear Sample A. Sample:

American Welding & Gas, Inc. (“AWG”) writes to notify you of an incident that may affect the privacy of some of your personal information. While to date, we have no evidence that your information has been misused, we are making you aware of the event, our response, and steps you may take to better protect your information, should you feel it appropriate to do so.

**What Happened?** On or about July 28, 2021, AWG became aware of unusual activity related to an employee’s email account. AWG immediately took steps to investigate this activity and change the account password. From this incident, AWG determined that an unauthorized person(s) gained access to one (1) employee email account from July 22, 2021 to July 28, 2021, at which point, AWG changed the password blocking further unauthorized access. The investigation could not conclusively determine whether or what information in the accounts may have been accessed. Based on this, in an abundance of caution, AWG undertook a diligent and detailed review of all data present within the account to determine what records were present at the time of the incident, to whom the records related, and the contact information for those individuals. This review was completed on or about September 22, 2021.

**What Information Was Involved?** AWG’s review determined the following information related to you was present in the email account at the time of the incident: name, address, [Extra1][Extra2][Extra3].

**What We Are Doing.** AWG takes the confidentiality, privacy, and security of the personal information in our care very seriously. Upon learning of the unusual activity in the employee email account, we immediately commenced an investigation to confirm the nature and scope of the event and identify what personal information may have been present in the affected email account. We have also worked to put in place resources to assist potentially affected individuals and are implementing additional safeguards to further protect the security of information in our systems. AWG reported this incident to law enforcement.

As an added precaution, we are offering you access to 12 months of credit monitoring and identity theft restoration services through Experian at no cost to you. The cost of these services will be paid for by AWG. More information on these services, as well as instructions about how to enroll, may be found in the enclosed “*Steps You Can Take to Protect Personal Information.*” Please note that you must complete the enrollment process, as we are not able to enroll you in these services on your behalf.

**What You Can Do.** We encourage you to remain vigilant against incidents of identity theft and fraud by reviewing your account statements, enrolling in the complimentary credit and identity monitoring services, and monitoring your free credit reports for suspicious activity and to detect errors over the next 12 to 24 month. You may also find more information in the enclosed “*Steps You Can Take to Protect Personal Information,*” as well as details on how to enroll to receive the credit monitoring and identity restoration services we are offering at no cost to you.

**For More Information.** We understand you may have questions about this incident that are not addressed in this letter. If you have additional questions, please call our dedicated assistance line at (888) 397-0054 from Monday through Friday, 6:00 am to 8:00 pm PST, and Saturday and Sunday 8:00 am to 5:00 pm PST (Excluding Holidays). Be prepared to provide your engagement number B019538.

We sincerely regret any inconvenience or concern this incident may cause you.

Sincerely,

American Welding & Gas, Inc.

## STEPS YOU CAN TAKE TO PROTECT PERSONAL INFORMATION

### Enroll in Identity/Credit Monitoring

To help protect your identity, we are offering a complimentary 12-month membership of Experian's® IdentityWorks<sup>SM</sup>. This product provides you with superior identity detection and resolution of identity theft. To activate your membership and start monitoring your personal information please follow the steps below:

- Ensure that you **enroll by: December 31, 2021** (Your code will not work after this date.)
- **Visit** the Experian IdentityWorks website to enroll: [www.experianidworks.com/credit](http://www.experianidworks.com/credit)
- Provide your **activation code: ABCDEFGHI**

If you have questions about the product, need assistance with identity restoration or would like an alternative to enrolling in Experian IdentityWorks online, please contact Experian's customer care team at **(888) 397-0054** by **December 31, 2021**. Be prepared to provide engagement number **B019538** as proof of eligibility for the identity restoration services by Experian.

### Monitor Your Accounts

Under U.S. law, a consumer is entitled to one free credit report annually from each of the three major credit reporting bureaus, Equifax, Experian, and TransUnion. To order your free credit report, visit [www.annualcreditreport.com](http://www.annualcreditreport.com) or call, toll-free, 1-877-322-8228. You may also directly contact the three major credit reporting bureaus listed below to request a free copy of your credit report.

Consumers have the right to place an initial or extended "fraud alert" on a credit file at no cost. An initial fraud alert is a 1-year alert that is placed on a consumer's credit file. Upon seeing a fraud alert display on a consumer's credit file, a business is required to take steps to verify the consumer's identity before extending new credit. If you are a victim of identity theft, you are entitled to an extended fraud alert, which is a fraud alert lasting seven years. Should you wish to place a fraud alert, please contact any one of the three major credit reporting bureaus listed below.

As an alternative to a fraud alert, consumers have the right to place a "credit freeze" on a credit report, which will prohibit a credit bureau from releasing information in the credit report without the consumer's express authorization. The credit freeze is designed to prevent credit, loans, and services from being approved in your name without your consent. However, you should be aware that using a credit freeze to take control over who gets access to the personal and financial information in your credit report may delay, interfere with, or prohibit the timely approval of any subsequent request or application you make regarding a new loan, credit, mortgage, or any other account involving the extension of credit. Pursuant to federal law, you cannot be charged to place or lift a credit freeze on your credit report. To request a security freeze, you will need to provide the following information:

1. Full name (including middle initial as well as Jr., Sr., II, III, etc.);
2. Social Security number;
3. Date of birth;
4. Addresses for the prior two to five years;
5. Proof of current address, such as a current utility bill or telephone bill;
6. A legible photocopy of a government-issued identification card (state driver's license or ID card, etc.); and
7. A copy of either the police report, investigative report, or complaint to a law enforcement agency concerning identity theft if you are a victim of identity theft.

Should you wish to place a credit freeze, please contact the three major credit reporting bureaus listed below:

<b>Equifax</b>	<b>Experian</b>	<b>TransUnion</b>
<a href="https://www.equifax.com/personal/credit-report-services/">https://www.equifax.com/personal/credit-report-services/</a>	<a href="https://www.experian.com/help/">https://www.experian.com/help/</a>	<a href="https://www.transunion.com/credit-help">https://www.transunion.com/credit-help</a>
1-888-298-0045	1-888-397-3742	1-833-395-6938
Equifax Fraud Alert, P.O. Box 105069 Atlanta, GA 30348-5069	Experian Fraud Alert, P.O. Box 9554, Allen, TX 75013	TransUnion Fraud Alert, P.O. Box 2000, Chester, PA 19016
Equifax Credit Freeze, P.O. Box 105788 Atlanta, GA 30348-5788	Experian Credit Freeze, P.O. Box 9554, Allen, TX 75013	TransUnion Credit Freeze, P.O. Box 160, Woodlyn, PA 19094

## Additional Information

You may further educate yourself regarding identity theft, fraud alerts, credit freezes, and the steps you can take to protect your personal information by contacting the consumer reporting bureaus, the Federal Trade Commission, or your state Attorney General. The Federal Trade Commission may be reached at: 600 Pennsylvania Avenue NW, Washington, DC 20580; [www.identitytheft.gov](http://www.identitytheft.gov); 1-877-ID-THEFT (1-877-438-4338); and TTY: 1-866-653-4261. The Federal Trade Commission also encourages those who discover that their information has been misused to file a complaint with them. You can obtain further information on how to file such a complaint by way of the contact information listed above. You have the right to file a police report if you ever experience identity theft or fraud. Please note that in order to file a report with law enforcement for identity theft, you will likely need to provide some proof that you have been a victim. Instances of known or suspected identity theft should also be reported to law enforcement and your state Attorney General. This notice has not been delayed by law enforcement.

*For North Carolina residents*, the North Carolina Attorney General may be contacted at: 9001 Mail Service Center, Raleigh, NC 27699-9001; 1-877-566-7226 or 1-919-716-6000; and [www.ncdoj.gov](http://www.ncdoj.gov).

### **ADDITIONAL DETAILS REGARDING YOUR 12-MONTH EXPERIAN IDENTITYWORKS MEMBERSHIP:**

A credit card is **not** required for enrollment in Experian IdentityWorks.

You can contact Experian **immediately** regarding any fraud issues, and have access to the following features once you enroll in Experian IdentityWorks:

- **Experian credit report at signup:** See what information is associated with your credit file. Daily credit reports are available for online members only.<sup>1</sup>
- **Credit Monitoring:** Actively monitors Experian file for indicators of fraud.
- **Identity Restoration:** Identity Restoration agents are immediately available to help you address credit and non-credit related fraud.
- **Experian IdentityWorks ExtendCARE™:** You receive the same high-level of Identity Restoration support even after your Experian IdentityWorks membership has expired.
- **Up to \$1 Million Identity Theft Insurance<sup>2</sup>:** Provides coverage for certain costs and unauthorized electronic fund transfers.

If you believe there was fraudulent use of your information and would like to discuss how you may be able to resolve those issues, please reach out to an Experian agent at **(888) 397-0054**. If, after discussing your situation with an agent, it is determined that Identity Restoration support is needed, then an Experian Identity Restoration agent is available to work with you to investigate and resolve each incident of fraud that occurred (including, as appropriate, helping you with contacting credit grantors to dispute charges and close accounts; assisting you in placing a freeze on your credit file with the three major credit bureaus; and assisting you with contacting government agencies to help restore your identity to its proper condition).

Please note that this Identity Restoration support is available to you for 12 months from the date of this letter and does not require any action on your part at this time. The Terms and Conditions for this offer are located at [www.ExperianIDWorks.com/restoration](http://www.ExperianIDWorks.com/restoration). You will also find self-help tips and information about identity protection at this site.

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<sup>1</sup> Offline members will be eligible to call for additional reports quarterly after enrolling.

<sup>2</sup> The Identity Theft Insurance is underwritten and administered by American Bankers Insurance Company of Florida, an Assurant company. Please refer to the actual policies for terms, conditions, and exclusions of coverage. Coverage may not be available in all jurisdictions.