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Office of Cyber Security & Critical Infrastructure Coordination
30 S. Pearl Street
Albany, New York 12207-3425

I am writing to you about a recent incident at USIS Commercial Services (USIS) that involves pre-employment data in our files pertaining to the following New York resident:

[REDACTED]

USIS is a consumer reporting agency and provides background screening reports (consumer reports) to our commercial customers. These reports are used for pre-employment, credit, insurance and other permissible purposes.

On Sept. 7, 2006, USIS experienced a short-duration incident with a computer server that resulted in Mr. Crawford's unencrypted consumer report being sent to a USIS customer other than the customer that ordered the report. This report contained the consumer's personally identifiable information.

USIS promptly identified and contained the technical problem and, following our own analysis and communications with the recipient of the report, we have no reason to believe this information has been or will be used in a manner detrimental to the consumer's interests. USIS has also taken appropriate actions to prevent this error from occurring again.

I want to emphasize this was not a situation in which identity thieves or other illegitimate individuals received personal consumer information from USIS. The recipient of the report was a Human Resources professional or other trained staffing professional who understands and appreciates the confidential nature of such information and regularly receives consumer reports from USIS. Additionally, the customer is required by statute and by contract to possess and utilize consumer reports only in accordance with applicable laws. Accordingly, USIS has notified the customer to immediately dispose of the report received in error pursuant to guidelines set forth by the Federal Trade Commission. USIS has also received confirmation that the report has been properly disposed according to these guidelines.

Although there is no evidence to suggest that any personal information is at risk, USIS has notified the affected consumer of this incident and offered to provide twelve months of credit report monitoring at no charge. This service will scan the consumer's credit reports on a daily basis and will send alerts when any key changes are identified. Please advise if you have any questions about this matter by contacting the USIS Compliance Department via email at compliance@usis-csd.com, by phone at 888-634-9942 or at the address above.

Sincerely,

Tim Willis
Director of Contracts and Compliance

cc: New York Attorney General
Attn: Consumer Protection Division
The Capitol
Albany, NY 12224-0341

New York State Consumer Protection Board
5 Empire State Plaza, Suite 2101
Albany, New York 12223