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SNYDER-COHN-COLLYER-HAMILTON & ASSOCIATES P.C.

April 7, 2006

CONFIDENTIAL

[REDACTED]

Dear Keita Geer:

Snyder, Cohn, Collyer, Hamilton & Associates, P.C. ("Snyder Cohn") has been hired by J. Craig Venter Science Foundation, J. Craig Venter Institute, and The Institute for Genomic Research to provide accounting services for your 401 K retirement plan. In February, Snyder Cohn discovered that one of its computers which may have contained your social security number, date of birth and pay information was stolen.

Please be assured that we have no reason to suspect that an unauthorized individual has accessed your personal information. A security code is required to access any information contained on the stolen computer and Snyder Cohn has no reason to believe that the culprit knew of, or obtained, that code. Indeed, Snyder Cohn believes that the perpetrator of this crime was interested solely in the value of the machine itself and was unaware of the data contained within the computer.

Although we have no reason to suspect that your personal information, if it was on the computer, has been accessed by an unauthorized individual, Snyder Cohn is informing you of this event as requested by your plan administrator. We would like to also inform you that several steps have been taken to provide you with protection. Upon discovering the theft, Snyder Cohn immediately filed a report with local law enforcement alerting them of the incident. Snyder Cohn contacted the computer's manufacturer and alerted them of the theft to ensure that the manufacturer does not assist the culprit in circumventing the computer's access block.

Certified Public Accountants and Business Advisors
4520 East West Highway, Suite 520, Bethesda, MD 20814-3338
Phone: 301-652-6700 Fax: 301-986-1028
Web: cpahelp.com E-Mail: advice@cpahelp.com

Individual Member
BKR

11705 In-Principle Limited Worldwide

**Reporting Form
For Business, Individual or NY State Entity reporting a
"Breach of the Security of the System"
Pursuant to the Information Security Breach
and Notification Act (General Business Law §889-aa;
State Technology Law §208)**

| | |
|---|---|
| Name of Business, Individual or State Entity | J. Craig Venter Science Foundation; J. Craig Venter Institute; The Institute for Genomic Research |
| Date of Discovery of Breach: | February 9, 2006 |
| Estimated Number of Affected Individuals: | 6 |
| Date of Notification to Affected Individuals: | April 7, 2006 |
| Manner of Notification: | <input checked="" type="checkbox"/> written notice <input type="checkbox"/> electronic notice (email) <input type="checkbox"/> telephone notice |

Are you requesting substitute notice? Yes No (If yes, attach justification)

Content of Notification to Affected Individuals: Describe what happened in general terms and what kind of information was involved. Please attach copy of Notice.

On February 9, 2006, Snyder, Cohn, Collyer, Hamilton & Associates, P.C. ("Snyder"), an accounting firm retained by J. Craig Venter Science Foundation, J. Craig Venter Institute, and The Institute for Genomic Research ("the entities") to conduct an audit of the entities' pension plans, learned that one of Snyder's laptop computers had been stolen. On March 28, 2006 Snyder informed the entities that the Computer may have contained personal information concerning pension plan participants, 6 of whom are New York residents.

After conducting an investigation, Snyder believes that the perpetrator of this crime was interested in the value of the machine itself and was unaware of the data contained within the Computer. Access to that data required use of an access code which Snyder has no reason to suspect that the culprit has obtained. Snyder implemented the following responsive action plan:

- (1) On February 10, 2006, Snyder filed a report with local law enforcement alerting them of the theft.
- (2) On February 10, 2006, Snyder contacted the Computer's manufacturer and alerted them of the theft to ensure that the manufacturer did not assist the culprit in circumventing the Computer's access block.



SNYDER-COHN-COLLYER-HAMILTON & ASSOCIATES P.C.

FAX

DATE: April 10, 2006

TO: Consumer Protection Board
Security Breach Notification

FAX NUMBER: 518-474-2474

FROM: Mitch Segal
Director of Operations
Snyder Cohn Collyer Hamilton & Asso.
Phone: 301-652-6700
Fax: 301-986-1028
segalm@cpahelp.com

MEMO: 8 pages including this cover page

Certified Public Accountants and Business Advisors

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Phone: 301-652-6700 Fax: 301-986-1028

Independent Member

BKR
INTERNATIONAL

J. Craig Venter

ATTACHMENT A - PG 1/5

I N S T I T U T E

April 7, 2006

[REDACTED]

[REDACTED]

[REDACTED]

We are writing to you about an important matter that requires your attention. As required by law, the J. Craig Venter Science Foundation, J. Craig Venter Institute (JCVI) and The Institute for Genomic Research (TIGR) engaged Snyder, Cohn, Collyer, Hamilton & Associates, P.C. ("Snyder Cohn") to audit the organizations' 401(k) plans for fiscal year 2004. As you will read in the attached letter, Snyder Cohn has reported that the computer used by the auditor of our plans was stolen in February 2006. They report that the stolen computer may have contained certain of your personal information. Their letter contains important information about the incident, the steps they took in response to the theft, the measures they are prepared to take to help mitigate any adverse impact to you, and the actions you should take in the event that an account has been fraudulently established using your identity.

We urge you to read the Snyder Cohn letter very carefully. We recommend that you enroll in the credit monitoring service to which they have arranged access for you for a 12-month period at no cost to you. We also recommend that you avail yourself of their offer to contact them should you need further assistance in dealing with this matter. Please be assured that we are also available to answer any questions you may have about this matter, and that you may contact me directly at 240-268-2760 or your Human Resources representative: Julia McElderry (JCVI and JCVF) at 240-268-2710, or Jennifer Ripkin (TIGR) at 301-795-7974.

Sincerely yours,

Julie G. Adelson

Julie Gross Adelson
Vice President and General Counsel

Attachment

9704 Medical Center Drive / Rockville, MD 20850 / phone 240-268-2605 / fax 240-268-4000

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Keita Geer

On behalf of Snyder Cohn allow me to apologize for this unfortunate situation. Should you have further questions about this matter, do not hesitate to contact me at 301-652-6700.

Sincerely,

SNYDER, COHN, COLLYER, HAMILTON & ASSOCIATES, P.C.

Mitchell G. Segal
Director of Operations

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Keita Geer



In addition, Snyder Cohn has partnered with Equifax Personal Solutions to provide assistance in protecting your identity and your credit information at no cost to you. The steps to follow are:

1. Enroll in Equifax Credit Watch™ Silver identity theft protection service. This product is being provided to you at no cost.
2. Additionally, you may choose to adopt an increased level of protection by placing a fraud alert on your credit file at Equifax and the other two credit reporting agencies

Enroll in Equifax Credit Watch™ Silver

Credit Watch Silver will provide you with an "early warning system" to changes to your Equifax credit file and help you to understand the content of it. The key features and benefits are listed below.

Equifax Credit Watch Silver provides you with a 1 year membership service:

- o Monitors your Equifax credit file and alerts you to key changes via email within 7 days.
- o Wireless alerts and customizable alerts available
- o "No news is good news" monthly message if there are no alerts.
- o One free Equifax Credit Report™ with a discount on additional reports
- o \$2,500 in identity theft protection with \$250 deductible (certain limitations and exclusions may apply)
- o Premium Customer Care, 8am - 3am, 7 days a week

Equifax has a simple Internet-based verification and enrollment process:

Visit: www.myservices.equifax.com/silver_order

- o **Step 1 – Registration:** complete the form with your contact information (name, address, telephone #, Social Security Number, date of birth, e-mail address). The information is provided in a secured environment.
- o **Step 2 – Verify Your Identity:** Equifax will verify your identity by asking you up to two security questions

Keita Geer

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- o Step 3 - Order Summary: During the "check out" process, provide the following promotional code: SCCH-376969192 in the "Enter Promotion Code" box. (case sensitive, no spaces, include dash.) After entering your code press the "Apply Code" button and then the "Submit" button at the bottom of the page. (This code eliminates the need to provide a credit card number for payment.)
- o Step 4 - Go to the Member Center - Under "Product List" select Credit Watch Silver to access the product features.

If you do not have access to the Internet or wish for any other reason to enroll in Credit Watch by Mail instead of the online service, please fill out the attached form and fax or mail it to the number/address listed on the form. You will also need the Promotional Code to enroll.

Directions for placing a Fraud Alert

A fraud alert is a consumer statement added to your credit report. This statement alerts creditors of possible fraudulent activity within your report as well as requests that they contact you prior to establishing any accounts in your name. Once the fraud alert is added to your credit report, all creditors should contact you prior to establishing any account in your name. To place a fraud alert on your Equifax credit file, you may contact our auto fraud line at 1-877-478-7625, and follow the simple prompts. Once the fraud alert has been placed with Equifax, a notification will be sent to the other two credit reporting agencies, Experian and Trans Union, on your behalf.

In addition to enrolling in the Equifax Credit Watch™ Silver identity theft protection service and placing a fraud alert on your credit report, it is always a good practice to review your financial account statements and credit reports on a regular basis.

If you determine that an account has been fraudulently established using your identity, you should contact Equifax at the 800 number provided with your Equifax Credit Watch Silver service. Equifax customer service provides ID theft / fraud victim assistance.

- (3) On April 7, 2006 Snyder and the entities voluntarily initiated a mailing to each New York resident potentially affected by this incident. The mailing (i) described the nature of the incident, (ii) described efforts taken to protect the recipients from any misuse of the data, (iii) advised the recipients to sign up for a free credit monitoring service offered by Snyder and place a fraud alert on their credit report, and (iv) directed the recipients to call Snyder with any additional questions. A copy of the notice is included as Attachment A.

J. Craig Venter Science Foundation, J. Craig Venter Institute, and The Institute for Genomic Research respectfully request that the information contained in this notice be kept confidential. Any details regarding this incident that are made public could jeopardize the security of the impacted individuals by notifying the perpetrator of this theft that the Computer may contain sensitive information.

Name of Business or Individual Contact Person: Mitch Segal
Snyder, Cohn, Collyer, Hamilton & Associates, P.C.
Title: Director of Operations
Telephone number: 301-652-6700
Email: segalm@cpahelp.com

Dated: April 10, 2006
Submitted by: Mitch Segal
Title: Director of Operations, Snyder, Cohn, Collyer, Hamilton & Associates, P.C.
Address: 4520 East-West Highway
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Bethesda, MD 20814
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