

To Enroll, Please Call: (833) 554-0464 Or Visit: <u>https://app.myidcare.com/accountcreation/protect</u> Enrollment Code: <<XXXXXXX>>

## <<Date>>

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

Dear [Name of Recipient]:

Endeavor Energy Resources, L.P. ("Endeavor") either provides, or has provided in the past, benefits administration to <<Affiliate Name>> ("<<Affiliate Shorthand>>"). As a result, Endeavor maintains records with the personal information of <<Affiliate Shorthand>>"). As a result, Endeavor employees and of their family members who received benefits through <<Affiliate Shorthand>>". Endeavor is committed to protecting this personal information. Unfortunately, we are writing to inform you of an information security incident that could potentially affect you and to share with you the steps that Endeavor is taking to address it.

On January 14, 2020, Endeavor learned that an employee with human resources and benefits responsibilities had been the subject of a phishing scam that may have resulted in an unauthorized person gaining access to that employee's Endeavor Office 365 e-mail accounts. Endeavor immediately began investigating the incident and retained a third-party review company to help determine the information that may have been accessed by the unauthorized person. Endeavor discovered on February 7, 2020, the day after the document review company provided its final report, that this unauthorized person may have gained access to your personal information, including your name and Social Security number.

Please note that we have no information indicating that your personal information was actually taken or has been misused, but the possibility exists. We also want to emphasize the unauthorized person did <u>not</u> have access to any of your other sensitive information, such as your driver's license number, payment card information number, or information that would permit access to any financial account.

Endeavor takes seriously both the security of your personal information and this incident. Immediately upon learning of the incident, Endeavor began its investigation in an effort to determine what, if any, personal information might have been accessed. We retained an outside law firm and other third-party incident response providers to assist with the investigation and the incident response. Since learning of the incident, we have worked diligently and expeditiously with our incident response providers to conduct a thorough and comprehensive investigation of the incident, to identify and provide an appropriate identity protection product to you, and to establish a call center with trained representatives to answer your questions. We also have reported this incident to law enforcement and will cooperate with any investigation.

Nevertheless, out of an abundance of caution, Endeavor is providing you with one year of identity protection services <u>at no cost to you</u>. By enrolling in MyIDCare, through Endeavor's identity protection provider, ID Experts, you will receive a wide range of benefits, including credit monitoring, Internet and Dark Web scanning, identity restoration services, and \$1 million in

identity theft insurance. Please note that if you are under the age of 18, you will not be eligible for benefits related to credit monitoring because minors do not have a credit report.

To enroll in this free MyIDCare product, please do the following by May 20, 2020:

- 1. Go to https://app.myidcare.com/account-creation/protect
- 2. Enter your personal email address and create a password.
- 3. Enter the Enrollment Code at the top of this letter.
- 4. Check your email and confirm by clicking the link you receive from ID Experts.

We have included with this letter additional information on steps you can take to protect the security of your personal information. We urge you to review this information carefully.

Please be assured that Endeavor will be taking steps to prevent a recurrence. We are in the process of reviewing our already robust information security safeguards to identify ways to enhance them.

Endeavor regrets any inconvenience this event may cause you. Should you have questions or concerns regarding this incident or about MyIDCare, please do not hesitate to contact our call center from 8 AM to 8 PM CST, Monday through Friday, at **(833) 554-0464**. Our call center has English- and Spanish-speaking representatives available.

Sincerely,

MANA

Michael A. Short General Counsel and Vice President – Legal Endeavor Energy Resources, L.P.

## Steps To Protect The Security Of Your Personal Information

By taking the following steps, you can help reduce the risk that your personal information may be misused.

**1**. **Enroll in MyIDCare.** You must personally activate identity monitoring for it to be effective. The notification letter contains instructions and information on how to activate your MyIDCare<sup>™</sup> membership. If you need assistance, or if you want to enroll by telephone, you should contact ID Experts directly at 833-554-0464. ID Experts' MyIDCare product will provide the following:

- **Credit Monitoring**: Actively monitors your credit file for indicators of fraud. Please note that this benefit is not available if you are under the age of 18.
- **CyberScan**: Seeks out compromised personal information on the Internet and the dark web, and triggers an alert if your data is detected.
- Identity Restoration Services: Recovery experts are immediately available to help you address and resolve identity theft.
- **\$1 Million Identity Theft Insurance:** Including reimbursement costs for out-of-pocket expenses and costs such as stolen funds, lost wages, legal fees, and private investigators.

Please direct questions about the MyIDCare product to ID Experts. A credit card is not required for enrollment in MyIDCare. Enrollment in MyIDCare will not affect your credit score. The Terms and Conditions for this offer are located at <u>www.myidcare.com</u>. You will also find self-help tips and information about identity protection at this site.

**2. Review your credit reports.** You can receive free credit reports by placing a fraud alert. Under federal law, you also are entitled every 12 months to one free copy of your credit report from each of the three national credit bureaus. To obtain a free annual credit report, go to <u>www.annualcreditreport.com</u> or call 1-877-322-8228. You may wish to stagger your requests so that you receive a free report from one of the three credit bureaus every four months.

**3. Review your account statements.** You should carefully review for suspicious activity the statements that you receive from credit card companies, banks, utilities, and other service providers.

**4. Remain vigilant and respond to suspicious activity.** If you receive an e-mail or mail alert from ID Experts, contact a MyIDCare identity resolution agent toll-free at (833) 554-0464 or visit <a href="https://app.myidcare.com/account-creation/protect">https://app.myidcare.com/account-creation/protect</a> for additional information. You should consider changing your username, passwords, security questions, and security answers to your online accounts. If you notice suspicious activity on an account statement, report it to your credit card company or service provider and consider closing the account. You should also consider reporting such activity to Endeavor, your local police department, your state's attorney general, and the Federal Trade Commission.

**5.** You have the right to place a "security freeze" on your credit report. A security freeze will prohibit a consumer reporting agency from releasing information in your credit file without your express authorization. The security 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 security 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, mortgage, or any other account involving the extension of credit.

A security freeze does not apply to a person or entity, or its affiliates, or collection agencies acting on behalf of the person or entity, with which you have an existing account that requests information in your credit report for the purposes of reviewing or collecting the account. Reviewing the account includes activities related to account maintenance, monitoring, credit line increases, and account upgrades and enhancements.

To place a security freeze on your credit file, contact the three nationwide credit bureaus, listed below. You will need to provide appropriate proof of your identity to the credit bureau, which will include your name, address, date of birth, Social Security number, and other personal information. After receiving your freeze request, each credit bureau will provide you with a unique PIN (personal identification number) or password. Keep the PIN or password in a safe place. You will need it if you choose to lift the freeze.

The contact information for all three credit bureaus is as follows:

Equifax	Experian	TransUnion
P.O. Box 105069	P.O. Box 9554	P.O. Box 2000
Atlanta, GA 30374	Allen, TX 75013	Chester, PA 19016
1-800-525-6285	1-888-397-3742	1-800-680-7289
www.equifax.com	www.experian.com	www.transunion.com

6. Consider placing a fraud alert with one of the three nationwide credit bureaus. You can place an initial fraud alert by contacting one of the three nationwide credit bureaus listed above. A fraud alert can make it more difficult for someone to get credit in your name because it tells creditors to follow certain procedures to protect you. It also may delay your ability to obtain credit. You may place a fraud alert in your file by calling just one of the three nationwide credit bureaus listed above. As soon as that bureau processes your fraud alert, it will notify the other two, which then also must place fraud alerts in your file.

An initial fraud alert stays in your file for at least one year. To place this alert, a credit bureau will require you to provide appropriate proof of your identity, which may include your Social Security number. If you are the victim of identity theft, you are entitled to an extended fraud alert, which is a fraud alert lasting 7 years.

**7.** You have the right to free copies of the information in your file (your "file disclosure"). An initial fraud alert entitles you to a copy of all the information in your file at each of the three nationwide credit bureaus listed above. These additional disclosures may help you detect signs of fraud, for example, whether fraudulent accounts have been opened in your name or whether someone has reported a change in your address.

**8.** Additional Information. You may obtain information about fraud alerts and security freezes and additional information about steps you can take to avoid identity theft from the following:

Identity Theft Clearinghouse Federal Trade Commission 600 Pennsylvania Avenue, NW Washington, DC 20580 http://www.ftc.gov/idtheft/ / (877) IDTHEFT (438-4338)