

STATE OF NH
DEPT OF JUSTICE

2014 DEC 19 AM 10:41
December 18, 2014



VIA FIRST CLASS MAIL

Office of the Attorney General
33 Capitol Street
Concord, NH 03301

Consumer Protection and Antitrust Bureau
Office of the Attorney General
33 Capitol Street
Concord, NH 03301

RE: Notification of Data Breach, Pursuant to New Hampshire Revised Statutes Annotated § 359-C:19

To Whom It May Concern:

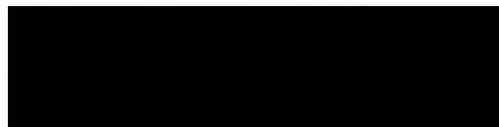
On November 25, 2014, I notified you on behalf of Novo Nordisk Inc. ("NNI") and pursuant to N.H. Rev. Stat. Ann. § 359-C:19 of a recent data security breach affecting two New Hampshire residents. An NNI vendor accidentally made a report containing the email addresses and social security numbers of some NNI employees, including New Hampshire residents, available to a third party.

NNI identified the affected New Hampshire residents and on December 1, 2014, NNI notified the affected individuals of this incident with a formal letter. Attached is a template letter sent to these individuals.

If you have additional questions, or require additional information, please do not hesitate to contact me.

Respectfully,

Jonathan O. Malz
Litigation Attorney & Privacy Counsel





December 1, 2014

[Affected Employee Name and Address]

Dear [Affected Employee]:

On November 13, 2014, ADP, Novo Nordisk's payroll vendor, notified us regarding an incident that allowed certain personal information of our employees to be inadvertently accessed electronically by a Human Resources (HR) professional at another ADP client. Unfortunately, your email address and Social Security number were included in a report that was improperly accessed. The report did not include other personal information.

ADP believes you are not at risk of identity theft or other harm as a result of this incident. The HR professional immediately secured the report containing your personal information and provided written assurances to ADP that your information was not used, copied or shared and was deleted from the HR professional's system. We apologize for this incident and are working with ADP to ensure that Novo Nordisk employee data is properly secured. The following Q&A are intended to help you understand what occurred.

What happened?

On October 15, 2014, ADP learned that an HR professional at another ADP client accessed a report through an ADP application. The electronic report erroneously contained your email address and Social Security number.

The HR professional immediately reported the incident to ADP. The recipient deleted the file and has provided written assurances to ADP that the information in the file was not used or further disclosed. Additionally, ADP has taken steps to ensure that your personal information cannot be accessed by any other unauthorized person. Due to the limited nature of the disclosure and ADP's direct communication with the recipient, no law enforcement investigation has been requested.

Why am I receiving this notification?

Several state laws require individuals to be notified of any unauthorized third-party access to their Social Security number, even when there is no risk of harm. Because your email address and Social Security number were viewed by an individual outside ADP, you are receiving this notice.

Is there anything that I need to do?

ADP does not believe you are at any risk of harm as a result of this incident. However, if you would like to receive a complimentary one-year credit monitoring product, please contact ADP's helpdesk at (866) 292-1714 and ADP will send you an enrollment packet. Please monitor your account statements and credit report for unauthorized activity. Should you suspect any misuse of your identity, please contact law enforcement or your state Attorney General's office immediately.

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What other resources are there?

There are other steps that you can also take to protect your identity in general. For instance, you are entitled to receive a free copy of the consumer credit report every year from each of the nationwide consumer reporting agencies. You can take advantage of this by visiting <http://www.annualcreditreport.com> or by contacting the consumer reporting agencies at:

Equifax
(800) 685-1111
P.O. Box 740241
Atlanta, GA 30374-0241
www.equifax.com

Experian
(888) 397-3742
P.O. Box 9532
Allen, TX 75013
www.experian.com

TransUnion
(800) 680-7289
P.O. Box 2000
Chester, PA 19022-2200
www.transunion.com

If you want to learn more about the steps you can take to avoid identity theft, you can also contact the Federal Trade Commission. The FTC runs the U.S. government's identity theft information website at <http://www.ftc.gov/bcp/edu/microsites/idtheft/>, and can also be reached by mail at 600 Pennsylvania Avenue NW, Washington, DC 20580. You can also contact the FTC at 1-877-ID-THEFT (877-438-4338). The FTC and the consumer reporting agencies can also provide you with additional information about using fraud alerts and security freezes to protect your information.

We appreciate your patience and understanding with this issue, as we know it is concerning. If you have any questions or need additional information, please contact Mike Drew (email: mdrw@novonordisk.com or telephone: 609-919-7989) or Melissa Maressa (email: meaq@novonordisk.com or telephone: 609-786-4375).

Sincerely,



Mike Drew
Senior Director
Compensation & HR Systems