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7 Attorneys for Plaintiff EDUARDO GOMEZ FAUSTO,
8 on behalf of the State of California and all others similarly
9 situated and aggrieved

10 **SUPERIOR COURT OF THE STATE OF CALIFORNIA**
11 **COUNTY OF SAN BERNARDINO**

12 EDUARDO GOMEZ FAUSTO, on behalf
of the State of California, and others
13 similarly situated and aggrieved,

14 Plaintiff,

15 vs.

16 EAST COAST/WEST COAST
LOGISTICS, LLC, a Delaware Limited
17 Liability Company, NEED IT NOW
DELIVERY, INC, a New York Corporation;
18 CONSOLIDATED STAFFING
SOLUTIONS, INC., a California
19 Corporation; WORKFORCE
ENTERPRISES WFE, INC., a California
20 Corporation, and
DOES 1 to 100, inclusive
21

Case No.: CIVSB2322813

**DECLARATION OF CHRISTOPHER
LONGLEY ON BEHALF OF ATTICUS
ADMINISTRATION LLC, THE PROPOSED
SETTLEMENT ADMINISTRATOR**

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DECLARATION OF CHRISTOPHER LONGLEY

I, **CHRISTOPHER LONGLEY**, hereby declare as follows:

1. I am the Chief Executive Officer for Atticus Administration, LLC (“Atticus”). My business address is 1295 Northland Drive, Suite 160, Mendota Heights, Minnesota 55120. My telephone number is (612) 315-9007. I am over twenty-one years of age and am authorized to make this declaration on behalf of Atticus and myself.

2. In 2016, I, along with other experienced legal, financial, digital marketing professionals and brand managers, founded Atticus to provide innovative and cost-effective notice campaigns and claims administration services to the class action legal sector.

3. Prior to founding Atticus, I served as the president of Dahl Administration, LLC, a nationally recognized claims administration company, where I oversaw over three hundred (300) settlements, including some of the highest profile cases over the last few years, including, for example, *In Re Motor Fuel* (Hot Fuel), Case No. 2:07-md-01840 (KS 2016) and the *Target Data Breach, Financial Institutions*, N0.14-md-02522 (MN 2015) class action settlement.

4. Atticus provides services in class action settlements involving, inter alia, antitrust, consumer fraud, financial services, data breach cases, insurance, ADA, civil rights, class certification notifications, Belaire-West notifications, and employment matters, including wage and hour, PAGA and FLSA collective actions.

1 5. Atticus's core competencies include pre-certification mailings, claims
2 administration including the processing of claim forms, claim validation and anti-fraud detection,
3 data preparation and data management, accounting services and tax reporting, qualified settlement
4 fund management and escrow services, and distribution of funds.

5 6. Since its inception, Atticus has provided administrative services in over 1500 class,
6 collective or PAGA settlements and has disbursed approximately \$1.67 billion (See **Exhibit 1**).
7 Among the founders and team members of Atticus, collectively we have administered over 3,000
8 settlements and have disbursed over \$3,000,000,000 in settlement funds.

9 7. Atticus will upon Court approval mail PAGA checks to Aggrieved Employees to
10 their Last Known Address via pre-paid postage first class mail through the United States Postal
11 Service. Prior to mailing the PAGA checks, Atticus will verify the Last Known Address using the
12 National Change of Address (NCOA) database maintained by the United States Postal Office, and
13 if an Updated Address is found, that Updated Address shall be used in lieu of the Last Known
14 Address and be treated as the new Last Known Address for purposes of this mailing and
15 subsequent mailings. Any checks that are returned will be processed, skip-traced and re-mailed as
16 outlined in the Settlement Agreement, three business days (3) after Notice is returned for address
17 correction.

18 8. Atticus uses a variety of tools for skip- tracing purposes to find addresses that have
19 no forwarding location. These tools include Experian or IDI, and other professional resources like
20 Experian or IDI to locate Aggrieved Employees. In some instances, Atticus will also hire
21 professional skip tracing firms to locate missing Aggrieved Employees for distribution purposes.
22 Until Atticus reviews the data file in the above captioned case, we do not yet know what the best
23 course of action will be to contact those Employees who do not have forwarding address
24 information on file.

1 9. Atticus has agreed to a capped fee to administer the above captioned case, for
2 approximately \$17,000. If the scope of work increases or decreases significantly, Atticus will
3 inform the parties and request approval of an adjustment. This fee includes all normal costs to
4 administer a settlement, including mailing, printing, skip-tracing and NCOA searches in
5 preparation of mailing the settlement checks. All costs associated with communications, including
6 live telephone support, and 800 toll-free number. All costs associated with the distribution
7 of settlement awards, including payment calculations, qualified settlement account and account
8 management and QSF tax reporting. Costs also include employment and tax award reporting,
9 including the issuance of any and all tax forms and state tax filings to Aggrieved Employees of the
10 settlement. Project management time is included in the costs, in which we estimate a total of 15
11 hours of project time for this matter. .

12
13 10. Atticus maintains insurance with AAA rated insurance carriers for professional
14 liability and cybersecurity. Further it is Atticus' policy to warrant the work performed on all errors
15 and omissions, on all projects, including distribution of funds to class members, without additional
16 charges to our clients.

17
18 11. Atticus takes its obligation to secure information systems and protect the privacy of
19 the client data received for all administration processes very seriously. A copy of Atticus' *Data*
20 *Security* Information & Privacy Policy that outlines the standard operating procedures for the
21 handling of the collection, storage and use of client data is attached to this Declaration as **Exhibit**
22 **2.**

23
24 12. I further attest to the fact that Atticus has no independent financial relationship with
25 either plaintiff, plaintiff's counsel, or defense counsel in this matter. Nor, upon review does
26 Atticus have any conflicts or potential conflicts with any member of the class in this matter.

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I declare under penalty of perjury under the laws of the United States of America and the State of California that the foregoing is true and correct to the best of my knowledge. Executed on this 19th day of December 2025, at Mendota Heights, Minnesota.



Christopher Longley | CEO
Atticus Administration, LLC

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EXHIBIT 1

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EXHIBIT 2

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EXHIBIT 1

CURRICULUM VITAE

About Atticus Administration LLC

Founded in August 2016, Atticus has administered over 1500 settlements and has distributed more than \$1.67 billion in award payments. Collectively, the Atticus team has over 125 years of industry experience, has managed over 3,000 settlements, and has distributed more than \$3 billion. Below is a partial listing of our cases, and the cases that our team has managed during their careers.

Partial Listing of Atticus' Current Cases and References

Shahno v Pendry	
AAFCU GAP Interest Settlement	2020CV32226
Abdul-Ahad v Associated Courier, Inc (Street Fleet)	0:20-CV-00607-PJS-HB
Abrams v Savannah College of Art & Design (SCAD)	
Acevedo v Southwest Airlines	1:16-cv-00024-MV-LF
Ahmed v Beverley Hills Rehabilitation Services	2:16-cv-01747-WBS-KJN
Alvechurch v Suburban [PAGA]	
Ali v Sutter Valley Medical Foundation	34-2017-00217486
Allard v Med Impact	
Allianz Life Ins Co Class Cert	27-CV-17-15118
Altamirano-Santiago v Better Produce Inc Class Cert	Civil Action 2:19-cv-3964
Altamirano-Santiago v Better Produce Settlement	2:19-CV-3964-DDP
Alvarez v AutoZone	CIVDS1416344
Amaya v Eagle Tech Manufacturing	17CV02862
Amaya v Eagle Tech Manufacturing Cert	17cv02862
AMEX Data Breach	
Amezcuca Peregrina v SEAM Group	1:20-cv-01032-SO
Anderson v The Cellular Connection	2021-CA-007204-AXX
Andrade v Caltech	VCU 266410
Andrade v ESMI	CIVD82023816
Andrews v Prestige Care, Inc.	2:18-CV-00378-JAM-KJN
Arnold v Edwin Trucking	20TRCV00191
Arrieta v Genentech	21-CV-05353
Ashe v Farmers Insurance Group	18STCV00453

Astorga v Bosman Dairy
 Athan v US Steel Corporation
 Atlanta Hawks FACTA
 Avilez v Full Steam Staffing
 Ayala et al v Olson Brothers Ranchers
 Baca v Two Jinn
 Baldwin v RHP Properties
 Barragan v Natrol
 Bassett v Vons

Baylog v Hash Flare
 Beamon v Event Merchandising Inc
 Bean v Lewis Boats
 Beato v Elite Rooter PAGA
 Baudette v McDonough (VA Caregiver Program)
 Begley v JK Enterprise (Cabaret II)
 Bejines-Gonzalez v So Valley Fruit & Vegetable Inc
 Bell v MCSC
 Benefield v Springco Metal Coatings
 Bennett v Alorica INC
 Bennett v Dart
 Benton v NorCal In Alliance
 Bernier v AT&F
 Berthiaume v Allianz Life
 Best v Twin Inc
 Bethmann v Roberts (St. Charles County Coop)
 BF-Biscomerica-0814
 Bice v Vensure HR
 Phan v. Big Saver Foods FACTA

Bilberry v Hardy Window Co.
 Birbower v Quorn Foods

Biscardi v GEICO 216b Notice
 Blackburn v APTIM
 Blofstein v Michael's Family Restaurant
 BMC West case
 Boehm v BMW
 Bolanos v FSC Corporation
 Bonham, et al. v Club Champion LLC

Bowdle v Kings Seafood
 Bowlay-Williams v Google LLC

Branning v Romeo Pizza
 Bravo v Small Progress Co & Riverview Farms
 Breese v NaturChem Distribution
 Briggs v TASC
 Briceno v. Acqua E Farina Ristorante, LLC
 Bruce v Del Monte

VCU238439-Class VCU243327
 Consolidated
 2:17-cv-14220
 2017CV288354

17-2-01046-1
 37-2020-00000922-CU-OE-CTL
 1881-CV-849
 56-2022-00567731-CU-OE-VTA
 RG20082630

2:18-CV-03043-DDP-PLA
 BC683325
 1811-CC01173
 21stcv16493
 CAVC-20-4961
 3:21-cv-01031-yy
 7:19-cv-55-HL
 17-003861-CZ
 1:17-cv-00918-DCN
 30-2018-00997257-CU-OE-CXC

1:21-cv-1302
 27-CV-17-15118
 ESX-L-8062-16
 1711-CC01263

STK-CV-UOE-2016-1264
 BC636343

30-2019-01065525-CU-OE-CXC
 2:16-cv-01326-DMG
 GJH-21-2240 | US District Court,
 District of Maryland
 1:18-cv-00545
 NO. 2:17-cv-05578-RBS

2:17-cv-2827
 BC722758
 50-2021-CA-008650-XXXX-MB

8:21-cv-01784-CJC-JDE
 4:21-cv-09942-FJH

1:19-cv-2092
 19CV003943

RG19045636



Burger v DIRECTV
Burnett v Professional Credit Mgmt (PCM)
Burns v Chesapeake
Burton v MOGA
Busby v Flowers Foods
Bustos v. Tropicale Foods, Inc.
C.S. v DaVita Dialysis
Caddick v Tasty Baking
Caddick-Bertino v Flowers
Cain v Fairfield Health Care PAGA

Calhoun v West Road Pizza Stop
Callier v Outokumpu Stainless USA
Camacho v Southwest Harvesting
Cannon v Huntington Hospital
Cantonwine v Mahos

Carloss v After-School All Stars LA
Carr v Flowers Foods, Inc
Carrillo v Mabry Management
Carroll v CCSF BW
Carroll v CCSF Cert
Carter v Bed Bath & Beyond
Carter v City of Ferguson
Carter v City of Ferguson Cert
Carter v State of Michigan Dept of State Police (MSP)
Cash & Henryhand v Smart Professionals
Cashon v Encompass
Castro v Caterpillar
Caudle v Sprint
Centeno v DeVon's Jewelry
Cervantes v TDT Consulting
Chavez v Smart72
Chavez v Stellar Management Group VII, LLC
Choukalas v Cuyahoga County
Christian v Mad Anthonys
Chung v Alliance One
Ciaz v ND Travel Nurses
Cibulka v St. Louis County, MO
Citywide v Gruma Corporation
Clark v Heavy Restaurant Group
Clay v Dart (Cook County Division 6 Cert)
Cole v Orange County
Cole v Orange County Cert
Coley v Eskaton
Colina v Goya Foods
Collins v Dunbar
Collins v Golden Gate Bell
Comacho v SW Harvesting
Comofort v Fernandez Brothers
Cook v Window Nation

20-2-06558-2
21OZ-CC00192
15CV01016-RP
SCV-265985

CIVDS1915805
2122-cc0494
2:19-cv-02106-JDW

FCS056452

5:20-cv-12661
21-cv-521-JB-N

19STCV14554

20STCV03869
2:15-cv-06391-WB
BC667019
CGC-17-562580
CGC-17-562580
L-06178-16
14SL-CC04195
14SL-CC04195
15-015901-CZ
JCCP4871

LC105350
3:17-cv-06874-WHA
STK-CV-UOE-2020-8297
3:18-CV-02547-S
17CVP-0176
3:19CV01353JCS and SCV264110
1:18-cv-00588-JG
22-2-03132-8 SEA
2:15-cv-02905-MCA-LDW

17SL-CC04021
CV19-04724 DSF
22-2-01864-0-SEA
1:19-cv-02412
8:18-CV-1020-DOC-(KESx)
8:18-cv-01020-DOC-KES
34-2014-00171851
ESX-L-8192-21

16-cv-05744-LHK
5:17-cv-01863-EJD



Corcoran v Herringbone Tavern
Corner v Gregory & Co
Coronado v Flowers Foods
Cosio v IPAA
Cosio v IPAA Cert

Cottonwood Financial Ltd dba Cash Store
Covarrubias v The Martin Brower Co
Cowley v Prudential 216(b)
Coyle v Flowers Foods
Coyle v Mosaic
Craw & Shurtleff v Hometown
Crema v New Jersey National Golf Club
Crites v Smokey Point

Culberson v Motion Auto Plaza
Daniels v Top Dot Mortgage
Danley v City of Mission KS
Danshir v GNY
Dart v Sheriff of Cook County
Davis v Omnisure
Davis v. City of Normandy
Day v GEICO Casualty (cert notice)
De Carolis v Broadcom
De La Rosa v Coca Cola
De Luna v Pacific Rim Dairy
Deak v In-N-Out Burgers
DE Benning v Costco
Deltoro v City Select
Demings v. Summit NW
Diaz v Azcona Harvesting
Dillard v Fidelity National Financial Inc.
Doe v Barnstormers Basketball of Iowa
Domenech v National Water Main Cleaning Company
Dominguez v LifeSaver
Donofrio v Auto Owners Ins. Co.
Doty v Watkins & Shepard Trucking
Douillard v Sprint
Dun & Bradstreet (Group 2-No Settlement)
Edlin v Boot Man Inc (dba Premier Parking)
Edwards v Costco
Edwards v PJ Ops, Idaho et al.
EEOC v Activision Blizzard
EEOC v AMTCR
EEOC v Hathaway
EEOC v Prestige Care
Ellsworth v Schneider National Carriers
Eldridge v LADMC
Embry v Big Earls Goldmine
EMJ-UAW Local 2096
Empire Parking Settlement

CGC-18-570576

16-350 JCH/KK
CC-16-551337
CGC-16-551337

File No. 2020-BCFP-0001
19STCV26101
2:21-cv-12226-SJM-DRG

19STCV30088
18-12149-LTS
SOM-L-1433-17
CASE NO. 18-2-19921-2 SEA

2011-CC00118
08 CV 4736
Case No. 17CV05514

CAM-L-3742-15
4:18CV01514RLW

21CV384293
17CV000787
14C0070
30-2019-01060706-CU-OE-CXC
34-2021-00309030
BUR-L-709-19
19-2-09345-5 KNT
M127608
MSC18-00394
3:20-CV-0005
2:18-cv-08202 SDW-LDW

3:19-cv-58-WHR
3:19-cv-05236-JHC
8942
1:18-cv-00725-LY
18EV004241
5:21-cv-00716-MWF-KK
1:17-cv-0283
2:21-CV-07682 DSF-JEM
2:21-cv-01808-JAD (NJK)

1:17 CV 01299-AWI-SAB
CIVDS2012486

4:19-CV-00305



Escalera v La Tapatia Mexican Market
Escobar v 509 Time
Espinoza v Alicia Accoyo
Event Merchandising Settlement
Exact Staffing Settlement
Tran v Fastenal Company
Ferguson v G3 Enterprise Services
Fernando v Burroughs
Findley v Avenue5 Residential [PAGA]
Fisher v Behavioral Health Services
Pasini v Fish's Eddy FACTA
Fitzgerald v Forest River
Flowers Foods Global Settlement
Flowers Texas Settlement
FMI case
Foster v Advantage
Foster v A-Para Transit Corp
Furtado Matter
Garcia - PAGA
Garcia v Moctezuma's
Garcia v RCCB
Garcia v Toro Petroleum Corp
Gateley v Roman Freight
Gaytan-Mendoza v Taylor Orchards
Gelson's Markets Project
George v Schulte Hospitality
Gil v Luxottica
Gilstrap v Sushanti 216b Cert
Go Jump [PAGA]
Goh v NCR FCRA
Gomez-Gasca v Future Ag
Gonzales v Healthcare Services Group BW

Gonzalez v New Century Financial Services Inc
Gonzalez v Xtreme Manufacturing
Tran v Good Health Natural Products

Gotishan v Kyo Autism Therapy
Gould v BCT, Inc
Gould v Farmers Insurance Exchange
Gray 2 v HCl Group

Grubhub
Gruma Foods Settlement
Gudia v Adams

Guidry v Dow Chemical Company
Guillen v AAA Limo
Gutierrez v Zero Motorcycles
Hadley v Sugarmill Distillery
Hanna v Marriott

STK-CV-UOE-2017-5296
20-2-14618-8knt

BC717323

RG18906875

BC613297
1:16-cv-00354-PGG
3:20-CV-01004-DRL-MGG
1:19-cv-01021-STA-egb

3:18-cv-07205-LB
RG18920985

19STCV36155
21CV000871
19-2-04498-5 KNT
18-2-00482-3
BC670061
2018-CH-04413
19STCV32413
1:22-cv-434

AAA No. 01-15-0004-0067
19-CV-2359-YGR
CGC-18-570988

ESX-L-007675-17

BC561427 and BC588986

19-2-00706-36
1922-CC11065
18-7440 (KFP)

Confidential Master Settlement
Administration Agreement
19STCV10106

2:19-CV-12233-MLCF-KWR
MID-L-2661-16
19CV03725
2020L13
3:18-cv-00325



Hanz v. SWBT

Harding & Moore v Wakefield & Assoc

Harris v Diamond Dolls

Harris v General Motors Corp

Harris v Georgia Pacific

Harris v Wakefield

Hawkins v Middle Tennessee Pizza

Hendrix v. Knight Transport

Hernandez v Central Valley Community Bank

Hernandez v City of Houston

Hernandez v Double Lucky

Hernandez v NY4 Pretzel

Hernandez v So Mo Co Labor Supply, Inc.

Hodges v 77 Grandville

Holtegaard v Sierra Aluminum (PAGA)

Nygaard v Home Advisor

Home Security Settlement

Hood v Hen Quarter Cert

Hope v Alorica

Hudson v Valley Hope Association

Huffman v Pacific Gateway Concessions LLC

Hurlocker v APTIM

Huynh v Parker -Hannifin Corporation

Ibanez v OC Burger Boys

Illinois v Mino Automation

In re Galileo Learning

In Re Managed Care Solutions Healthcare

In Re: Chinos Holdings, Inc (J Crew)

IP-CommuniCare-469

Isley v BMW

Jacques v Mike's Mobile

Jadan v Costco

Janjua v Pilot Travel Centers

James Blancher v KRG JCS

Jeffries v Volume Services America FACTA

Jensen v Blue Shield of CA

Jewell v New Legend, Inc.

Jalil v Diesel Services

Jimenez v Environmental Service Partners

Jimenez v ESP

Jimenez v San Cristobal Distributing

Jimenez v San Cristobal Distributing BW

Jimenez v San Cristobal Distributing Cert

Jimenez v The Growers Company

JKM Trading Settlement

Johnson v AFAC

Johnson v Oxnard Automotive Exchange

Johnson v Thomson Reuters

None: Arbitration

18SL-AC26348-01

3:19-cv-00598-R CJ-CBC

6:19-cv-06001-RTD

1722-cc11907

19-2-03468-8 KNT

278857

Civil Action No: 4:16-cv-03577

18CV001441

712045/18

M129230

1:19-cv-00081

5:20-CV-00509-JGB (KKX)

2017-cv-3200

2:22-cv-00486 DC OH

3:20-cv-00267

1916-CV24811

19CIV00412

3:21-cv-00403-EMD

BC662360

2022CH08271

20-40857 (RLE) AND 20-40858 (RLE)

2:19-cv-12680

19CV340438

RG18916321

17-1788 (CKK)

CGC-17557801

19-2-06146-0

CGC 195766544

CGC-19-576544

56-2020-00545162-CU-OE-VTA

56-2020-00545162-CU-OE-VTA

56-2020-00545162-CU-OE-VTA

17CV000875

56-2013-00469494-CUBT-VTA



Johnson v Transport Corp of America
Johnson v Volt Management
Jozwiak v Cuyahoga County

Juarez v ISL
Juarez v Laguna Farms
Kane v Sheriff of Cook County
Kapustka v Cardinal Motors SLO
Katie A v Diana Bonta
Kendall v CubeSmart
Keyhanzad v Ryan Cars PAGA
Kholbekov v American Chore Services
Kirtley v Startek
Krasnov v PULS Technologies PAGA
Kurzle v Suncoast Credit Union
Kuck v Planet
Labidou v Fleet Lease Network
Lama v Mercury Insurance
LaRoda v PearlParadise.com, Inc.
Layes v RHP Properties et. al
Lazy Boy Furniture Galleries Settlement
Leach v The Claremont Colleges
Lee v Del Monaco
Lee v Porcelanosa New York Inc
Lee v Stoneledge
Lemus v JKM Trading Company
LeRoy Browne matter
Levine Hat v Innate Intelligence
Levy-Vinick Wage & Hour Case
Liotta v Secure Parking Enforcement
Liu v QNAP
Liu v QNAP Cert
Lo v Cyberpower
Loness v US Legal Services
Lopez v Adidas
Lopez v George Amaral Ranches

Lucyk v Materion
LWDA v UTC Restaurant Venture LLC
LWDA ex rel Frye v Jyve Corporation
Lyons v Green & Green
Macdonald v CashCall, Inc
Magana v. Worldwide Recovery Systems
Magana-Munoz v Rancho Nuevo Harvesting
Magana-Munoz v West Coast Berry Farm
Maierhofer v Blitt & Gaines PC
Maldonado v Dayton Superior Corp
Maldonado v GEO Group
Maldonado v Total Staffing
Manni v La-Z-Boy
Maricruz Ladino v. Drew Massa Transportation, LLC

0:21-cv-01003-DWF-JFD
19STCV16466
1:17-CV-1238
30-2020-01132859-CU-OE-CXC & 30-
2018-01015988-CU-OE-CXC

LA CV02-05662-JAK-FFMx
3:15-cv-6098(BRM)(LHG)

1:22-CV-00258-RMR-NRN
CGC-18-570330

2:17-cv-04769-ADS-GRB
HUD-L-005191-15

19STCV32976
1581-CV-02722-C

BC686451

BER-L-6511-17
RG18927149
56-2017-00498637-CU-OE-VTA

22EV000598
19PSCV00668
19PSCV00668

18CV000082

37-2019-00057474-CU-OE-CTL
CGC-20-582236
3:18-cv-11143-TJB
2:16-CV-02781-MCA-ESK
20STCV05202

5:20-cv-02087-EJD
17SL-CC04297
RIC 1615240

2017CH01786
34-2017-002253592
18CV001488



Marquez v D 'Arrigo Bros
Marquez v Jack in the Box Inc
Marquez v Tanimura & Antle
Marroquin v Premium Packaging
Marshall v Coca-Cola Consolidated
Martin v Toyota Motor Credit Corp

Martin v Wakefield
Martinez v Costco
Martinez v Double L Cattle Co
Martinez v Double L Cattle Co BW
Martinez v Evans Fruit Co
Martinez v Expression in Wood
Martinez v Knight Transportation
Martinez v Providence Farms
Maasrani v Waterman
Martinez v Double L Cattle Company
Martinez v Expressions in Wood [PAGA]
Matisse v Dun & Bradstreet (Group 1 - Settlement)
Matthews v Red Hill Country Club
Mattice v Benchmark Conf Resorts
Mawby v Milo's Kitchen
McClurg v People Ready (3 scenarios)
McCroskey v Tate & Lyle
McCurley V Derst Bakeries
McGlenn v Sprint
McGrothers v GT Pizza

McManus v Gerald O Dry
McNeil v CPS (Giles County)
MedPro Healthcare Staffing v Clunis
Medrano v Flowers Foods
Medwid v ASAP Holding Co
Meier's v Prosperity

Mejia & Devaney v Coast to Coast Commercial LLC (Sonic)
Mendez v A-Line Messenger Service BW
Mendez v A-Line Messenger Service Cert
Meyers v bebe Stores
Meyers v Mathias Brothers
Miles v Kirkland Stores, Inc.
Miller v Flower Foods of North Dakota
Miller v. Keystone Freight
Miranda, et al. v. Mahard Egg Farm, Inc
MMT Holdings v City of Dublin, Georgia
Moise v Sharmac Corp.
Maldonado v Dayton Superior
Montemarano v Master Group Cert
Montemarano v Master Group
Montgomery v Continental Intermodal Group Trucking (CIG)
Moore v Department of State Hospitals (DSH)

M130455
Case No. BCV-17-101998

2:20-cv-10518-JVS-MRW

19SL-AC12801
19-CV-05624-EMC

284357
18-2-01662-39
21STCV00169

1:18-cv-00725-LY

19CV03102
1616-CV03384

1:21-CV-00634
5:15-cv-00194-JMC

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22CVS001776
1:18-cv-00033
CACE-20-010694
No. 16-CV-00350 (D.N.M)
37-2016-00010176-CU-BT-NC

CIVSB2105311 | SAN BERNARDINO
COUNTY SUPER COURT
CIVDS1923624
CIVDS1923624
14-cv-00267-YGR

5:18-cv-01559-CJC-SHK

19-2-09146-1 KNT
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1:19-CV-2387
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-CONFIDENTIAL INFORMATION-



Mora v IGT

Morales v OPARC

Morel v Goya Foods

Moskowitz v Atlanta Hawks

Mullins v Data Management Co

Munoz v Carrollton Springs LLC, ET AL.

Munoz v Norman Window Fashions

Nava v Marcos Renteria AG Services

Neal v Hillson's of Lebanon

Neff v Flowers Foods

Nelson v Vanguard

Nelson v Vanguard Cert

Nguyen v Market Source

Niemann v JCSMH

Nix v Adams Beverages of NC

Noll v Flowers Food Cert

Noll v Flowers Foods

North v Layers BW

North v Layers PAGA

Nucci v Rite Aid

Nucci v Rite Aid BW

Nunes v Home Depot

Nunez v Thompson

Ocampo v Capstan

OFCCP v Cerner

OFCCP v Sprint Corporation

Oliphant v SPRINT Management Corp

Oliver v Centene Corporation

OM-Defendant-4789 (PAGA)

O'Neal-Roberts v Off the Grid Services

Orozco v Gruma Corporation PAGA

Pacheco v Bushfire Grill, Inc.

Padilla v Caliper Building Systems

Padilla v Valadao Industries

Padron v AMI Expeditionary Healthcare

Palma v Mercury Insurance Services

Paningbatan v Motivate Belaire-West

Parish v Cook County

Park v United Collection Bureau, Inc.

Parrot v Wakefield

Medrano v Party City Corporation

Party City FACTA Cert

Party City FACTA Settlement

Patterson v Volkswagen

Patzfahl v FMS ZA

Patzfahl v FSM ZA LLC Class Cert

Payne v Zorbaz

Perry v Schnucks Grocery

Pfeiffer Settlement

Phelps v Toyotetsu America

2:20-cv-05551-ES-CLW and ESX-L-8192-21

2017-cv-288354

1:20-CV-214

4:20-cv-01719

20NWCV00279

5:15-cv-00254-GWC

5:19-cv-00030 MFU

5:19 CV00030MFU

37-2017-00048458-CU-OE-CTL

3:19-cv-000669

1:15-CV-00493-LEW

1:15-cv-00493-LEW

CGC-19-577983

CGC-19-577983

19-cv-01434-LB

19-cv-01434

MID-L-949-15

19STCV05638

8L18-CV-353

RG20075270

1:20-cv-1290-A WI-EPG

3:18-CV-01696-JAH-WVG

0:20-cv-00658

CIV-DS1911981

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2:15-cv-01306-SRC-CLW

STK-CV-UBT-2016-11712

2:16-cv-02996-WBS-EFB

2:20-cv-1202

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6:22-cv-00106-CHB-HAI



Philemon v Aries et al

Phillips v A-Team Delivers

Pichardo v Lundy-Thagard Company

Piccolo v Go Jump Oceanside

Pierre-Charles v Consumer Portfolio Services, Inc

Piland v Markwort Sporting Goods (Gameface)

Pina v Nielsen Farms

Polite v Boscov's

Pororoca et al v Flowers Foods

Power v Sandbox Transportation

Pressler & Pressler FDCPA

Price and Bock v Ferrell Gas, Inc

Pruitt v Quality Labor Services

Puglisi v Storm Water Inspections & Maintenance

Pulido GA Pacific case

Quiroz Franco v Greystone Ridge Condos

Rael v Red Rocks Credit Union

Raff v Safavieh

Rahman v Gate Gourmet

Ramirez v Milton Roy

Ramirez v. Harris Ranch

Ramos v Dairy Avenue

Randall v ICS

Randle v SunTrust

Ray v County of Los Angeles Questionnaire

Razo v AT&T Mobility Services

Receipts FACTA

Redon v LaEsperenza

Rench v HMI Industries

Renteria v Stemilt AG Services

Reyes v Unified Grocers

Rice v The Related Companies

Right at Home Settlement

Roach v BM

Roberson v Ghiringhelli PAGA

Roberts v Paragon Metals LLC (FLSA Notice)

Roberts v Tribeca Automotive

Rodriguez v Jamba Juice BW

Rodriguez v John Bean Technologies

Rodriguez v River City Bank

Roman v TRM

Rose v Impact Group

Rosenbloom v Jets Pizza

Rosinbaum v Flowers Foods

Ross v Hewlett Packard (HPE)

Rotor v Signature Consultants

Rough v Costco Wholesale Corporation

Rowe v Ulta Salon, Cosmetics & Fragrance

18-cv-1927(RJD)(CLP)

RG21104034

BC645411

37-2020-00003052-CU-OE-NC

3:10-cv-10025-BRM-DEA

17CV02311

18CV001450

1:16-cv-01978-JLK

2:16-cv-00119-MCA-LDW

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16C9718

30-2020-01175159-CU-OE-CXC

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VCU269798

3:20-CV-05438-JLR

2:17-cv-04239-PA-SK

1:20-cv-0172 JLT HBK

1:16-cv-01915-DAD-BAM

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BC506565

18STCV02983

MID-L-1333-14

FCS052155

1:21-cv-000426-HYJ-RSK

ESX-L-5298-16

21STCV45855

34-2021-00296612

20STCV41510

17SK-CC015895-01

Civ. A. No. 7:16-cv-00233-FL

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FSC052953

C34-2019-00267231-CU-OE-GDS



Rubin-Knudsen v Arthur Gallagher
Rubin-Knudsen v Arthur Gallagher BW
Rush v Greatbanc Trust Co (Segerdahl ESOP)
Russell v KeHE Distributors
Saenz v Old Dominion Freight Line, Inc.
Saldana v Quail Creek Farms
Stallard v MedImpact Healthcare
Sally v Adidas
Sanchez v California Steel Industries - PAGA
Sanchez v Exact Staff
Sanchez v ExamOne World Wide, Inc.
Sanchez v LAAEC
Sanchez v Mesa Packing LLC
Sanders v Professional Medical Management
Santiago v Northland Group
Santino & Durate v Highland Fruit Growers
Santos v River Credit Works
Sarubbi v Tech Mahindra
Schaefer v Denso
Schamp v Fresno SSYP
Schell v Discovery Practice Management
Schucker v Flowers Foods

Scobey v General Motors
Scott v Freeland
Serrano v RCCB
Servin v Noble House
Shami v Tubby Todd Bath Co
Shanley v Evereve, Inc
Sharraf v Raymond Management Company
Shirey v Project One Autosport's
Shopko Bankruptcy Settlement
Sigcha v Mid State Pool Liners, Inc.
Signature Consultants Settlements
Sikorski v New Jersey Venture Partners
Smentek v Sheriff of Cook County at al
Smith v Chelmsford Group
Smith v DI Logistics
Smith v Leif Johnson Ford
Smith v Local Cantina
Smith v Local Cantina Cert
Soileau v Argos
Solati v. Lend US
Sommers Schwartz FLSA case
Soto v Houselander & Associates
Soto v Vander Tuig Dairy
Sours v JAC Products Class Cert
Spack v Trans World Entertainment Cert
Spack v Transworld Entertainment
Sparks v Service Finance Company
Specialty Retail Shops Holding Corp (Shopko)

CV18-6227JGB(SPX)
2:18-cv-06227-JGB-SP
1:19-cv-00738
2:17-CV-01182-JAM-GGH
1:18-CV-04718-JPB

CV-17-02234-PHX-DJH
20SL-CC03903
CIVDS1832657
CIVDS1702554
17CV308382
21STCV05609
20-cv-00823-VKD
2:16-cv-05634 WJM-MF
2:15-cv-03608-SRC-CLW
Case No. 20-2-02233-39

20-CIV-03616
19STCV00685

20-Civ-12098
1:22-cv-00043-HAB-SLC
20STCV45012
20 CMCV00152
Index No. 512800/2019

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MID-L-1693-18

GLO-L-861-20
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19SL-CC01942
2:20-cv-03064
2:20-cv-03064
4:18-cv-00848
FCS048401

19-CV-6691-SJB

5:22-cv-10532-JEL-APP
1:17-CV-1335
1:17-cv-1335-TJM-CFH
MIL-L-2441-17
19-80064-TLS



Stafford v Debics Cert
Starr-Patterson v Schell & Kampeter
Stinson Insurance Settlement
Stotesbery v Muy Pizza-Teja's Class Cert
Supplemental Income Trust Settlement-ERISA
Sutton v United Courier
Tapia v Rivo Holdings
Taylor v Debics Cert
Teleaga v Beyer Services
Terry v Bay Area Beverage Co
Tharpe v Sprint Corp
The Bakery v Kenneth Pritt
The Body Shop FACTA
The Cellular Connection
Thomas v City of Edmundson
Thomas v Goodman Manufacturing
Thomas v Wellnitz
Tinaco v Quik Stop
Tirado v Deluxe Auto Sales
Titus v Martin-Brower Company
TNG Retail Services
Torres v Community Health Alliance of Pasadena
Touma v Budee, Inc.
TPH v BSFC
Turner v Walmart
Udoewa v Divergent
Udoewa v Ettain Group Inc
USA v Pelfrey & Omega
USA v Pfeiffer
USI Settlement
Vae v MOGA
Vaesau v PCT Enterprises, Inc. DBA Precision Cabinets
Valdivia v Best Contracting
Valladares v Zacky
Vargas v SkySkopes, INC
Vega v Bar VP Dairy
Vela Cruz v AG Transport
Velasquez v Stater Brothers Ranch
Velasquez v Vantec Hitachi Transport
Velleman v WCU
Velazquez v SMD
Viesse v Tacoma Screw
Velshis-Bautista v. Brewster Heights DBA Gebers
Villafan v Broadpectrum
Villanueva v Custom Orchard, Inc
Vinnitsky v LA Overnight
Wa v Safeway Inc
Wade v American Directions Research (ADRG)

Wade v Furmanite American
Wakefern (data verification project)

3:22 CV 02106 B
STK-CV-UOE-2020-9296

0:22-cv-01622-KMM-TNL

1;20-cv-682
37-2021-00046361-CU-OE-CTL
3:22 CV 02141 E
STK-CV-UOE-2018-6387
MSC18-00859

No. 2017-L-000604

4:18-cv-2071 RLW

RG19023516
RG20061119

2:17-cv-00558-JAM-GGH

BC713396
MSC18-01729
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20SL-CC00466
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3:18-cv-00535-MOC-DCK
CIV-18-00945-JD
20-cv-1974 (WMW/KMM)

BCV-20-103017-BCB
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19STCV38294

56-2020-00544196-CU-OE-VTA
269713

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2:16-cv-01026-JCC
18-2-00253-24
3:18-cv-06741-LB

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194251

3:18-cv-433
NA



Wall v AshBritt	3:15-cv-08982-PGS-TJ
Wall v HP, Inc	30-2012-00537897-CU-BT-CXC
Wallack v AT&T Mobility	CIVSB2117915
WAM PAGA case	
Ward v Tilly's Inc.	BC595405
Ward v YRC Freight	19-2-28259-2 KNT
Warsame v Metropolitan Transportation Network (MTN	20-cv-01318 ECT/ECW
Waters v Pizza to You	3:19-cv-372
Waters v Pizza to You Cert	3:19-cv-372
Watkins v Pressler Pressler	
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Wazwaz v Hematogenic Laboratory Services, LLC	2021-CH-5893
Webb Santiago v AT&T Mobility	
Webb v City of Maplewood	4:16-cv-1703
Webb v City of Maplewood Cert	4:16 CV 1703 CDP
Wegner v Carahsoft	PJM 20-00305
Weirbach v The Cellular Connection	5:19-cv-05310-JDW
Wellinger v Live Nation	19STCV04397
Wesco Aircraft Hardware Corporation Settlement	
West v Bam! 216b Cert	1:22-cv-00209-DHU-JHR
White v Wesco Aircraft Hardware Corp	BC658654
Whitney v Cook County	18-cv-4475
Wicks v Title Loan Company DBA The Loan Machine	17SL-CC02673
Wilk v Skechers	5:18-cv-01921
Williams v Equitable Acceptance Corporation	18-CV-07537 (NRB)
Williams v Sake Hibachi Sushi & Bar	3:18-CV-0517-D
Wilson v Peckham	
Winkel v JH Steak	20-2-04853-4-SEA
Winsor v TBD Pizza	
Womack v Superior Energy Services	7:19-CV-00074
Wood v Athens-Clarke County	3:14-CV-00043-CDL
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Ybarra v SIP 401K	8:17-cv-02091-JVS (Ex)
Ylvisaker v Clarkson Eyecare LLC	17SL-CC02089
Youmans v CPS	19EV001823
Young v Chieftain Coating	20-cv-10520
Zaldivar v. Moulton Logistics	19STCV12250
Zambrano v Strategic Delivery Solutions 216b	15-cv-8410 (ER) ED NY
Zamdio v Underground Rocket	
Zamora v Walgreen Co	114CV269810
	13-CV-1524 (GSB) 12-C-9672 (Vee Pak)
Zollicoffer v Gold Standard Eagle v Vee Pak	16CV11086
Zollicoffer v MVP	8:18-cv-1726-JSM-AAS
Gause v Medical Billing Consultants	2:15-cv-01306
In Re United Collection Bureau, Inc	156210/2015
Jailall v Diesel USA	BC645411
Picardo v Lundy-Tagaard Co	
Torres v Pick-a-Part Autoworks	1:16-cv-01915-DAD-BAM



Partial Listing of Cases Managed at Dahl Administration

Bokusky v. Edina Realty, 3:92-cv-00223

Sun Country Employee Litigation

Dupont Chemical Pollution Litigation

Haight v Bluestem Brands, Inc. -TCPA, No. 13-1400 (M.D. Fla.)

Dugan v TGIF-Wage and Hour/FLSA ,

Dunkel v Warrior Energy-Energy-Wage & Hour

Shelby v Miller Investment Group-Consumer Finance

Salas v Watkins Manufacturing-FLSA

Dull v IPS-Energy Sector Wage & Hour

Wallach v FFG-TCPA

Bourgeoisie v City of Baltimore-Consumer Fees

Brown v Alley-FLSA

Turner v ACD-Wage & Hour

Villa v San Francisco 49'ers-Consumer Fees

Thomas v Solvay

Reid v Unilever-Mass Tort

Zeller v PDC Corporation-FLSA

Murr v Capital One-Consumer Fraud

Redman v City of Chicago- FACTA

Ernst v Sterling-Dish Case-Consumer Fraud

Ott-Publix-FLSA

Ellsworth v US Bank-Consumer Finance

Vidra v Midland Financial-Consumer Finance

Vu v Performance Recovery



Freeman v Berkeley Packaging-FLSA

Martin v JTH-TCPA

Walker v Core Power Yoga-Wage & Hour

Froberg v Cumberland Packaging-Stevia in the Raw Settlement-1:14-cv-00670

Debarsekin v L2T-FLSA & Wage and Hour

Gay v Tom's of Maine-False Labeling, 0:14-cv-6060004-KMM

Templeton Rye -False Labeling

Belardes v Farm Fresh to You-FLSA

Tin Cup Settlement-False Labeling

Johnson v Scan SAT-Medical Billing Data Breach

Garcia v EJ Amusement-FLSA and Wage & Hour

Doran v Forever Grand Vacations-Consumer Fraud- Time Share

Velasco v Chrysler Corp-Recall

Covell v Sleep Train-Wage & Hour

Torres v Kwon Yet Lung-FACTA

Redman v IMAX-FACTA

In Re Motor Fuel- Hot Fuel Case- Consumer Fraud, MDL No. 1840, 07-md-1840-KHV

Haight v Bluestem-TCPA

Martin v JTH-TCPA

In Re Target Data Breach-Financial Institutions



ATTICUS MANAGEMENT TEAM

Chris Longley, co-founder, and CEO of Atticus Administration LLC – Former CEO of Dahl Administration, a nationally recognized Claims Administration Company. Licensed Attorney (retired in-active status), admitted to practice Minnesota, 8th Circuit and United States Supreme Court.

During Chris' tenure at Dahl, he successfully managed, more than 300 class and collective action settlements, including some of the highest profile cases in the last few years, including *In Re Motor Fuel (Hot Fuel) MDL No: 1840, Case No: 07-md-1840-KHV*, an all- digital notice campaign with over 160 MILLION class members in 36 states and US Territories, and the *Target Data Breach- Financial Institutions Settlement, Case No. 0:14-md-02522-PAM* .

Chris co-founded Atticus Administration LLC, in August 2016. Since its inception, Atticus has administered over 1250 settlements and has distributed more than \$1.47 billion in award payments.

Chris and his team have extensive experience in all matters of notice campaigns, including class certification notices, CAFA notices, WARN notices, ISO notices, Belaire West Notices, 216(b) notices, as well as other complex notification projects on an as need basis.

Chris is the author of *"Internet and Electronic Notification Methods for Rule 23: How to Enhance Reach, Conversion, Real Time Analytics to Reduce Administrative Costs"*, published in 2016.

Chris is currently the membership chair of the ABA's Consumer Litigation Committee and Class Actions & Derivatives (CADS) sub-committee and is a frequent speaker on matters relating to complex notice procedures for class action settlements.

Prior to joining the class action industry, he served for 11 years in the private equity industry focusing on telecommunication companies and company acquisitions. He has been a founding member of 14 start-up companies during this same period.

Prior to that experience he was a practicing attorney in Minneapolis, Minnesota. Chris was named *"40 under 40"* by the *City Business Magazine* in 2001, and a *"Power Lawyer"*, by *Law and Politics Magazine*. He practiced law for the Minneapolis law firm of Hessian, McKasy & Soderberg, LLP prior to launching his business career.

Chris graduated from William Mitchell College of Law and the University of St. Thomas, and currently splits his time between St. Paul, Minnesota, and New York city.

Bryn Bridley –VP of Business Development – Bryn has over 19 years of Project Management experience within the industry, having worked with two large Settlement Administrators, Rust Consulting and Dahl Administration. Bryn's past settlement administration work included the day-to-day activities of several high-profile consumers, employment and other types of cases. Bryn has extensive experience with CAFA Notices and Class Certification campaigns. Bryn is an honor's graduate of the University of Minnesota-Duluth and enjoys running and camping in her free time.



Ann Linton- Director of Project Management- With over 15 years of Industry experience, Ann worked as a project manager previously at Dahl Administration prior to joining Atticus as a project manager in 2018. A favorite of many of our customers, before being promoted to the director level, she concentrated her efforts on some of our more complex matters, including many mass arbitration cases, as well as many of our high-profile consumer fraud matters.

Milena Higgins -is a technology leader with a long history of innovation in the legal field. She has a proven track record of innovation, including developing groundbreaking testimony intelligence software and automated intellectual property tools. Her expertise in process improvement and efficiency has consistently driven operational excellence, ensuring exceptional service for law firm clients. Milena holds a Ph.D. in physics and an M.S. in Management of Technology from the University of Minnesota.

Jim Hardy, CPA (Inactive) – Co-Founder and CFO – Prior to co-founding Atticus, Jim held finance leadership positions over a twenty-year period in a variety of industries (contract manufacturing - implantable medical devices, sheet-fed printing, and commodity trading) where the wide-range of responsibilities and challenges from these experiences has enabled him to develop a versatile set of finance, administrative and operations skills.

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EXHIBIT 2

Data Security & Information Privacy

Approved Date	November 20, 2025
Approved By	Director of Information Technology – Milena Higgins
Effective Date	October 28, 2025
Current Version	8.2

I. Overview

Atticus Administration, LLC (“Atticus”), in fulfilling the requirement as a third-party administrator under the terms of a court order and/or settlement agreement for specific court class action cases, is required to encrypt data considered {PROTECTED} or {RESTRICTED} including, but not limited to: Personally Identifiable Information (PII), Protected Health Information (PHI), credit card numbers, passwords, intellectual property, budget or contract proposals, legal correspondence and research and development information. This document contains policy and technical controls pertaining to Data Security and Information Privacy in order to protect the confidentiality and integrity of client data, protected data, or restricted data.

II. Scope

This Information Security Policy applies to all technologies and systems used by Atticus Administration to deliver client-facing services, including web hosting platforms and public-facing claims websites. It encompasses the infrastructure, applications, and data environments that support these services, whether managed internally or through third-party providers.

The policy applies to all employees, contractors, and authorized personnel who access, manage, or support these systems and services. It also includes third-party service providers engaged in the design, configuration, operation, or maintenance of these technologies on behalf of Atticus Administration or its clients. All parties are expected to comply with the security standards and responsibilities defined in this policy to ensure the confidentiality, integrity, and availability of Atticus and client assets.

III. Roles and Responsibilities

Role	Responsibility
Director of IT	Program Oversight, Incident Response Manager
Managed Service Provider	IT Support; Monitoring; Incident Response
Managed Detection & Response	Security Operations Center (SOC)

IV. Policy

1. Data Governance

Atticus is committed to protecting and safeguarding the data that it collects and recognizes this data as a critical asset. Atticus maintains a tiered data governance structure, managed by the Director of Information Technology and enforced by Atticus executive leadership, that governs individual Users access to data. This governance structure is further maintained through enforced processes, standards, and procedures to ultimately ensure appropriate use of data and/or management of data.

2. Internal Use of Data

Any client data and class member data records that Atticus collects, and stores are used only to fulfill Atticus' requirement as a third-party administrator under the terms of the Case Court Documents. This information is only available to Users as set forth by Atticus' tiered data governance structure.

3. External Use and Disclosure of Data

Atticus follows the direction and instructions outlined in the Case Court Documents for handling class member data records. All sensitive and non-public client data, class member data, and information for a case that is provided to Atticus, is the property of Atticus and may not be shared, used, or otherwise communicated outside of Atticus or outside the scope of the project. In cases where a contractor partner is used, only those who have been approved and authorized by Atticus management and have a privacy policy (or data security policy) consistent with Atticus' Data Security & Information Privacy Policy are allowed to be used.

4. Data Collection and Retention

Electronic transmission, delivery or receipt of sensitive data is only permitted using SFTP technology. Delivery or receipt of hardcopy sensitive data is only permitted using the US Mail System or a courier as approved by Atticus management. Atticus complies with all state and federal regulations that apply to data security. Once a case has closed, Atticus will destroy all hardcopy documents containing sensitive data within twelve months. Regarding all electronic case data (including sensitive data), Atticus

maintains this data for up to five years following the closure of the case. In the event Court Case Documents specify unique data retention/return requirements, those requirements shall prevail over Atticus' standard retention/return policy.

5. Computing Devices and Access to Atticus Information Database and Network

Only Atticus IT approved devices may be used to access Atticus' information database and network. All devices must be protected with an employee's user access level systems username and password required at the time the device is powered on.

Access to database and network information must be authenticated using two-factor authentication.

Sensitive data shall not be stored on the device. However, in the event there is no alternative to device storage, all sensitive data must be encrypted with password protection. Atticus prohibits the use of public cloud storage for any client specific data.

Unattended devices must be logged out and locked when unattended, and additionally configured to automatically be logged out of and screen locked after 10 minute or more of inactivity.

All devices that access Atticus' information database and network infrastructure shall have active and up-to-date anti-malware and firewall protection.

6. Data Classification

Atticus Administration classifies sensitive information as {PROTECTED} or {RESTRICTED} depending on the sensitivity type. All data containing sensitive information must be properly transmitted and encrypted in accordance with Atticus Administration's data encryption standards. Atticus maintains an inventory of all systems where client or sensitive data is stored. The client and sensitive data includes, but not exclusive to:

- Personally Identifiable Information (PII)
- Protected Health Information (PHI)
- Credit Card Numbers
- Passwords
- Intellectual Property
- Budget or Contract Proposals
- Legal Correspondence
- Research and Development Information

7. Data Encryption Standards

a. Cryptographic Control Use

Cryptographic controls must be utilized for sensitive information classified by Atticus Administration as {PROTECTED} or {RESTRICTED} including, but not limited to: Personally Identifiable Information (PII), Protected Health Information (PHI), credit card numbers, passwords, intellectual property, budget or contract proposals, legal correspondence, and research and development information.

All encryption mechanisms utilized by Atticus must be authorized by the Privacy Manager before use.

Users must not attempt to utilize any form of cryptography, including, but not limited to, encryption, digital signatures, and digital certificates, which has not been approved and installed/implemented by an authorized agent of Atticus Administration.

The use of all encryption mechanisms must meet relevant regulatory and legal requirements, including any import/export restrictions or government requirements specific to the use of cryptographic software.

b. Cryptographic Control Standards

Cryptographic controls must only use secure cipher suites to protect data in transit and at rest. Any cipher suites that are considered vulnerable or deprecated through cybersecurity intelligence, reputable industry standards publishers (such as NIST), or flagged as a finding through vulnerability scanning are prohibited from use. The Data Protection Officer has final authority to approve or deny the use of any cipher suites or cryptographic control implementations on an as-needed basis.

c. Encryption in Transit

All sensitive information classified by Atticus Administration as PROTECTED or RESTRICTED including, but not limited to, PII, PHI, credit card numbers, passwords, and research and development information, must be encrypted when transmitted externally to or from Atticus Administration's information system boundaries. Access to protected or restricted data stored on Atticus Administration's servers must be done through secure, encrypted communications protocols such as TLS 1.3 (EDH or DHE) and TLS 1.2 (ECDHE with DHE as a fallback).

d. Encryption at Rest

All sensitive information classified by Atticus Administration as PROTECTED or RESTRICTED including, but not limited to PII, PHI, credit card numbers, and passwords, must be encrypted at rest using Full Disk Encryption technology or Virtual Disk Encryption. When feasible, hardware-backed encryption must be utilized over software encryption.

Atticus Administration requires IT endpoints that could store or transmit sensitive data to utilize Full Disk Encryption or Azure Server-Side Encryption (SSE).

Atticus Administration may also implement File-based encryption for sensitive files at-rest on a per-client basis to provide additional data protection.

e. Training and Awareness

All employees and contractors receive training on data privacy, classification, and handling requirements as part of onboarding and through recurring security awareness programs. Training includes guidance on identifying PII, applying classification labels, and reporting suspected data handling violations. Refresher training is provided annually or as needed based on policy updates or emerging threats.

8. Key Management Standards

Atticus Administration securely manages encryption keys using centralized key management systems. Keys are generated, stored, rotated, and retired in accordance with industry best practices. Access to encryption keys is restricted to authorized personnel based on role and business need, and all key usage is logged and monitored. Keys are rotated periodically and immediately upon suspected compromise, with procedures in place to ensure continuity and data integrity during key lifecycle events.

Atticus Administration utilizes Azure Key Vault with HSM-backed (hardware security module) Customer Managed Keys (CMK) for Server-side Encryption (SSE) in accordance with Microsoft's published guidance for secure best practices. Accordingly, all data on the servers is encrypted using 256-bit AES and is FIPS 140-2 compliant.

Atticus Administration partners with a Managed Service Provider (MSP) to restrict access to the Azure Key Vault so that only the small number of staff requiring access for job duty or function with Infrastructure Management and Configuration are given access to keys.

9. Data Backup and Recovery

Atticus Administration partners with a Managed Service Provider (MSP) for administration of automated data backups for critical servers and IT infrastructure.

10. Security Incident and Privacy Violation Reporting

Any cybersecurity incidents, whether actual or suspected, must be reported immediately to the Director of IT or designated security personnel. The Director of IT and executive management will execute Atticus Administration's Incident Response Plan to assess the breach for scope and severity and take appropriate action to contain and/or mitigate the incident. Full and timely compliance with investigation procedures and requests for information is required.

If there is a data breach with a vendor/contractor, the contractor must comply with all applicable state and federal laws that require the notification to individuals (or other affected parties) in the event of unauthorized release of sensitive personal information or confidential data. Contractors must notify Atticus within 24 hours of the incident. Atticus reserves all rights to act under the terms of any applicable contract, including indemnification and/or termination of the contract.

V. Enforcement

Any User found to have violated this policy may be subject to disciplinary action. Such action may be as severe as termination of employment or termination of contract and/or further legal action.

VI. Distribution

This policy is to be distributed to all users.

VII. Policy History

Version	Date	Description	Approved By
8.2	11/20/2025	Update roles & responsibilities	Milena Higgins – Director of IT; Thomas Logan – co-CEO
8.1	7/14/2025	Formatting Update	Milena Higgins – Director of Information Technology
8.0	11/13/2024	Policy Update	Joel Prest – Director of Information Technology James Hardy – CFO/COO
7.0	10/12/2023	Policy Review	Joel Prest – Director of Information Technology James Hardy – CFO/COO
6.0	10/12/2022	Policy Review	Joel Prest – Director of Information Technology James Hardy – CFO/COO
5.0	10/15/2021	Policy Review	Joel Prest – Director of Information Technology James Hardy – CFO/COO
4.0	11/10/2020	Policy Review	Joel Prest – Director of Information Technology James Hardy – CFO/COO
3.0	11/14/2019	Policy Review	Joel Prest – Director of Information Technology James Hardy – CFO/COO
2.0	11/5/2018	Policy Review	Joel Prest – Director of Information Technology James Hardy – CFO/COO
1.0	8/1/2017	Initial policy release	Mai Vang – Director of Operations James Hardy – CFO/COO