

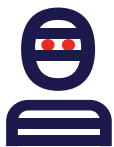
Fraud Prevention Checklist

Steps to Help You Avoid Scams and Secure Your Personal Identity, Email and Services



Steps you can take to protect your identity

- Make sure your mobile number and email address are up to date in our systems. Review and respond to security and fraud alerts promptly.
- If you use the ADP Mobile Solutions App, allow push notifications to enable more secure communication about your accounts. Review and respond to security and fraud alerts promptly.
- Review your credit report frequently and carefully by requesting a free copy of your credit report every 12 months from [AnnualCreditReport.com](https://www.annualcreditreport.com).
- Carry only necessary identification with you; do not carry your Social Security card.
- Use a strong, unique password for each of your accounts.



How you can help avoid scams

- If you receive a suspicious call, text or email from someone claiming to be from ADP, do not respond. Send it to abuse@adp.com. Our team reviews all submissions; we will only reply to your message if we require additional information.
- Register for Do Not Call at [DoNotCall.gov](https://www.donotcall.gov) to reduce the opportunity for phone scams.



How you can help protect your mobile device

- Enable multi-factor authentication or biometrics like fingerprint sign-on or retina/facial recognition when available.
- Avoid clicking on links from unknown sources found within text messages, on web pages and in suspicious emails.



How you can help protect your computer and your email from cyber attacks

- Equip your computer with comprehensive malware and virus protection software.
- Only download software or applications from well-known or trusted sources.
- If an email seems suspicious, do not click on any of the links or open any attachments in the email. If you do, your computer can become infected with malware.
- Download and install any operating system and software updates (sometimes called patches or service packs) in a timely manner.
- Connect to trusted networks only and avoid free Wi-Fi.

Nothing in these materials is intended to be, nor should be construed as, advice or a recommendation for a particular situation or plan.

ADP, Inc. owns and operates the ADP participant websites and the ADP Mobile Solutions App.

ADP RETIREMENT SERVICES 71 Hanover Road, Florham Park, NJ 07932

ADP, the ADP logo and Always Designing for People are trademarks of ADP, Inc. All other trademarks and service marks are the property of their respective owners. 99-5196-P-B-0924 M-496162-2024-02-07 Copyright © 2024 ADP, Inc. All Rights Reserved.



Always Designing
for People®