

Subject: Fwd: Fields Auto Group – Vendor Addendum/Risk Assessment – Action Required
From: Jane Copeland <jane@apinet.com>
Date: 6/9/23, 5:15 PM
To: Charles Willgren <charles@apinet.com>

Jane

Begin forwarded message:

From: Doug Nottage <doug.nottage@recallmasters.com>
Date: June 9, 2023 at 3:32:25 PM CDT
To: jane@apinet.com, Jim Yanco <jim.yanco@recallmasters.com>
Cc: Scott Alan <scott@recallmasters.com>
Subject: Re: Fields Auto Group – Vendor Addendum/Risk Assessment – Action Required

Hi Jane,

It's nice to meet you. Attached is the Recall masters Data Processing and Security Agreement which explains the processing that Recall Masters performs along with security handling per GLBA and other legal requirements.

If you ever need updated versions of this document, the latest version can always be obtained at <https://www.recallmasters.com/resources> or feel free to reach out to me directly with any questions.

Thank you.

Doug Nottage

Chief Technology Officer

doug.nottage@recallmasters.com

mobile: 949-293-3767

— image002.png —



23131 Verdugo Dr.
Laguna Hills, CA 92653
recallmasters.com

From: Jane Copeland <jane@apinet.com>
Date: Thursday, June 8, 2023 at 3:57 PM
To: Jim Yanco <jim.yanco@recallmasters.com>, Doug Nottage <doug.nottage@recallmasters.com>
Cc: Scott Alan <scott@recallmasters.com>
Subject: RE: Fields Auto Group - Vendor Addendum/Risk Assessment - Action Required

Jim,
Thanks so much, I look forward to hearing from him.

Best wishes,
Jane

From: Jim Yanco <jim.yanco@recallmasters.com>
Sent: Thursday, June 8, 2023 5:53 PM
To: jane@apinet.com; Doug Nottage <doug.nottage@recallmasters.com>
Cc: Scott Alan <scott@recallmasters.com>
Subject: Re: Fields Auto Group - Vendor Addendum/Risk Assessment - Action Required

Hi Jane, We have gone to great lengths to ensure that we are compliant with all of the new compliance regulations. Our CTO, Doug (cc'd) will work directly with you to complete your request.
Thank You

Get [Outlook for iOS](#)

From: Jane Copeland <jane@apinet.com>
Sent: Thursday, June 8, 2023 3:47 PM
To: Jim Yanco <jim.yanco@recallmasters.com>
Cc: Scott Alan <scott@recallmasters.com>
Subject: FW: Fields Auto Group - Vendor Addendum/Risk Assessment - Action Required

URGENT GLB COMPLIANCE REQUEST FOR FIELDS AUTO GROUP

Jim,
We submitted a request for the GLB Addendum and Risk Assessment from your company and was unable to get a response. The original messages were sent to people who are no longer part of your company. As a vendor supplying services to the following Fields Group Dealerships listed below. During our security review we found CDK DMS data exchanges in place with your company. Since you interact with our DMS we must ask that you complete the GLB Addendum and Risk Assessments provided in the links below by EOD tomorrow. If you have a standard document which addresses the GLB requirements which would suffice, you may send it directly to me.

- Fields BMW Northfield
- Fields Chrysler Jeep Dodge
- Fields Land Rover Winnetka

- Fields Lexus Glenview

Please feel free to call me at 512.657.4691 if you have any questions. Please see the original request with the links below.

Thanks you for your prompt attention to this matter.

Jane Copeland

Fields Auto Group Security Team

*****ORIGINAL REQUEST*****

Hello,

As a valued vendor of the Fields Auto Group family of dealers, we need to ensure our vendors are in compliance with the new Federal Trade Commission's GLB Safeguards Act revisions set to go into effect on June 9th, 2023.

These revisions require us, a Dealer designated as a financial institution, to ensure our vendors are in compliance with these new guidelines. We have developed an addendum to existing Vendor Service Agreements and a Risk Assessment for this purpose. These two documents are prepopulated with the Fields Auto Group stores you provide products and services to.

A qualified individual from your company must complete and submit the Addendum and Risk Assessment. If you are not the qualified individual to complete these documents, please forward this email to that person as soon as possible.

We sincerely appreciate your attention to this request. We are committed to the security and privacy of our customers personal information and look forward to working with our vendors to ensure it remains a top priority. The unique links for your digital documents can be found below.

Vendor Addendum: <https://comserver.apinet.com/fields-compliance/?d=epyzf>

Risk Assessment: <https://comserver.apinet.com/fields-compliance/risks/?d=epyzf>

Please don't hesitate to reach out with any questions you have.

Sincerely,
Robert Oteri

— image001.png —



Robert Oteri
Security Planning Team

API International, Inc.
Fields Auto Group

Mobile: (805) 236-2479
securityplanning@apinet.com

Attachments:

image002.png	30.1 KB
image001.png	20.9 KB
Recall-Masters-Data-Privacy-and-Security-Addendum-20230407.pdf	164 KB