



## Santa Clara County Office of Education

Charles Weis, Ph.D.  
County Superintendent of Schools

# Urgent Bulletin

*For Santa Clara County Districts*

### District Business & Advisory Services

Nimrat Johal: Director- DBAS: 408-453-6599

Cathy McKim, Manager-DBAS: 408-453-6588

Bulletin: 12-904

Date: December 14, 2011

To: District Chief Business Officers  
District Fiscal Directors  
District Payroll and Human Resource Officers

From: Nimrat Johal

Re: E-mail Communication about Direct Deposit Failure

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Please be aware that your employees may be receiving e-mail notifications from unknown sources informing them that their payroll direct deposit has failed. The email notification directs the recipient to a website for further action.

These emails are phishing messages. You may want to advise your employees to delete such emails. Any communication about direct deposit failure is always sent by each district's service team members in District Business and Advisory Service (DBAS) and is routed to the payroll staff within the district.

If you have questions about this communication, please feel free to contact your district Advisor.

Please share this information as deemed appropriate.

Approved by: Kenneth Shelton

Chief Business Officer