From: Shauna Holman Harries To: Luong, Hoan - OFCCP

CC: Neil Bourque; Lida Daniel; Charles Nyakundi; Sean Smith; Kela Moon

Sent: 10/29/2015 9:16:09 PM

Subject: HQCA 13 of 29

Attachments: HQCA - Personnel File 12 zip

Best Regards, Shauna Holman-Harries

ORACLE'

Shauna Holman-Harries - Director Diversity Compliance

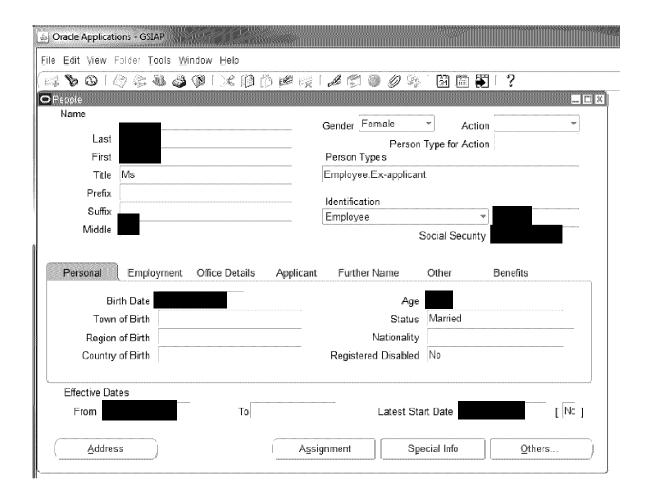
Phone: +1 602 333 9112 | Fax: +1 602 333 9112 | Mobile: +1 480 689 1858

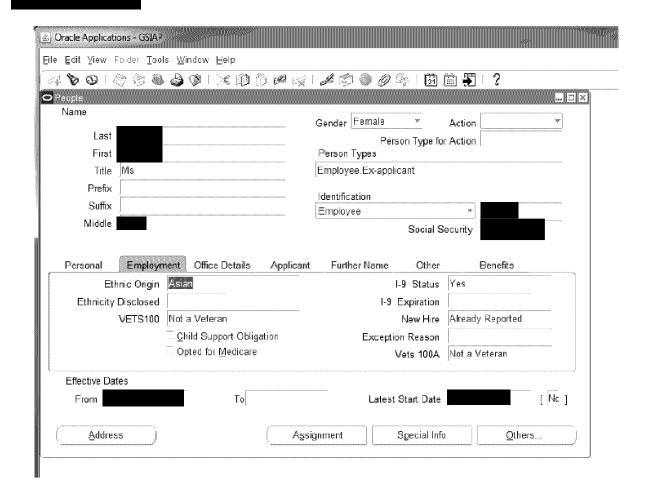
"Working to create an inclusive, diverse culture that drives innovation and business success."

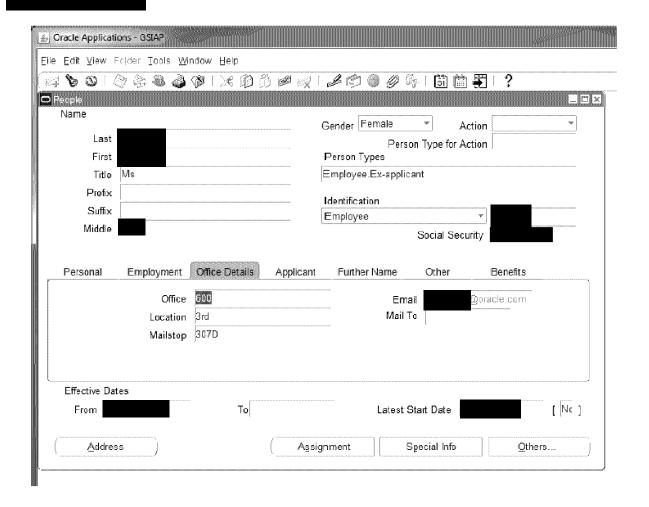
The Information in this email is confidential and may be legally privileged. It is intended solely for the addressee. Access to this email by anyone else is unauthorized. If you are not the intended recipient, any disclosure, copying, distribution, or any action taken or omitted to be taken in reliance on it, is prohibited and may be unlawful. No internal Oracle email, except that clearly intended for public distribution (e.g. Oracle Press Releases), should be sent to any party outside Oracle.

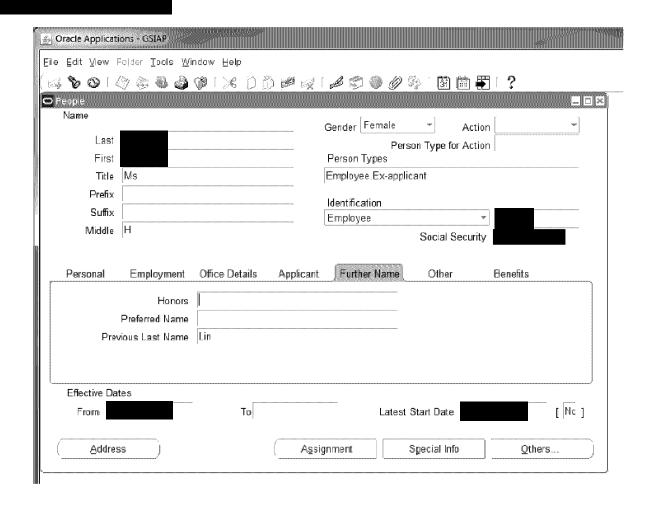


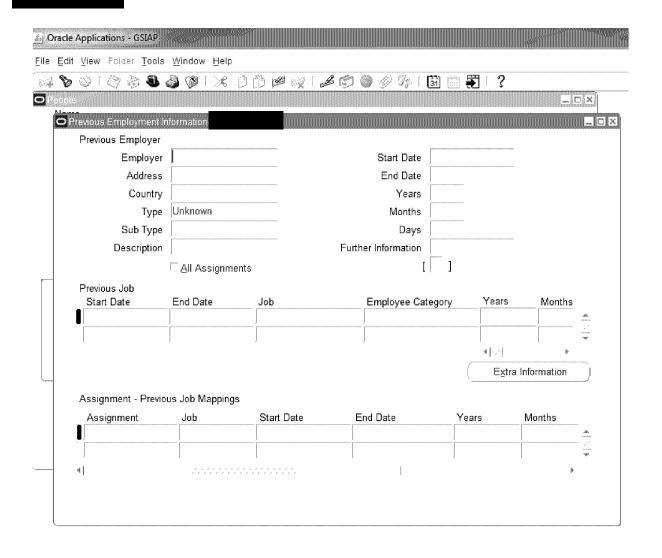
Oracle is committed to developing practices and products that help protect the environment

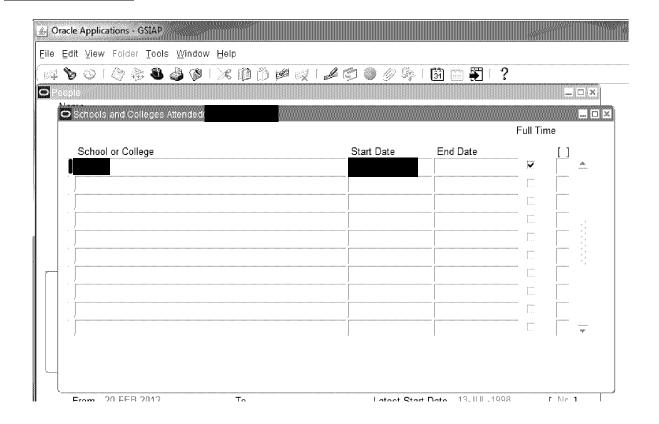


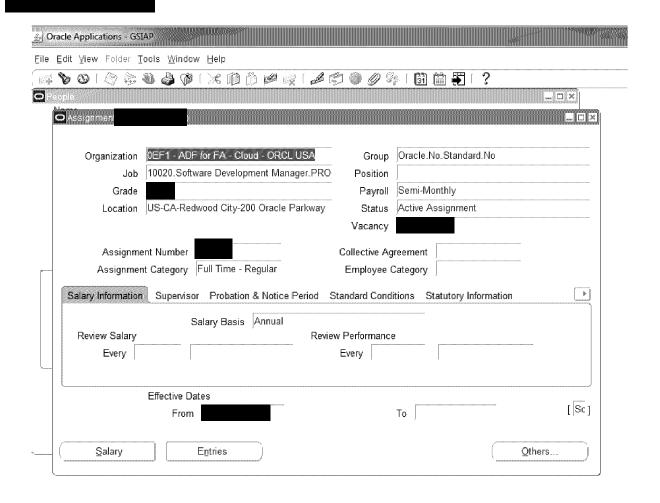


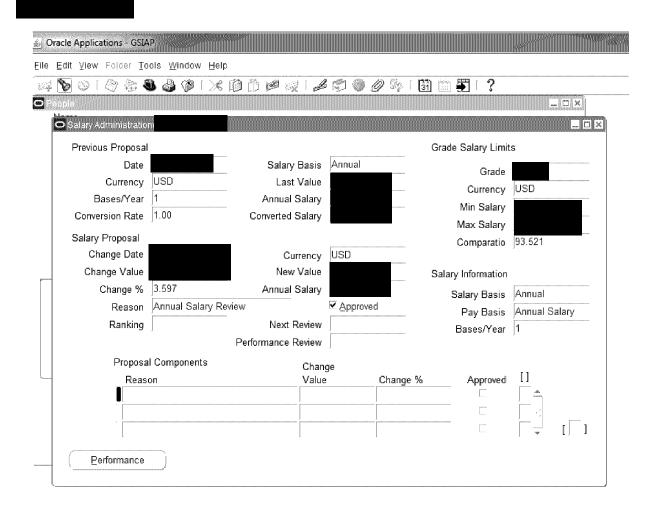


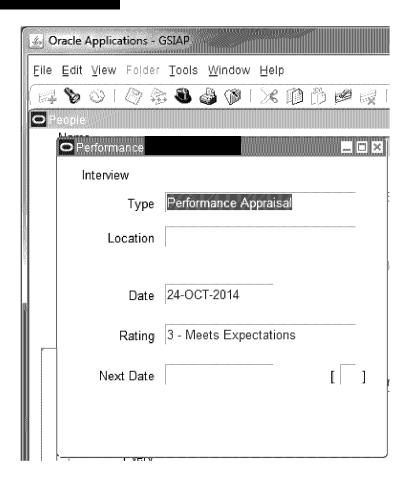




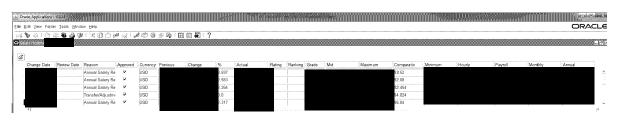




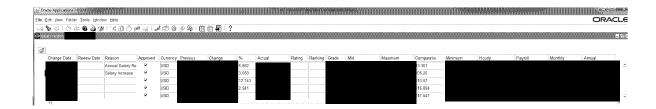


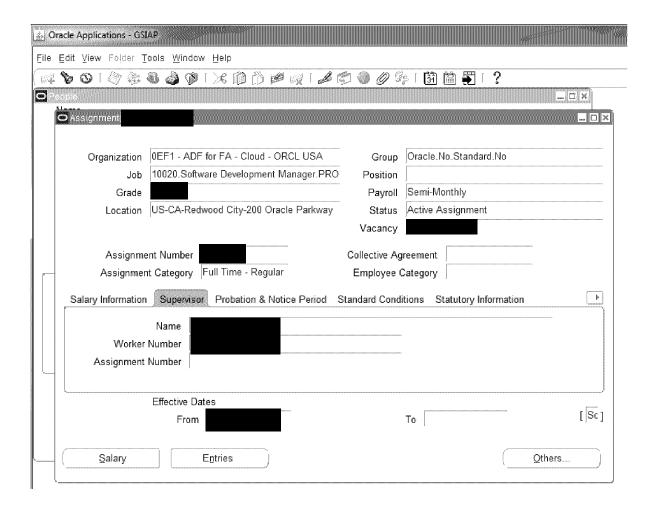


Salary History

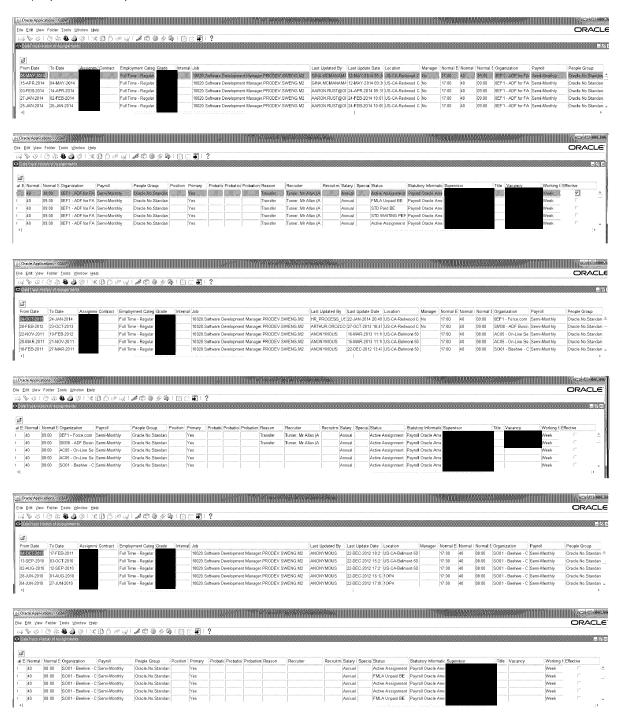


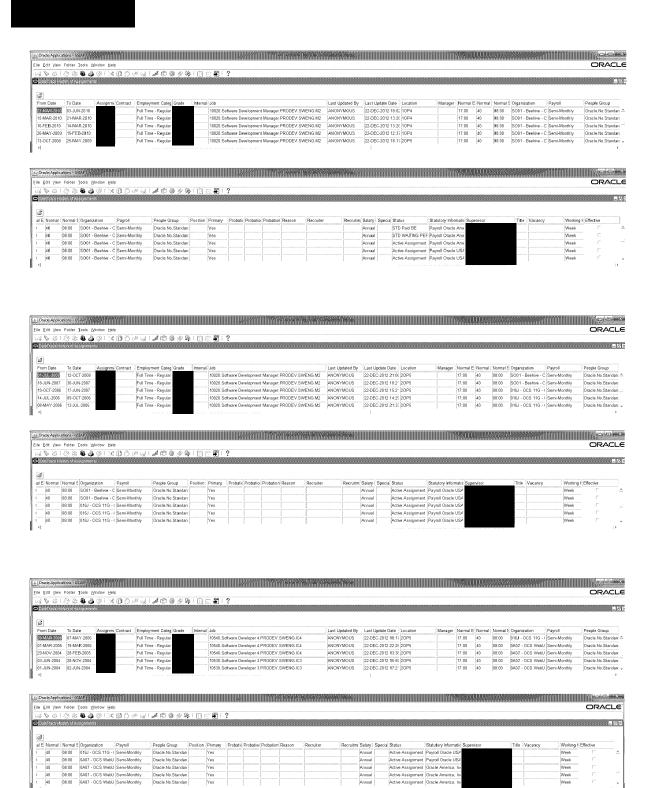


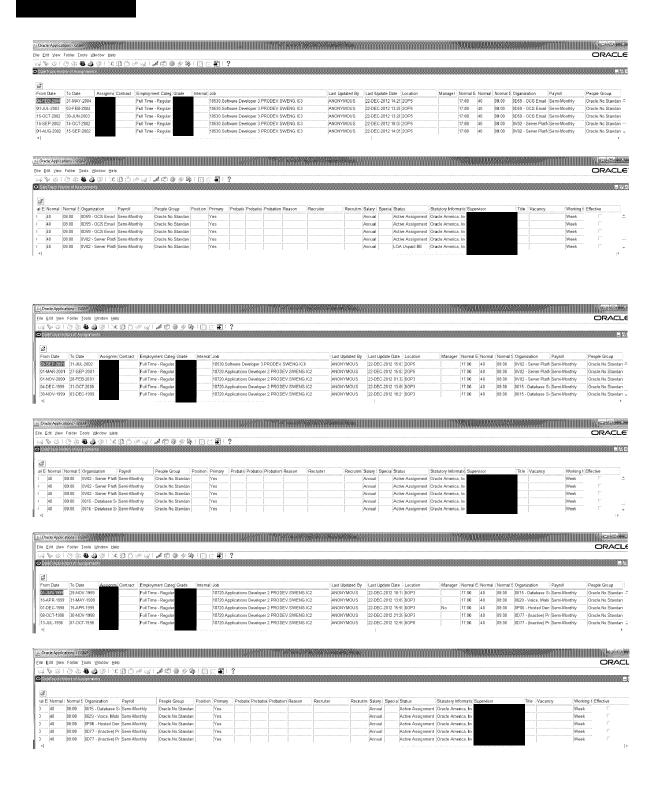




Employment History







Employee Status Change Processing Form



Batch ID 3968

Transfer	No	Promotion	No	Change	Yes		
Approvals:		al				Data Entry	Verify
Employee ID:							
Social Securit	у#						
Employee Last Employee First	Name Name						
Effective Date ASSIGNMENT:	Curren	.t	New	ī			
Cost Center	D77		P06		/_	V11	(1) <u>(1)</u> 11 <u>/</u> 1
Change effe	ctive dat	e to 01-1	J2C-98		/_	<u>/</u>	
Job Code					/_	_/ /_	_/ //
LocationLocation of(CompleteState ChangGo to HRM	HOME Loca e:	tion Form)	ate		/_	/ /	_/ //
Employment Cat	egory				/	/ /	_/ //
Discretionary	Title				/		
Current Titl New Title	e						
Hours: (not >	40)						_/ //
Vacation Ac	crual Cha	Full t	o Part o Full				_/ //
		98:3 <i>)</i>	.¥ 8-6mge	5			
		all.					

Employee Status Change Pro	cessing Form Current	New	
Work Schedule	current	New	
Add new work schedule	to HPMS	· -	// // // // //
Total Hours + Work Sc			'' ''
Match	Annual Salary		
Salary Basis Change Timecard Req I	-		// //
Base Salary: (current req) Percentage Change: Difference between Current and New = Pct. C	h		// // // // // //
Car Allowance:			// // //
Bonus: Type	Amount		
Cost Center			, , , , , , ,
			// // // // //
Manager Change: Last Name	First Name	Employ	// // // ee ID
Current Manager:			
			// //
New Manager:			
Direct Reports:			// //
1.			
3			//, //, //,
4.			
5. 5.			
7.			/ <u>_</u> / / <u>_</u> /
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ASR PSR	VE	RIFICATION	PV (17) 3

Current Business Unit:

Development - Larry Ellison

New Business Unit: Approval's Development - Larry Ellison Approval Order

Submitter 0

Date: Employee Status Change

Batch ID 3968

Is this a transfer? No
Is this a promotion? No

Is this an individual employee change in cost center, manager, or location?
Is Regular to Temp?

o No

Yes

No

Will you be filling this employee's previous role?

B. Employment Data

Last Name: First Name:

Employee Number: Current Cost Cent

New Cost Center Current Hours:

New Hours:

Mon Tue Wed Thu Fri Sat Sun

P06

```
Date:
                                   Employee Status Change
Current Title:
New Title:
Current Jobcode:
New Jobcode:
Current Location:
New Location:
Current Mgr L Name:
Current Mgr F Name:
Current Mgr Emp No.:
New Mgr Last Name:
New Mgr First Name:
New Mgr Emp No.:
Does this employee have direct reports?

Direct Reports
Last Name First Name
                                                                                          Employee ID
2.
3.
4.
5.
6.
7.
8.
9.
C. Compensation
 Salary Basis:
Current Base Salary:
                                              Annual Salary
 New Base Salary:
Current Base Salary Chg %:
```

Date:

Employee Status Change

Current Car Allowance

New Car Allowance: Car Allowance Chg %:

Current Variable*: New Variable*:

Variable* % Change: Current Total Target

New Total Target: Target* % Change:

Current Quota \$*: New Quota \$*:

Quota \$* % Change:

Bonus Type 1: Bonus Amount 1:

Cost Center to Charge 1: Bonus Type 2:

Zoniao i/po i/

Bonus Amount 2: Cost Center to Charge

Compensation Justification:

Relocation not to exceed:

D. Transfer Initiation:

What brought about this transfer request (pick one)? Employee initiated response to job posting

Employee Status Change Date: Provide three reasons why this candidate is the most qualified for this position: 2. 3. F. Releasing Managers Comments G. Position Information Job Post #: Date Posted: Job Description - provide a brief description of the position: Comments: Effective Date: Current Business Unit: Development - Larry Ellison Development - Larry Ellison Approval Order New Business Unit: Approval's *Submitter* 0



Employee Status Change Processing Form



Batch ID 2439

Transfer	No	Promotion	No	Change	Yes	
Approvals:					Audit Data Prep Entry	
Employee ID:						
Social Securi	ty #					
Employee Last Employee Firs				_		
Effective Date ASSIGNMENT:	e Currer	nt	N	ew		
Cost Center	d77		p06		// /_	_/ //
Change eff	ective dat	ce to			// /	_/ //
Job Code					// /	_/ //
Location Location of (Complete State Change Go to HRI	HOME Loca	ation Form)	te		// /_	_/ //
Employment Ca	tegory				, , ,	, , ,
Discretionary	Title				// /_	_/ //
Current Tit	le					
Hours: (not >	40)				/ <u></u> / /_ // /_	
Vacation A	ccrual Cha	ange Full t Part t			// /	
					Sh : 8 Hd	53 SEP 14
					ALD CLAN ALD CLANERI ALD CLAN	14070 1 1 0584VA
					SINEMISIA	

ORACLE_HQCA_0000002768

Employee Status Change Pro	cessing For Current	rm	New	
Work Schedule			-	// // //
Add new work schedule	to HRMS			// //
Total Hours + Work Sometich				
Salary Basis	Annual Sal	.ary		// // //
Change Timecard Req D	n HRMS			· — · · — · · — ·
Base Salary:				// // //
(current req) Percentage Change:				// // //
Difference between Current and New = Pct. (Th.			/ <u></u> / / <u></u> /
	.11			
Car Allowance:				// // //
Bonus: Type Cost Center	A	mount		
cost center				
				// // //
				// //
Manager Change:				// // //
Last Name Current Manager:	First Nam	ie	Emplo	yee ID
cultent hanager.				
				// // //
New Manager:				
				// //
Direct Reports:				/ // // /
L.				/ <u>-</u> //_//_//
				/—/, /—/, /—/,
3. 1.				// //
5.				/ /, / /, / /,
5.				
7.				/ <u>-</u> /, / <u>-</u> /, / <u>-</u> /,
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9.				/ <u>_</u> /, / <u>_</u> /, / <u>_</u> /,
10.				
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c y				

Current Business Unit: Development - Larry Ellison
New Business Unit: Development - Larry Ellison
Approval's Development - Larry Ellison
Approval Order

0
1
2

Date:

Employee Status Change

Batch ID

2439

Is this a transfer?

Is this a promotion?

No No

Is this an individual employee change in cost center, manager, or location?
Is Regular to Temp?

Yes No

_

Will you be filling this employee's previous role?

No

B. Employment Data

Last Name:

First Name:

Employee Number:

Current Cost Cent

d77

New Cost Center

p06

Current Hours:

New Hours:

Mon

Tue

Wed

Thu

Fri

Sat

Sun

```
Employee Status Change
Date:
Current Title:
New Title:
Current Jobcode:
New Jobcode:
Current Location:
New Location:
Current Mgr L Name:
Current Mgr F Name:
Current Mgr Emp No.:
New Mgr Last Name:
New Mgr First Name:
New Mgr Emp No.:
Does this employee have direct reports?

Direct Reports
Last Name First Name
                                                                                           Employee ID
1.
6.
7.
8.
9.
C. Compensation
  Salary Basis:
Current Base Salary:
                                               Annual Salary
  New Base Salary:
Current Base Salary Chg %:
```

Date:

Employee Status Change

Current Car Allowance

New Car Allowance: Car Allowance Chg %:

Current Variable*: New Variable*:

Variable* % Change: Current Total Target

New Total Target: Target* % Change:

Current Quota \$*: New Quota \$*:

Quota \$* % Change:

Bonus Type 1: Bonus Amount 1:

Cost Center to Charge 1: Bonus Type 2:

Bonus Amount 2: Cost Center to Charge

Compensation Justification:

Relocation not to exceed:

D. Transfer Initiation:

What brought about this transfer request (pick one)?

Employee initiated response to job posting

Employee Status Change Provide three reasons why this candidate is the most qualified for this position: 1. 2. 3. F. Releasing Managers Comments G. Position Information Job Post #: Job Description - provide a brief description of the position: Comments: Effective Date: Current Business Unit: Development - Larry Ellison New Business Unit: Approval's Development - Larry Ellison Approval Order 0 1 2

PAGE 1 CURNODE RHRORPC 14:17:44 XTRAC Work Item File #: W00824-15SEP98 Item Type: STATCH Sub Type: CSTCTR Status: RSLVD Originator: 1 Parties
Acct #: _TIN/SSN: Acct Type: O Plan #: Customer: Address: City/State: Zip: Phone: Ext: Country: EMAD ROLE BADG EXNO CNAM ORACLE STAT INTW AuditPrep EVNT Item Amount: 0 Amount: 0

Comm Type: WEBIN Rep ID: A228471 Department: RHRORPC Pri: 0

Problem: N Cause: INVALID DATA Sub Cause: ORACLEERR 351(d)? N

Memo: JOB CODE NOW VALID

Batch No P18-24843 DF 34494

Page: 2

XTRAC Notes CURNODE RHRORCS
File #: W00824091598 Item Type: STATCH Sub Type: CSTCTR
Account#: TIN/SSN:
Customer:

14:17:44

Related Accounts:

Note Name: Control #:
Representative: A241120 Creation Date/Time: 09/21/98 02:09:33
Memo:

Notes:

CODE CODE NOW VALID.

J. WALLACE

Control #:

Representative: A241120 Creation Date/Time: 09/21/98 02:10:46

Memo: Notes:

JOB CODE NOW VALID

Subject: RE: end of Personal Leave of Absence

From: "crystal wong" <crystal.wong@oracle.com>

Date: Mon, 3 Nov 2008 15:15:44 -0800

To: "hrssc-ploa_us@oracle.com" <hrssc-ploa_us@oracle.com>

CC: @oracle.com" @oracle.com> , "Sondra Bollar" <SONDRA.BOLLAR@oracle.com>

Hi Sondra and I am forwarding this to the HR Shared Service Center for processing.

HRSSC- please process this end of PLOA for

Thanks, Crystal

-----Original Message-----

From: Sondra Bollar [mailto:SONDRA.BOLLAR@oracle.com]

Sent: Monday, November 03, 2008 1:08 PM

To: crystal.wong@oracle.com

Cc

Subject: FW: end of Personal Leave of Absence

Crystal -

Received an older email that managers were supposed to send an email template, but the email below sent today, looks like the ending leave template.

Is there anything I need to do to end leave or is this email below it?

thanks

Sondra

Sondra Bollar | Software Development Director | 650.506.2157 Oracle Beehive

100 Oracle Parkway | MS 10p4 | Redwood Shores, CA 94065

From:

Sent: Monday, November 03, 2008 6:53 AM

To: Sondra Bollar; Crystal Wong **Cc:** hrssc-ploa_us@oracle.com

Subject: end of Personal Leave of Absence

Template: LOA_-_Personal Owner: <u>hrssc-americas ww</u> Expiration Date: 15-Dec-2008

Expiration Date :15-Dec-2008

To :
From :

Subject:

CC:

sondra.bollar@oracle.co

@oracle.com hrssc-ploa_us@oracle.c

end of Personal Leave c

Personal Leave 10 days or Less Instructions:

- 1. Log into Employee Self Service.
- 2. Time Entry > Create Timecard.
- 3. Choose the period of your Personal leave.
- 4. From the Timecard Type drop down box choose "Unpaid Time Off (<= 10 days)".
- 5. Submit your Timecard.

Personal Leave greater than 10 days Instructions:

1. Include your manager and HR Representative's email addresses in the TO: box.

- 2. Choose Request type.
- 3. Enter in your employee details in the provided fields.
- 4. Fill out the appropriate section of the form with the dates in DD-MMM-YYYY f
- 5. Send the form to your manager and HR Rep for approval.
- 6. Once they approve, forward their approvals to hrssc-ploa us@oracle.com

Please note that all Personal Leaves are subject to manager appr more details regarding a Personal Leave of Absence please refer

PLEASE UPDATE YOUR PERSONAL INFORMATION (address, phone nu

USING EMPLOYEE SELF SERVICE APPS PRIOR TO YOUR

NOTE REGARDING YOUR BENEFITS: If you have returned to work from an unpaid leave and/or dependent care reimbursement account prior to your leave, you will need at 650-506-9800 or fill out this form at: http://hrweb.us.oracle.com/benefits/greturn to work date. While on an unpaid leave the contributions towards your return to work date.

stopped. Your Benefits Representative can assist you to initiate any catch up decontributions so that you meet you elected health and/or dependent care re

Choose Request Type

End Personal Leave

The following information is regarding the employee requesting the personal leav

Employee Last Name:

Employee First Name:

Employee ID#

Date of Hire (DD-MMM-YYYY) (example: 31-JAN-2001)

Leave History

The following three sections of this form require date inf your LOA. The dates refer to actual work days (Monday normal work week includes Saturday or Sunday, please ind

work schedule in the comment field of the relativ

Please read the directions and complete only the section th

Complete the following section if you are requesting a NEW personal leave.

Leave Start Date: (first work date missed)

Expected Return to Work Date: (first date expected at work)

Leave Reason:

Comments:

Complete the following section of this form if you wish to CHANGE an existing pe

Current Start Date:

Current Expected Return to Work Date:

New Start Date:

New Expected Return to Work Date:

Comments:

Complete the following section to <a>END your personal leave.

Actual Return Date:

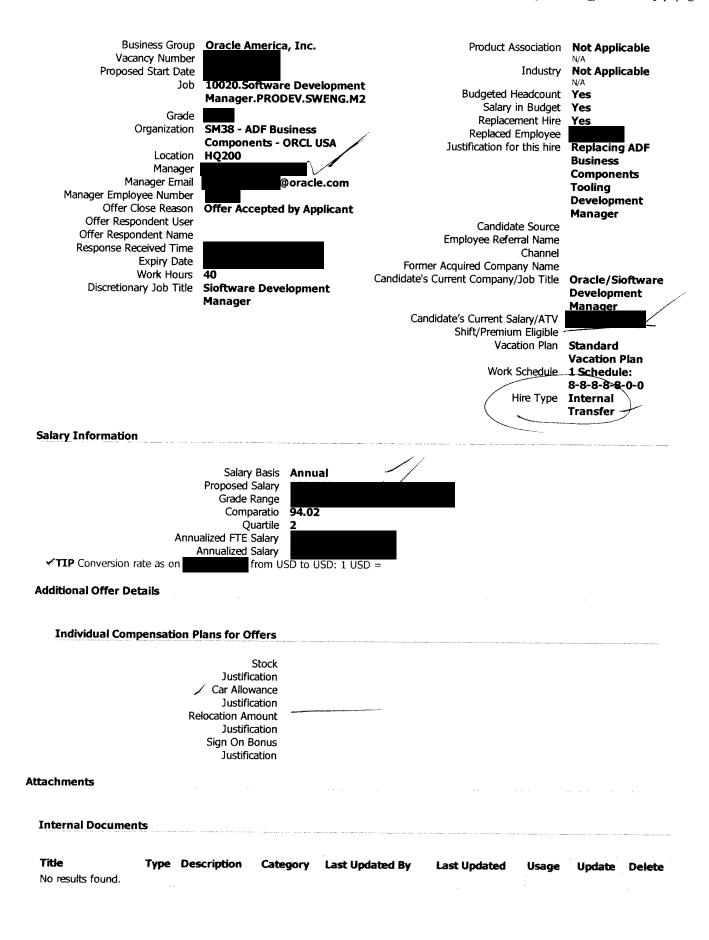
Comments:

Oracle Corporation human resources electronic data are held and secured at a glc Personal data may be accessed from Oracle Corporation locations worldwide, as reby personnel with appropriate access privileges. Personal data may be shared wit required to permit the provision of services to those members of the Oracle Corpelected to receive benefits provided by or through them. Your provision of the process.

Oracle Corporation human resources electronic data are held and secured at a global level in the United States. Personal data may be accessed from Oracle Corporation locations worldwide, as required for business purposes, by personnel with appropriate access privileges. Personal data may be shared with external organizations as required to permit the provision of services to those members of the Oracle Corporation workforce who have elected to receive benefits provided by or through them. Your provision of the personal data confirms your consent to this process.

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Home Vacanci	es & Offers	*	10	34941	Home Logor	ut Preferences
Offers Workbench	>	1 >	*1			
Candidate Details	::					
Offer Candidate Profi	Extended Date le Qualificat	Oracle America, I Master's	nc. evelopment SWENG.M2	Preferred Land Current Applic Organi Application Offer S	ations 2 zation AC05 - On-Li Service/Call ORCL USA	
Salact Offar	View etails					
Select Vacancy	Posting Nam	е	Expiry Date Pr	oposed Start Date	Offer Creation Date	Offer Status
	Software Deve	lopment Snr Manager			23-Jan-2012	Closed ,
		created for this applications and click Go to pr		Action	ant 2/2	(So)
Basic Offer Deta	ils					



External Documents

Title	Type Description	Category Las	t Updated By Las	st Updated Usage	Update Delete
No results found.					

Offer History

Offer Status	User	Date/Time
Closed		79. 14. 7.000 (47.00) (48.00) (
Extended		AN POST AMERICAN CONTRACTOR CONTR
Approved		Australia (nor 1,000,000,000,000,000,000,000,000,000,0
Pending For Approval		Semination de la company de la
Return for Correction	Ton, Vicki	**************************************
Pending For Approval	en e	

Approval History

Line number	Approver	Approver Type	Category	Approval Status	Date	Comment
1	Bollar, Sondra	HR People	Approver	Approved	10-Feb-2012 15:48:26	The second secon
2	Ton, Vicki	HR People	Approver	Approved	10-Feb-2012 16:14:45	Approved, lateral internal transfer.
3	Tonas, Chris	HR People	Approver	Approved	10-Feb-2012 17:40:48	The second secon
•	Farrell, Ted	HR People	Approver	Approved	14-Feb-2012	The state of the s
,	Kurian, Thomas	HR People	Approver	Approved	16-Feb-2012 14:55:07	7. 1 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0
	De Groot, Mike	HR People	Approver	Approved	17-Feb-2012 21:33:42	
	HROFFERS	HR People	For Your Information	Notified	17-Feb-2012 21:33:45	

SA

Return To Search

(TO

Background Check

Back Candidate 7

Ne<u>x</u>t

Home Vacancies & Offers Home Logout Preferences

Privacy Statement

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Objective

To be involved in security-related product development

Skills

- 13 years of enterprise web application experience and 5+ years in engineering management
- Strong leadership skills, including willingness to make decisions, communicate business strategies by laying out achievable plans and foster trust by listening to team members and helping them to succeed
- Deliver ahead of schedule for every release with least amount of bugs
- Employ competency- and behavioral-based interviews to hire top notch engineers fitting organizational needs
- Strong hands-on Java, J2EE, JSP, Java Servlet, JNDI, HTML, JavaScript, CSS, UIX, ADF, WebLogic, OC4J, Tomcat, Linux; open standards such as IMAP, LDAP, HTTP, XML and Web Services, and tools such as JProbe, CruiseControl, IntelliJ, JDeveloper, Subversion, Microsoft Project, Visio
- Experience with Agile/Scrum and Test-driven development methodologies

Experience

Oracle Corporation (

Redwood Shores, CA

based on SOA, is the second generation collaboration solution from Oracle.

Manage a team of six developers (2 remote) to deliver

and taskflows for using web services.

Involved in all aspects of technical, project and people management from

releases:

Scope and prioritize features with product managers and developers

- Lead technical discussions/reviews to ensure architectural consistency
- Set schedule, monitor and control progress using MS Project
- Lead weekly team meetings, prioritize tasks, and conduct performance reviews
- Implement build process and daily deployment on hosted servers using ant and CruiseControl
- Ensure compliance with software development lifecycle standards
- Triage and prioritize bugs by first troubleshooting and resolving system issues
- Enforce Oracle security standards as security point of contact

Led a team of two

developers to deliver WebMail, a UIX-based mail application, and EM integration of WAC, an AJAX-based mail application.

Involved in both coding and people management from releases

- Fulfill product exit criteria such as high-availability, security checklist, accessibility/VPAT and internationalization
- Drive regular bug hunts for extended team of 20+ developers
- Attend VP-led meetings to improve availability and performance of OCS
- Coordinate across teams to deliver seamless navigation and look & feel between mail, calendar, files and web conferencing applications

Unified Messaging stores emails, voice mails and faxes in a single repository. It allows users to retrieve and to send their messages via web browsers, handsets, and dataenabled mobile devices.

Involved in coding of both web clients:

Leverage the MVC architecture using JSP and Java Servlet

- Work with teams
- Implement special-case character-encoding algorithm following the advice of the globalization team
- Train and advise field consultants and customers, both internal and external
- Support Oracle Data Center operations (daily average of 5,000 unique hits)
- Integrate with Oracle Portal and Oracle Calendar using Single Sign-On (SSO)

Education

Recipient of a Master of Engineering degree in EE & CS, May Recipient of a Bachelor of Science degree in EE & CS, May

Interests

Ran and completed the 2008 Chicago Marathon.

Ran and completed the 2007 San Jose Rock 'n Roll Half-Marathon.

Other interests include swimming, hiking, reading (especially The New Yorker), cooking,

theatre-going, and classical music/ballet/opera.

Background

US Citizen. References upon request.

Date: Employee Status Change Processing Form

WOODES-11 MARC

Batch ID 5478

Transfer	No	Promotion	No	Change	Yes	
Approvals: Employee ID: Social Securit	-y # _				Audit Data Prep Entry	
Employee Last Employee First						
Effective Date ASSIGNMENT:	e Currei	nt	Nev	√		
Cost Center Change effect Job Code Location Location of	ective date to the control of the co	t in HRMS ation Form)	p06		// /_ // /_ // /_	_/ //
Employment Cat					// /_	_/ //
Current Titl New Title Hours: (not > Vacation Ac	40)	Full t	to Part to Full		// /_ // /_ // /_	_/ //

65:01 MA 6- AM 62

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Employee Status Change Pro	ocessing Form Current	New	
Work Schedule			// // //
Add new work schedule	e to HRMS		// //
Total Hours + Work S	chedule		
Match	Annual Salary		
Salary Basis Change Timecard Req :	In HRMS		// //
Base Salary:			// // //
(current reg) Percentage Change:	Ch		// //
Car Allowance:			// //
Bonus: Type Cost Center	Amount		
			// // //
			// //
Manager Change: Last Name Current Manager:	First Name	· Employ	
			// //
New Manager:			
Direct Reports:			// //
1.			
3.			/ <u>_</u> /, / <u>_</u> /, / <u>_</u> /,
4.			'', ' <u>-</u> ', ' <u>-</u> ',
5. 6.			
7.			/ <u>_</u> / / <u>_</u> / / <u>_</u> /
8.			//, //, //,
9. 10.			// //
ASRPS	R	VERIFICATION	····

Current Business Unit: Development - Larry Ellison

New Business Unit: Approval's

Development - Larry Ellison Approval Order



0 1

2





Date:

Employee Status Change

Batch ID

Is this a transfer?

Is this a promotion? No

Is this an individual employee change in cost center, manager, or location?
Is Regular to Temp?

Yes No

No

p06

p06

No

Will you be filling this employee's previous role?

B. Employment Data

Last Name:

First Name:

Employee Number:

Current Cost Cent

New Cost Center

Current Hours:

New Hours:

Mon

Tue

Wed

Thu

Fri

Sat

Sun

5478

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```
Date:
                                   Employee Status Change
Current Title:
New Title:
Current Jobcode:
New Jobcode:
Current Location:
New Location:
Current Mgr L Name:
Current Mgr F Name:
Current Mgr Emp No.:
New Mgr Last Name:
New Mgr First Name:
New Mgr Emp No.:
Does this employee have direct reports?

Direct Reports
Last Name First Name
                                                                                         Employee ID
2.
6.
7.
8.
9.
C. Compensation
 Salary Basis:
Current Base Salary:
                                              Annual Salary
 New Base Salary:
Current Base Salary Chg %:
```

Date:

Employee Status Change

Current Car Allowance

New Car Allowance: Car Allowance Chg %:

Current Variable*: New Variable*:

Variable* % Change: Current Total Target

New Total Target: Target* % Change:

Current Quota \$*: New Quota \$*:

Quota \$* % Change:

Bonus Type 1: Bonus Amount 1:

Cost Center to Charge 1: Bonus Type 2:

- 21,

Bonus Amount 2: Cost Center to Charge

Compensation Justification:

Relocation not to exceed:

D. Transfer Initiation:

What brought about this transfer request (pick one)?

Employee initiated response to job posting

Date: Employee Status Change 2. з. F. Releasing Managers Comments G. Position Information Job Post #: Date Posted: Job Description - provide a brief description of the position: Comments: Effective Date: Current Business Unit: Development - Larry Ellison New Business Unit: Approval's Development - Larry Ellison Approval Order 0 1

2

Date:

Employee Status Change Processing Form

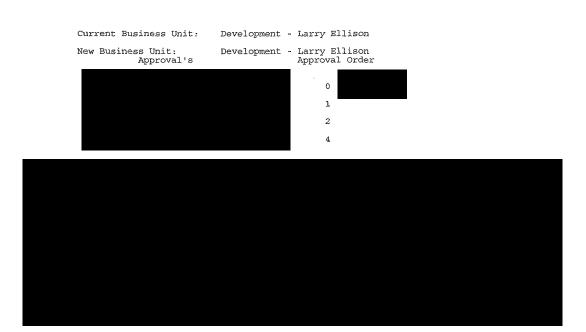


Batch ID 6215

Transfer	No	Promotion No	Change	Yes	
Approvals:		Reject		Audit Data Prep Entry	Verify
Employee ID:					
Social Securit	=y # _				
Employee Last Employee First					
Effective Date ASSIGNMENT:	e Curren	nt	New		
Cost CenterChange effe	p0% ective dat	₽ ₩6 (3/	// /_ // /_	
Job Code				// /_	_/ //
State Chan	HOME Loca	t in HRMS ation Form) fo to activate		// /_	_/ //
Employment Ca	tegory			, , ,	, , , ,
Discretionary	Title			// /_	
Current Tit	le				
Hours: (not >		ange Full to Part Part to Full		// /_ // /_ // /_	
	SINEALS	and African			

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Employee Status Change P	rocessing Form Current	New	
Work Schedule	~ ~ = =		// //
Add new work schedu	le to HRMS		// // //
Total Hours + Work :	Schedule		
	Annual Salary		, , , , , , , ,
Salary Basis Change Timecard Req	In HRMS		// //
Base Salary:			// // //
(current req) Percentage Change:			// //
$\underline{\text{Difference between}}$ $\underline{\text{Current and New = Pct.}}$	Ch		
Car Allowance:			// // //
Bonus: Type	Amount		
Cost Center			
			// // //
			// // //
Manager Chause			// // //
Manager Change: Last Name	First Name	Emplo	yee ID
Current Manager:			
Note Manager			// // //
New Manager:			// //
Direct Reports:			
1. 2.			
3.			//, //, //,
4.			
5. 6.			
7.			//, //, //,
8.			
9. 10.			
ane /	SR N	VERIFICATION	



Date:

Employee Status Change

Batch ID

6215

Is this a transfer?

Is this a promotion?

No

No

Is this an individual employee change in cost center, manager, or location? Is Regular to Temp?

Yes

No

Will you be filling this employee's previous role?

B. Employment Data

Last Name:

First Name:

Employee Number:

Current Cost Cent

p06

New Cost Center

p06

Current Hours:

New Hours:

Tue

Wed

Thu

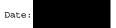
Fri

Sat

```
Date
                                  Employee Status Change
Current Title:
New Title:
Current Jobcode:
New Jobcode:
Current Location:
New Location:
Current Mgr L Name:
Current Mgr F Name:
Current Mgr Emp No.:
New Mgr Last Name:
New Mgr First Name:
New Mgr Emp No.:
Does this employee have direct reports?

Direct Reports

First New
       Last Name
                                             First Name
                                                                                      Employee ID
2.
4.
5.
6.
7.
8.
9.
C. Compensation
 Salary Basis:
Current Base Salary:
                                             Annual Salary
 New Base Salary:
Current Base Salary Chg %:
```



Employee Status Change

Current Car Allowance

New Car Allowance: Car Allowance Chg %:

Current Variable*: New Variable*:

Variable* % Change: Current Total Target

New Total Target: Target* % Change:

Current Quota \$*: New Quota \$*:

Quota \$* % Change:

Bonus Type 1: Bonus Amount 1:

BOILUS AMOULIC 1:

Cost Center to Charge 1: Bonus Type 2:

Bonus Amount 2: Cost Center to Charge

Compensation Justification:

Relocation not to exceed:

D. Transfer Initiation:

What brought about this transfer request (pick one)? Employee initiated response to job posting

Employee Status Change Provide three reasons why this candidate is the most qualified for this position: З. F. Releasing Managers Comments The current releasing manager must provide brief written comments regarding the <code>employee's</code> job performance: G. Position Information Job Post #: Date Posted: Job Description - provide a brief description of the position: Comments:

11mar99 - FESCo.

within Development. This ESC for its ready
the Approval of his Lowest Common Manager:
djb.

Effective Date: is changing Managers dy processing requires Current Business Unit: Development - Larry Ellison New Business Unit: Approval's Development - Larry Ellison Approval Order 0 2

		СП	ECK REQ	JESI		
Name:					nployee ID:	
Ře	<u> </u>	Term Check New Hire Retro Other Retro Missed Time Entry Cutoff Employee Request Nacha Return Processing Error Other (specify):	Vortex ele		ISINA -PAM	
	REPLACEM		Pay Date:		Net Amount:	
	Chec	stop Payment Void @ Bank	only Ottached	□ Void/Re ✓ Void/Re	eissue eversal of Wages	
	Direct Depos		, and	□ Nacha	Void/Reissue Void/Reversal Of W	
		Bank Name:		Account Type: Account #:	□ Checking □ Sa	
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QUICK	PAY		Element		Amount	
Distribu	ition Instru	ctions:				
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Will correct venex

Prepared By: Molounie Lemieux

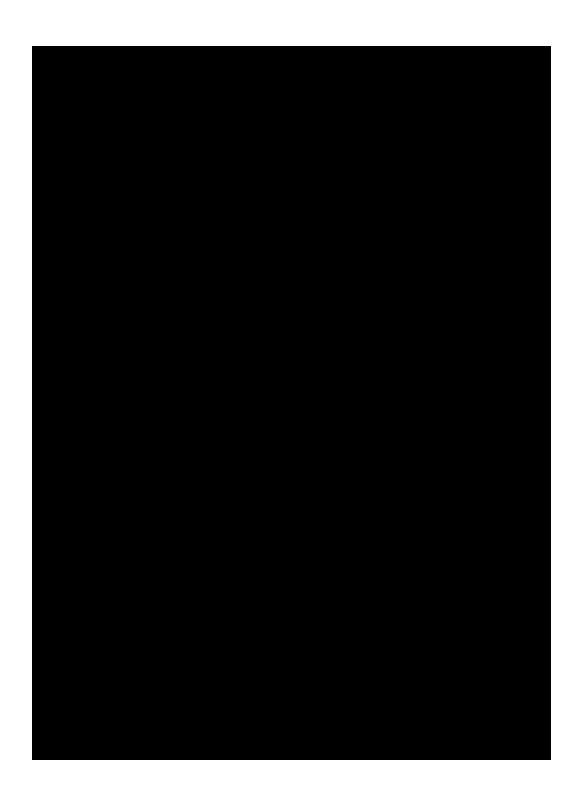
Comments:

Work Item:_

new ck.

initiate

and



Date:	

Employee Status Change Processing Form



Batch ID 3020

					Bacch 1D 30	20
Transfer	No	Promotion	No	Change	Yes	
Approvals: Employee ID:	_	ok		_	Audit Data Prep Entry	Verify
Social Securi	tv#					
Employee Last Employee First	Name					
Effective Date ASSIGNMENT:	e Curre	nt	New	,		
Cost Center					// /_	
Change eff	ective da	te to			// /_	_/ //
State Chan	HOME Loc	t in HRMS ation Form) fo to activa	60p307d		// /_ // /_ <u>v</u>	<u> </u>
Employment Ca Discretionary Current Tit New Title	Title				// /	_/ //
Hours: (not >		Full t	co Part co Full		// /_ // /_ // /_	_/ //

00:8 119 6-13086

Employee Status Change Pro	ocessing Form Current	Ne.	
Work Schedule			// //
Add new work schedule	e to HRMS		// // //
Total Hours + Work So	chedule		
Salary Basis Change Timecard Req 1	Annual Salary In HRMS		// //
Base Salary: (current req) Percentage Change: Difference between Current and New = Pct. (Ch		// // // // // //
Car Allowance:			// //
Bonus: Type Cost Center	Amount		
			// // // // // //
Manager Change: Last Name Current Manager:	First Name	Employ	// // // ree ID
New Manager:			// //
Direct Reports:			// // //
3. 1.			
5.			/ <u>_</u> / / <u>_</u> / / <u>_</u> /
7. 8			/ <u>_</u> / / <u>_</u> / / <u>_</u> /
).			/ <u>_</u> /, / <u>_</u> /, / <u></u> /,
ASR TAYA PSF	Tara v	ERIFICATION	-27

Current Business Unit: Development - Larry Ellison

New Business Unit: Approval's

Development - Larry Ellison Approval Order

0

Date:

Employee Status Change

Batch ID 3020

Is this a transfer?

No

Is this a promotion? No

NO

Is this an individual employee change in cost center, manager, or location?
Is Regular to Temp?

Yes No

Will you be filling this employee's previous role?

...projec z provisus .

No

B. Employment Data

Last Name:

First Name:

Employee Number:

Current Cost Cent

New Cost Center

Current Hours:

New Hours:

Mon

Tue

Wed

Thu

Fri

Sat

Sun

ORACLE_HQCA_0000002804

Date: Employee Status Change Provide three reasons why this candidate is the most qualified for this position: 1. 2. З. F. Releasing Managers Comments G. Position Information Job Post #: Date Posted: Job Description - provide a brief description of the position: Comments: Effective Date: Current Business Unit: Development - Larry Ellison Development - Larry Ellison Approval Order New Business Unit: Approval's 0

- Late 20 (10 to 10 to 1	1000 (100 to 100 to
NEW HIRE SE RE-HIRESS TEMP	HSSING FORM : TO REGULAR TEMPORARY HIRE :
(For Personal Info & Emergency	Contactrefer to Personal Info Sheet)
EMPLOYEE#	* Required Fields
EMPLOYEE NAME_	
EFFECTIVE/HIRE DATE:	*EMPLOYEE TYPE: FE
Employment Information	Timecard Required
, ,	*Yes \(\) No \(\)
*Ethnic Origin ASTAN	Salary Information
**Veteran Status Yes No	*Annual Hourly /
`	*HR Code: 01
**Disability Status Yes□ No⊠	*Job Title APPLICATIONS ENGINEER
**If not declared set as No	Special Information
Gender F / VisaType	Education:
Special Vac. Accrual Date	School:
Special Ben. Accrual Date	GPA:
and added to the control of	Graduated: mny // (month/year)
Office Location	Degree type: M-ENG /
Office Bldg #	Degree major: EÉà CS
Location Fir #	Diements / Av. Aldementavalue
Cube #	
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Additional Personal Informations	*Regular Wages
Boot Camp - Yes \ No \	Car Allowance
	Bonus Draw
Assignment Information - Assignment of the second	Relocation
*Organization/Cost Code D77 *Job Code 10720 //	Retro Pay
*Location Code 6 60 8 /	Sign On Bonus *Vacation
*Semi-Monthly Hourly	(Required if applicable)
#17	Stock Options
Full-time Regular	Stock Options
Part-time Temp	Resume Exists ⊠ Yes □ No ✓✓
*Manager's Name	Other Info
*Mgr.'s Employee ID#	
*GRE & other data ORACLE //	Approvals:
	0-
ASRINTPSRDW	VERIFICATION (10)
SHLINQ WS.	ORACIG , COM

LIN

AUDIT PREP CHECKLIST NEW HIRE★ RE-HIRE TEMPÓRÁRY HIRE

Required Information Personal Information Sheet Home address ✓ Home Phone # Social Security # Date of Birth Emergency contact name/number Effective Start date **Employment Agreement** Signed and Dated No Changes/alterations Offer Letter Proprietary Agreement ✓ Starting Salary Signed and Dated No Changes/ Alterations ✓ Title/Position (Discretionary Title) Employment Eligibility Questionnaire Temporary New Hire Web Form Yes \(\) No Eligible to work in U.S. Job code JSA Cost center Offer Request Form Work location ✓Job code Manager Name/ID Full/Part Time ✓Cost center

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Employee Self-10 Form	•	•	400 - 10 Mg 5 July 10
			242

Salary Basis

Salary

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Optional information		
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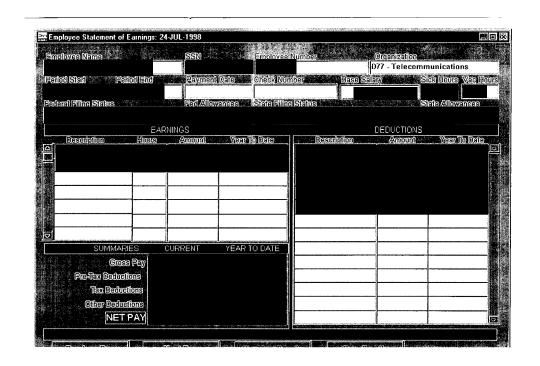
new hire checklist 04/27/9810:28 AM

✓ Work location

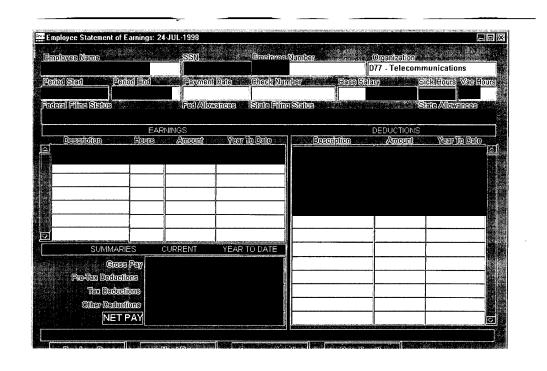
Full/Part Time

✓ Manager Name/ID

Created by Leslie Holstein/Gloria J. Olson



Reason: O Term Check O New Hire Retro O Other Retro O Other Retro O Other Retro O Missed Time Entry Cutoff Employee Request Nanh Return O Processing Error O Other (specify): CHECK REPLACEMENT Check Advice # Pay Date: Net Amount: Check Advice # Pay Date: Net Amount: Check Advice # Pay Date: Net Amount: Check Deposit O EFT Reversal Direct Deposit O EFT Reversal Bank Name: Account Type: O Checking O Savings Transit #: Account #: Stop Pay/Fift Reversal Societimes! Voil/Ressul Parameter Voil/Ressul Parameter Voil/Ressul Parameter Stop Pay/Fift Reversal Societimes! Date Stop Paymeter Fif Reversal Societimes! Date Voil/Ressul Parameter Voil/Ressul Parameter Voil/Ressul Parameter Distribution Instructions: O Overnight to Office Overnight to Home Send by Regular Mall Remote Print Include in Payroll Comments: Will CDY/Fect YeACX QUA WHITE NEW CK.	CI	HECK REC	QUEST	Work Item:_	
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Name:				mployee ID:	
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CHECK REPLACEME	NT	Pay Date:		Net Amount: _	
Check	Stop Payment Void @ BOU Physical Cl	nk only cattached		Reissue Reversal of Wages	
Direct Deposit	☐ EFT Reversal			Void/Reissue Void/Reversal Of Wages	
	Bank Name: Transit #:		Account Type: Account #:	☐ Checking ☐ Savings	
		Optio Optio Optio Optio	Done By Done By Done By Done By Done By		11 11 4 1 14 11 4 1 14 11 11 11 11 11 11 11 11 11 11 11 11 1
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Prepared By: <u>W</u>	lanie Le	mieux_	Date:		

benefit @015 07/17/98 FRI 10:41 FAX 850 506 7420 ORACLE **Personal Information Sheet** Missing information may cause delays in processing your profile. Employee Name First Middle Last Preferred First Name (Known As) (Optional) Social Security # Date of Birth Month Day Street Address City County State Zip Code Country Telephone Number **Emergency Contact** Name JUL 17 PH 1:56 Middle Last First Telephone Number Other Would you like your home address and phone number to be: Confidential Available to other Employees Start Date Month Day Year DO NOT WRITE IN THIS SECTION Rec'd by HR | DB entered | QS Sent |

7/1/97

	04/
Field	Description
Job Post#	wf
Department Name	INDUSTRY APPS - TELECOMMUN
Other Contact Name	Used for the name of another manager contact.
Field	Description
Other Contact USERID	@US. CRACLE, COM
Temp to Reg Conversion	Yes(Nd.
Transfer from Oracle Sub	Yes(No.
Contractor/ Agency Temp	Yes/No.
New Phone Ext. Req'd	Yes/No.
Reassign Phone #	Describe (if provided).
Volcemail	Yes/No.
Other Connection Needed	Describe (if provided). $\mathcal{N}^{\mathcal{O}}$

07/17/98 FRI 10:38 FAX 650 506 7420

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ORACLE!

Oracle Corporation

500 Oracle Parkway Redwood Shores California 94065

pho fax 650.506.7000 650.506.7200



Dear

We are pleased to offer you a position with Oracle Corporation as an Applications Engineer in the Industry Applications Telecommunications Division. We offer you starting compensation at the monthly rate of equivalent to an annual rate of the compensation will be eligible to receive discretionary incentive compensation based on your productivity and the Company's performance.

In addition, we are pleased to offer you a paycheck. You agree to repay Oracle if you leave the company within one year of your start date.

After you join Oracle, a proposal will be submitted to the Oracle Board of Directors requesting approval to grant you an option to purchase The option will be "non-qualified", which generally means that you will have taxable income at the time of its exercise. The option exercise price will be the fair market value in effect when the option is granted, as determined by the Board. The option will be issued under a written agreement and will be subject to compliance with all applicable securities regulations. As long as you remain continuously employed by Oracle, you will be eligible to exercise your right to purchase one quarter of the option shares per year, beginning one year after the Board grants your option, subject to the terms of your written option agreement. You should consult your personal tax advisor if you have questions regarding the stock option grant.

If you accept this offer, Oracle will reimburse the reasonable, documented cost that you incur for the transportation of your household goods and personal belongings, subject to the current Human Resources guidelines. You agree to repay Oracle if you leave the company within one year of your start date.

To accept this offer, please sign the enclosed Employment Agreement (be sure to confirm your intended start date), the Proprietary Information Agreement and all other documents required by the Human Resources Department and return them to the attention of Krista McDonald at 500 Oracle Parkway, M/S 20p2, Redwood Shores, CA 94065. Employment and employee benefits begin only after you have signed these documents and they have been received by Human Resources.

If you have any questions, please feel free to call Krista McDonald at (650) 506-0080 or Petros Mouchtaris at (650) 506-0085. This offer remains open until We look forward to having you begin working with us.

Sincerely

Chantal Dumont

Manager, University Recruiting

Enclosure: New Employee Packet

07/17/98 FRI 10:38 FAX 650 506 7420

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. ORACLE"

Oracle Corporation

500 Ocacle Packway Redwood Shores California 94065 ohone 650.506,7000 fax 650,506,7200

Employment Agreement

Please read this Agreement carefully before you agree to its terms by signing it. The Agreement sets forth certain important benefits, terms and conditions related to your employment with Oracle.

Oracle's proprietary rights and confidential information are among the company's most important assets. In addition to signing this Agreement as a condition of employment, you also must sign the Proprietary Information Agreement included in the New Employee Packet.

Your adherence to the Oracle Code of Ethics and Business Conduct, set forth in a booklet included in the New Employee Packet, is vital to Oracle and to your success at Oracle. When you sign this Agreement, you are agreeing to thoroughly familiarize yourself with the Oracle Code of Ethics and Business Conduct and you are agreeing to abide by it.

In order to comply with the Immigration Reform and Control Act of 1986, the federal government requires the company to examine documents which prove your legal right to work in the United States. Please see the Verification of Eligibility for Employment information which also is a part of the New Employee Packet.

Oracle offers its employees a comprehensive medical, dental, vision, life and disability insurance package. The company offers a flexible benefit plan that may require employee contributions. The company also offers a 401(k) Savings and Retirement Plan, an Employee Stock Purchase Plan, a Dependent Care Reimbursement Plan and an Educational Reimbursement Plan. The details of these plans are included in the New Employee Packet or are available from the Human Resources Department.

Your starting compensation, position and other terms and conditions related to your employment are set forth in the offer letter you received. By signing this Agreement, you also are agreeing to the terms and conditions set forth in the offer letter. Oral or written representations contradicting or supplementing the terms of the offer letter are not valid.

Oracle believes that all employees should be treated fairly and equitably in conformance with its Equal Employment Opportunity policies. We take personnel action without regard to race, color, national origin, sex, marital status, age, religion, disability or sexual orientation. Our commitment to these policies applies to every phase of the employment relationship, and we make every effort to comply with these policies.

If, however, you feel you have not been treated fairly in some way in your Oracle employment, you agree, before taking any other action, to make a written complaint to a Director of the Human Resources Department and to allow individuals within the Department a reasonable period of time in which to investigate and informally attempt to resolve your issues.

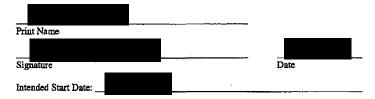
If you and the company are unable informally to resolve any dispute arising out of or related to your Oracle employment, you agree that the company may elect, in its sole discretion and at any time, for the dispute to be mediated or submitted to final and binding arbitration. Mediation is an informal process in which a neutral third party without the power to decide or to impose a solution helps the parties resolve a dispute. Arbitration is a process in which the parties submit their dispute to a neutral third party whose purpose is to decide the outcome and make a final and binding decision. By agrecing to this provision, you are giving up your right to have the dispute heard in a judicial forum and by a jury.

The company makes no express or implied commitment that your employment will have a minimum or fixed term, that Oracle may take adverse employment action only for cause or that your employment is terminable only for cause. Either you or Oracle may terminate the employment relationship at any time for any reason. Additionally, Oracle may take any other employment action at any time for any reason. No one at Oracle may make, unless specifically authorized in writing by the Board of Directors, any promise, express or implied, that employment is for any fixed term or that cause is required for the termination of or change in the employment relationship.

Except as set forth in the paragraph above, this Agreement may be changed only by an agreement in writing signed by you and a Senior Vice President of Oracle.

By signing below you are agreeing that you have read and understood every provision of this Agreement and that, in consideration for your employment at Oracle, you agree to abide by its terms.

ACKNOWLEDGED AND ACCEPTED:



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ORACLE'

Oracle Comoracion

500 Oracle Packway Redwood Shores California 94065 phone

650.506.7000 650.506.7200

PROPRIETARY INFORMATION AGREEMENT

Oracle Corporation ("Oracle") develops, markets, licenses and distributes computer software products and other technology, and provides technical support, consultation, training, educational and other services relating to its products. Oracle develops and uses confidential information in its business. This confidential information may relate to technical matters, such as the development of a new product or service, or to non-technical matters, such as marketing or financial information. This agreement sets forth your responsibilities concerning confidential and proprietary information.

I acknowledge that as a result of my Oracle employment I may develop, receive or otherwise have access to confidential or proprietary information which is of value to Oracle. I therefore agree, as a condition of my employment, to abide by the following terms and conditions:

My employment creates a relationship of confidence and trust between me and Oracle with respect to certain information of a
confidential, proprietary or trade secret nature which gives Oracle a competitive edge in its business. For the purposes of this
agreement, all such confidential, proprietary or trade secret information will be referred to as "Proprietary Information."

Proprietary Information includes without limitation:

- a. all software and other technology developed or licensed by or for Oracle or licensed to Oracle by a third party, and any documentation relating to such software technology; the term "software" as used in this paragraph refers to software in various stages of development or any product thereof and includes without limitation the literal elements of a program (source code, object code or otherwise), its audiovisual components (menus, screens, structure and organization), any human or machine readable form of the program, and any writing or medium in which the program or the information therein is stored, written or described, including without limitation diagrams, flow charts, designs, drawings, templates, specifications, models, duta, bug reports and customer information;
- nearketing and sales plans, product development plans, competitive analyses, benchmark test results, business and financial plans or forecasts, non-public financial information, agreements, and customer and employee lists of Ora-le;
- contracts, engagement letters, order forms, approval forms and matrices, consulting proposals, bids, Statements of Work, pricing proposals or quotes, and purchase orders;
- all information or material which relates to Oracle's Developments as defined in paragraph 3 below, "know how," purchasing, accounting, merchandising or licensing; and
- e. all information which Oracle has a legal obligation to treat as confidential or which Oracle treats as proprietary or designates as confidential or for internal use only, whether or not owned or developed by Oracle.

Proprietary Information shall not include information known publicly or generally employed in the trade, nor shall it include generic knowledge that I would have learned in the course of similar employment elsewhere.

At all times, both during and after my employment with Oracle, I will hold Proprietary Information in confidence. I will not by any means transfer, publish, disclose or report Proprietary Information directly or indirectly, except such disclosure to other Oracle employees or authorized third parties as may be necessary in the ordinary course of performing my duties for Oracle or otherwise as directed by Oracle. I will not use Proprietary Information except in the course of performing my duties for Oracle.

- 2. My performance as an employee of Oracle will not breach any agreement or obligation to keep in confidence the proprietary information of a former employer or other entity or person. I will not bring any proprietary information of a former employer or other entity or person to Oracle. I will not use in the performance of my work with Oracle any proprietary information of a former employer or other entity or person without written authorization from my former employer, the other entity or person.
- 3. I will promptly disclose to Oracle all ideas, discoveries, inventions or "know how," including without limitation, all processes, devices, or apparatus, or any modification, improvement or use thereof (collectively referred to as "Developments"), relating to any current or reasonably anticipated business of Oracle, conceived or reduced to practice by me alone or with others during the term of my employment, whether or not conceived during regular business hours.

07/17/98 FRI 10:40 FAX 650 506 7420 ORACLE

ORACLE

ORACLE

1 also agree to execute any documents and to do all things necessary, without additional compensation whether during my Oracle employment or after: (a) to assign all right, title and interest in any Development to Oracle and (b) to assist Oracle in perfecting, protecting, maintaining and enforcing any patent, copyright, trade secret or other right or interest in any Development.

This provision does not apply to Developments which qualify fully under the provisions of section 2870 of the California Labor Code, which states:

- (a) Any provision in an employment agreement which provides that an employee shall assign, or offer to assign, any of his or her rights in an invention to his or her employer shall not apply to an invention that the employee developed entirely on his or her own time without using the employer's equipment, supplies, facilities, or trade secret information except for those inventions that either:
 - Relate at the time of conception or reduction to practice of the invention to the
 employer's business, or actual or demonstrably anticipated research or development
 of the employer; or
 - (2) Result from any work performed by the employee for the employer. To the extent a provision in an employment agreement purports to require an employee to assign an invention otherwise excluded from being required to be assigned under subdivision (a), the provision is against the public policy of this state and is unenforceable.
- I will not during my Oracle employment engage in any other employment, occupation, consulting or other activity related to the business in which Oracle is now involved or becomes involved during the term of my employment.
- 5. I will not, during my Oracle employment and for a period of six months after the termination of my Oracle employment, directly or indirectly, whether through a third party or otherwise, recruit, solicit, induce, invite or otherwise encourage any Oracle employee to accept an employment or independent contractor or other business relationship with an employer or entity or person other than Oracle.
- I will upon textuination of my Oracle employment reaffirm my recognition of the importance of maintaining the confidentiality of Oracle's Proprietary Information and reaffirm all of the obligations set forth in this agreement.

(P)

- 7. I will upon termination of my Oracle employment deliver to Oracle, and will not keep in my possession, recreate or deliver to anyone else, all property belonging to Oracle including without limitation documents, software, discs, diskettes, tapes, records, data, notes and correspondence and copies or reproductions thereof whether or not developed by me during the course of my employment with Oracle, hardware, computers, terminals, moderns, telephones, automobiles, badges, business cards, handbooks, policy manuals, software manuals and telephone directories.
- 8. I will not, for a period of six months after the termination of my Oracle employment, for my own account or for the account of any other person or entity, solicit, call on or provide competing services for any of Oracle's customers or clients or prospective customers or clients if I have solicited, called on or performed services for that Oracle customer or client or prospective customer or client during the twelve months preceding my termination from Oracle.
- I understand and acknowledge that my employment relationship with Oracle may be altered or terminated "at will" and that nothing in this agreement alters my "at will" status.
- 10. I agree that any legal action or proceeding involving Oracle which is in any way connected with this agreement may be instituted in any state or federal court located in San Francisco or San Mateo County, California. I agree to submit to the jurisdiction of, and agree that venue is proper in, the aforesaid courts in any such legal action or proceeding.
- 11. If any provision of this agreement is determined to be invalid or uneuforceable, the validity or enforceability of the other provisions shall not be affected.
- 12. I will not enter into any agreement, written or oral, that conflicts with the provisions of this agreement. I acknowledge that this agreement survives my employment by Oracle.

	have read and that I understand the terms of this agreement.	. I understand th	at by	y signing this document,	I agree
to be bound by all th	e terms, conditions and obligations set forth above.			•	
^					

Signature:			
Name:		Date:	

07/17/98 FRI 10:41 FAX 650 506 7420

ORACLE

@016



Employment Eligibility Questionnaire:

Federa) law requires Oracle to hire only U.S. citizens or non-citizens authorized to work in the United States. Foreign nationals who do not have permanent resident status must have a valid visa, specific to Oracle. To ensure compliance, all employees must answer the following questions and sign and date the form.

Are you eligible to work in the United States? YES X NO
Which of the following applies to you?
U.S. Citizen X Permanent Resident Alien on a Work Visa
If on a Work Visa, which applies to you:
H-1 Visa TN Visa TN Visa (s your current visa sponsored by Oracle? YES NO See Visa Assistance below.
J-1 Visa F-1 Visa Start Date of your practical training Expiration Date
Other: INS Work Authorization Expiration Date

Visa Assistance for Regular, Full Time Employees

If you will be a regular, full time employee and require assistance in obtaining an Oracle sponsored visa, please do the following:

- Complete and return all New Hire Paperwork, except the I-9 Form.

 Contact your manager to complete a purchase order and begin the legal process.
- Contact your manager to complete a purchase order and begin the legal process.
 Contact the Oracle approved immigration attorney recommended by your hiring manager.
 Oracle takes pride in helping employees obtain appropriate visas. Generally, Oracle pays the routine and necessary legal fees in connection with obtaining a visa. If you leave the company within one year of your start date, you agree to repay Oracle for all visa-related expenses which Oracle incurred on your behalf.
 Please indicate your acknowledgment and acceptance by printing and signing your name and the date

It is mandatory that ALL employees print and sign their name, and date this document.

7/1/97

07/17/98 FRI 10:35 FAX 650 506 7420 ORACLE Ø 003 Inbox Raceiwed:
From: Maria Minowitz <MMINOWIT.US.ORACLE.COM>
To: odumont
Subject: Fwd: Fwd: ******************************* Marla Minowitz
Staffing Consultant, Oracle Corporation
M/S lop7

M/S lop7

Tal\$ 650-506-0842
FAX: 650-506-7102
Email: mminowit8us.oracle.com ---- Included Message ----Received: DNCEMEER 17, 1997 02:46 Sent: DECEMBER 17, 1997 02:30 Chantal Dumont «CPUMONT.US.ORACLE.COM»

PHOUGHTA. OS. ORACLE.COM
Subject: R:: F Wd:
Co: mcinowit sderodef
Bec: CUMUONT
In-Reply-To: PMOUCHTA.US.ORACLE.COM's message of 16-Dec-97 23:46 Petros approved. Per our conversation, I also have your approval for the increase in offer. Please confirm so that I may get it out to her today. Chantal Dumont Manager, University Development Recruiting 500 Oracle Harkway Box 20P2 Redwood Shotes, CA 94065 Ph: 415 3C6-4015 Pax: 415 633-2073 Received:
From:
One of the content o Approved. Please forward to my manager (Steve DeRodeff) as an urgent e-mail for final approval. ---- Included Message ----Received: DDIEMBER 16, 1997 05:12 Sent: DECEMBER 16, 1997 04:59
From: Chimical Dimont <CCUMONT_US.ORACLE.COM>
Subject: Re: + Fwd: - I need your help! Page 1

CONFIDENTIAL

07/17/98 FRI 10:35 FAX 650 506 7420 ORACLE **2**004 Inbox Cc: mminowit Bcc: CDUMONT In-Reply-To: PMOUCHTA.US.ORACLE.COM's message of 10-Dec-97 02:55 Please approve increasing salary to and her sign-on bonus to . Rer Current offer is at Thanks, Chantal Dumont Manager, University Development Recruiting 500 oracle Parkway 80x 20PZ Redwood Shores, CA 94065 Ph: 415 506-4015 Fax: 415 633-1073 ---- Included Message ----Received: DECEMBER 10, 1997 04:12 Seat: DECEMBER 10, 1997 02:55
From: PMOUCHTA.US.ORACLE.COM-COMMON COMMON I've decided to make her an offer. What are the next steps? Fetros Racelved: DECEMBER 10, 1997 01:39
From: Chental Dumont <CDUNONT.US.ORACLE.COM>
FXCUHTA.US.ORACLE.COM

PMCUCHTA.US.ORACLE.COM

Sent: DECEMBER 10, 1997 00:46

Chental Dumont <CDUNONT.US.ORACLE.COM>

I need your help:

Ken.dona

COMMONT

In-Reply-To: PMCUCHTA.US.ORACLE.COM's massage of 09-Dec-97 09:21 We do not require specific feedback on our candidates. I'll see if we have snything on file that can be useful to you. Krista, please forward to Petros any feedback received on Chantal Dumont Manager, University Development Recruiting 500 Ornole Parkway Box 2072 Redwood Shores, CA 94065 Ph: 415 506-4015 Fax: 415 633-1073

Page 2

Page 3

Received: DECEMBER 08, 1997 08:41 Sant: DECEMBER 08, 1997 07:03
From: Harla Minowitz <MMINOWIT.US.ORACLE.COM>

O7/17/98 FRI 10:36 FAX 650 506 7420

ORACLE INDOX

To: neahts endject: Put: Put: publication of the public of the

Page 4

CONFIDENTIAL

Ø 007

ORACLE Inbox

Page 5

07/17/98 FRI 10:37 FAX 650 506 7420 ORACLE To: NMEHTA subject: Fwd: I need your help; just fyi , if you can help, great? thanks a lot, larry Received: Sent: DECEMBER 03, 1997 12:03
From: Chantal Dumont <CDOMONT.US.ORACLE.COM>
To: jrgreenw sderodef
Subject: I need your help!
Ce: llynn
Dec: CDUMONT.US.ORACLE.COM>
COMUNICATION
CDUMONT.US.ORACLE.COM> The recruiting department placed and student graduating in with a group within IAD. Unfortunitely, that group is not able to move forward with the offer due to some internal issues. Told us the only group she feels is a match for her at Oracle is this group who can no longer extend an offer. I understand your group is working with similar technologies. Any interest in interviewing her for your division? Her resume is below. I look forward to hearing from you. A permanent position in software development and/or systems related areas. Objective: Candidate for a Master of Engineering degree in Electrical Engineering and Computer Science, Relevant courses include:
Algorithms Computer Network Securities
Linear Algebra Computer System Engineering
Complex Variables Computer System Engineering Captain of the school math team; Two-time Illinois State Math Finalist; Tllinois State High School Scholastic Bowl Finalist; Number of the National Honor Society and Chicago All-Star Math Team; National Scholastic Art Finalist. Computer: Proficient in C/C++, CLU, Scheme, K (Apple Media) programming languages; experienced with UNIX, Linux, and Win95 operating systems; Pamiliar with OPNET, MSPICE, and MATLAR simulation packages. Skills: Foreign Languages: Fluent in Chinese and Taiwanese, in both written and oral forms.

Page 6

Comparing the behavior of radar and CCD measurements to improve quantitative monitoring of global tropical rainfall from space. Work will lead to master thesis in quantifying the relationship Ø 008

07/17/98 FRI 10:37 FAX 650 506 7420

ORACLE

Ø 009

between global lightning and rainfall.

Developing a prototype of the information accelerator (IA) learning model to evaluate traveler's responses to Advanced Yehicle Control and Safety Systems (AVCSS) products and services. Specifically, a simulator which analytes drivers' behavior under various travel scanarios is implemented. IA is a new methodology for developing pre-production forecasts for durable goods,

Performed analysis and simulation on a timing control algorithm to generate synchronized bursts among traffic terminals. Researched on the error-tolerance of the SS/TDMA satellite systems due to the oscillator's frequency drift.

Developed an algorithm that optimized satellite traffic distribution and maximized available bandwidth using linear programming techniques in the Burst-Time Plan (BTF) Generation in the INTELSAT V TDMA systems.

Worked on the development of a traffic sensor based on machine vision techniques. Provided hardware recommondations, purchased new equipment, and designed algorithms to calculate various traffic parameters to be integrated into the sensor modules.

Background:

US Citizen. Willing to relocate. Enjoy reading, playing piano, hiking and swimming.

Thanks,

Chantal Dumont Manager, University Development Recruiting 500 Oracle Parkway Box 2092 Redwood Shores, CA 94065 Ph: 415 506-4015 Pax: 415 633-1973

---- End of Massage ----

Page 7



Candidate: Mr. (Ms)





Position:

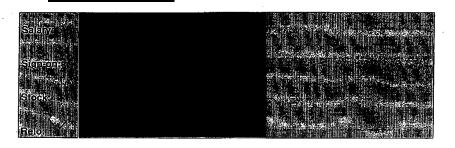
APPLICATIONS ENGINEER

Group: INDUSTRY APPS - TELECOMMUNICATIONS

Manager:

Phone

SVP:



cc#: D77 Jobcode: 10720 FT/REG/Sal/Exempt VS

Location: 6008

HR Consultant: 6horon Eschel

Visit Date:

Offer Sent: _

ÓRACLE

Ø 001

ORACLE CORPORATION UNIVERSITY RECRUITING

500 Oracle Parkway 659202, Redwood Shores, CA 94065 Phone: (650)650-4525 Fax: (650)506-7420

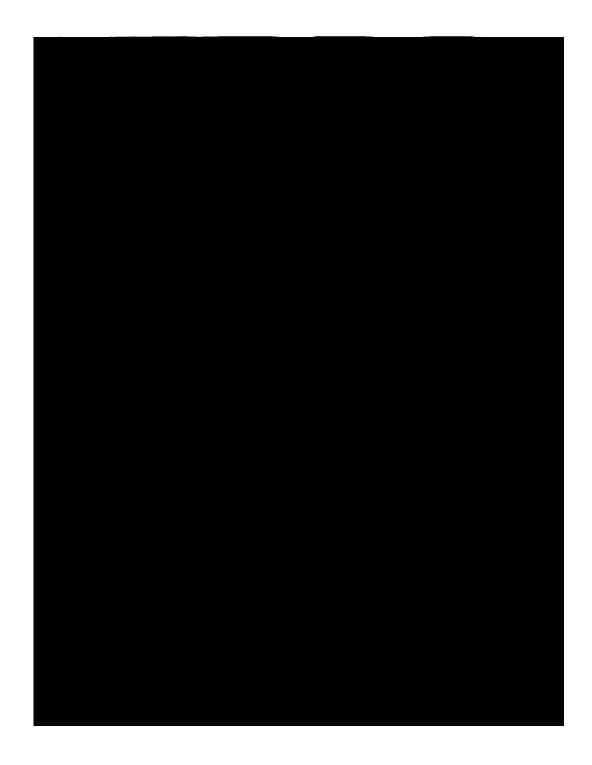
	DATE: HIT THURGENT
	TO: FESCO
	PHONE:
	FAX: 888-562-7456
* 15.	FROM: KRISTA MCDONALD
	PHONE: <u>800-545-3406</u>
	18 pages (including cover sheet)
	RE: NEW HIRE.
	THIS EMPLOYEE'S PAPERWORK WAS TURNED INTO HR OVER 6 MONTHS AGO. SHE STARTED WORK
	ON HER ORIGINAL HIRING MANAGER WHO IS NOWN CONGER
	PLEASE PROCESS THIS ASAP SO CAN BE PAID, ETC.
	CATA BE TIME TO AUTOUT
	PLEASE DIRECT QUESTIONS TO MYSELF
	PLEASE DIRECT QUESTIONS COMPLETE AT THE # ABOVE THANKS, KRISTA MCDONACD

Work Item:_	
-------------	--

CHECK REQUEST

Name:	Employee ID: Social Security #:
Reason: Term Check New Hire Retro Other Retro Missed Time Entry Cutoff Employee Request Nacha Return Processing Error Other (specify):	Ventex elements missing from ck
Check Advice #_	Pay Date:
Check Stop Payment Vold & Bau Physical Ck Direct Deposit EFT Reversal	Void/Reissue Void/Reversal of Wages Nacha Void/Reissue
Bank Name: Transit #:	Nacha Void/Reversal Of Wages Account Type: □ Checking □ Savings SUF PAYROLITY Account #: □ Checking □ Savings SUF PAYROLITY
Stop Pay/IFFT Reversal Placed Stop PaymentyleFT Reversal Confirmed Volti/Relassia Parformed Volti/Reversal Parformed	Daite Done By Date Done By Date Done By Date Done By Done By
QUICK PAY	Element Amount
Distribution Instructions:	
Overnight to Office Overnight to Home Send by Regular Mail Remote Print Include in Payroll	
Comments: Will Covvect	vertex and initiate New CK
Prepared By: Melanie Let	nieux Date:

#



Subject: FW: Personal Leave of Absence

From: "crystal wong" <crystal.wong@oracle.com>

Date: Thu, 11 Sep 2008 11:48:13 -0700

To: "hrssc-ploa us@oracle.com" <hrssc-ploa us@oracle.com>

HRSSC,

Please process this approved PLOA.

Thanks, Crystal

ORACLE"

Crystal Wong | Sr. Human Resources Representative | 650.506.8946 Oracle Human Resources 400 Oracle Parkway M/S 1246 | Redwood Shores, CA 94065

Oracle is committed to developing practices and products that help protect the environment

----Original Message-----

From: SONDRA.BOLLAR@oracle.com [mailto:SONDRA.BOLLAR@oracle.com]

Sent: Wednesday, September 10, 2008 11:11 AM

To: @oracle.com
Cc: crystal.wong@oracle.com

Subject: RE: Personal Leave of Absence

Approved.

Sondra

ORACLE!

Sondra Bollar | Software Development Director | 650.506.2157 Oracle Beehive

100 Oracle Parkway | MS 10p4 | Redwood Shores, CA 94065

From: @ORACLE.COM

Sent: Monday, September 08, 2008 5:27 PM

To: @ORACLE.COM

Cc: SONDRA.BOLLAR@ORACLE.COM; Crystal Wong

Subject: Re: Personal Leave of Absence

Hi Sondra/Crystal,

Please approve PLOA. Thanks!



@oracle.com wrote:

Template: LOA_-_Personal Owner: <u>hrssc-americas ww</u> Expiration Date: 15-Dec-2008

To: From: CC:

Subject:

Sondra.Bollar@oracle.com

@oracle.com

Crystal.Wong@oracle.com

Personal Leave of Absence

Personal Leave 10 days or Less Instructions:

- 1. Log into Employee Self Service.
- Time Entry > Create Timecard.
 Choose the period of your Personal leave.
- 4. From the Timecard Type drop down box choose "Unpaid Time Off (<= 10 days)".
- 5. Submit your Timecard.

Personal Leave greater than 10 days Instructions:

- 1. Include your manager and HR Representative's email addresses in the TO: box.
- 2. Choose Request type.
- 3. Enter in your employee details in the provided fields.
- Fill out the appropriate section of the form with the dates in DD-MMM-YYYY form
- Send the form to your manager and HR Rep for approval.
- 6. Once they approve, forward their approvals to hrssc-ploa us@oracle.com

Please note that all Personal Leaves are subject to manager approva more details regarding a Personal Leave of Absence please refer to

PLEASE UPDATE YOUR PERSONAL INFORMATION (address, phone numbe: USING EMPLOYEE SELF SERVICE APPS PRIOR TO YOUR LE?

NOTE REGARDING YOUR BENEFITS: If you have returned to work from an unpaid leave a and/or dependent care reimbursement account prior to your leave, you will need to at 650-506-9800 or fill out this form at: http://hrweb.us.oracle.com/benefits/pdf/ return to work date. While on an unpaid leave the contributions towards your reim

stopped. Your Benefits Representative can assist you to initiate any catch up deduc contributions so that you meet you elected health and/or dependent care reimb

Choose Request Type

New Personal Leave Reque

The following information is regarding the employee requesting the personal leave o

Employee Last Name:

Employee First Name:

Employee ID#

Date of Hire (DD-MMM-YYYY) (example: 31-JAN-2001)

Leave History

The following three sections of this form require date inform your LOA. The dates refer to actual work days (Monday - Fric normal work week includes Saturday or Sunday, please indicat work schedule in the comment field of the relative s

Please read the directions and complete only the section that

Complete the following section if you are requesting a NEW personal leave.

Leave Start Date: (first work date missed)

Expected Return to Work Date: (first date expected at work)

Leave Reason:

Comments:

Complete the following section of this form if you wish to CHANGE an existing perso

Current Start Date:

Current Expected Return to Work Date:

New Start Date:

New Expected Return to Work Date:

Comments:

Complete the following section to END your personal leave.

Actual Return Date:

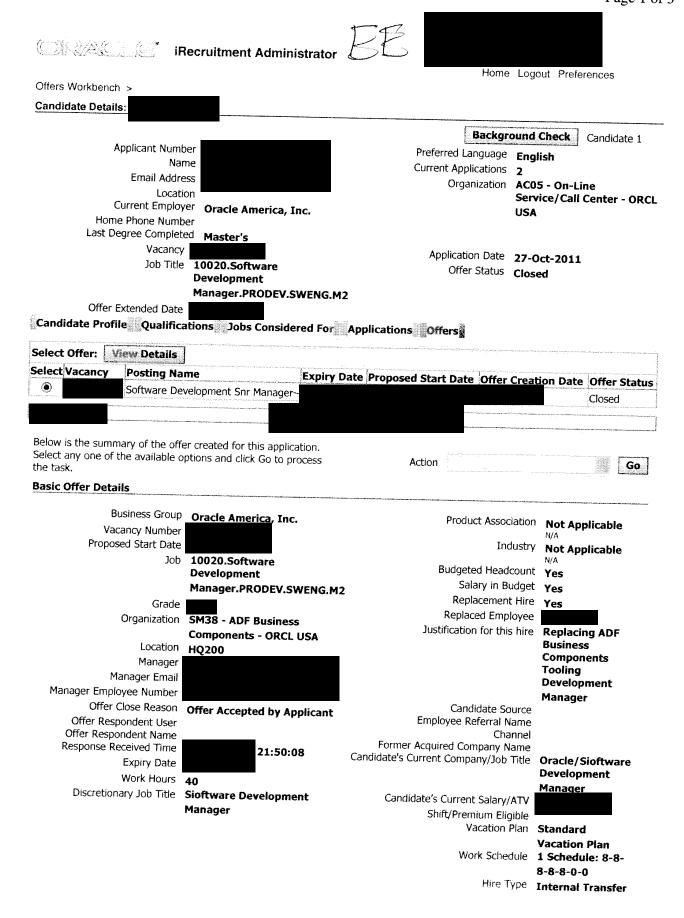
Comments:

Oracle Corporation human resources electronic data are held and secured at a global Personal data may be accessed from Oracle Corporation locations worldwide, as requi by personnel with appropriate access privileges. Personal data may be shared with e required to permit the provision of services to those members of the Oracle Corpora elected to receive benefits provided by or through them. Your provision of the pers consent to this process.

Oracle Corporation human resources electronic data are held and secured at a global level in the United States. Personal data may be accessed from Oracle Corporation locations worldwide, as required for business purposes, by personnel with appropriate access privileges. Personal data may be shared with external organizations as required to permit the provision of services to those members of the Oracle Corporation workforce who have elected to receive benefits provided by or through them. Your provision of the personal data confirms your consent to this process.

Subject: Re: Action Required: Regarding Your Internal Transfer: From: Date: Thu, 01 Mar 2012 14:18:47 -0800 To: hrssc-new-hires_us <hrssc-new-hires_us@oracle.com></hrssc-new-hires_us@oracle.com>
actually transferred on
If you have a problem with that being in the past. Please use today or tomorrow as the date.
Thanks,
On 2/21/2012 10:42 AM, hrssc-new-hires_us wrote:
(Leader 10 (Leader 10), Internal Transfer has been approved. According to our records, the transfer date that was agreed upon is (Leader 10). However, this offer was not extended until (Leader 10).
Oracle policy states that you may not transfer an employee prior to the offer being EXTENDED.
The transfer date must reflect a date after the offer was extended and accepted.
Please respond to this email with a revised start date so that we may process your transfer to the system accordingly.
Please Note: If the transferring employee has direct reports, those employees will need to be reassigned before the transfer date. If the candidate has not reassigned his/her directs, please ensure this action is completed immediately.
For more information on Oracle's transfer policy, please click here.
Thank you, HRSSC

Candidate Details Page 1 of 3



Salary Information

Salary Basis
Proposed Salary
Grade Range
Comparatio
Quartile
Quartile
ualized FTE Salary

Annualized FTE Salary

Annualized Salary

TIP Conversion rate as on 31-May-2011 from USD to USD: 1 USD =

Additional Offer Details

Individual Compensation Plans for Offers

Stock
Justification
Car Allowance
Justification
Relocation Amount
Justification
Sign On Bonus
Justification

Attachments

Internal Documents

The second secon		
Title Type Description	Category Last Undated By Last Undated	Mr. As
No results found.	Category Last Updated By Last Updated Usage Update Delete	-
NO results round.		
A CONTRACTOR OF THE PROPERTY O	A colored a service of the service o	3

External Documents

The state of the s	
Title Type Description Category Last Updated By No results found.	Last Updated Usage Update Delete

Offer History

The second secon		
Offer Status Closed	User	Date/Time
Extended		21:50:10
Approved		21:50:02
Pending For Approval	errorent A concepts of the set of	21:49:59
Return for Correction	Ton, Vicki	15:39:21
Pending For Approval	**************************************	13:52:20
		15:46:22

Approval History

ine number	Approver	Approver Type	Category	Approval Status	Date	Comment
	Bollar, Sondra	ļ	Approver	Approved	10-Feb-2012 15:48:26	
	er tergeneration of transcription of the con-	HR People	Approver	Approved	10-Feb-2012 16:14:45	Approved, lateral internal transfer.
////	Tonas, Chris	HR People	Approver	Approved	10-Feb-2012 17:40:48	and the second s
.		HR People	Approver	Approved	14-Feb-2012 09:07:13	A THE ARRIVAL TO SELECT THE SELECTION OF
	Kurian, Thomas	HR People	Approver	Approved	16-Feb-2012 14:55:07	

Candidate Details
Page 3 of 3

6	De Groot, Mike	e HR People	Approver	Approved	17-Feb-2012	22.00
7	HROFFERS	HR People	For Your	Notified	21:33:42	of the second
	<u>i</u>	•	Information	Nounea	17-Feb-2012 21:33:45	PORT OF THE PROPERTY.

Return To Search

Privacy Statement

Background Check Candidate 1

Home Logout Preferences

Copyright (c) 2006. Oracle. All rights reserved.

Subject: Re: Action Required: Regarding Your Internal Transfer: From:

Date: Thu, 01 Mar 2012 14:18:47 -0800

To: hrssc-new-hires_us <hrssc-new-hires_us@oracle.com>

actually transferred on

If you have a problem with that being in the past. Please use today or tomorrow as the date.

Thanks,

On 2/21/2012 10:42 AM, hrssc-new-hires_us wrote:

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For more information on Oracle's transfer policy, please click here.

Thank you, HRSSC

of 1

3/1/2012 3:06 PM