| From: | Shauna Holman Harries |
| :--- | :--- |
| To: | Luong, Hoan- OFCCP |
| CC: | Neil Bourque; Lida Daniel; Charles Nyakundi; Sean Smith; Kela Moon |
| Sent: | 10/29/2015 9:11:59 PM |
| Subject: | HQCA 9 of 29 |
| Attachments: | HQCA - Personnel File 8 |

Best Regards,
Shauna Holman-Harries

## ORACLE

Shauna Holman-Harries - Director Diversity Compliance
Phone: +16023339112|Fax: +1 6023339112 | Mobile: +1 4806891858
"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.
(fmaty











## Salary History







Termination Type:
Assignment set $\qquad$
$\qquad$

$62: 2$ Hd $6-10 \mathrm{~N} 6661$




[^0]Termination Processing Form
Unreported Vacation

$\qquad$
$\qquad$
Hours Taken: Date Hours Taken: Date


Final Vacation Calculation
Vacation Entitlement Hours: Unreported Vacation Hours:
Final Vacation Payout Hours: Negative Vacation Entitlement:

Negative Vacation Amount: \$


Recoverable: (notify Client Services if any)


Termination Packet Destimation:
send to the employee's home pddress (as listed in the HR database.


## Post Payroll Check Production for Checks Cut C-4 to C-1 CHECKLIST

## APPROVAL FOR OFFCYCLE AUDIT AND PROCESS UPDATE FINOPS SPREADSHEET VERIFICATION BY BAL/RECON

NAME, ADDRESS, SS\# TO FINOPS
PROCESS PAYROLL
HRMS CK \# AND DATE
VERIFICATION OF SOE
NET CK INFO TO FINOPS
SOE AND ADDRESS TO DISTRIBUTION
AP CK \# AND DATE
HRMS PAPERCLIP ADDED
XTRACT TICKET OPENED
HRMS CK\#'S TO FINOPS TO VOID


Enclosed you will find a document entitled Information Regarding Your Separation from Oracle Employment, your final check, and $401(k)$ distribution information.

## You will receive a COBRA (Consolidated Omibus Budget

Reconciliation Act) packet and application under separate cover within two weeks of your termination date. If you have questions regarding COBRA, pleage contact Oracle's COBRA plan adminiatrator, AG Sieben \& Associates at (650) 802-5200.
please review the documents carefully. Should you have any qlease review the documents carefuly, concerning any of these documents or your final check, questions concerming any of these documents or your Einal check

## Enclosure

## INFORMATION REGARDING YOUR

 SEPARATION FROM ORACLE EMPLOYMENTMs.
1.
f Your employmen
2. Your final compensation check will be in the gross amount of less ordinary payroll deductions including federal, state and local tax and $401(\mathrm{k})$ and health insurance contributions. This final check represents any and all final wages due including accrued vacation and any ESPP refund, if appropriate.
3. Insurance coverage for medical, dental and vision care
benefits provided under Oracle's employee insurance plans will
continue through your final date of employment. After that date, you have the right, under the terms and conditions of COBRA, to you have the right, under the terms and conditi
4. You must submit all outstanding business expenses identified on an expense report within 30 days of incurring them.
5. As of your final date of employment, all unvested stock options granted to you under all Oracle Corporation incentive stock option and non-qualified stock option grants will cease to continue to vest in accordance with the terms of the applicable stock option plan and the underlying agreements. All stock options not vested as of your final date of employment are canceled. You shall have the right to exercise vested options at any time up to and including three months after your final date of employment, but not later than the stock option expiration date.
6. Your employment with Oracle created a relationship confidence between you and oracle with respect to certain confidential, proprietary and trade aecret information belonging to Oracle ("Proprietary Information") as set forth in the Proprietary Information Agreement you signed as a condition of your employment. You have continuing obligations to oracle with respect to the Proprietary Information Agreement and you must continue to abide by the terms and conditions of the Proprietary Information Agreement.
7. You are obligated to return to oracle all property
belonging to Oracle, including but not limited to all documents, software, hardware, discs, diskettes, tapes, records, data, notes and correspondence and copies or reproductions thereof, whether or not developed by you during the course of your employment, computers, terminals, modems, telephones, automobiles, keys badges, business cards, handbooks, policy manuals, software manuals and telephone directories. If you have not already done so, please immediately return all oracle property to your manager or to your Human Resources representative.
8. If you attended Bootcamp within 24 months prior to the
termination of your oracle employment you may be obligated to pay
Oracle the amount set forth in paragraph 2 of the Bootcamp
Repayment Agreement (s). Any amount owed is due in full upon
termination of your employment.

# 9. If you received relocation reimbursement from oracle and/or 

 Oracle paid for visa-related expenses incurred in connection with your obtaining a visa, and your separation from oracle is within one year of your start date (or transfer date, if your relocationexpenses arose from a transfer), you may be obligated to repay
Oracle the amount received for your relocation reimbursement and/or the visa-related costs oracle incurred on your behalf. Any amount owed is due in full upon termination of your employment.

PLEASE CONTACT YOUR HUMAN RESOURCES REPRESENTATIVE WITH ANY QUESTIONS.

Your employment with Oracle Corporation ended on

# Due to the timing of our receipt of your termination, you were paid in full through We have deducted the hours of your overpaid salary from your term vacation. Your adjusted term vacation hours are 

Should you have any questions, please contact Fidelity Employer Services at (800) 4102363.

Fidelity Employer Services Company
One Spartan Way - TS1A
Merrimack, NH 03054-9600

## New Employee Paperwork

Candidate's Name


R Rehire<br>- International Transfer<br>- Temporary<br>- VISA Required<br>- Temporary to Regular<br>- Part-time

Z Signed Employment Agreement
$\square$ Signed Proprietary Information Agreement
C Completed Personal Information Sheet
-7 Complete Address
D Social Security number
$\square$ Date of Birth
Employment Eligibility Questionnaire
Employee Self Identification Form
IT Signed Privacy Policy

Incomplete Paperwork Comments:


Scanned Date: $\qquad$

## Employment Agreement $\&$ Mutual Agreement to Arbitrate

Please read this Agreement carefully before you agree to its terms by signing it. You may wish to consult an attorney prior to signing the Agreement. The Agreement sets forth certain important benefits, terms and conditions related to your employment with Oracle. It also sets forth the mutual agreement between you and Oracle to arbitrate any dispute or claim arising out of or related to your Oracle employment and to waive all rights to a trial or hearing before a court or jury.

## Proprietary Information

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.

## Oracle Policies

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. You also agree to take Oracie's Ethics and Business Conduct course, available on-line through Oracle's intranet. In addition, when you sign this Agreement, you are acknowledging that you have read the letter addressing Oracle's Safety Program highlights included in the New Employee Packet. The Oracle Code of Ethics and Business Conduct and the Oracle Employee Handbook are on the Oracle intranet and accessible to all employees. You agree, after beginning employment, to access the Employee Handbook and thoroughly familiarize yourself with Oracle policies and to abide by them. Additionally, from time to time, Oracle will communicate important information about its policies by way of electronic mail notification and/or the Oracle intranet. By signing this agreement, you agree to thoroughly review these policy communications and to abide by them.

## Employment Eligibility

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.

## Benefits

Oracle offers its employees a comprehensive medical, dental, vision, life and disability insurance package through Oracleflex, a flexible benefits program. Oracleflex may require employee contributions. The company also offers benefits including a $401(\mathrm{k})$ 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 and/or are available on the Oracle intranet. You understand that you must make your Oracleflex benefits elections within the limited time period set forth in the communication accompanying your personal identification number that you will receive after beginning employment.

By signing this Agreement, you authorize Oracle to deduct from your compensation any and all contributions associated with your elections under Oracleflex, the Oracle $401(\mathrm{k})$ Savings and Investment Plan, the Oracle Employee Stock Purchase Plan, or any other benefit offered by Oracle in which you participate and for which an employee contribution is required.

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
authorizes the award of attomeys' fees to the prevailing party, in which case the arbitrator shall have the authority to make an award of attomeys' fees as permitted by the applicable statute or law.

## Consideration

You understand and acknowledge that you are offered employment in consideration of your promise to arbitrate claims. In addition, the promises by Oracle and by you to resolve claims by arbitration in accordance with the provisions of this Arbitration Agreement, rather than through the courts, provide consideration for each other.

## Knowing and Voluntary Agreement; Complete Agreement

You understand and agree that you have been advised to consult with an attomey of your own choosing before signing this Employment Agreement \& Mutual Agreement to Arbitrate, and you have had an opportunity to do so.

## YOU FURTHER UNDERSTAND AND AGREE THAT YOU HAVE READ THIS EMPLOYMENT AGREEMENT \& MUTUAL AGREEMENT TO ARBITRATIE CAREFULLY. BY SIGNING IT, YOU ARE EXPRESSLY WAIVING ANY AND ALL RIGHTS TO A TRIAL OR HEARING BEFORE A COURT OR JURY OF ANY AND ALL DISPUTES AND CLAIMS SUBJECT TO ARBITRATION UNDER THIS ARBITRATION AGREEMENT WHICH CLAIMS YOU MAY NOW OR IN THE FUTURE HAVE.

This Arbitration Agreement contains the complete agreement between Oracle and you regarding the subject of arbitration and alternate dispute resolution, and supersedes any and all prior written, oral, or other types of representations and agreements between Oracle and you, if any.

## Severability

If any portion of this Employment Agreement \& Mutual Agreement to Arbitrate shall, for any reason, be held invalid or unenforceable, or contrary to public policy or any law, the remainder of the Agreement shall not be affected by such invalidity or unenforceability, but shall remain in full force and effect, as if the invalid or unenforceable term or portion thereof had not existed within this Agreement.

## Modification

This Employment Agreement \& Mutual Agreement to Arbitrate may be modified only in a writing, expressly referencing this Agreement and you by full name, signed by you and Oracle's Board of Directors.

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:



## PROPRIETARY INFORMATIONAGREEMENT

Oracle Corporation and its subsidiaries ("Oracle") develop, market, license and distribute computer software products and other technology, and provide technical support, consultation, educational and other services relating to Oracle's products. Oracle develops and uses confidential and proprietary information in its business. This 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. As a result of your Oracle employment, you may develop, receive or otherwise have access to confidential or proprietary information which is of value to Oracle. This agreement sets forth your responsibilities concerning confidential and proprietary information.

As an employee of Oracle and as a condition of my Oracle employment, I agree to abide by the following terms and conditions:

1. 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. For the purposes of this agreement, all such confidential, proprietary or trade secret information will be referred to as "Proprietary Information."

Proprietary Information includes by way of illustration and 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 or 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, data, bug teports and customer information;
b. marketing and sales plans or forecasts, product development plans, competitive analyses, benchmark test results, supplier and purchasing information, budgets and non-public financial information, licenses, contracts and all related documents, customer lists and information regarding other employees, their skills and compensation;
c. 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 nay 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, will hold in trust for the sole right and benefit of Oracle, and hereby assign to Oracle all my right. title and interest in and to any and all ideas, discoveries, inventions or "know how," including without limitation, all processes, devices, apparatus, computer programs, programming documentation, and other works of authorship, including 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. I further acknowledge and agree that all Developments shall be the sole and exclusive property of Oracle and are considered "works made for hire" for the purposes of Oracie's nights under copyright laws. To the extent that any Development may not be considered a "work made for hire". I hereby assign to Oracle such Developments and all rights therein, except those Developments, if any, the assignment of which is prohibited by law. I further 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 registering, prosecuting, perfecting, protecting, maintaining and enforcing any and all patent, copyright, trade secret or other right or interest in any Development for any and all countries. This provision does not apply to Developments which qualify fully under the provisions of section 2870 of the California Labor Code, or any other statute or common law doctrine of like effect, which states:

## ORACLE'S INTERNAL PRIVACY POLICY-INDIVIDUAL PERSONAL DATA

Individual personal data is information on any person that either identifies them or from which they may be identified. All individual personal data at Oracle Corporation and its subsidiaries ("Oracle") is regarded as confidential information and all individuals who have access to this data must respect its confidentiality. Failure to do so may lead to disciplinary action.

Oracle human resources electronic data is held and secured at a global level in the United States. Collection and management of human resources data is the responsibility of the local human resources departments and they are accountable for local rights in relation to this data. Personal data may be accessed from Oracle 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 their provision of services to the Oracle workforce. Your provision of personal data confirms your consent to this process.

To adequately safeguard personal data privacy at local and global levels, Oracle maintains globai policies and procedures to protect the confidentiality and security of individual personal data. Oracle requires that external organizations providing services to the workforce of Oracle only use the information in furtherance of the specific service they are rendering and requires that they treat the information confidentially. Please note that any permission granted by Oracle employees to such service providers relating to other services is outside the scope of these confidentiality requirements.

Oracle manages personal data in accordance with the following general principles:
Collection - data is collected for purposes associated with working for Oracle. Examples include information needed to operate payroll and obtain benefits, performance management and other general employment requirements. Consent to the transfer of this data is obtained on joining Oracle, and through appropriate notices alerting individuals to the international processing and onward transfer of data. Explicit consent may be required for the collection and use of sensitive personal data relating to, among other things, race, religion, disability, health, sexual orientation and political affiliation.

Processing - use and onward transfer - personal data processed or used by Oracle is collected and used for business purposes only. Onward transfer to outside organizations is safeguarded through contractual requirements and is provided to accomplish the purposes of collection.

Security - Oracle operates intemal procedures to protect the secunty of individual personal data. These include, but are not limited to, restricted access to buildings and systems, appropriate technical measures, personal password and authentication protection and authorization requirements to access personal data based on "need to know" principles either for job requirements or specific business.

Access - to enable individuats to verify the accuracy of personal data. Oracle provides appropriate access to human resource data. In some circumstances this will be through online, self-service applications; otherwise, access may be obtained through the local human resources department. Local human resource contacts may be obtained at http:/hrweb.us.oracle.com/

## Personal Information Sheet

Missing information or illegible information may cause delays in processing your profile.

Employee Name First $\qquad$
Middle


Preferred First Name (Known As) $\qquad$
(Optional)
Name as it appears above the address on your offer letter (For Reference Purposes)



## Other Information:

Who was your initial point of contact in the recruiting process that resulted in your hire?
$M$ Hiring Manager [] Internal Recruiter [] Employment Agency
If your answer above was Hiring Manager or Internal Recruiter, what was the recruiting technique that prompted your candidacy?
[] Employee Referral
[ 1 Oracle's Web Career Site (Oracle.com)
[] Job Fair
[ ] Web Career Site (Monster, Careerbuilder etc.)
[ ] Oracle Internal Recruiter contact/cold call
[M Rehire (self-initiated to Oracle contact from previous Oracie employment)-Previous employee
[] Print Advertisement
[ I Oracle Hiring Manager contact/cold call
[ ] Other (please elaborate) $\qquad$
Please list the Company Name of your most recent employer.
$\qquad$

DO NOT WRITE IN THIS SECTION
13/01
Emp\#: $\qquad$

MANDATORY: ALL PROSPECTIVE EMPLOYEES MUST COMPLETE AND SIGN THIS FORM

## Employee Eligibility Questionnaire

Federal law requires Oracle to hire individuals who are authorized to work in the United States. To ensure compliance, all prospective employees must answer the following questions and sign and date this form.

1. Are you authorized to work in the U.S.? (check one) [ $\mathbb{A}$ Yes [] No

## 2. Which ONE of the following applies to you? (check one)

## [ ] U.S. Citizen [ $\checkmark$ ] U.S. Permanent Resident <br> [ ] Foreign National with / without temporary visa

If you checked U.S. Citizen or Permanent Resident, STOP, skip to item 4. below.
If you checked Foreign National with / without visa, complete items 3. and 4. below.

## 3. Which ONE of the following describes your current status? (check one \& complete needed information)

[ ] I am on F-1 or J-1 status and have valid work authorization based on that status.
$\qquad$
Issue date of work authorization:
Expiry date of work authorization:
[ ] I have some other type of status in the U.S., and have a valid work card issued by INS in the form of an "EAD" (Employment Authorization Document), and can begin employment based on that. Issue date of work authorization:
Expiry date of work authorization:
—————.
[ ] I have a work visa sponsored by Oracle Corporation and can be employed based on that valid status.
NOTE: This ONLY applies if your current visa status has already been sponsored by Oracle Corporation and you are currently in possession of an I-797 Approval Notice or visa stamp bearing. the name of Oracle Corporation as the sponsoring entity. If this is not the case, then this selection does not apply to you, and you must make a different selection that describes your current visa status. Visa type:
Valid from: $\qquad$ Valid to:
[ ] I have a U.S. visa of some kind, but it is not an employment visa that was sponsored by Oracle Corporation, therefore I will require Oracle Corporation to sponsor me for a work visa.
[ ] I do not have any U.S. visa, I am outside the U.S. and therefore will require Oracle Corporation to sponsor me for a work visa.
Visa Assistance for Regular, Full-Time Employees
If you will be a regular, full-time employee and require assistance to obtain Oracle-sponsored work authorization, please note:
Complete and return all New Hirc Paperwork, except 1-9 form (bring on first day of employment)

- Contact your manager and request she complete Purchase Order and begin visa petition process
- Contact the Oracle-approved immigration attomey. Generally, Oracle pays normal legal fees and costs for work authorization.

4. It is mandatory that ALL prospective employees print and sign their names and date this document.
Print Name $\quad$ Sigr $\quad$ Date

We are pleased to offer you the position of Principal Member of Technical Staff with Oracle Corporation. We offer your starting compensation at the monthly rate of (equivalent to an annual rate of . In addition, you will be eligible to participate in the standard compensation plan for your position. Further, upon starting with Oracle, you will accrue vacation at the rate of eighteen days per year.

After you join Oracle, a proposal will be submitted to the Board of Directors requesting approval to grant you an option to purchase shares of common. stock. 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 qualification under 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.

To accept this offer, please sign the enclosed Employment Agreement (be sure to confirm your intended start date with your manager), the Proprietary Information Agreement and all other documents required and return them to Oracle in the enclosed envelope. Employment and employee benefits can only begin after you have signed these documents and they have been received by our Employee Service Center. If you have any questions regarding these documents, please feel free to call our Employee Service Center at (888) 404-2494.

If you have questions regarding the conditions of your offer, please feel free to call your manager at or your Human Resources Representative, Jennifer Doonan, at (650) 607-6430. This offer remains open until July 5,2002 . We look forward to having you begin work with us.

Sincerely,


Enclosure: New Employee Packet

## Objective:

Seeking a challenging lead position in server software development.

## Summary:

6 years experience in server software development including:

- Middle tier application framework software
- Business objects and connectors
- Performance and scalability measurement, analysis and improvement
- Database server development
- Parallel databases and ETT technologies for data warehousing
- Object-relationai databases


## Software Skills:

| Programming languages | $-\mathrm{C}, \mathrm{C}+ \pm$, JAVA |
| :--- | :--- |
| Platforms | - Solaris, NT |
| Standards | -SQL, XML, J2EE, JDBC |
| Software | - Oracle RDBMS, Planet Web server, Weblogic Application server |
| Performance Tools | - Silk Performer, JProbe |

Education:
Master of Science in Computer Science
GPA: 3.95/4.0
Bachelor of Technology in Computer Science
GPA: 9.35/10.0

## Professional Experience:

## Performance team lead in Server Group

- Led a team of 3-4 engineers (1-2 were based remotely in India) in projects to improve and measure server performance. Projects included development of a data generation kit, switching XML parsing to SAX parser instead of DOM parser, performance monitors and grouping object caches for better management.
- Set-up and ran benchmark on nodes of different sizes. Analyzed scale-up and scale-out.


## Principal Member of Technical Staff in Server Group

- Designed and implemented adapter-connector framework for connectivity of applications to backend data sources
- designed for plug and play of data sources for applications
- provided support for transaction management, resource management and resource cleanup
- integrated into composite application framework based on J2EE
- implemented a database connector using JDBC for storing and retrieving business objects
- Implemented ennancements to Asera business objects and XML parser

| Oracle Corporation, Redwood Shores CA |
| :--- |
| Senior Member of Technical Staff in Server Technologies |
| Promoted to Principal Member of Technical Staff in Oct 1999 |
| Member of design team for |
| M Involved in the following: |
| - analysis of customer requirements for moving data from |

- definition and design of External Tables for moving external flat file data into the database
- design of parallel distributed execution


Member of Technical Staff in Server Technologies
Oracle Corporation, Redwood Shores CA

- Designed and implemented parallel Object queries for
- collected requirements from Oracle cartridge groups that use objects to model their data and require parallelism to improve performance of their queries. E.g. timeseries cartridge.
- extended Oracle's $\quad$ to work with the new object types added to such as
- Code maintenance and enhancements to parallel DML operations for
- Involved with development of Object features(such as object views) for


## Research Experience:

Research Assistant for an object relational Experiment Management System

- Developed algorithms for mapping complex object relational queries and schemas to relational systems. Implemented the query processing system on an Informix database.


## Publications:

## Patents:

References:
Available upon request


## Details

has been approved for hiring by Doonan, Jennifer Anne (Jenny), who has final offer approval authority.

Candidate:
Applicant Number:
Hiring Manager:
I just entered the resume, sorry.
Last Approver: Doonan, Jennifer Anne (Jenny)
Candidate's resume needs to be electronically attached
Susan
This offer has been approved by Larry Ellison
Click here to see the Candidate Offer Letter
Print the job offer letter, obtain the required signatures, and mail the offer letter to
To request more information from $\quad$ select More Intormation Required and fill in specific details in the 'More Information Request' field.

## Attachments

This notification has no

## Responses

More Information Request


Return to Worklist
Help | Logout | Preferences | Return To Portal
Copyright 2001 Oracle Corporation. All rights reserved.

## Candidate Offer Information

## Candidate Information.

First Name Last Name

Address

City State Zip Code Country

## Assignment Information

Organization 0K43 - Data Server Applied Technology - 001
Job Code 10540.Software Developer
Office Location HQ Office Lease - 400 Building 10th floor
Terms And Conditions
Discretionary Job Principal Member of Technical $s+4 \times x$
Product Database
Product Database
Salary


Timing Issues
Offer packet mailing information: Express 1-
Target start date (to be confirmed by the Candidate on his/her acceptance paper) Offer remains open until
-

## Special Compensation

## Stock Options

Proposed option shares (if any)
worked at Oracle previously for more than 3 years. She had consistently been ranked in Justification the top $10 \%$ in her team ( 1 was her manager for 2 years). She is very smart, has very strong database background, excellent communication skills, is well-liked and respected by her peers. left with of unvested Oracle stock option.

## Vacation

Special vacation accrual of 18 days per year Justification Employee has previously worked at Oracle for more than 3

## Rehire

Previous work for Oracle or subsidiary
Candidates Employee ID \#
Date Candidate last worked here
Previous salary (\$)
Reason for leaving Join an internet startup
Department or subsidiary last worked Server Technologies/SQL-

## Justification



## Additional Assignment Information

Subject: Re: Expired Job Post
Date: Wed, 5 Jun 2002 09:26:49-0700
From: "Jane Robertson" [jane.robertson@oracle.com](mailto:jane.robertson@oracle.com)
To:
CC: "SARWAL,RICHARD" [RICHARD.SARWAL@oracle.com](mailto:RICHARD.SARWAL@oracle.com),
"hroffers" [hroffers@us.oracle.com](mailto:hroffers@us.oracle.com)
job post waiver approved.
---- Original Message -----
From:
To: Jane.Robertson@oracle.com
Cc: SARWAL,RICHARD
Sent: Tuesday, June 04, 2002 5:13 PM
Subject: Re: Expired Job Post
Hi Jane,
This offer took a very long time to get approval hence the job post has expired, can you make an exception for this, thanks.
hroffers_us wrote:
$>$ If the Job post number is in "expired" status it can not be extended.
$>$ To receive an exception to the Job Post requirement please contact
$>$ Jane.Robertson@oracle.com and request a waiver.

$>$ 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.


Database Server Manageability
Server Technologies
Oracle Corporation
4OP 1144

## Additional Information

Jobpost ID \#

## Management Information

Note: Choosing an employee by using the Userid LOV will fill in all necessary

## Hiring Manager



Other Contact


## Candidate Source

If other, specify Candidate contact manager

## Subject: Re: New Hire Start Date <br> Date: Tue, 11 Jun 2002 10:31:56-0700 <br> From:

Organization: Oracle Corporation
To: HRMSOPS_US < HRMSOPS_US@oracle.com>
her official start date is yesterday,


HRMSOPS_US wrote:
$>H i$,
$>$ We have received the acceptance paperwork for your newhire,

$>$ unable to enter her as an employee ontil we receive the start date.
$>$
$>$--
$>$ Regards,
> HPMSOPS
$>$
$>$ HR Operations
> Corporate Human Resources


External Information - Oracle collects personally identifiable information from customers, Oracle program students, conference attendees, magazine subscribers and users of its websites. Collection, use and access to this personally identifiable information is subject to Oracle's Privacy Policy and other applicable polices related to marketing and solicitation. Oracle employees are expected to be familiar with these polices and to promptly complete any training related to these policies. Failure to comply with these polices may result in disciplinary action.

Enforcement - questions and issues concerning personal data privacy should be directed to Oracle's Global Data Privacy Director or go to http://hrweb.us.oracle.com/misc/datapriv.htm.

I confirm that I have read Oracle's Internal Privacy Policy, and agree that the provision of personal data to Oracle confirms my consent to the principles and processes contained in this statement. I further confirm that I understand that failure to abide by these policies may result in disciplinary action.

(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:
(1) 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.
(b) To the extent a provision in an employment agreement pupports 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.
4. If any Development assigned hereunder is based upon, or is incorporated into or is an improvement or derivative of, or cannot reasonably be made, used, reproduced and/or distributed without using or violating technology or rights owned or licensed by me and not assigned hereunder, I hereby grant Oracle a perpetual, worldwide, royalty-free, non-exclusive and sub-licensable right and license to exploit and exercise all such technology and rights in support of Oracle's exercise or exploitation of any such assigned Development(s) (including any modifications, improvements and derivatives thereof).
5. 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.
6. 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.
7. I will upon termination 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.
8. I agree that upon termination of my Oracle employment I will immediately deliver to Oracle, and will not keep in my possession, recreate or deliver to anyone else, all property and materials 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, telephones, badges, business cards, handbooks, policy manuals, software manuals and telephone directories. Upon termination of my Oracle employment, I will immediately cease using and/or accessing any and all Oracle accounts, including but not limited to email, voicemail, and other computer and network systems of accounts.
9. 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.
10. 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.
11. I understand and acknowledge that this agreement will be binding upon my heirs, executors, administrators and other legal representatives and will be for the benefit of Oracle, its successors and its assigns.
12. Iagree that any legal action or proceeding involving Oracle which is in any way connected with this agreement may be instituted in federal court in San Francisco, California or state court in San Mateo County, Califormia. 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.
13. If any provision of this agreement is determined to be invalid or unenforceable, the validity or enforceability of the other provisions shall not be affected.
14. 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.

I acknowledge that I have read and that I understand the terms of this agreement. I understand that by signing this document, I agree to be bound by all the terms, conditions and obligations set forth above.


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forth in the offer letter. Oral or witten representations contradicting or supplementing the terms of the offer letter are not valid.

## At-Will Employment

Employment at Oracle is at-will. 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 Oracle's 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.

## Equal Employment Opportunity and Escalation Process

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.

## Mutual Agreement to Arbitrate

You and Oracle understand and agree that any existing or future dispute or claim arising out of or related to your Oracle employment, or the termination of that employment, will be resolved by final and binding arbitration and that no other forum for dispute resolution will be available to either party, except as to those claims identified below. The decision of the arbitrator shall be final and binding on both you and Oracle and it shall be enforceable by any court having proper jurisdiction.

The arbitration proceedings shall be conducted pursuant to the Federal Arbitration Act, and in accordance with the National Rules for the Resolution of Employment Disputes of the American Arbitration Association or the Employment Arbitration Rules and Procedures adopted by Judicial Arbitration \& Mediation Services ("IAMS"). The arbitrator will have all the powers a judge would have in dealing with any question or dispute that may arise before, during and after the arbitration.

## Claims Not Covered

Claims for benefits under the workers' compensation, unemployment insurance and state disability insurance laws are not covered by this Arbitration Agreement. Additionally, claims by you or by Oracle for temporary restraining orders or preliminary injunctions ("temporary equitable relief") in cases in which such temporary equitable relief would be otherwise authorized by law are not covered by this Arbitration Agreement. In such cases where temporary equitable relief is sought, the trial on the merits of the action will occur in front of, and will be decided by, the arbitrator, who will have the same ability to order legal or equitable remedies as could a. court of general jurisdiction.

## Costs

Oracle agrees to bear the costs of the arbitrator's fee and all other costs related to the arbitration, assuming such costs are not expenses that you would be required to bear if you were bringing the action in a court of law. You and Oracle shall each bear your own attomeys' fees incurred in connection with the arbitration, and the arbitrator will not have authority to award attomeys" fees unless a statute at issue in the dispute or other appropriate law

Subject: [Fwd: Failure to attend SHA Training]
From: Crystal Vignola < Crystal.Vignola@oracle.com>
Date: Tue, 15 Jul 2008 15:47:00-0700
T0: HROPS [hrssc-americas_ww@oracle.com](mailto:hrssc-americas_ww@oracle.com)
OPS - Can you please process this in the EEs personnel file?
Thanks!
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## ORACLE

Crystal Vignola | Human Resources Manager | Phone: 650.506.5795
Oracle Enterprise Manager
ORACLE United States | 500 Oracle Parkway, MS5OP548 | Redwood City, 94065
岳 "Please consider your environmental responsibility before printing this e-mail"

Subject: Failure to attend SHA Training
From: Crystal Vignola < Crystal.Vignola@oracle.com>
Date: Tue, 15 Jul 2008 15:43:17-0700
To:
CC: "Vignola,Crystal" [CRYSTAL.VIGNOLA@ORACLE.COM](mailto:CRYSTAL.VIGNOLA@ORACLE.COM)

To:
From: Human Resources
Date: July 15, 2008
Re: Written Warning

As an Oracle manager, you are required to take the Preventing Workplace Harassment For Managers course every two years. You were required to have completed this course by December 31, 2007. Despite numerous reminders leading up to the deadline and subsequent to it, you have failed to complete this required course.

Based upon this incident, we are taking the following remedial actions:

- A written warning;
- You must complete the course immediately, and no later than 29-JUL-08

Your completion of this required manager training is an essential function of your job as an Oracle manager. Your failure to timely complete the course and your ongoing disregard of the numerous reminders sent to you reflects poor judgment and unsatisfactory performance in a competency of your role. Any further occurrences of similar behavior or your failure to immediately complete the course may result in further corrective action, up to and including termination of your Oracle employment.

## Helpful Links:

- Schedule of upcoming sessions:
- Link to enroll in live webcasts

If you have any questions, please call me directly (650) 506.5795.
Thank You,
Crystal Vignola

## oracle

Crystal Vignola | Human Resources Manager | Phone: 650.506.5795
Oracle Enterprise Manager
ORACLE United States | 500 Oracle Parkway, MS5OP548 | Redwood City, 94065
窇 "Please consider your environmental responsibility before printing this e-mail"

Failure to attend SHA Training.emI | Content-Type: message/rfc822 |
| :--- | :--- |
| Content-Encoding: 8bit |


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