From: Vickie Thrasher <victoria.thrasher@oracle.com>
To: vthrashe_directs_ww <vthrashe_directs_ww@oracle.com>
Sent: 9/17/2018 1:36:51 PM
Subject: FW: Announcing Oracle?s New Global Rehire Guidelines
Attachments: Global Rehire Guidelines FY19 -20180913.pdf

--
Regards, Vickie
ORACLE

Victoria Thrasher | Group Vice President - Americas HR
Phone: +12027214835 | Mobile: +12483100679
Oracle Human Resources
1015 15th Street NW Suite 200 | Washington, District of Columbia 20005

ORACLE Integrated Cloud Applications and Platform Services

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

From: Philip Jenish
Sent: Monday, September 17, 2018 9:34 AM
To: Alison Sibree ; Vance Kearney ; Vickie Thrasher ; Jonn Nolitt ; Christie Book - Glibbery
Cc: Anje Dodson ; Elizabeth Snyder ; Peter Shott ; Joyce Westerdahl ; Katherine Waggoner ; Kris Edwards ; Eliel Grazia ; Eric Low ; Bruce Tobin ; Bart Weve
Subject: Announcing Oracle?s New Global Rehire Guidelines

All…

I am pleased to share with you the launch of new global rehire guidelines that will change practices and processes related to rehiring former Oracle employees.

The new guidelines create an overarching global standard to that will bring simplicity and clarity to the rehire process. It also aligns with and augments the recent process changes that have been implemented to ensure compliance with bans on salary history inquiries in the US and pay equity laws. The guidelines outline candidate eligibility, factors for determining job assignment, and compensation offer considerations for rehires. I have attached the complete document for your reference.

Given that the new guidelines will not impact the day-to-day lives of most employees, there will not be any global communication regarding the changes. We will instead focus on providing training to groups such as our HRBPs and Talent Advisory teams so that they are able to successfully assist and advise hiring managers in circumstances when the guidelines would come into play. The Office of the CEO has been briefed on the new guidelines.

To provide a general awareness of the global rehire guidelines within the HR organization, the regional compensation teams will host HR Learning Sessions in the weeks ahead. The teams will also be setting up educational training sessions with the key groups who will support the new guidelines.

In the meantime, please cascade this message within your organization as you see appropriate, and if you have immediate questions or would like more information about the global rehire guidelines, please contact Kate Waggoner.

ORACLE

Phil Jenish | VP, Global Compensation & Workforce Analytics | +1.770.910.8592
Oracle Human Resources
One Glenlake Parkway, NE, Suite 300 | Atlanta, GA 30328

Integrated Cloud Applications & Platform Services

GLOBAL REHIRE GUIDELINES

At Oracle we value the experience of our prior Employees, so where business opportunities exist, managers may rehire former employees who a) voluntarily left company employment or b) were involuntarily terminated for reasons other than misconduct. The following provides the details of these guidelines:

- Candidate must be eligible for rehire, as verified by the hiring manager's HR Business Partner;
- In prior role at Oracle, the candidate should have had a satisfactory performance level or above;
- The following prior employment information may be considered: talent/sales performance; general work history (including reason for leaving) and feedback from past managers, if applicable;
- Service credit and benefits related considerations will follow local laws and policies;
- Additional Geographic Requirements;
    - Rehires in Canada must align within the proposed salary range.
    - In the US, the prior salary should not be considered in the candidate salary offer.

Job Assignment:

In order to determine what role the candidate should be assigned, the following factors should be considered:

- **Business Need**
    - Defined/posted position and level of work that the business needs to hire
    - Job Level: Defined/refined business need – hiring need
- **Experience of the Candidate** – How does this breadth of experience compare to the job requirements?
- **Skills/Knowledge, and Education** (if applicable) – Did the rehire gain newly acquired skills, experience or education (if required for the job) justified to align with a new role and/or level?

Compensation Offer Considerations:

Primary factors that should be considered to determine the Compensation offer include:

- **Internal Pay Equity** – How does the offer for the rehire compare against peers in the same role, hierarchy and/or location? Review comparable peers (i.e., job, level, location, manager).
    - **Skills/Experience** – Is the proposed offer impacted by specialized skills and/or experience the candidate brings, and which are required for the role?
    - **Location/Competitive Market** – Is the proposed offer impacted by the work location/competitive market?

CONFIDENTIAL ORACLE_HQCA_0000417318

- **Salary Range** – Is the proposed salary within the salary range?

- **Budget** – How do the expectations of the rehire align with the expectations of the hiring manager?

Please note: when submitting the offer in the New Hire Offer Form (GSI) you will need to provide detailed justification for the factors above in order to support your recommendation.

CONFIDENTIAL ORACLE_HQCA_0000417319