

**From:** Shauna Holman Harries  
**To:** Luong, Hoan - OFCCP  
**Cc:** Neil Bourque; Lida Daniel; Charles Nyakundi; Kela Moon; Sean Smith  
**Subject:** RE: Oracle HQCA // additional data and follow-up status  
**Date:** Tuesday, October 27, 2015 9:11:55 AM

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Hi Hoan. I apologize for the delayed response as I have been out on vacation. We hope to be able to respond to a number of your requests by the end of the week. However, you have added a large number of new items as part of your many requests for information that will take considerably more time for us to review and address. For example, your first requests for item B1 only asked for Visa and H1B information. However, you are now asking for 12 new items.

Shauna

**From:** Luong, Hoan - OFCCP [mailto:Luong.Hoan@dol.gov]  
**Sent:** Wednesday, October 14, 2015 6:36 AM  
**To:** Shauna Holman Harries (shauna.holman.harries@oracle.com)  
**Cc:** Doles, Robert - OFCCP  
**Subject:** Oracle HQCA // additional data and follow-up status

Dear Ms. Holman-Harries,

In order for OFCCP to expedite this audit, we will need additional items to conduct further analyses. Additionally, some of these items were previously requested by OFCCP. An email was sent to you on October 1, 2015 asking for a firm date to submit all outstanding items, including some of the items below. Please submit the following to the OFCCP by Wednesday, October 21, 2015, and to include a firm date to submit all outstanding items that were passed due.

A. Applicant Flow Databases (01/01/2013 – 12/31/2013 and 01/01/2014 – 06/30/2014)

- 1) Do the prior and current year databases include all expression of interests?
- 2) Department:
  - Please provide data dictionary of all department codes (e.g., OCWL, OCGP, OCLY, etc.).
  - How are people who expressed interests placed into the department that they applied for?
  - Where in the selection process of those who expressed interests will they know which department they will be working in if they get hired?
  - Can someone apply to one department but get placed in another department upon hire?
- 3) Job Title:
  - Can someone express interest in one job title (e.g., Software Developer 2) and get hired into another job title (e.g., QA Analyst 2-ProdDev)?
  - Can someone express interest in one job title (e.g., Software Developer 2) and get hired into one job title above (e.g., Software Developer 3) or one job title below (e.g., Software

Developer 1)?

4) Vacancy:

- Please indicate what IRC stands for (e.g., IRC1543641).
- Please explain what the digits represent (e.g., IRC1543641, IRC1547593, etc.).
- How is the vacancy created?
- How are job titles assigned to vacancies?
- Does each vacancy belong to one department? To one job group? To one organization? To one function? To one specialty?
- Can someone express interest in one vacancy and get hired in another vacancy?
- If someone expresses interest in one vacancy for one job title (e.g., IRC1938018 Application Developer 2), can the person get hired into another vacancy with the same job title (e.g., IRC1991643 Application Developer 2)?
- If people who express interest to open positions at the Oracle website, do all screening take place at Redwood Shores, CA?
- Can people be reached by recruiters via other websites (e.g., LinkedIn, Facebook, third party vendors, etc.) who originally did not express interest to apply at the Oracle website but eventually told to apply if they are interested?
- Are there any other methods for people to express interest to open positions with or without using the Oracle website?

5) Disposition: Define what each of the disposition code stands for in each of the applicant flow databases.

- What is the difference between "Active Application" versus "Applicant"?
- What is the difference between "Hired" versus "Hire"?
- What is the difference between "Not as qualified" versus "Not as qualified as selected candidate"?
- What is the difference between "Offer-Candidate took another position", "Offer-Cancel Hire", "Offer Declined", and "Offer-Declined"?
- What is the definition of a "Terminated Applicant"?

<b>01/01/2013 – 12/31/2013</b>	<b>01/01/2014 – 06/30/2014</b>
Active Application	Active Application
Applicant	HIRE
HIRED	Interview - In-Person
Interview - In-Person	Interview - Phone
Interview - Phone	Not as qualified as selected candidate
Not as qualified	Offer-Cancel Hire
Offer - Candidate took another position	Offer-Candidate Took another Position
Offer Declined	Offer-Declined
Terminated Applicant	

B. Additional and outstanding items to be submitted to OFCCP:

1) For all employees who were hired during the review period 01/01/2013 – 06/30/2014, resubmit the applicant flow log from the 02/19/2015 resubmission to include the following in separate columns:

- Visa status (yes/no)
- If they are on visa status, include the specific visa (not limited to H1B) they were holding

*(Request for visa status initially requested on 11/19/2014. Status requests were made on 04/27/2015, 05/11/2015, 05/19/2015, 05/28/2015, 07/30/2015, and 10/01/2015). In addition to this original request, please also include:*

- Department
- Date of Hire
- Date of Application
- Name and job title of the hiring manager (s) for each vacancy/requisition.
- Job title applied to and hired into
- Vacancy applied to and hired into
- Global career level applied to and hired into
- Job function applied to and hired into
- Specialty applied to and hired into
- Group name applied to and hired into
- Education Institution
- Type of degree (e.g., no degree, high school, associate, bachelor's, master's, PhD)
- Degree majored in (e.g., computer science, systems software, finance, accounting, etc.)
- Location Preference

2) Applicant flow log for all hires during the period of 01/01/2012 – 12/31/2012. This should include the following:

First and Last Name

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- Sex
- Race/Ethnicity
- Visa Status (yes/no)
- If they are on visa status, include type of visa
- Job Title
- Job Group
- Department
- Vacancy/Requisition Number
- Disposition Code
- Date of Hire
- Date of Application
- Name and job title of the hiring manager (s) for each vacancy/requisition

*(Request for 2012 applicant flow initially requested on 07/30/2015. Status request was made on 10/01/2015).* In addition to this original request, please also include:

- Job title applied to and hired into
- Vacancy applied to and hired into
- Global career level applied to and hired into
- Job function applied to and hired into
- Specialty applied to and hired into
- Group name applied to and hired into
- Education Institution
- Type of degree (e.g., no degree, high school, associate, bachelor's, master's, PhD)
- Degree majored in (e.g., computer science, systems software, finance, accounting, etc.)
- Location Preference

- 3) For all applicants and hires from 01/01/2012 – 06/30/2014, please provide the following:
- Copies of each requisition, including copies of each job posting and each job description
  - Copies of all applications, resumes and any and all supplemental information submitted by each applicant
  - Name and job title of the hiring manager(s) for each requisition

*(Some of this information was requested for the Software Developer 1-5 job titles on 04/27/2015 with follow-up requests made on 05/11/2015, 05/19/2015, 05/28/15/2015, and 10/01/2015.)* To date, only Software Developers 4-5 job titles were received. Please provide the above items for all applicants and hires from 0/01/2012 – 06/30/2014 except for Software Developers 4-5.

Please feel free to contact me if you have any questions or concerns.

Thank you,

Hoan Luong  
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