

## **SEIPI MEMBERS AGREEMENT ON ETHICAL STANDARDS IN TALENT ACQUISITION**

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WHEREAS, the SEIPI Board of Directors and the CEOs/Presidents/GMs of the different SEIPI member-companies have agreed to support the strict implementation of the SEIPI-ASPAP Agreement on ethical practices in talent acquisition;

WHEREAS, there is a need to regulate the uncontrolled recruitment practices that cause escalation of labour cost, and to ensure industry competitiveness against other industries and/or countries;

WHEREAS, high demand for conventional and experienced technical talent accelerates unabated workforce mobility across semiconductor and electronics companies.

WHEREAS, unethical talent acquisition practices across companies result to internal conflicts among the industry member companies;

WHEREAS, this situation is aggravated by the increased demand for overseas employment;

WHEREAS, human resources practitioners of the SEIPI recognize their crucial role in the development of talent attuned to the growing demands of the industry;

The Human Resource/Personnel Practitioners of the semiconductor and electronics industry as represented by the Association of SEIPI Personnel Administrators (ASPAP) resolve to uphold ethical practice in the conduct of talent acquisition within the industry by instituting the following guidelines in the exercise of their functions:

- a) Hiring/ Sourcing activities such as recruitment through classified advertisements, social media, executive search and the likes should be within the bounds of ethics and professional practice.
- b) Hiring company should contact applicants outside of the employer company's premises and the applicant's working time.
- c) Activities like Technical Symposia (ASEMEP), line tours, training exchanges, industry network or benchmarking activities should not be a venue for recruitment and/or piracy.
- d) Hiring company shall inform the HR Head of the Losing Company within 2 days after applicant's acceptance of offer, as a matter of protocol. The

HR/Personnel Head of the Hiring Company shall be responsible for informing his CEO/President/GM of the circumstances of such hiring.

- e) Hiring company shall honor the legal thirty (30) day notice in order to have time replace employees. However, the replacement period maybe extended based on a mutual agreement between the hiring and the losing company.
- f) Hiring Company shall refrain itself from hiring “en masse” (hiring two or more from one department) from one company at any one time, particularly if such mass hiring can adversely impair business operations of the Losing Company.
- g) Hiring company should refrain from hiring employees with existing training contracts with their current employers.
- h) Respect all existing agreements between the company and its service providers (subcons, contractors and the likes) before hiring from each other.

The SEIPI members shall help each other in talent management through the following programs that would mutually benefit the member companies:

- a) Shift from recruiting talent from other companies to developing internal resources to fill-up company vacancies through relevant training and easy access to new skill and practices.
- b) Increase inter-company networking through voluntary sharing of applicants data bank and co-sponsorship of training and development programs with SEIPI member companies.
- c) Establish an industry-wide technical talent pipeline or pool developed through SEIPI sponsored activities such as with TESDA, DOST or CHED, etc.
- d) Any complaint in the nature of unethical practice shall be submitted to the ASPA Board for deliberation and appropriate action. More complex situation shall be escalated to the SEIPI Board for decision.

Any amendments to these guidelines shall take effect with the concurrence of a majority vote of all SEIPI member-companies thru the Association of SEIPI Personnel Administrators (ASPA).