

HRM POLICIES AND PROCEDURES

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- b. Assigned to Nestlé, under exclusive and direct control and supervision of Nestlé both to manner, method and result, but not hiring, discipline and termination.
- c. Registered under the third party agency's official social document, e.g. payroll register, withholding tax, social security, medical, workmen's compensation, etc.
- d. Performs task on a defined period which should not be more than six (6) months and covered as core or non-core activity within the legal registration of Nestlé.

4. Outsourced In-Premise Employee

- a. Directly hired by the legitimate in-premise contractor e.g. janitors, security guards, company physician/nurses, canteen personnel, building maintenance crew, etc.
- b. Under exclusive and direct supervision of the in-premise contractor both to manner and method including hiring, discipline and termination.
The in-premise contractor is answerable to Nestlé on the result based on specific standard, quality, cost, process, etc.,
- c. Registered under the in-premise contractor's official social documents i.e. payroll register, withholding tax, social security, medical, workmen's compensation, etc.
- d. Performs task on an indefinite basis covered as non-core activity and within the legal registration of the in-premise contractor.

5. Outsourced Out-Premise Employee

- a. Directly hired by the legitimate out-premise contractor e.g. co-packer/ co-manufacturer, warehousing contractor, promotions agency, etc.
- b. Under exclusive and direct supervision of the legitimate out-premise contractor both to manner and method including hiring, discipline and termination.
The legitimate out-premise contractor operates based on a pre-agreement with Nestlé's specific standard on quality, cost, process, RM/PM, merchandising or distribution, hygiene, stock variance, etc.
- c. Registered under the legitimate out-premise contractor's official social documents i.e. payroll register, withholding tax, social security, medical, workmen's compensation, etc.
- d. Performs task on an indefinite basis covered as non-core activity within the legal registration of the legitimate out-premise contractor.