Intel Flex Malaysia Engineering & TFM

New Employee Orientation (NEO)

Q1 2024

intel | FLEX

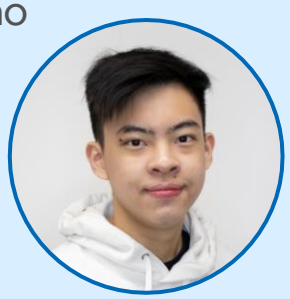
Intel Flex Malaysia Engineering & TFM

Recent New Hires

Engineering

Tay, Xue Hao
(Adam)

Ong, **Frankie**
Wei Quan



Ee, **Elgene**
Ding Ren

Nah, Wan Jun
(Nicole)

TFM

Tan, **An Nie**

Tai, **Andre**
Wei Xiang

Mohamad, Siti Nurhanisah
(Hanisah)

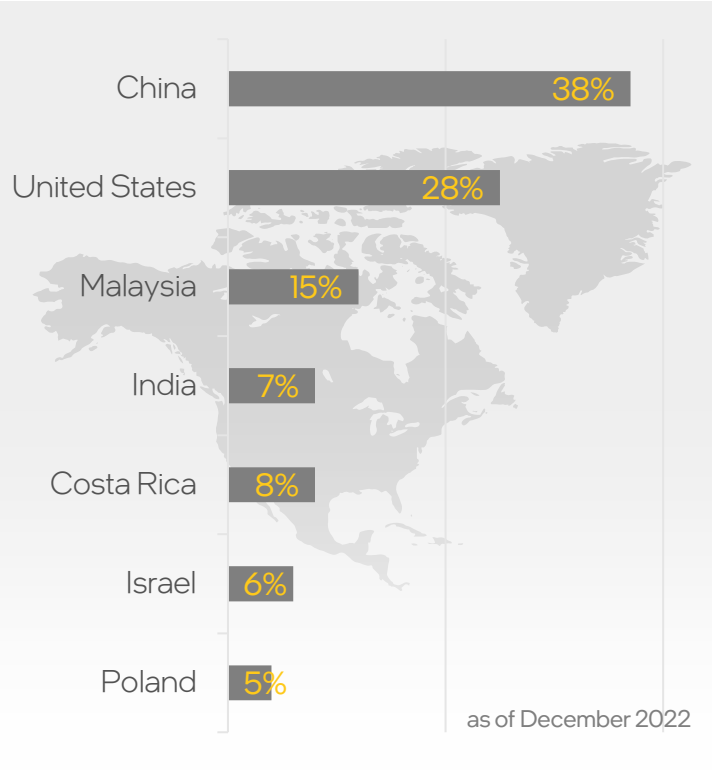
Intel Flex Malaysia

About Intel Flex

Our Mission: We make it easier to go faster on the things that matter most to Intel.

We are a global embedded consulting unit of 400+ Intel professionals with deep domain expertise focused on emerging and hard to find skills.

Flex global headcount distribution



Engineering

Cross platform software engineering spanning the full stack. Innovative solutions and industry leading technologies

Tools, Flows, and Methods (TFM)

Improving developer effectiveness through automated CI/CD and analytics for faster deployments with better quality

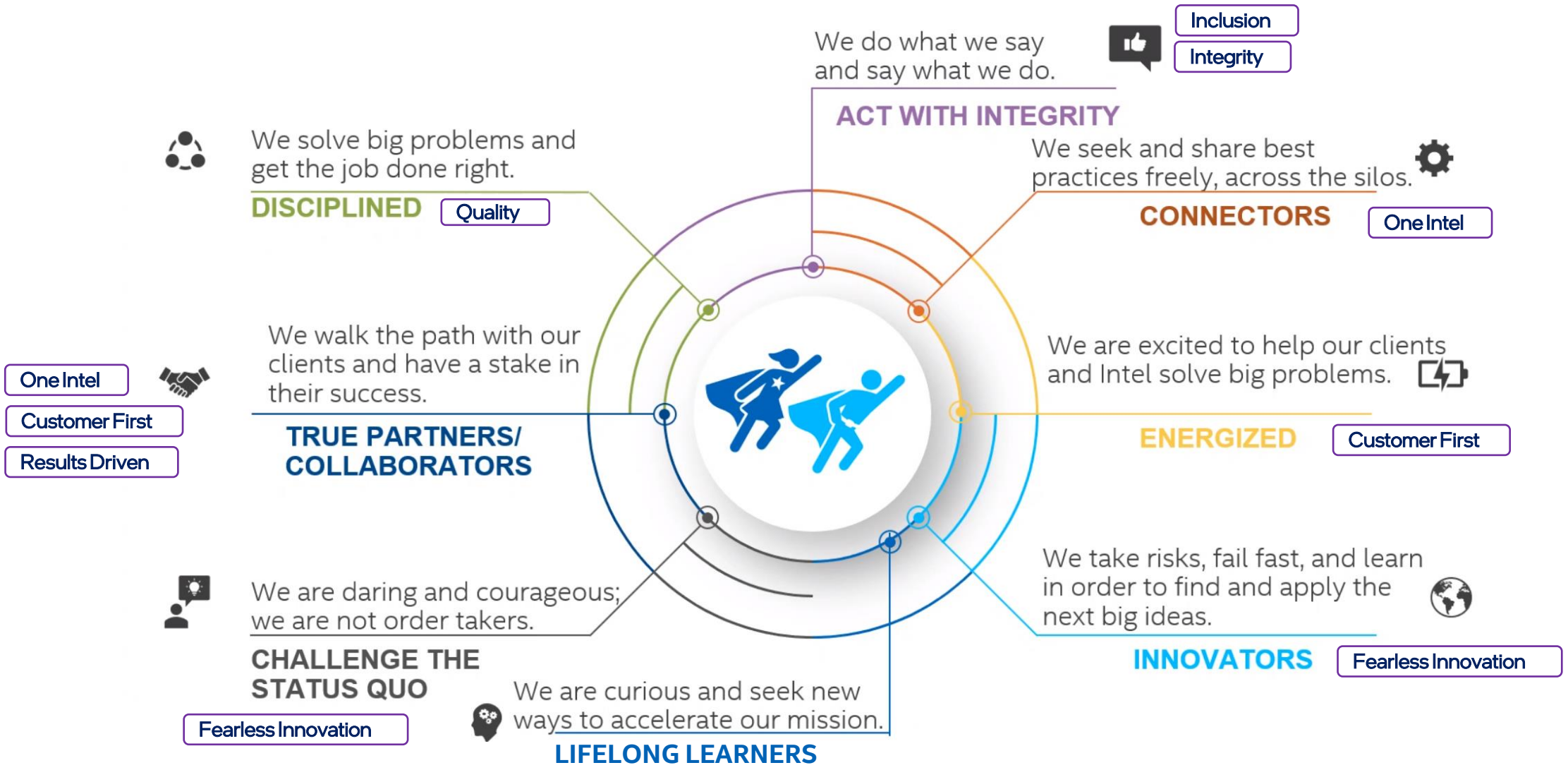
Business Consulting

Accelerate your results through excellence in program and project management, process excellence, user experience, change agency and transformation

Outsourcing Management

Flexible, turnkey outsourcing management: right size/skill, demand overflow, end to end management

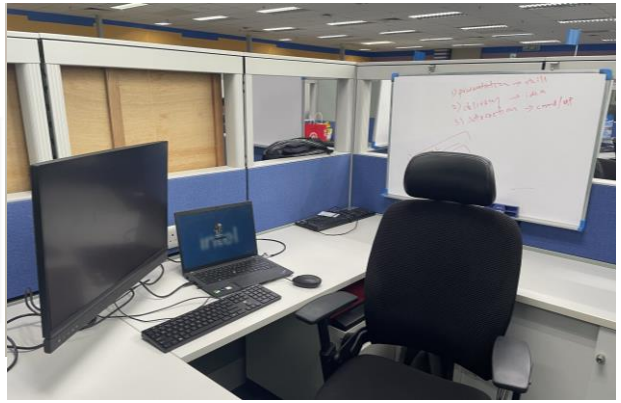
What's Different about Intel Flex



Intel Flex Malaysia Working Model and Culture

Hybrid

Employees can split their time between working from home and working on-site at their assigned Intel campus.



Hybrid workstations will be equipped with:

1. Ergo task chair
2. Desk**
3. Connection cables and/or universal docking station**
4. Monitor**
5. Keyboard
6. Mouse
7. Storage

- Establish working hours factoring in for flexibility as you accommodate calls and meetings from other time zones.
- Dress appropriately and minimize interference. Be available for the team when they need you through working hours.
- Encourage to turn on webcam to increase the visual interaction, build connections virtually.
- Communicate often and stay in touch. Check in with team members on how they are doing.
- Keep recognizing effort and help received (peer, stakeholders and even managers).

We want you to be comfortable, safe and effective – when you're working on-site and when you're working off-site. Hybrid work offers specific benefits – the benefits and expectations below are designed to make your hybrid experience as positive as possible.

Hybrid

Eligibility	• Your work often benefits from on-site engagement, and you flex between working on- and off-site. Time spent on-site will vary based on team and individual needs. Talk with your manager about how you flex your time.
Work Location Considerations	• Your primary work location is an Intel site. You flex between working on and off-site. • Your home location must be within a reasonable commutable distance of your designated Intel site. You must reside in the same country as your assigned Intel campus; and contract of work (for employees subject to work contracts) . • In the US and Canada, if you live and work across state or province borders it may impact your pay, benefits, and personal tax situation. Cross-state locations are limited for non-exempt employees. For more details and guidance on work location considerations, please refer to the Work at Intel Program and FAQs.
Workspace	• As you flex between working on and off-site, your customized workspace set-up is at home. When working on-site, you have access to hybrid shared desks within your business unit's neighborhood, as well as collaboration and community spaces in each building. • View the Work at Intel: Telecommuting Benefits Program for more details.
Pay and taxation	Your pay and tax withholding are based on your Intel site.
Commuting Expenses	• Travel expenses, beyond your regular commute to your assigned Intel site, are paid by Intel when required by the business. • You may use Intel-provided mass transportation services, such as shuttle buses or transportation allowances, as per local regulations. • The Intel air shuttle is not available for regular personal commuting between your home and assigned Intel campus.

For more details review the Work at Intel Program and FAQ's
As with all Intel benefits, Intel reserves the right to adjust or change hybrid benefits if/as needed.

By clicking the box below, I certify that I have reviewed and understand the following:

- The benefits I am offered which support my work.
- The work location considerations, including potential implications to pay, benefits and personal taxes; including during temporary remote work , and if I live and work across state or province borders (in US and Canada) in the hybrid work model.
- I must reside in the same country as my assigned Intel campus.
- I must reside in the same country as my contract of work (for employees subject to work contracts).
- The expectations for my off-site workspace, including compliance with all health and safety regulations legally or conventionally are applicable at any time.
- My pay and tax withholding are based on my Intel site.
- My business travel expenses, beyond my regular commute to my assigned Intel site, are paid by Intel when required by the business.

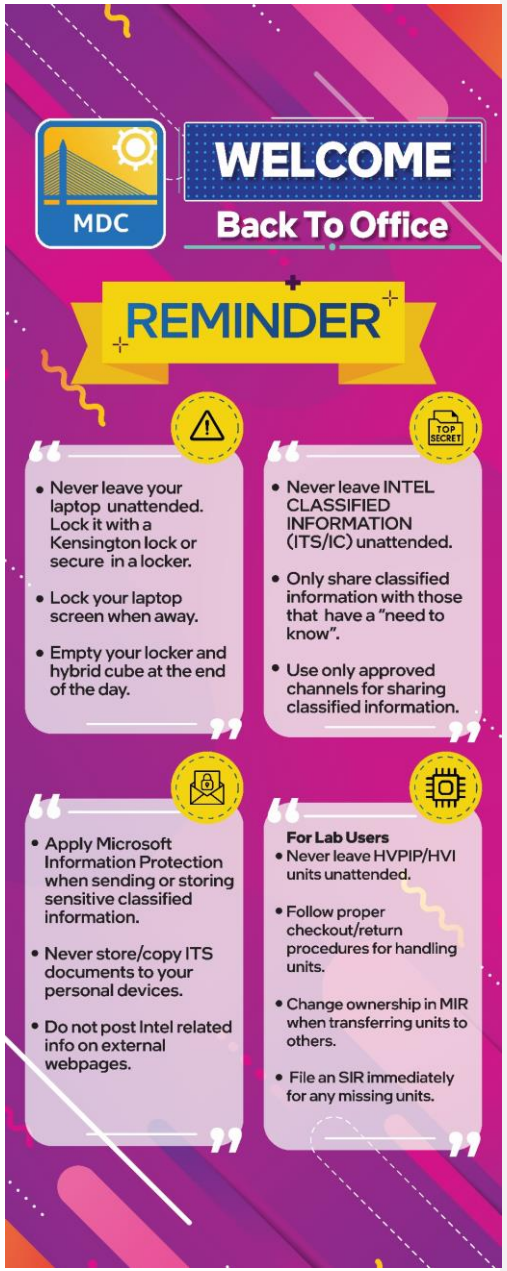
◯ I agree

Protecting Intel's IP

IP & IS Protection Awareness

- Never leave your laptop unattended. Lock it with a Kensington lock or secure in a locker.
- Lock your laptop screen when away.
- Empty your locker and hybrid cube at the end of the day.

- Never leave INTEL CLASSIFIED INFORMATION (ITS/IC) unattended.
- Only share classified information with those that have a "need to know".
- Use only approved channels for sharing classified information.



IP & IS Protection Awareness

- Apply Microsoft Information Protection when sending or storing sensitive classified information.
- Never store/copy ITS documents to your personal devices.
- Do not post Intel related info on external webpages.

For Lab Users

- Never leave HVPIP/HVI units unattended.
- Follow proper checkout/return procedures for handling units.
- Change ownership in MIR when transferring units to others.
- File an SIR immediately for any missing units.

Intel Flex Malaysia Buddy Program

Hello, buddy!

Experienced employee assigned to befriend the new hire in order to help integrating the new hire to Intel and Intel Flex.

6 months

Buddy Check List

1:1 Meeting

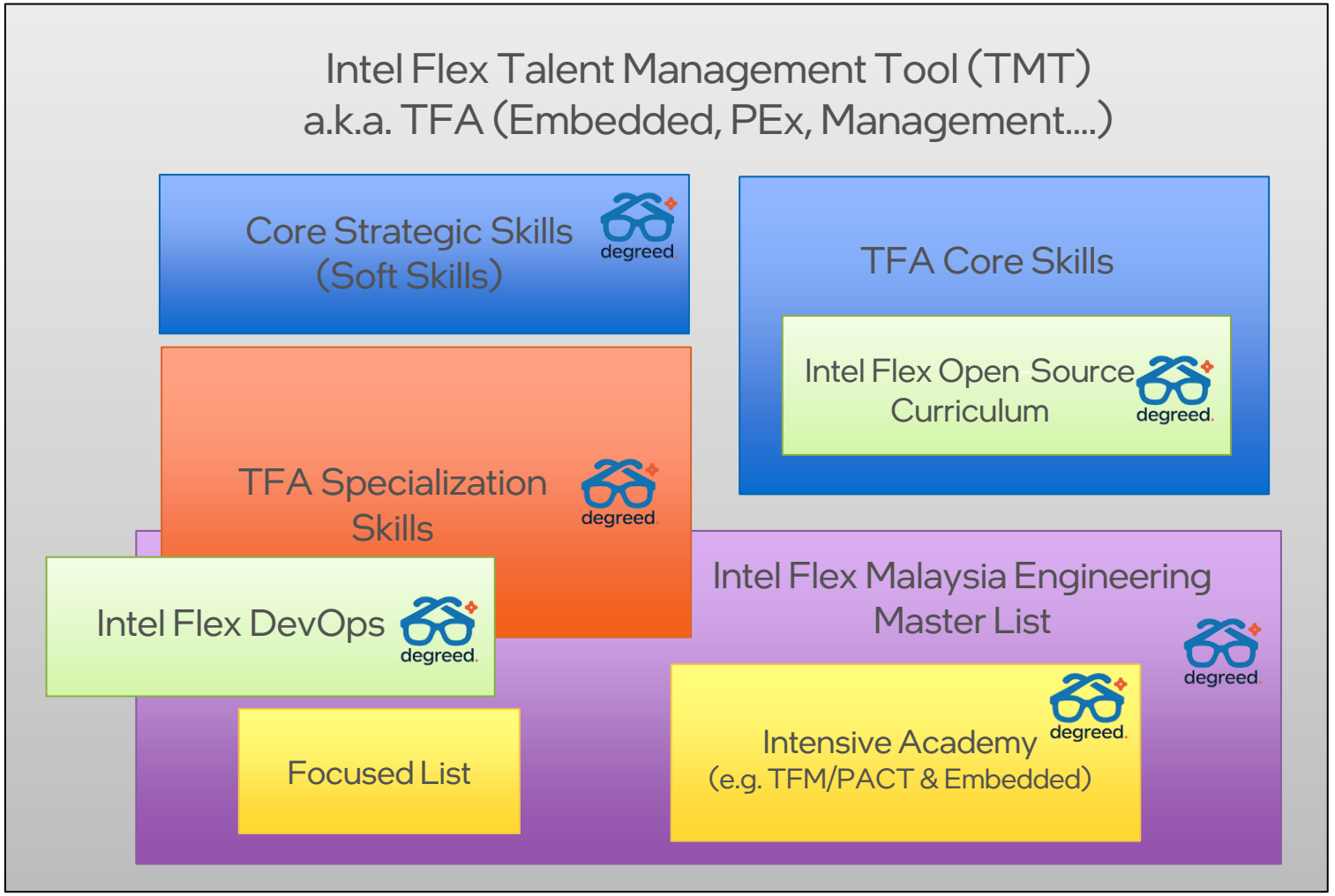
Buddy Lunch

Quarterly Group Buddy Meetup

Learn More: [Intel Flex Malaysia - New Hire Integration Program]

Intel Flex Skills Ramp-Up Program Overview

Intel Flex Skills Ramp-Up Program(s) Overview



2024 Intel Flex Malaysia Engineer Ramp-up Program

Focused List Overview: Focused List in Wiki

FL I: Modern Software Development Practices

- 1Source Introduction
- Fundamentals of Software Unified Process Lifecycle (Software @ Gladius)
- A Beginner's Guide to Open Source Software Development
- Intro to Software Security
- Agile Foundations

FL II: Cloud Computing

- Introduction to Cloud Computing
- Containerization and Orchestration (Docker & Kubernetes)
- Front-end web development (Web development)
- Back-end development (uServices & API)

FL III: Data Science and Machine Learning

- An Intro to Deep Learning and Convolutional Neural Networks
- DCGAN with Tensorflow
- OpenVINO Inferencing and Benchmarking

FL IV: Embedded Systems

- Linux Kernel Development
- Introduction to ARM
- Introduction to BIOS & UEFI
- Introduction to Embedded Security
- DPCPP & oneAPI Overview

New Hire Joins

Buddy Program initiated

Multiple Ramp-Up Lists (Intensive Academy, Mini-TFA, MSW...)

Each new hire will receive multiple ramp-up list, incl. Focused List from Mini-TFA, Modern SW, potentially project-specific and Flex Global passdown

Ramp-Up Personalization with "Involved Personnel"

1. Project Lead, Mini-TFAL and Technical Buddy work together to prioritize for the resource
2. Identify the completion date of the ramp-up

Skills Practice

1. Project specific, skills ramp-up & task execution likely go hand-in-hand together.
2. Mini-TFAL provides the fundamental exposure to the field beyond "project-specific"

Regular Update

Recommended to have weekly progress with 2 parts, project specific tasks (if projects assigned) and personalized list from step #2

Continue Monitor & Personalize

From the regular update, "Involved Personnel" continues to ensure the priority is relevant

Involved Personnel

- "**Project Lead**" + "**Mini-TFAL**" + "**Technical Buddy**" work together to identify the prioritization for the new hire
- Who is Project Lead
  - Flex engineer being the technical lead role in an engagement, even though not an official title from engagement point-of-view, but has the necessary technical depth on the engagement
- Who is Mini-TFAL
  - Technical Leader of each Mini-TFA within Intel Flex Engineering MY, incl. Cloud, Dascimal, Embedded, TFM…*and potentially more to come*
- Who is Technical Buddy
  - Someone helping the new hire during ramp-up, if assigned Buddy is from the same Mini-TFA, the buddy can play this role well
  - Job-shadowed engineer is another candidate as well
- Note: These roles can be played by single person

Ramp-Up Program Details

- Use P1, P2, P3 for priority levels; *P1 being highest, and P3 lowest*
- Under scenarios of conflicting priority, go for "**highest common denominator**" , e.g. TFA vs. Project
  - Any Corporate Mandatory Training is the highest priority when conflict between sessions with internal ramp-up
- Work with to fine-tune
  - p0: (specific training) <-- dependencies to allow p1 & others to proceed.
  - p1: project / investment areas
  - *p2: focused list*
  - *p3: global list, TMT*
- Recommend the new hire to **send a weekly** to FLM, everyone involved in helping the prioritization (Project Lead, Mini-TFAL and/or Technical Buddy)

Example of a Weekly Update

WW04

WW03 Weekly Status Update

Ramp-up Plan

[P1] Verilog HDL Basics (Status: Completed)https://learning.intel.com/developer/learn/course/external/view/elearning/235/verilog-hdl-basics

[P1] RTL Coders Training: System Verilog by Eric Finley (Status: Completed)
https://videoportal.intel.com/media/RTL+Coders+TrainingA+System+Verilog+by+Eric+Finley/0_um9gdwb1

[P1] Code review on intel-restricted/networking.ethernet.fpga.ac-p4-vcsr (Timeline: WW03-WW05, Status: In progress)
Remarks: to understand how the code works

Intensive Academy - Embedded

[P2] Linux Fundamentals (Timeline: WW02-WW04, Status: Completed)
https://degreed.com/videos/linux-fundamentals?d=22021844&orgsso=intel&inputType=Video

Mini TFA - Embedded

[P3] ROS2 (Foxy) For Beginners I: Basics and Fundamental Concepts (Timeline: WW03-WW04, Status: In Progress 50%)
https://intel.udemy.com/course/ros2-how-to/learn/lecture/11178022#overview

WW04 Planning

Ramp-up Plan

1. [P1] Go through Documents from David's email (everything except the performance test) (Timeline: WW04-WW05)
2. [P1] Go through vCSR_N6000_user guide (Timeline: WW04-WW05)
3. [P1] Go through IOFS for Arrow Creek (Timeline: WW04-WW05)
4. [P1] Code review on intel-restricted/networking.ethernet.fpga.ac-p4-vcsr (Timeline: WW03-WW05, Status: In progress)
   Remarks: to understand how the code works
5. [P2] Setup the simulation until can see the waveform (to seek for assistance from Izzi if required) (Timeline: WW04-WW05)

Mini TFA - Embedded

6. [P3] ROS2 (Foxy) For Beginners I: Basics and Fundamental Concepts (Timeline: WW03-WW04, Status: In Progress 50%)
   https://intel.udemy.com/course/ros2-how-to/learn/lecture/11178022#overview

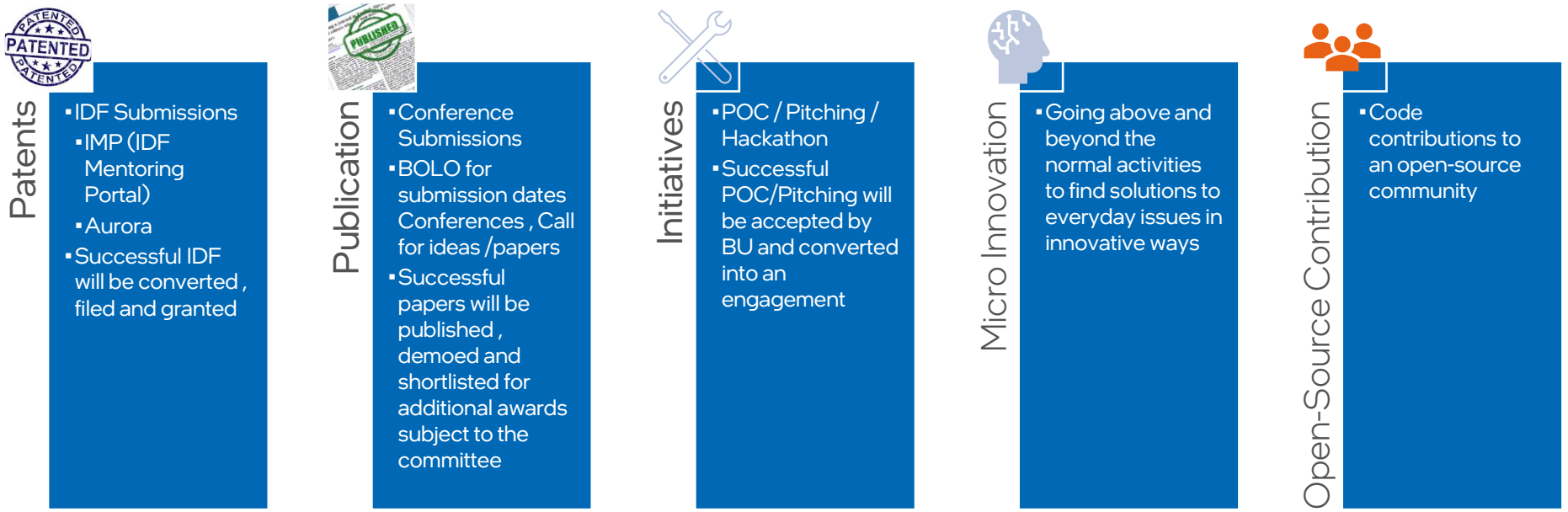
Ramp-Up Resources & Help

- Intensive Academy a.k.a. *Bootcamp*
  - Embedded Intensive Academy
  - Tools Flow & Methodology (TFM) – **will receive from Timothy Lim**
- Domain Specific a.k.a. *Focused List* - Focused List (Teams Wiki)
  - Tailored to each new hire based on their assigned focus as in **mini-TFA**
    - **Contextual relevancy** -> new hire know whom to ask
    - **Historical relevancy** -> experience its applicability in real projects
- Intel Flex Malaysia – Engineering a.k.a. *Master List*
  - May overlap with Flex TMT, but with local focus (past projects, planned POCs)
  - Serve as Next Level of Reference & In-depth Training

Other Programs

Intel Flex Malaysia Innovation Program

* All Intel Flex Engineering employees > 6 months will be required to set innovation goals



Fearless Innovation

Processes | Behaviors | Mindset

- We take informed risks together, learn and pivot quickly from mistakes to be better, faster, smarter.
- We continuously improve, enabling us to be more curious, bold and innovative.
- We are competitively paranoid to anticipate change and disrupt markets.

Learn More: Intel Flex Innovation

Intel Flex Malaysia Great Place to Work (GPTW) Program

Check out SATG Malaysia – GPTW Channel!

- Casual + Fun + Interaction + Inclusive + Belonging
- Involves all SATG-M members
- Usually a virtual session, occasionally held onsite
- **GPTW Leaderboard** - reward system to earn XP by participating

Your participation matters to us!
Join the next session and have fun together!

Intel Flex Malaysia CHaRM (Change and Resource Management)

Ng, **Eu Jinn**

Abdul Muttalib, Abdul **Arif** B

Lim, **Timothy** Kheng Kooi

Tan, **Raymond**

What we do?

- Flex inventory
- Hardware request
- VM request

How to?

- Apply for hardware:
  - Manager approval > CHaRM team to assign and arrange
- Request for new hardware:
  - Manager approval > Work with CHaRM to source for hardware > CPC holder to purchase
- VM
  - goto/flexpglab