

November 7, 1990

Local Union No. 1245  
International Brotherhood of  
Electrical Workers, AFL-CIO  
P. O. Box 4790  
Walnut Creek, CA 94596



Attention: Mr. Jack McNally, Business Manager

Gentlemen:

This letter and its attachments will confirm the Company's understanding of the settlement reached on October 3, 1990, between the Company's Negotiating Committee and the Union's Negotiating Committee in the 1990 Negotiations with respect to the IBEW Agreements between Company and Local Union 1245, IBEW.

1. Wages

The Company will grant a general wage increase of three and three-quarter percent (3-3/4%), effective January 1, 1991; four percent (4%), effective January 1, 1992; and four and one-half percent (4-1/2%), effective January 1, 1993, to employees covered by the Physical and Clerical Agreements. Our customary rules of rounding will be applied.

2. Favorable Terms

During the course of General Negotiations, Union expressed great concern over the granting of favorable terms or conditions to a group of bargaining unit employees without specific Union agreement. Company shares such concern and agrees that the terms and conditions negotiated by the parties are not to be abrogated by local negotiations directly with employees or unilateral action. The parties agree that the negotiated general settlement is in effect for the term of the agreement and any local favorable terms or conditions may be a violation of the anti-abrogation clause and result in the continuation of such terms or conditions through their adoption as contractual provisions.

3. Family Issues Committee

The parties agreed to meet commencing not later than August 1, 1991, for the purpose of addressing such issues as Job Sharing; Educational Leave of Absence; Child Care; adoption assistance; resource and referral program; dependent care reimbursement account; and other family related concerns.

4. Hydro Issues

The parties agreed that Company's Hydro Department proposals concerning the Water Systems Repairman and the Ditch Tender classifications be addressed after a tentative agreement has been reached in General Negotiations, but prior to the end of 1990 for implementation on or before January 1, 1991.

5. Gender Neutral Job Classification Titles

Company and Union will establish gender neutral job classification titles during the term of the Agreement. Such gender neutral job classification titles shall be incorporated in the job definitions and lines of progression booklets for the Physical and Clerical bargaining unit as they are updated by the parties.

6. Language Concerning Divisions and Regions

Company and Union agree to include in Agreement language changes listed in Letter Agreement No. 90-3.

7. Per Diem Joint Study Committee

During Company and Union G.C. Subcommittee bargaining, a number of problems were identified relating to the current per diem system. Among them, cost control, expense reimbursement issues, language clarification and simplification, and administrative issues. It is Company's belief that these problems should be further analyzed and resolved for the long-term benefit of the parties.

The per diem system in the last 15 years has undergone only one major change. In 1980, the A and B residence was changed along with the move to mileage zones. Since 1980, only minor changes and adjustments were made to the rates and eligibility.

The Company proposes to establish a Joint Committee which will meet not later than March 1, 1991, and conclude not later than December 31, 1991. This Committee shall:

- (1) Jointly study per diem practices and trends of the utility and construction industry in the service area, state and nation.
- (2) Review current per diem practices and, if possible, recommend ways for the Company to achieve its goal to make it simple, contain cost, and to fairly reimburse employees.

The Committee will be supported by a steering committee consisting of (1) the Manager of Industrial Relations or his designate, (2) an ENCON Manager, (3) the Business Manager of Local Union No. 1245, IBEW, or his designate, and (4) an IBEW Business Representative representing ENCON. This group will guide committee formation, protocol, and review their work progress and product.

8. Training

The parties agreed that training programs for combination crews and the Gas Operator-in-Training classification will be developed jointly.

9. VDT Subcommittee

The Company and Union agree to establish a subcommittee reporting to the Joint Health and Safety Committee, the Business Manager of IBEW, Local 1245, and the Manager of Industrial Relations.

This subcommittee will examine relevant issues relating to Video Display Terminals and develop recommendations to be adopted by the Company and Union, as minimum requirements to protect the health and safety of employees using Video Display Terminals and other electronic video equipment. The subcommittee's examination will address the following areas:

1. Ergonomically designed equipment, furniture and accessories.
2. Proper maintenance of equipment and furniture.
3. Proper illumination and reduction of glare.
4. Work breaks/alternate work.
5. Education and training programs.

In addition, the subcommittee will: (1) conduct a survey of the system and/or on-site investigations to determine immediate, short term and long-term equipment needs, (2) examine potential costs to renovate and (3) determine necessary training required as well as other pertinent issues.

The subcommittee shall be comprised of not more than three members representing Union and not more than three members representing Company. The Joint Health and Safety Committee shall act as an Overview Committee.

The subcommittee shall start its examination of the issues not later than March 1, 1991 and shall submit its final report on or before December 31, 1991.

In the interim, the parties agree that the following recommended guidelines will be considered prior to the purchase of any new VDT workstation equipment.

**VDT RECOMMENDED GUIDELINES:**

"Terminal" or "VDT" means any stationary electronic video screen data presentation machine, commonly referred to as a video (or visual) display terminal (VDT), cathode ray tube (CRT), word processor, personal computer (PC), mini-computer or data entry terminal.

"Workstation" means the furniture, equipment and accessories related to use of the VDT which make up the VDT operator's immediate work environment.

A. VDT Equipment

1. Keyboards

- a. The design of the keyboard should permit it to be easily repositioned on the work surface (i.e., detachable).
- b. Angle adjustment should be integral to the keyboard.
- c. There should be a matte finish on keys and other keyboard surfaces.
- d. The keys should have a light touch requiring little force to type on them.
- e. Newly purchased keyboards should have a low profile design. (This reduces, but does not entirely eliminate, the need for wrist rests.)

2. Visual Display Unit or Monitor

- a. There should be a matte finish on the monitor case, knobs and screen.
- b. Display screens should be maintained clean, clear and be without visually perceptible flicker.
- c. The display unit should be adjustable for tilt and swivel, or on a device which allows for these adjustments.
- d. The display unit should have adjustable contrast and brightness controls.

B. Work Station Furniture and Accessories

1. Chairs

- a. Chairs should be provided that allow the operator to place feet comfortably on the floor or, if necessary, a foot support surface.
- b. The height of the seat and the angle of the seat back should be adjustable by the operator in a seated position.
- c. The maximum seat depth (forward edge to backward edge of seat pan) should permit contact with the seat back in the lower back area and be designed to avoid pressure on the back of the lower leg (such as a "waterfall" front edge design). (Figure 1)
- d. The seat width should be at least the thigh breadth of the seated person.

- e. A back rest which supports at least the low back region or above with a minimum width of 12 inches in the low back region should be provided. A contoured lumbar (low back) support should be provided on the backrest.
  - f. The angle between the seat back and the seat pan shall permit the user to assume a firmly supported working posture with a torso-to-thigh angle of at least 100 degrees but not less than 90 degrees. (Figure 2)
  - g. Chairs with seat pans that tilt forward should be designed so as not to constrain the upper body to a position forward of vertical.
  - h. Chairs should be stable and capable of swiveling. Where mobility is required, chairs should be fitted with casters. Chairs with casters shall have a five (or more) prong base.
  - i. Chairs should be upholstered with absorbent fabric.
  - j. Armrests should be provided upon the request of the operator, and if provided, should be at least the width (between armrests) of the operator.
2. Work surfaces (desks, tables where VDT equipment is positioned)
- a. The depth should be adequate to allow knees and feet to fit under the work surface.
  - b. The width for leg clearance should be larger than the thigh breadth of the operator by at least one inch.
  - c. The height of the space for leg clearance should be at least equivalent to the highest point on the thigh or knee, with operator wearing shoes and the lower legs in a normal working position. (Figure 3)
  - d. Height adjustable tables are recommended especially for work stations used by more than one operator. If a single keyboard and display support surface is used, the primary determinant for height of the work surface should be the keyboard height. The monitor can be elevated by use of risers or other support surfaces. Alternatively, a keyboard arm attachment may be used to provide a lower keyboard surface.
  - e. The placement of the keyboard should allow the operator to adopt a posture such that the angle between the upper arm and the forearm is greater than 70 degrees and less than 135 degrees. Placement of the keyboard should promote a neutral (flat) position of the wrist so as to avoid extension or flexion of the wrist. (Figure 4)

- f. The height of the display support surface should permit the entire viewing area of the display to be located between zero and 60 degrees below the horizontal line of sight. This means that the top of the screen should be about at eye level or slightly below. The operator should not have to twist to look at the screen. (Figure 5)
- g. The work surface, keyboard and display support surfaces should be sufficient to accommodate the VDT components and other task-dependent items such as hard copy.

### 3. Accessories

- a. Wrist or palm rests should be provided to support the hands and forearms or to reduce wrist extension at the keyboard if requested by the operator.
- b. Articulated keyboard arms may be provided to allow adjustment of the height of the keyboard.
- c. Display support stands or risers may be provided to meet the requirements in Paragraph II, Section B.2(f) for height of display.
- d. Foot rests should be provided for operators whose feet do not rest comfortably on the floor with existing furniture.
- e. Document holders should be provided on request by the operator to allow placement of documents in the same viewing angle as specified for display screens in Paragraph II, Section B.2(f).
- f. Anti-glare treatment for the display screen (anti-glare or etched screen, diffusing surface, anti-reflection coating, or faceplate filter) should be provided at the request of the operator.

### C. Work Station Environment

- 1. Light levels should be controlled to minimum glare with individual work station lighting provided for jobs requiring higher levels due to visual demands. Lighting may be controlled by use of shielded luminaries, indirect luminaries, or collimating luminaries.
- 2. Equipment should be located, or the room arranged, so that bright sources are not in the visual field while viewing the screen, or so that the source documents or light colored materials are not seen by the VDT user as reflections on the screen.
- 3. Light from windows should be controlled by using drapes, blinds, reduced transmission glass, louvers, baffles, or a combination of these controls.

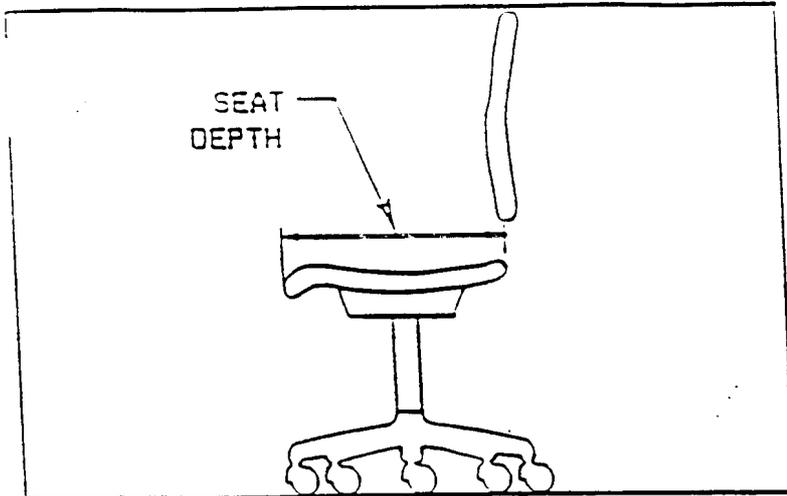


Figure 1. Seat depth.

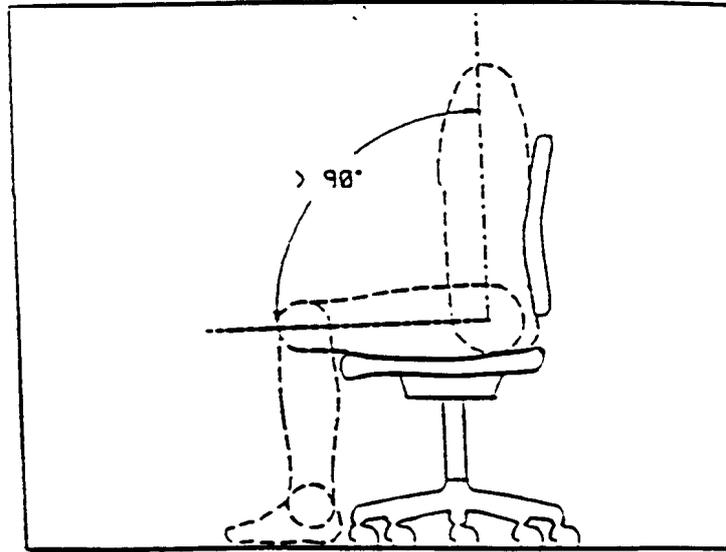


Figure 2. Torso-to-thigh angle.

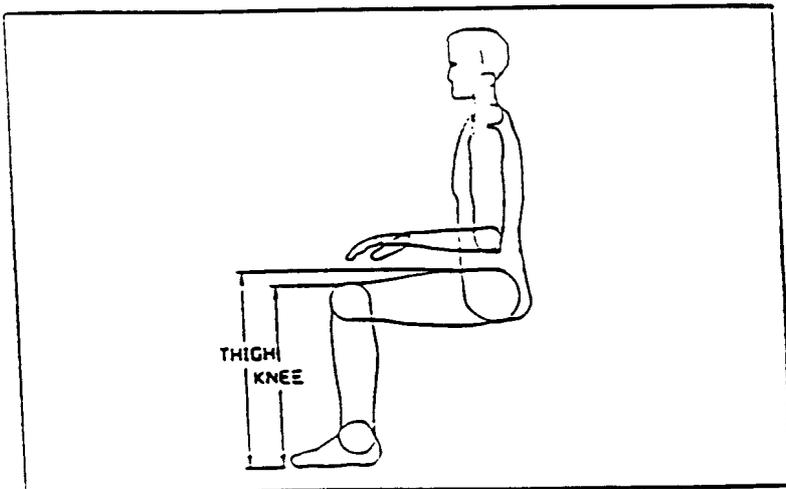


Figure 3. Clearance under the worksurface, height.

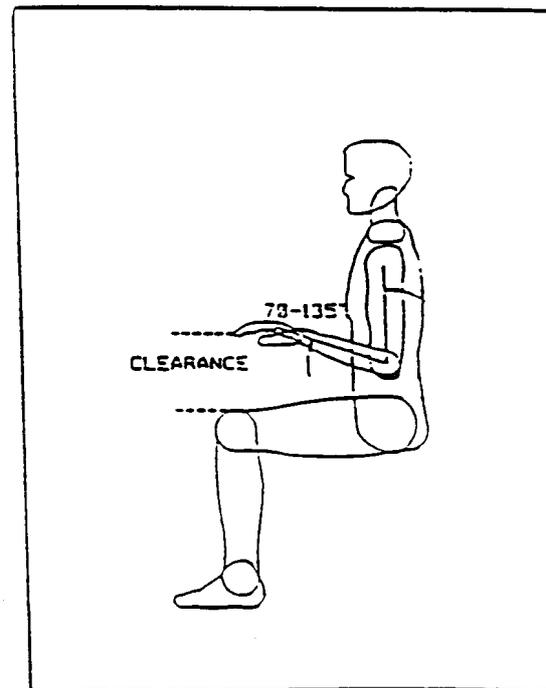


Figure 4. Height of the keyboard support surface.

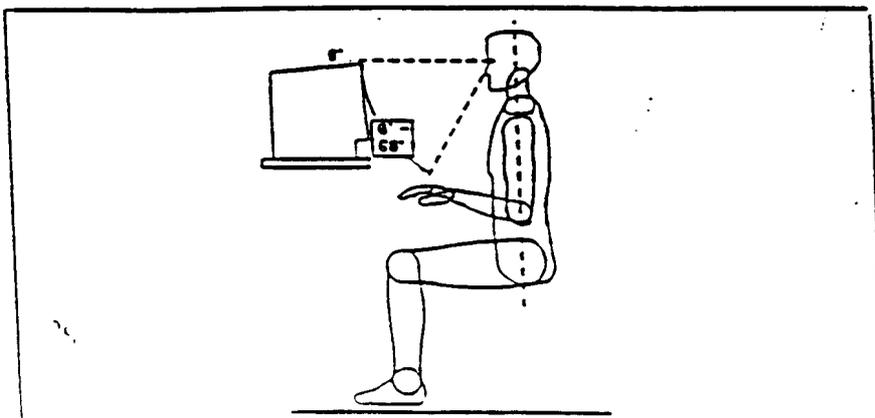


Figure 5. Height of the display support surface.

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10. Open Enrollment for Group Life Insurance

Company agreed to provide for an open period for employees to participate in the Group Life Insurance without any requirement other than making the appropriate contributions. This open period will be effective March 1, 1991.

11. Renaming Helper Classification

Company agreed to rename the Helper classification to Utility Worker.

12. Reclassification of Pressure Operators

The parties agreed to reclassify incumbent Pressure Operator to Gas Control Operator. Such incumbents will not be required to complete the Gas Operator-in-Training Testing Program.

13. Attachments

Attached are amended contract sections as agreed to during the negotiations, as follows:

Attachment Amendments to:

- A Physical Agreement and its Exhibits, Supplements and Clarifications
- B Clerical Agreement and its Exhibits, Supplements and Clarifications
- C Benefit Agreement
- D Medical, Dental and Vision Agreement

If any of the above or the attachments thereto are not in accordance with your understanding of our settlement, please let me know immediately.

Sincerely,



Encl.