



# LETTER AGREEMENT NO. 00-28-PGE



PACIFIC GAS AND ELECTRIC COMPANY  
INDUSTRIAL RELATIONS DEPARTMENT  
2850 SHADELANDS DRIVE, SUITE 100  
WALNUT CREEK, CALIFORNIA 94598  
(925) 974-4104

CANCELLED  
2/21/01  
CANCELLED

INTERNATIONAL BROTHERHOOD OF  
ELECTRICAL WORKERS, AFL-CIO  
LOCAL UNION 1245, I.B.E.W.  
P.O. BOX 4790  
WALNUT CREEK, CALIFORNIA 94596  
925-933-6060

STEPHEN A. RAYBURN, MANAGER  
AND CHIEF NEGOTIATOR

JACK McNALLY, BUSINESS MANAGER

June 5, 2000

Local Union No. 1245  
International Brotherhood of  
Electrical Workers, AFL-CIO  
P. O. Box 4790  
Walnut Creek, CA 94598

Attention: Mr. Jack McNally, Business Manager

Dear Mr. McNally:

Due to an extremely competitive labor market and a shortage of qualified candidates, PG&E has established an Employee Referral Award Program for recruiting Information Technology professionals in the Information Systems Technology Services (ISTS) Departments.

Company is proposing to include IBEW-represented physical and clerical bargaining unit employees as eligible to participate in this program. The guidelines for this referral program are attached.

If you are in accord with the foregoing and agree thereto, please so indicate in the space provided below and return one executed copy of this letter to the Company.

Very truly yours,

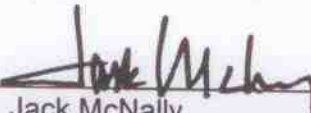
PACIFIC GAS & ELECTRIC COMPANY

By:   
Stephen A. Rayburn, Manager and  
Chief Negotiator

The Union is in accord with the foregoing and agrees thereto as of the date hereof.

LOCAL UNION NO. 1245, INTERNATIONAL  
BROTHERHOOD OF ELECTRICAL WORKERS, AFL-CIO

Sept 13, 2000

By:   
Jack McNally  
Business Manager

# E-RAP

## Pacific Gas & Electric Company ERAP (Employee Referral Award Program) for Recruiting Information Technology Professionals in the Information Systems Technology Services (ISTS) Departments.

It is becoming increasingly difficult to recruit qualified candidates for ISTS positions at Pacific Gas and Electric Company. This is largely due to a shortage of highly skilled information technology (IT) professionals, and the current high demand for these professionals in the Bay Area. To help the company recruit qualified IT candidates, we have developed an award program to encourage and award employees who refer candidates that are offered and accept employment with the company. Employees who refer a candidate who is successfully placed in an ISTS position will receive a \$3,000 award.

Pacific Gas and Electric Company seeks job candidates with spirit and drive. We want innovators, creative thinkers, problem solvers, and professionals who can contribute to the overall success of the ISTS department and the company. Potential candidates for referral may be classmates, peers, neighbors, friends, prior co-workers, etc.

Employees who refer a candidate should be familiar with the candidate and be willing to assist Human Resources, as requested, in the recruitment and hiring process.

This is a pilot program for ISTS job openings. The program commences on June 1, 2000 and runs through December 31, 2000. ISTS positions eligible for the ERAP will be posted on <http://www.pge.com/jobs>.

### ELIGIBILITY:

All Pacific Gas and Electric ~~management and administrative and technical~~ employees, except officers, managers, human resources staffing consultants and department recruiters involved with the college hiring process are eligible to participate in the ERAP program. Directors are eligible for the award program if the placement is made into a department other than their own department. ~~At the current time, bargaining unit employees are not eligible to participate; however, the Company and Unions are in discussions on the issue.~~

All job candidates (other than the following exceptions) are eligible for referral under ERAP.



**Ineligible Referrals:**

- Current employees, hiring hall employees, vendors, contractors, agency workforce management workers, other temporary agency workers assigned to Pacific Gas and Electric Company, and summer/college interns.
- Former Pacific Gas and Electric employees who have been off the Company's payroll for less than one year, or are otherwise ineligible for rehire.
- Applicants already under consideration.

**AWARD:**

To receive an award, the candidate referred by employees must be hired by the company as a regular, full time ISTS employee, which includes successful completion of the pre-employment drug test and background check.

The amount paid to employees for a successful candidate referral is in the net amount of \$3,000 payable in two installments. The first payment of \$1,500 net will be made when the newly hired employee has completed two weeks of service with the company. The second payment of \$1,500 net will be made after the individual has completed six months of service. To receive each payment, the referring employee must be employed with the company at the time the installment is payable. Payments will be grossed up to provide for total net payouts of \$3000. The awards are taxable compensation and subject to appropriate tax reporting and withholding. Payments are not subject to 401K matching or contribution. Only one award will be paid per position filled.

**TO SUBMIT A REFERRAL:**

To refer a candidate under this program, an employee must submit the candidate's resume and the specific job (s) title and number (see example below) for which the candidate is qualified to e-rap@pge.com or, fax the requested information to 415-973-4542, Attn.: Employee Referral Award Program, or mail the information to Interoffice Employee Referral Award Program, Mail Code N3Y, 245 Market Street, San Francisco, CA or, Employee Referral Award Program, Mail Code N3Y, P.O. Box 770000, San Francisco, CA 94177.

Example referral: Enclosed is Jane Doe's resume. I am referring Ms. Doe under the ERAP program for the following position. Senior UNIX System Administrator - Fairfield  
Job: AIHP5245

Human Resources and ISTS will evaluate the program in 30 days for possible ~~and may make~~ modifications, if appropriate.

**Pacific Gas and Electric Company is an equal employment opportunity employer.**

Proposed Revisions to Guidelines as of June 5, 2000 ~~June 5, 2000~~