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PACIFIC GAS AND ELECTRIC COMPANY

245 Market Street
 San Francisco 94106
 SUtter 1-4211

April 21, 1964

Local Union No. 1245
 International Brotherhood of
 Electrical Workers, AFL-CIO
 1918 Grove Street
 Oakland 12, California

Attention: Mr. Ronald T. Weakley, Business Manager

Gentlemen:


The attached is the Understanding reached during the 1963 General Negotiations relating to Titles 202 and 208, Substation and Hydro Generation, Emergency Relief Employees.

Please indicate your accord and agreement with the above Understanding by signing in the space provided below and returning one executed copy of this letter to Company.

Yours very truly,

PACIFIC GAS AND ELECTRIC COMPANY

By


 Manager of Industrial Relations

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

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

JUNE 3, 1964

By


 Business Manager

LABOR AGREEMENT CLARIFICATION

TITLES 202 and 208

SUBSTATION AND HYDRO GENERATION

EMERGENCY RELIEF EMPLOYEES

A - REGULAR SCHEDULES

1. Section 208.20 states that an employee who is classified to perform the duties of emergency relief shall be available for duty in revolving shifts on any day of the week, and may be assigned for the relief of any shift without advance notice. Nevertheless, emergency relief employees have regularly scheduled work hours, work days and workweeks.

The regularly scheduled work days and non-work days may be either of the following arrangements:

(a) 10 and 4 arrangement with two-week cycle.

S M T W T F S / S M T W T F S /
8 8 8 8 8 X X X X 8 8 8 8 8

(b) 5 and 2 arrangement with one-week cycle.

S M T W T F S / S M T W T F S
X 8 8 8 8 8 X X 8 8 8 8 8 X

Other arrangements may be established by agreement between Company and Union. Once an arrangement is established as a regular schedule, agreement between the Company and Union is required to change it (Section 202.8).

2. An emergency relief employee reports as regularly scheduled unless called upon to provide a relief assignment for another shift employee, or unless he is required to assume the hours of a non-shift employee. Special conditions allowing the change of schedule to non-shift hours are outlined in the job definitions for Substation and Hydro Operating Classifications. The rescheduling of days off as outlined in such job definitions is also clarified in paragraphs D and E hereof. The conditions regarding changes of hours are outlined in Section 208.20.

B - RELIEF ASSIGNMENTS

1. When providing relief necessitated by the absence of a shift employee, Section 208.20 provides for the assignment of an emergency relief employee at the straight rate of pay to any one shift of the shifts in the 24-hour day period. Such assignment does not require the 24-hour advance notice which is given to other shift employees under Section 208.18.

2. However, if an assignment is such that it requires an emergency relief employee to report for duty without having had 12 hours off since the end

of his last preceding work period, he is paid at the overtime rate for any time worked until 12 hours have elapsed from the end of his last preceding work period. (A work period is an 8-hour shift plus any extensions of such shift.)

Example:

An emergency relief employee works his regularly scheduled 7 a.m. to 3 p.m. shift on Tuesday; in addition, he is held over and worked on an overtime basis until 9 p.m.; on Wednesday morning, he reports as scheduled for operating duties at 7 a.m. but since he has not had 12 hours off, he is paid 2 hours at the overtime rate between 7 a.m. and 9 a.m.

3. The regular work hours of an emergency relief employee may be changed by reason of a relief assignment. In such case, his regular work hours are those of the first full shift relieved by him in the 24-hour day period, even though all or part of such shift may be compensated at the overtime rate of pay.

Example:

The employee, after having worked the 7 a.m. to 3 p.m. shift on his regular schedule may be called upon to work the following 11 p.m. to 7 a.m. shift. In such case he would be entitled to the overtime rate for the first four hours of the 11 p.m. to 7 a.m. shift by reason of not having had 12 hours off, and such shift would be considered as his regular work hours for that day. Therefore, he would not report to work for his regularly scheduled 7 a.m. to 3 p.m. shift that day, unless otherwise instructed.

4. A situation may occur where the emergency relief employee is needed for relief but he cannot be contacted before reporting to work on his regular schedule or where the need for a relief assignment arises after he has been working for a period of time on his regular daily schedule. In such cases he may be assigned to the relief of another shift and have his regular hours rescheduled, provided he will have had at least six hours off between his release from duty and the starting time of the shift to which he is being reassigned. The time involved in reporting for work at his regular hours as originally scheduled is then paid at the overtime rate and treated as an emergency call outside of work hours under Section 208.8. Should he not have six hours off between the time he is notified that he will be needed for the next shift and the time he reports for such shift, he works his regular schedule and the relief assignment is paid at the overtime rate.

C - TRAVEL TIME

1. Occasionally, questions arise concerning the payment of travel time from home to headquarters for an emergency relief employee.

- (a) Where he is assigned to start work at the straight rate of pay, no travel time is involved.
- (b) However, if he starts work at the overtime rate, travel time from home to the headquarters is to be included as time worked.

2. An emergency relief employee may be called upon for a relief assignment without having had 12 hours off after his last preceding work period. When

this occurs he is paid overtime compensation for actual travel time in connection with the assignment except that if such 12-hour period elapses prior to the completion of the work for which he has been called, the employee is paid overtime compensation for actual travel time only from his home.

3. Travel time from an emergency relief employee's headquarters to his home is paid where he performs work at the overtime rate of pay on a non-work day or wholly outside of his regular work hours for that work day.

D - REDESIGNATION OF NON-WORK DAYS

1. Emergency relief employees may be assigned to relieve on their regular non-work days. Where this occurs, a regular non-work day may be redesignated as a work day and a new non-work day scheduled in the workweek. In re-scheduling a non-work day, it is done in such manner as to provide consecutive non-work days in the workweek and the provisions of Section 202.3 shall be observed. The situations which can be encountered are as follows:

- (a) On a 5 and 2 schedule, the employee relieves on Sunday, a regular non-work day. Sunday may be redesignated as a work day and Friday would then be redesignated as a non-work day.

	S	M	T	W	T	F	S	/	S	M
Regular Schedule	X	8	8	8	8	8	X		X	8 etc.
Revised Schedule	8	8	8	8	8	X	X		X	8 etc.

- (b) On a 10 and 4 schedule, the employee relieves on Sunday, a regular non-work day. Sunday may be redesignated as a work day and Tuesday would then be redesignated as a non-work day.

	S	M	T	W	T	F	S	/	S	M	T	W	T	F	S
Regular Schedule	X	X	8	8	8	8	8		8	8	8	8	8	X	X
Revised Schedule	8	X	X	8	8	8	8		8	8	8	8	8	X	X

- (c) On a 5 and 2 schedule, where it is known in advance that relief is required on Saturday, a regular non-work day, Monday may be redesignated as a non-work day and Saturday would then be redesignated as a work day.

	S	M	T	W	T	F	S	/	S	M
Regular Schedule	X	8	8	8	8	8	X		X	8 etc.
Revised Schedule	X	X	8	8	8	8	8		X	8 etc.

- (d) On a 10 and 4 schedule, where it is known in advance that relief is required on Saturday, a regular non-work day, Thursday may be redesignated as a non-work day and Saturday

would then be redesignated as a work day.

	S M T W T F S / S M T W
Regular Schedule	8 8 8 8 8 X X X X 8 8 etc.
Revised Schedule	8 8 8 8 X X 8 X X 8 8 etc.

2. If a situation arises where the Company cannot provide a relief in accordance with the schedules in D-1 hereof, the emergency relief employee works his regular schedule and is assigned the non-work day relief at the overtime rate as an extra shift in the workweek.

E - VACATION OR OTHER EXTENDED RELIEF

1. For vacation relief, or for other extended periods of relief, an emergency relief employee may be assigned to the schedule of the employee being relieved, including the non-work days of such schedule, on the basis of a workweek or series of workweeks. He shall be compensated at the overtime rate of pay for any time worked during the first shift of the assignment which is within 12 hours of the end of his last preceding work period. During the course of the assignment he is not subject to the conditions of an emergency relief employee, and except for his rate of pay assumes the conditions of the employee being relieved.

Example:

- (a) The employee who was relieved took vacation for the entire period shown. The emergency relief employee whose regular schedule is a 10 and 4 takes the schedule of the relieved employee including his days off (Tuesday and Wednesday and Wednesday and Thursday in the first two workweeks shown in this example).

	S M T W T F S / S M T W T F S / S M T W T F S
Schedule of Employee Relieved	V V X X V V V V V V X X V V V V V X X
Regular ER Schedule	8 8 8 8 8 X X X X 8 8 8 8 8 8 8 8 8 X X
Revised ER Schedule	8 8 X X 8 8 8 8 8 8 X X 8 8 8 8 8 8 X X

2. Relief assignments for periods of less than a workweek may be made as follows:

- (a) When the days on which relief is to be provided are the regular work days of the emergency relief employee, he retains his regular schedule of work days and non-work days, but assumes the regular work hours of the employee being relieved, if they are other than his own.

Example:

	S M T W T F S
Schedule of Employee Relieved	X X V V V V 8
Regular ER Schedule	X 8 8 8 8 8 X

(b) When the relief assignment includes only one of the emergency relief employee's regular non-work days, but does not include the day, if any, in conjunction with his other regular non-work day, his regular non-work day on which relief is to be provided may be redesignated as a work day and the day in conjunction with his other regular non-work day may be redesignated as a non-work day.

Example:

	S	M	T	W	T	F	S
Schedule of Employee Relieved				X	X	V	V
Regular ER Schedule	X	8	8	8	8	8	X
Revised ER Schedule	X	X	8	8	8	8	8

(c) When the relief assignment includes only one of the emergency relief employee's regular non-work days and also includes the day, if any, in conjunction with his other regular non-work day, he shall work his regular schedule and be assigned the non-work day relief at the overtime rate as an extra shift in the workweek.

Examples:

	S	M	T	W	T	F	S
Schedule of Employee Relieved	V	X	X	V	V	V	8
Regular ER Schedule	X	8	8	8	8	8	X
Revised ER Schedule	<u>8</u>	8	8	8	8	8	X

	S	M	T	W	T	F	S
Schedule of Employee Relieved	X	X	8	V	V	V	8
Regular ER Schedule	8	8	8	8	8	X	X
Revised ER Schedule	8	8	8	8	8	<u>8</u>	X

(d) When the relief assignment includes both of the emergency relief employee's regular non-work days, he may be assigned to the schedule of the employee being relieved, including the non-work days of such schedule, for the workweek. On the day, or days, on which relief is not required, he shall work his own regular work hours.

Example:

	S	M	T	W	T	F	S
Schedule of Employee Relieved	8	V	X	X	V	V	V
Regular ER Schedule	8	8	8	8	8	X	X
Revised ER Schedule	8	8	X	X	8	8	8

(e) If it is not known, in advance of the regular non-work days in the schedule of the employee being relieved, on which day the relief assignment may be completed (such as may be the case in sick leave relief) the emergency relief employee may be assigned to the schedule of the employee being relieved, including the non-work days of such schedule, although this may result in his working one or both of his regular non-work days at other than relief.

Example:

	S	M	T	W	T	F	S
Schedule of Employee Relieved	S	S	X	X	S	8	8
Regular ER Schedule	8	8	8	8	8	X	X
Revised ER Schedule	8	8	X	X	8	8	8

F - DISTRIBUTION OF OVERTIME

Distribution of overtime is provided for in Sections 208.16 and 212.1. However, since the primary purpose of the emergency relief classification is for relief duty, employees so classified should be assigned such duty, when available, and overtime worked by them shall not be equalized in the distribution of overtime for other employees.