

## PACIFIC GAS AND ELECTRIC COMPANY

PGE + 215 MARKET STREET • SAN FRANCISCO, CALIFORNIA 94106 • (415) 972-7000 • TWX 910-372-6587

August 2, 1989

Local Union 1245  
 International Brotherhood of  
 Electrical Workers, AFL-CIO  
 P. O. Box 4790  
 Walnut Creek, CA 94596

Attention: Mr Jack McNally, Business Manager

Gentlemen:

In 1987, the Reprographics Section of the General Office installed a computerized business management system (PRIMAC) requiring the entry of data for every job received in the shop at the time of receipt and additional data at the time of completion for the purpose of tracking and scheduling. Delays would occur in the shop when data was not entered on time. This would happen because the incumbent clerks responsible for dealing with the customers at the counter did not possess the necessary skill to facilitate speedy processing of data. In order to prevent backlog, two clerks were borrowed from Data Recording to assist in the data entry tasks. The PRIMAC system is presently being replaced with a new computer system which will require even more data entry time.

The three clerks in Reprographics are slowly adapting to the new system; however, it is desirable that future incumbents be Utility Clerk-Typists.

Company proposes, pursuant to Section 13.5, to reclassify the three Utility Clerk positions to Utility Clerk-Typist, with the current incumbents remaining in place. Company agrees to fill the next two vacancies under the provisions of Subsection 18.5(c).

The current incumbents are:

<u>Employee Name</u>	<u>Date of Hire</u>
Monica Huey	01/02/80
Nancy Montana	07/23/84
Sandra Hipon	11/03/75

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

Yours very truly,

PACIFIC GAS AND ELECTRIC COMPANY

By Paul B. Bragg  
 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

By Jack McNally  
 Business Manager

Nov 1, 1989