



LETTER AGREEMENT NO. 95-82-PGE

IBEW



PACIFIC GAS AND ELECTRIC COMPANY
INDUSTRIAL RELATIONS DEPARTMENT
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P.O. BOX 770000
SAN FRANCISCO, CALIFORNIA 94177
(415) 973-3425

INTERNATIONAL BROTHERHOOD OF
ELECTRICAL WORKERS, AFL-CIO
LOCAL UNION 1245, I.B.E.W
P.O. BOX 4790
WALNUT CREEK, CALIFORNIA 94596
(510) 933-6060

MEL BRADLEY, MANAGER OR
DAVID J. BERGMAN, DIRECTOR AND CHIEF NEGOTIATOR

JACK MCNALLY, BUSINESS MANAGER

July 5, 1995

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:

Pursuant to Letter Agreement 94-53, the Company and Union have discussed the staffing level of the Company's Call Centers during non-peak periods.

1. Supplemental Vacation Approval

Company proposes that the provisions of Title 8 be expanded to allow employees to designate their interest in taking additional vacation days beyond those scheduled in accordance with the provisions of Section 8.13 and that can normally be operationally accommodated.

Under this proposal, the Company will review call volume daily to determine if it is less than originally projected. Employees who requested to take a vacation day during the sign up period outlined in Section 8.13, but were not granted vacation due to operational needs, will be offered an opportunity to take vacation the current day or following day if the workload is less than originally projected. If operating conditions do permit additional employees to be off work, the Company will offer the same day or following day off on vacation to employees who have signed the vacation list by classification, status (full-time separate from part-time), and seniority. Any same day vacation use under the provisions of this agreement will not apply to the provisions of Section 8.15.

Employees who did not request to take a day off during the vacation scheduling procedures outlined in Section 8.13 may also request to take a vacation day by using the process outlined in this letter agreement and signing up on a supplemental vacation list, which will be considered after offering vacation to employees who signed up during the regular sign up procedures outlined in Section 8.13. Vacation will be offered to employees on the supplemental vacation sign up list by classification, status (full-time separate from part-time), seniority, and date request submitted. If more than one employee requests the same day off, the most senior employee's request shall be granted first.

2. Time Off with Permission and without Pay

This section is not intended to supersede the provisions of Title 6.

The Company will also establish a sign up procedure for employees to take time off with permission and without pay in full day increments or increments of less than 8 hours. Unpaid time off will be offered to employees if call volume is less than projected and after offering additional employees an opportunity to take a vacation day as outlined in paragraph 1 above. Unpaid time off will be offered by classification, status (full-time separate from part-time), and seniority.

3. Restrictions Based on Operational Need/Overtime

Except as provided in Titles 6 and 8 of the Clerical Agreement, it is not intended that the Company will be required to allow an employee time off with permission without pay if prohibited by operational need or where the payment of overtime to another employee would be required.

4. Example

Fresno Call Center has employees working the following shifts:

7:00 a.m. - 4:00 p.m.
8:00 a.m. - 5:00 p.m.
10:00 a.m. - 7:00 p.m.

The Company determines that customer volume is less than expected and that 3 CSR's may be excused from Noon through 5:00 p.m. (The regular staffing level for CSR's between 5:00 p.m. and 7:00 p.m. is significantly less and no CSR's scheduled to work from 5:00 p.m. to 7:00 p.m. can be excused.)

Two employees have signed the supplemental vacation sign up list. The most senior employee on the list is a full-time CSR working the 8:00 a.m. - 5:00 p.m. shift. The employee is offered 1/2 day vacation and accepts. The second employee on the list works the 10:00 a.m. to 7:00 p.m. schedule and since the Company operationally needs the employee to work between 5:00 p.m. and 7:00 p.m., the employee is offered from Noon to 5:00 p.m. (minus their normal lunch period) off on vacation and the employee accepts. The employee will return to work the 5:00 p.m. - 7:00 p.m. portion of their shift.

The Company then goes to the Time Off without Pay List and offers the senior employee, who works from 7:00 a.m. - 4:00 p.m., the opportunity to take off between Noon and 4:00 p.m. The employee accepts. The second most senior employee on the list works from 8:00 a.m. to 5:00 p.m. and is offered the opportunity to take off between 4:00 p.m. and 5:00 p.m. and accepts.

5. Time Off for Urgent or Substantial Reason

In addition to the provisions of this agreement, Company will also continue the past practice of considering employee requests for time off with permission and without pay on an individual basis due to urgent or substantial reason.

This agreement will become effective on the date this letter is signed by both parties. The agreement may be canceled by either party with 30 days written notice to the other party.

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

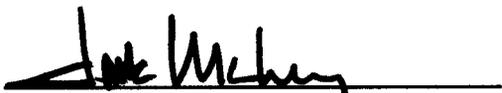
Very truly yours,

PACIFIC GAS & ELECTRIC COMPANY

By: 
Director and Chief Negotiator

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

Aug 2, 1995

By: 
Business Manager