



LETTER AGREEMENT NO. 96-66-PGE

IBEW



PACIFIC GAS AND ELECTRIC COMPANY
INDUSTRIAL RELATIONS DEPARTMENT
375 NORTH WIGET LANE, SUITE 150
WALNUT CREEK, CALIFORNIA 94598
(510) 746-4282

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, CHIEF NEGOTIATOR

JACK MCNALLY, BUSINESS MANAGER

July 10, 1996

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

Gentlemen:

The Company proposes to once again participate in *OaklandWorks* in East Bay Division. In 1995, the Company and Union agreed to the *OaklandWorks* Project in Letter Agreement 95-84. *OaklandWorks* is designed to provide worksite learning experiences for students enrolled in the Oakland Unified School District's Career Academies Magnet Program. The Career Academies program serves as a nationally recognized educational approach for career preparation for Oakland youth.

OaklandWorks is funded by the Oakland Unified School District. Students employed via this program will be paid by Oakland Unified for the services they provide the Company. The Company is providing career experience and development; no direct costs will be incurred as a result of participation.

East Bay Division's involvement in this program would be to have students observe the clerical bargaining-unit employees and then perform specific tasks as assigned by supervisors. (See attached list of tasks from 1995. Tasks for the current year will be similar.) Approximately 10 students, between the ages of 16-18 will be participating in the program for approximately 180 hours, from July 1 through August 30, 1996. This agreement will remain in effect throughout these dates.

The Company's participation in this program would be consistent with Section 24.2 of the Clerical Agreement, inasmuch as the assignments given to the students will not result in a reduction of bargaining-unit employees. The assignments given would be de minimis tasks to provide the students with specific skill development.

This proposal has been discussed with Union Business Representative Joel Ellioff.

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: 
Chief Negotiator

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

 July 11, 1996

By: 
Business Manager

OaklandWorks
Job Functions for Student Interns
July 5 - August 30, 1995

Administrative Services

Reprographic work
Filing
Mail sorting
Setting up files
Logging information
Basic computer work
Inventory work

Customer Field Services

Filing
Sorting mail
Accessing customer information on TP
Special project-spreadsheets / other as assigned

Community Manager-Oakland

Typing
Filing
Scheduling appointments
Handling follow-up system
Shadow Community Manager
Chamber functions
New Oakland Committee functions
Boys & Girls Club

Computer Operations

Physical inventory of all computers
Label division computer equipment
Assist with software upgrades
Assist with the new document management system
Assist/Implement equipment checkout system
Assist with routine maintenance of office equipment

Capital Investment

Assist with duties on underground service alert desk
Review emergency zone records
Report APV (spot inspection) on maps
Assist with the update of cathodic protection area
Review plots and compare leak data

Distribution Planning

Make copies of distribution maps
Prepare maps for electric construction live patrols
File jobs into archive

Human Resources

Typing
Filing
Answering phones
Special projects as assigned

Sales

Typing
Scheduling meetings
Photocopying
Computer input of time card information
Shadow sales representatives