



LETTER AGREEMENT NO. 97-130-PGE



PACIFIC GAS AND ELECTRIC COMPANY
INDUSTRIAL RELATIONS DEPARTMENT
2850 SHADELANDS DRIVE, SUITE 100
WALNUT CREEK, CALIFORNIA 94598
(510) 974-4282

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

October 14, 1997

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:

In Letter Agreement 94-19, the Company and Union agreed to combine the entrance examinations for entry into the Title 200 and Title 300 Apprentice Electrical Technician Training Programs.

Company is now proposing to combine the 30-month Title 200 and 36-month Title 300 Apprentice Electrical Technician Training Programs into one 30-month training program.

A revised wage rate for Title 300 Apprentice Electrical technicians is noted below:

Start	962.85
End 6 Mo	976.50
End 1 Yr	997.45
End 18 Mo	1,026.10
End 2 Yr	1,057.75

In combining the two training programs, the Company will eliminate two current Title 300 courses. The Basic Electronics course, required by Title 200 Apprentice Electricians and Title 300 Apprentice Electrical Technicians, is similar to a course offered to Title 300 Apprentice Electricians that uses the same text, workbook, and has a similar final test. The Title 300 Relays and Phasors course contains subject matter provided to employees in the Apprentice Electrician program or included in the Advanced Relays and Phasors course. All other academic requirements of Title 200 and 300 employees are the same.

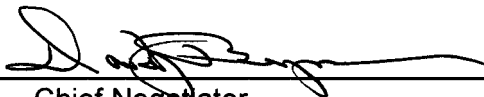
Attached is a copy of the revised training guidelines for Title 200 and 300 Apprentice Electrical Technicians.

This proposal has been reviewed and approved by the Joint Apprenticeship and Training Committee.

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

By: 
Business Manager

Feb 19, 1997⁸

Guidelines for the Apprentice Electrical Technician Training Program

I. Objective of the Apprentice Electrical Technician Training Program

The need for trained and fully qualified employees to accomplish the duties specified in the journeyman Electrical Technician definition in a manner consistent with Company's Standards, Safety and Performance has resulted in this program which coordinates extensive on-the-job and related academic training. The systematic acquisition of knowledge and skill offers the employee in training the vehicle to attain self-confidence, assuredness and satisfaction in his work, and the correct and safe method of performing Company's work.

II. Training

During the 24 months of the apprenticeship, the apprentice will be offered job training divided into four time periods which coincide with the wage steps of the classification. In order that uniform and safe practices will be followed in the training period, assignment of duties and work procedures shall be provided in each of the wage steps as outlined in these guidelines and the attached Schedule. The amounts of time or units of work as indicated in the Schedule are believed sufficient to permit the apprentice to develop proficiency in such duty or work procedures, but should not be considered as inflexible dependent on the demonstrated ability of each individual apprentice.

The attached Schedule also specifies those training periods in which the apprentice shall receive related academic or class training.

On-the-job training in the duties, and amount of such training, as specified in the Schedule shall apply to the extent that such duties are performed by journeymen where the apprentice is located. In the event such duty is not performed by journeymen at his work location, and therefore not available in the training of an apprentice, it shall be noted in his work record. However, his progression through the apprenticeship or to journeyman or to higher classification shall not be deterred for this reason.

If in the course of his apprenticeship or as a journeyman such duty later becomes available, he shall receive on-the-job training as may be required to attain expected journeyman proficiency. If, after a reasonable opportunity, he fails to attain such proficiency, his bids for progression to higher classifications may be subject to the provisions of Section 205.11 of the Agreement.

A. General Guidelines

1. It is intended that assignment of the specified hours of training on the job for each period of the apprenticeship shall be made to the apprentice as early in the period as is practicable.

2. Hours shown on the Schedule exclude any travel time needed to reach the place where training is to be given; however, such hours include time needed to prepare tools and equipment.
3. Except where otherwise specified apprentices shall be trained by assignment to work with qualified journeymen.
4. Progressive work experience in all phases of technician work will be provided throughout all of the periods of the apprenticeship in accordance with the attached Schedule.
5. Upon entering each new wage step and period of training, the work assignments in the period shall be such that the apprentice will gain the basic knowledge and confidence in himself, the equipment and the procedure being used. More complex assignments shall be made progressively as the apprentice gains in knowledge and capability.
6. Assignments of duties and work procedures in any period of training shall be confined to those specified for the period or of a prior period.
7. As an apprentice, he may be assigned to work without direct supervision only after he has been instructed and trained on the duties or work procedures required; has performed such work under direct supervision; and is capable of performing such work safely.
8. Working alone as an apprentice, he may be assigned to perform certain of the duties of Electrician when he has attained a wage rate equal to or greater than the wage rate of the Electrician. Those certain duties of the Electrician classification shall be limited to those duties within his current or prior training periods for which he is qualified and which are within the duties normally performed by a journeyman in the course of his work. Further, such assignments shall include as a purpose, the development of the apprentice's proficiency and self-confidence to perform such work as a journeyman, and shall not be made to the extent that the apprentice is in jeopardy of failing to attain goals set forth in the attached Schedule.
9. Except in emergency circumstances, an apprentice shall not be temporarily assigned to the classification of Subforeman. If assigned to such classification, the apprentice shall not be given the responsibility for duties or work assignments beyond his current step of training.

10. **Notices**

- (a) An apprentice who is scheduled to attend any of the centralized training programs shall be given notice of such assignment as early as possible by department supervision through his immediate supervisor.
- (b) At their request, Union's Representatives or their designates will be informed by department representatives of Company's intentions in scheduling individuals to attend centralized training sessions.

- (c) When the roster is available, Company shall notify the Union's Apprenticeship Committee of the apprentices attending a centralized training school.
- (d) When an apprentice attending a centralized training school is not maintaining an acceptable level of work, notice shall be given to the Union's Apprenticeship Committee. Such notice shall also be given in the event he fails the school or if he is dropped from the school by Company.
- (e) If an apprentice does not maintain an acceptable on-the-job work level, notice shall be given to Union's Business Representative or his designate.

B. Guidelines For Training Periods

1. **0 - 6 Months' Step**

During this period the apprentice shall learn the use and care of tools and equipment in the performance of Electrical Technician duties, and other related work which is sometimes assigned to the technicians.

He shall gain the general knowledge of technician work by participating in all work which is performed by the technician forces, and by participating in work performed by related departments when under direct supervision.

He shall become familiar with the various standards, general orders and regulations applicable to the work that he performs. He shall acquaint himself with substation bulletins and the safety aspects of his job.

He shall be trained in the duties of an Electrical Technician as indicated for the 0 - 6 months' period on the attached Schedule.

During this training period, he shall be given a print reading course at his work location for training in symbols, diagrams, and schematics pertaining to electrical work.

2. **7 - 12 Months' Step**

He shall continue to perform duties of the prior period and, in addition, shall learn the duties outlined in the 7 - 12 months' period on the attached Schedule, under direct supervision of a journeyman or another qualified employee.

3. **13 - 18 Months' Step**

He shall continue to perform the duties specified for prior periods and, in addition, learn the duties outlined on the Schedule for this period of his apprenticeship.

As early as possible in this training period, he shall be assigned to the Advanced Relays and Phasors Course for classroom and testing procedures on protective relay equipment.

- (a) Agreed-upon tests will be given at the conclusion of the school and if he failed to receive a passing score, the apprentice shall be notified in writing of the reasons for his failing.
- (b) After such failure, he shall be allowed to retake the test upon his request any time after one month's time from his failure. He shall be allowed two additional retests, spaced at least one month apart.
- (c) He shall complete the course and pass the agreed-upon test not later than end of the ninth month of training, regardless of the number of retests that he has requested.
- (d) In the event of failure to meet either the academic or on-the-job standards of achievement, his progression shall be in accordance with Paragraphs G 4, 5, and 6b of the Master Apprenticeship Agreement.

4. **19 - 24 Month' Step**

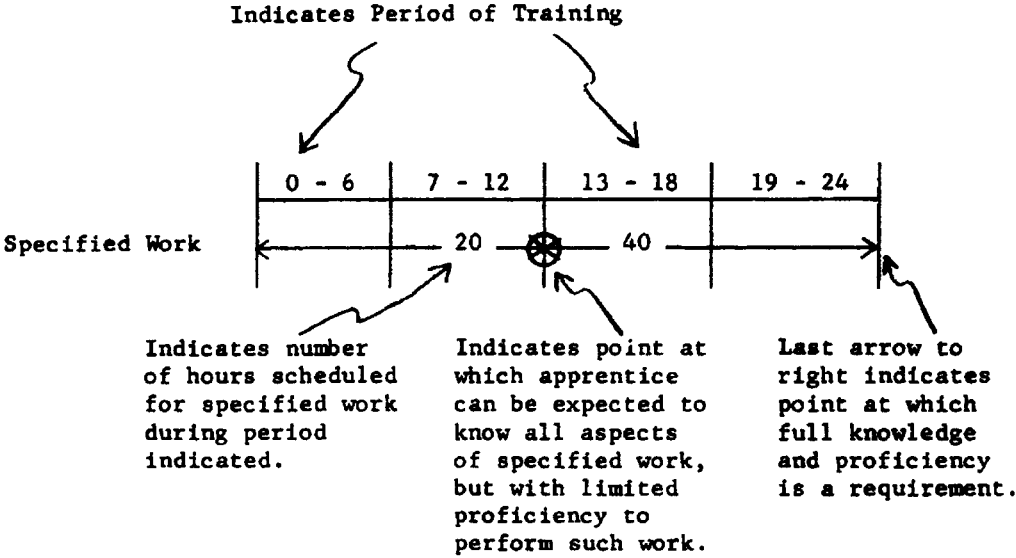
The apprentice shall continue to work as provided in the prior periods and, in addition, will learn the duties outlined on this attached Schedule for the appropriate period. He shall gain proficiency in the use of tools and test equipment on all types of protective relays, accompanied by a journeyman.

C. **Records**

1. It shall be the responsibility of each apprentice to maintain his own records in collaboration with each Supervisor to whom he is assigned. Upon completion, each periodic record shall be submitted to the area Superintendent.
2. It shall be the responsibility of each Supervisor or area Superintendent to keep necessary files of records on each apprentice and to ascertain that each apprentice has reasonable opportunity of meeting the standards of achievement set forth in these guidelines.
3. Such records shall at all times be available during the apprenticeship for review by higher levels of supervision, the employee and representatives of Union.
4. In addition, a precedent to these guidelines, the provisions of the Master Apprenticeship Agreement are applicable.

ACADEMIC ASSIGNMENT MONTH	0 - 6	7 - 12	13 - 18	19 - 24
A. Print Reading Course	40			
B. Advanced Relay Course			120	
"ON-THE-JOB" ASSIGNMENTS IN HOURS				
1. Safety	← 8 →	← 8 →	← 8 →	← 8 →
2. Reports, Instruction Books and Standards	← 12 →	← 12 →	← 12 →	← 12 →
3. Overcurrent Relays	← 80 →	← 40 →	← 24 →	← 0 →
4. Metering and Relaying Transformers	← 24 →	← 24 →	← 16 →	← 16 →
5. Voltage Relays	← 8 →	← 8 →	← 8 →	← 0 →
6. Directional Relays and Directional Checks		← 72 →		← 24 →
7. Balance Relays	← 8 →	← 24 →	← 24 →	← 24 →
8. Supervisory	← 8 →	← 24 →	← 8 →	← 8 →
9. Auxiliary Relays	← 8 →	← 8 →	← 16 →	← 16 →
10. Reclosing Relays	← 8 →	← 16 →	← 16 →	← 16 →
11. Synchro-Check Relays	← 8 →	← 8 →	← 8 →	← 0 →
12. Automatics		← 240 →		← 80 →
13. Differential Relays	← 16 →	← 24 →	← 24 →	← 24 →
14. Watt and Var meters	← 6 →	← 6 →	← 6 →	← 6 →
15. Distance Relays, Impedance and Phase Comparison		← 240 →		← 120 →
16. Carrier Relays		← 72 →		← 24 →
17. Oscillographs	← 24 →	← 24 →	← 24 →	← 24 →
18. Computers	← 16 →	← 16 →	← 40 →	← 40 →
19. Communications	← 16 →	← 8 →	← 16 →	← 16 →

GUIDE TO USE OF THE SCHEDULE



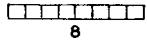
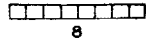
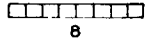
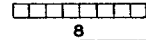
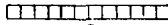
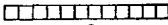
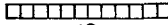
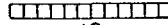

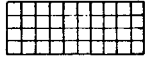
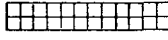
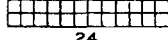
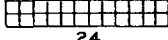
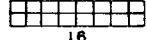
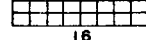
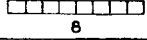
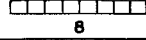
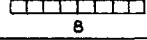
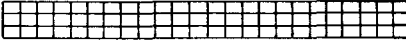
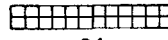
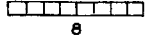
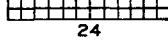
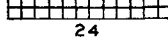
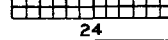
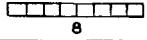
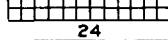
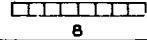
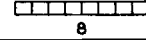
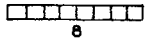
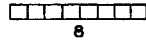
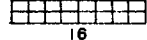
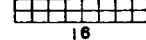
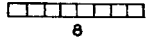
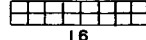
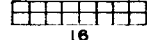
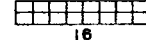
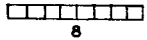
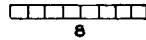
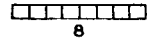
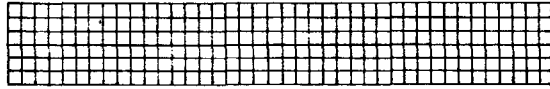
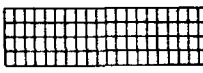
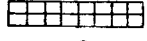
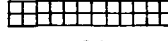
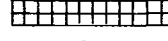
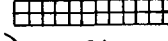
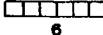
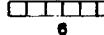
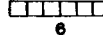
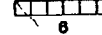
62-3048 7/69

NAME _____

APPRENTICE ELECTRICAL TECHNICIAN "ON-THE-JOB" TRAINING (IN HOURS)

DATE STARTED _____

DIVISION _____

ON-THE-JOB ASSIGNMENTS	MONTHS			
	0-6	7-12	13-18	19-24
1. Safety	 8	 8	 8	 8
2. Reports, Instruction Books and Standards	 12	 12	 12	 12
3. Overcurrent Relays	 80	 40	 24	
4. Metering and Relaying Transformers	 24	 24	 16	 16
5. Voltage Relays	 8	 8	 8	
6. Directional Relays and Directional Checks	 72			 24
7. Balance Relays	 8	 24	 24	 24
8. Supervisory Controls	 8	 24	 8	 8
9. Auxiliary Relays	 8	 8	 16	 16
10. Reclosing Relays	 8	 16	 16	 16
11. Synchro-Check Relays	 8	 8	 8	
12. Automatics	 240			 80
13. Differential Relays	 16	 24	 24	 24
14. Watt and Varimeters	 6	 6	 6	 6

ON-THE-JOB ASSIGNMENTS, Cont'd	MONTHS			
	0-6	7-12	13-18	19-24
15. Distance, Impedance and Phase Comparison Relays	 240			 120
16. Carrier Relays	 72			 24
17. Oscillographs	 24	 24	 24	 24
18. Computers	 16	 16	 40	 40
19. Communications	 16	 8	 16	 16

COMMENTS ON PROGRESSION OF THE APPRENTICE

3 Mos. _____ 18 Mos. _____
 6 Mos. _____ 21 Mos. _____
 9 Mos. _____ 24 Mos. _____
 12 Mos. _____ 27 Mos. _____
 15 Mos. _____ 30 Mos. _____

Mark out one square for each hour of satisfactory on-the-job training. Counseling will be given on any unsatisfactory hours worked. Each review period will be signed by the foreman and the apprentice.

REMARKS: _____

