



# LETTER AGREEMENT NO. R1-00-40-PGE



PACIFIC GAS AND ELECTRIC COMPANY  
INDUSTRIAL RELATIONS DEPARTMENT  
2850 SHADELANDS DRIVE, SUITE 100  
WALNUT CREEK, CALIFORNIA 94598  
(925) 974-4104

INTERNATIONAL BROTHERHOOD OF  
ELECTRICAL WORKERS, AFL-CIO  
LOCAL UNION 1245, I.B.E.W.  
P.O. BOX 4790  
WALNUT CREEK, CALIFORNIA 94596  
925-933-6060

STEPHEN A. RAYBURN, MANAGER  
AND CHIEF NEGOTIATOR

JACK McNALLY, BUSINESS MANAGER

July 31, 2000

**CXL Superseded by LA 16-42**

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

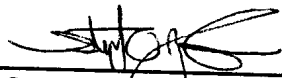
Dear Mr. McNally:

A joint Company-Union Committee was established during 1999 General Negotiations to review and update the Meter Reader Agreement. The Committee has completed its work and proposed that the Meter Reader Agreement included as Exhibit C of the Clerical Agreement be replaced with the attached Exhibit XVII of the Physical Agreement in conjunction with the agreed to movement of Meter Readers from the Clerical Agreement to the Physical Agreement effective January 1, 2000. This agreement will replace the current Meter Reader Agreement dated November 1992.

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

Very truly yours,


PACIFIC GAS & ELECTRIC COMPANY

By:   
Stephen A. Rayburn, Manager and  
Chief Negotiator

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

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

Aug 1, 2000

By:   
Jack McNally  
Business Manager

**EXHIBIT XVII  
METER READER AGREEMENT  
PREAMBLE**

The Company and Union agree that reading meters has a priority second only to restoring interrupted service.

Both parties support the need for continued efforts in improving work quality and productivity along with the maintenance of a harmonious work environment.

**A. Senior Meter Reader - 2782**

1. Senior Meter Reader positions shall be open to bid by all qualified employees with at least two years' experience as a Meter Reader. In addition, qualified bidders must have at least six months experience with Electronic Meter Reading.
2. Job Definition  
The duties of the Senior Meter Reader position, which are subject to the grievance procedure, include the following:
  - (a) Training (office and field as assigned). Electronic meter reading device training other than training by General Office project teams is within the duties of the Senior Meter Reader classification.
  - (b) Access arrangements (office and field; pesticide access; meter reading plastic card appointments and reads). In connection with access arrangements, it is proper to have a Senior Meter Reader pull electric meters to make visual inspection for irregularities and seal the meter with a security locking ring or other appropriate sealing devices.
  - (c) Clerical duties as assigned and field duties as assigned for rerouting and reserialization (final decision reserved to management; includes new account numbers and individual route inspection).
  - (d) Reading any meter route when deemed necessary.
  - (e) Perform electric change of party reads, gas change of party reads (non-entry, gas found on), RGSO (reads only), and electric meter shut off single phase.

- (f) Maintain records and post standard reports.
- (g) Other bargaining unit work as assigned.
- (h) Plan and organize Meter Reader work assignments as assigned.
- (i) Field verification of energy cost inquiries and possible meter reading errors (reread); no customer contact except to explain how to read meter.
- (j) Type I, II and III audits. Senior Meter Readers will not make recommendations for disciplinary action based on the results of the audits.
- (k) Personal computer work associated with electronic meter reading to the extent that such work encompasses Senior Meter Reader functions as set forth in this Exhibit.
- (l) A Senior Meter Reader shall have the personal qualifications of leadership ability.
- (m) Electric change of party reads, gas change of party reads (non-entry, gas found on), RGSO (reads only), and electric meter shut off single phase will not be worked on overtime by a Senior Meter Reader until the Title 208 and 212 lists have been exhausted for Reserve Gas Service Representatives, Gas Service Representatives, Service Mechanics and Troublemens classifications. The Senior Meter Reader may do this work on overtime on a diminimis basis, for example, where overtime assignments involve an extension of a regular work day to complete work same day.

**B. Meter Reader - 2785**

1. Job Definition - A Meter Reader is an employee assigned a route of meter locations. Each meter location is visited, the meter number checked and meter dials read and recorded. Any unusual or abnormal conditions observed are reported. Meter Readers may perform electric change of party reads, gas change of party reads (non-entry, gas found on) and RGSO (reads only) and special meter reads in conjunction with or in lieu of reading an assigned route with the exception of Class II adjustment reads. Completed work is submitted and other related work is performed as assigned. The following conditions are to be observed when assigning other related work:
  - (a) Training is provided.
  - (b) Meter Readers can safely perform their job duties.

(c) Meter Readers will not be routinely assigned work which falls within the job description of another classification, and when additional work is assigned, route sizes are taken into account.

(d) It is part of a Meter Reader's job to return to accounts missed by such Meter Reader if time permits.

(e) Whenever a Meter Reader is given Senior Meter Reader job duties they will be paid at the higher rate for a minimum of two (2) hours.

(f) If Union believes that additional "other related work" merits an inequity adjustment to the Meter Reader wage rate, Company agrees to negotiate on an interim basis.

(g) Electric change of party reads, gas change of party reads (non-entry, gas found on) and RGSO (reads only), will not be worked on overtime by Meter Readers until the Title 208 and 212 lists have been exhausted for Reserve Gas Service Representatives, Gas Service Representatives, Service Mechanics and Troublemens classifications. The Meter Reader may do this work on overtime on a diminimis basis, for example, where overtime assignments involve an extension of a regular work day to complete work same day.

### C. Inclement Weather

1. Hazardous Weather Conditions: Meter Readers are not required to work in weather conditions which represent a real or apparent hazard to the employee's life or health.
2. Extremely Uncomfortable Weather: Meter Readers on their route may temporarily cease reading in extremely uncomfortable weather of reasonably anticipated temporary duration.

(a) Company supervisors or Senior Meter Readers shall make every effort possible to prioritize types of accounts to be read on days when extremely uncomfortable weather is reasonably anticipated.

(b) With the supervisor's permission , Meter Readers working in extremely uncomfortable weather may temporarily leave their route areas when necessary to change their clothes, warm up or cool off. When the supervisor is unavailable, this responsibility may be delegated to the Senior Meter Reader or other designate.

(c) Meter Readers working in extremely uncomfortable weather may, with the permission of the supervisor when available, leave the office immediately upon completion of their day's work and still be paid for the full day. When the supervisor is unavailable, this responsibility may be delegated to the Senior Meter Reader.

3. Performance and Productivity: Company and Union recognize that employee performance and productivity are affected by inclement weather.

#### D. Standards

The parties agree to a joint subcommittee to review appropriate standards for the Meter Reader classification. In the interim, the following standards will be in place:

1. Misses: Standard for codes M2 (Locked), M3 (Blocked), M4 (Can't Locate), and M9 (Other) that comprise the missed meter standard is broken down into four groups:
  - (a) Group I - 4.50 missed meters per 1,000 meters read for offices in East Bay (Bidding Areas 1-4), North Bay (Bidding Area 8), San Jose (Bidding Area 23), Shasta (Bidding Area 17), Santa Rosa (Bidding Area 9), Peninsula (Bidding Area 5), Vallejo-Napa (Bidding Area 11), Ukiah (Bidding Area 10), DeAnza (Bidding Area 22) and Coast (Bidding Area 21).
  - (b) Group II - 5.50 missed meters per 1,000 meters read for Coast Valleys (Bidding Area 27), De Saba (Bidding Area 15), Humboldt (Bidding Area 12), Los Padres (Bidding Area 28), Sacramento (Bidding Area 13), and Vaca Valley Areas (Bidding Area 14).
  - (c) Group III - 6.50 missed meters per 1,000 meters read for San Joaquin Valley (Bidding Area 19,20, 24-26), Colgate (Bidding Area 16), Drum (Bidding Area 18), and Skyline Areas (Bidding Area 7).
  - (d) Group IV - 16.00 missed meters per 1,000 meters read for San Francisco (Bidding Area 6).
2. Class II Rebates: A monthly system-wide standard of 0.60 per 1,000 meters read that will be calculated by a four-month accumulation of meters read compared to the total errors made during those same four months. Each consecutive month will be added to the three prior months for the current month's statistics.
3. Probationary and New to Meter Reading Transferred Employees Performance Standards: Employees new to meter reading will be evaluated on a standard established by the Company during their probationary six-

month period. These standards will also apply to any employee transferring into the Meter Reader classification from any other Department. Upon completion of six months as a Meter Reader, they will assume the system standard.

(a) Class II Rebates

Month	One	Two	Three	Four	Five
Standard	2.90	2.00	1.35	.80	.60

(b) Missed Meters (By Bidding Area groupings shown in missed meter standard above.)

Month	One	Two	Three	Four	Five
Group I	9.00	7.00	6.00	5.00	4.50
Group II	11.00	9.00	7.00	6.00	5.50
Group III	13.00	11.00	9.00	7.00	6.50
Group IV	32.00	27.00	22.00	18.00	16.00

(c) Meter Readers who transfer from one office to another will start at month number three for missed meters and will have to meet the standard by the end of their third month in the position.

(d) Former Meter Readers who transfer back into meter reading within one year will be considered as a transferred Meter Reader.

(e) Former Meter Readers who transfer back into Meter Reading after one year will be considered as new to meter reading.

(f) When reviewing the missed meter standard, the length of time assigned to read the route or string will be taken into consideration by the supervisor.

4. All Meter Reading standards will be reviewed following the implementation of any new meter reading system.

E. Meter Reader Route Assignments

1. Meter Reader route strings will be developed by Senior Meter Readers (all field duties) and the meter reading supervisor (final decision) with maximum participation by Meter Readers affected. A route string is defined as the

number of meter routes needed to constitute one month's work (approximately 21 routes).

2. Meter Readers will continue to read their current string of routes until there is a major reroute in their office, at which time route strings will be re-bid. (A major reroute is defined where 50% or more of the office route strings have more than half of their routes changed through a reroute or reserialization.)
  - (a) Route strings will be bid based on Company service.
  - (b) The supervisor will meet with the most senior Meter Reader (Company service) who will bid his/her route string.
  - (c) The supervisor will meet with the second most senior Meter Reader who will bid his/her route string. This process will continue until all Meter Readers have bid their route string in seniority order. Employees on the inactive payroll will be contacted and may bid route strings with no restrictions.
3. Company may assign routes on any given day necessary due to sickness, vacations, etc., provided the temporary assignments are equitably distributed among the Meter Readers in the office.
4. (a) Strings vacated permanently will be open for bid to the senior volunteer Meter Reader. No consideration shall be given to an employee who has changed strings within the preceding six calendar months.
  - (b) To prevent undue interference with the proper and economic rendition of service to the public, during the period of 8/1/00 to 12/31/00, Company may fill successive strings that become vacant as a result of the movement described in 4(a) above as follows:
    1. Strings vacated permanently will be open for bid to the senior volunteer Meter Reader not to exceed 10% of the Meter Reader positions in the involved local office.
    2. Additional vacancies shall be assigned to the senior Meter Reader who has no route string assigned on a regular basis.
    3. No consideration shall be given to an employee who has changed strings within the preceding six calendar months.
5. Local offices may propose the establishment of route assignments in a manner different than set forth above, however any deviations from the above procedure must be approved via letter agreement by the Company's Chief Negotiator and Union's Business Manager.

6. These procedures will be in effect until amended by written agreement between the Company's Chief Negotiator and the Union's Business Manager.
7. Not later than the end of the first quarter of 2001, Company and Union will jointly review the impact of changes to "Meter Reader route assignments" as described in Item E. The purpose of the review is to determine if a change in process is necessary.

#### F. Pilot Programs

1. The Company shall give the maximum practical notice to the Union of its intent to engage in any pilot programs involving Meter Readers or meter reading. The Company shall provide the Union with all relevant information on the program and shall encourage maximum employee participation and input in the program.
2. The duration of any such pilot program shall not exceed six months at headquarters without Union concurrence.

#### G. Pesticides and Industrial Chemical Hazard

1. Company will provide all Meter Readers a copy of the Pesticide Worker Safety Regulation and will include this information in new employee orientation programs.
2. Company will establish a training program for Meter Readers regarding pesticides and industrial chemical hazards and will provide such training to the Meter Readers on a regular basis.
3. A respirator will be provided and fitted to Meter Readers where necessary.
4. Customer accounts should be coded by the Meter Readers regarding any of the above hazards.
5. The Senior Meter Reader will contact the agricultural commission regarding pesticide hazards.
6. Safety equipment (e.g., dust mask) shall be provided where necessary.
7. Company recognizes that if there is detection of asbestos at meter locations, appropriate actions will be taken to protect against any potential health hazards.



## H. Starting Times and Flexitime

Local offices shall be designated as "A" or "B" offices. "A" offices are those that did not elect a 6:30 a.m. starting time or flexitime option in 1987. "B" offices are those that did elect a 6:30 a.m. starting time or flexitime option in 1987. The following starting time and flexitime options are applicable on a local office basis:

1. Dual starting-time or flexitime options will be determined by a majority vote of all Meter Readers assigned to a headquarters. In the event a tie vote occurs, a second vote will be taken no earlier than 24 hours after the first vote. If there is still a tie, one last vote will occur. If a tie vote still exists after the third ballot, then the status quo will prevail. One of the following options may be elected in offices designated as "A" offices:

### "A" Office Starting Time Options

- (a) (Available entire year) = 7:00 a.m. and 7:30 a.m. or 7:30 a.m. and 8:00 a.m.

### "A" Office Flexitime Options

- (b) (Available entire year) = 7:00 a.m. to 8:00 a.m.

In offices designated as "B" offices, the following options may be elected until such time as the 6:30 a.m. starting time or flexitime option is not exercised. Once the 6:30 a.m. starting time or flexitime option is not exercised, the office will be redesignated as an "A" office for all future starting time and flexitime elections.

### "B" Office Starting Time Options (office list attached)

- (a) Summer (only available from last Monday in May through the first Monday in September) = 6:30 a.m. and 7:00 a.m. or 7:00 a.m. and 7:30 a.m.
- (b) Winter (available first Monday in September through the last Monday in May) = 7:00 a.m. and 7:30 a.m. or 7:30 a.m. and 8:00 a.m.

### "B" Office Flexitime Options

- (c) Summer (only available from last Monday in May through the first Monday in September) = 6:30 a.m. to 7:00 a.m.
- (d) (Available entire year) = 7:00 a.m. to 8:00 a.m.

Voting eligibility shall be:

Meter Reader	Eligible for all votes.
Meter Reader (Temporary Additional)	Eligible for all votes.
Meter Reader/Utility Clerk	Eligible for all votes.
Utility Clerk/Meter Reader	Ineligible for any vote.

2. Following are the starting time provisions for Senior Meter Readers:
  - (a) If there are two or more Senior Meter Readers in an office, at least one will report at each starting time. If a dispute arises as to reporting times, Company service will prevail in choosing a starting time. If a flextime option is selected, one Senior Meter Reader will report at beginning of flextime option and one will report at end of flextime option.
  - (b) If there is only one Senior Meter Reader in an office where the supervisor has only meter reading responsibilities, the Senior Meter Reader will have choice of starting times.
  - (c) If there is only one Senior Meter Reader in an office where Meter Readers are supervised by a Customer Services Office Supervisor or Meter Reader Supervisor with district responsibility, the Senior Meter Reader will take the earliest starting time used by any Meter Reader.
  - (d) Notwithstanding (a), (b) & (c) above, the Senior Meter Reader's starting time in "B" offices when 6:30 a.m. starting time or flextime is being utilized shall be designated by the Customer Services Supervisor.
  - (e) By local agreement between the supervisor and a Senior Meter Reader, the Senior Meter Reader may be allowed to take a one-hour lunch break.
3. Dual starting time or flextime will be voted on twice each year in the beginning of May and at the end of August.
4. If a dual starting-time option is selected by a headquarters, each Meter Reader will have the choice of either of the two starting times. Meter Readers must provide a two-week notice to their supervisor regarding a change of their starting time.
5. If a flextime option is selected, the normal workday will end at the completion of eight and one-half hours, which includes a 30-minute lunch break.
6. Other starting times at a headquarters may be established by mutual agreement.

7. When the Company schedules first aid, safety, accident prevention, tailboard or group meetings, all Meter Readers will be expected to report to work at the designated meeting time. Company will give minimum notice of 48 hours prior to the meeting time.
8. When an employee is unable to report to work due to illness or because of circumstances beyond his/her control, he/she must notify his/her supervisor prior to the earliest starting time.
9. Choice of the method used for monitoring starting and completion times of Meter Readers will be at the discretion of local supervision.

#### I. Rerouting and Route Maintenance

##### 1. Rerouting:

(a) Specialized field and clerical duties involved in rerouting will be performed by Senior Meter Readers with participation by affected Meter Readers under the direction of a supervisor/coordinator.

(b) Senior Meter Readers will be given training in rerouting, route standardization, annexation, and any software rerouting tools.

(c) Temporary upgrades will be made for additional Senior Meter Reader positions necessary during rerouting.

(d) Sign up for a major rerouting project will be by bidding unit, area or headquarters as appropriate. Company selects from sign-up list and will pay employees assigned as Senior Meter Readers. The Meter Reader bypassed in Company's selection shall also be compensated at the appropriate wage step of Senior Meter Reader on a one-for-one basis. That is for each junior Meter Reader assigned to the rerouting project, the single senior bypassed employee will be paid at the Senior Meter Reader rate. The rerouting project may be moved around a bidding unit from headquarters to headquarters. Local office Meter Readers used in project will be upgraded to Senior Meter Reader.

The provisions of Subsection 205.4(h) of the Physical Agreement will apply to requests by volunteers for assignment to a rerouting project.

(e) Each route must be considered individually in assessing necessary travel time, breaks, and office paperwork time.

(f) Routes will be sized based on the average reading times and conditions.

- (g) Rerouting will be completed as soon as practical.
  - (h) Periodic rerouting will be performed as needed.
2. Route Maintenance and Adjustment of Individual Routes:
- (a) At request of Meter Reader, Senior Meter Reader or Company, individual routes may be inspected.
  - (b) Route inspections will be performed by the Meter Reader and a Senior Meter Reader and/or supervisor. The Senior Meter Reader will not set the pace for the Meter Reader.
  - (c) Final decision on inspection and adjustment of individual route will be made by an exempt supervisor. Such decisions by an exempt supervisor are subject to the grievance procedure.
3. The Company will continue to improve rerouting and route maintenance. This will be accomplished by establishing the following programs:
- (a) Reserialization/Resizing Manual - This manual provides a system-wide, uniform procedure to complete a comprehensive meter route reserialization/resizing project.
  - (b) A Route Time Averaging System will be maintained.
  - (c) Rerouting and route maintenance may be accomplished by utilizing technology to analyze route times for reroute purposes.

#### J. Transportation

Company will make provisions for each Meter Reader to have a car (either a Company car or the Meter Reader's car reimbursed through a DMA). If requested by the local office, all newly-hired Meter Readers will be required to use a personal car (car must meet DMA requirements) as a condition of employment. This stipulation is also in effect for Meter Readers transferring to another office where a DMA is required. Meter Readers should be made aware of this condition prior to the job transfer being effected.

In the event a Meter Reader using a Company car vacates his other position, and the Company car is to remain available to a Meter Reader, an employee on a DMA currently at the headquarters should be assigned the vehicle. Assignment of the vehicle will be based upon seniority.

## K. Performance Audits

1. Exempt supervisors or Senior Meter Readers will perform Type I (impromptu) audits at a minimum of once per year for each Meter Reader. Impromptu audits will be distributed equitably among employees provided that Meter Readers whose performance dictates may be audited on that particular aspect of their performance more frequently than usual. An immediate oral review of the impromptu audit shall be conducted in the field. If there is any question as to the equitable distribution of impromptu audits within an office, all relevant information on impromptu audits of other Meter Readers in the office will be provided to the Shop Steward and the Union.
2. Exempt supervisors or Senior Meter Readers will conduct Type II (performance evaluation) audits once a year. The exempt meter reader supervisor or Senior Meter Reader will inform the Meter Reader being audited that the Meter Reader is being audited before the audit begins.
3. Type III (vehicle inspection) audits will be conducted on a monthly basis by supervisors or Senior Meter Readers on all vehicles, including DMAs.
4. Employees will receive a copy of any audit (Type I, Type II or Type III) within two workdays after completion of the audit.
5. Senior Meter Readers who conduct audits will not make recommendations for disciplinary action based on the results of the audits.

## L. Uniforms

1. The Company will provide each Meter Reader with six shirts (Meter Reader may select styles from long sleeve, short sleeve or polo) and five pants to be used as uniforms when performing their assigned duties. Walking shorts may be substituted for pants unless supervision believes such attire is a safety hazard.
2. The Company logo will be affixed to the front and back of the shirt. The Meter Reader's name or an agreed-to alias will also be affixed to the front of the shirt.
3. When Company suppliers are unable to provide appropriate pant sizes, Meter Readers will be allowed to purchase them from a local supplier who can provide properly-sized and colored pants and the Company will reimburse the employee up to \$25. If the Company's fully loaded costs should increase over time, the \$25 reimbursement amount will be adjusted on an annual basis by the same percentage increase.

4. Meter Readers may have a windbreaker and a choice of jacket, vest or jacket with removable sleeves for use in cold weather. Choice to be exercised at next jacket replacement for existing Meter Readers and at initial uniform supply for new Meter Readers. Company logo will be affixed to the front and back of the jacket or windbreaker.
5. The Company will provide each Meter Reader with a complete set of raingear to include a top, bottom, and hood or hat.
6. Uniforms and raingear (worn during wet weather) are required while working and should not be worn at other times except to and from work.
7. Upon purchase of the foregoing items, they will become the property of the employee for whom they were purchased. In the event of termination or transfer to another classification (other than Meter Reader), any patches containing the PG&E logo will be removed and surrendered to the Company. The clothing shall remain the property of the employee.
8. It is the employee's responsibility to maintain (i.e., launder and repair) uniforms and other forms of clothing purchased for his/her use as a Meter Reader.
9. Lockers: The Company will provide lockers if space is available. If no space for lockers is available, the Company will provide closet space if it is available. Closet or locker space is not to be limited to offices only.
10. Rainboot allowance: The Company will provide up to \$45 every year for rainboots/snowboots. Meter Readers will be required to submit proof of purchase for reimbursement.
11. It is recommended that hard sole walking shoes be worn for the safety of the Meter Reader.
12. Upon request, the Company will issue baseball caps to the Meter Readers. Safari hats are also available upon request.

#### M. Electronic Meter Reading

1. The time stamp or timing device may be used by the Company under the circumstances set forth below.
  - a. A Route Time Average System will be established and maintained. It will be used to determine average time factors to be applied to specific meter locations.

- b. Use of device to accomplish this process will be at the supervisor's reasonable discretion for the primary purpose of route sizing.
  - c. The Company shall not discipline a Meter Reader solely on the basis of a route time analysis report or any other time summary report.
  - d. Data generated from the timing device shall not be used to measure a particular employee's speed or for comparing one employee's speed against another.
  - e. Because of the need for accurate route sizing data, the Meter Reader will be advised by his/her supervisor that his/her normal pace should be observed, that he/she is still to follow all Company rules and procedures, and that he/she is still to follow all safety rules and precautions.
  - f. Claims of abuse of discretion by management are subject to the provisions of Title 102 , Grievance Procedure.
  - g. Personal computer work associated with electronic meter reading shall be assigned as follows:
    - (i) To Senior Meter Readers when such work encompasses Senior Meter Reader functions as set forth in this Exhibit;
    - (ii) To any appropriate bargaining unit employee trained in the operation of the personal computer when such work encompasses routine clerical functions not within the scope of the duties of a Senior Meter Reader. If a Meter Reader is assigned personal computer work associated with electronic meter reading which encompasses only routine clerical functions, the work shall be offered in order of seniority to qualified bidders for Senior Meter Reader in that headquarters.
2. It is not the Company's intent to assign personal computer work associated with electronic meter reading in a manner that will result in reducing or avoiding the need to increase the number of Senior Meter Reader positions.

#### N. Vacation Scheduling

For the purposes set forth in this section, vacation shall be scheduled in increments of one week or more to commence on Monday, except for a Senior Meter Reader/Meter Reader whose basic workweek starts on a day of the week other than Monday, where the vacation shall commence with the starting day of the Senior Meter Reader's/Meter Reader's basic workweek. A Senior Meter Reader/Meter Reader shall be allowed vacation in increments of one-half day or more on any day of the week, except where

prohibited by operational needs or where necessary relief cannot be provided, or where the payment of overtime to another employee would be required.

- a) A Senior Meter Reader/Meter Reader desiring to use vacation during the months of January, February and March shall indicate a choice of vacation periods by the 15<sup>th</sup> day of December of the preceding year. Company shall post on appropriate bulletin boards in each headquarters a special sign-up schedule for this purpose.

Not later than March 5 of each year Company shall post on appropriate bulletin boards another vacation schedule sign-up in each department in each headquarters where Senior Meter Readers/Meter Readers shall designate their choice of vacation periods for the months of April through December for that year. Such schedule shall be posted no later than March 15 on the appropriate headquarters' bulletin boards.

- b) (1) Company shall schedule vacations throughout the calendar year and shall prepare the annual vacation schedule on the basis of the sign-up giving effect where possible to the selection of Senior Meter Readers/Meter Readers in order of their Service. A Senior Meter Reader/Meter Reader may schedule in increments of one-half day or more.

(2) To prevent undue interference with the proper and economic rendition of service to the public, Company may designate the number of employees at a headquarters, the number of employees within a classification at a headquarters or within a Bidding Area or the number of employees within a combined group of classifications at a headquarters or within a Bidding Area which may be on vacation at one time. In such event there shall be a separate sign-up schedule for each such group and a vacation schedule shall be prepared for each group giving effect where possible to the selection of employees in order of their Service within the group designated.

(3) If a Senior Meter Reader/Meter Reader elects to divide the annual vacation into two or more periods on a sign-up schedule and it is possible for Company to give effect thereto, such Senior Meter Reader/Meter Reader shall be given preferential consideration over other employees in the selection of only one such period until all other employees within the group have indicated their first choice of vacation period. Where more than one employee in a headquarters or group desires to divide vacation into two or more periods on a sign-up schedule, there shall be subsequent sign-ups as required for selection of open periods not filled by the previous sign-up. Sign-ups for additional periods shall be conducted in the same manner with the employee with the most Service having the choice of vacation periods not yet selected.



**O. Unanticipated Vacation**

Any combination of vacation hours, up to 16 per year, may be taken in increments of one hour or more, not to exceed six (6) consecutive hours, at an employee's option.

EXHIBIT XVII  
METER READER AGREEMENT  
METER READING "B" OFFICES USING 6:30 A.M. START TIME AS OF SUMMER  
1987

Bidding Unit 1

Antioch  
Concord  
Hayward  
Livermore  
Richmond

Bidding Unit 2

San Francisco

Bidding Unit 3

San Rafael  
Silverado  
Sonoma  
Vallejo

Bidding Unit 5

Davis  
Placerville  
Sacramento  
Vacaville  
Woodland

Bidding Unit 7

Colusa  
Gridley  
Lincoln  
Marysville  
Oroville  
Williams

Bidding Unit 8

Auburn  
Colfax  
Roseville

Bidding Unit 9

Auburn  
Colfax  
Roseville

Bidding Unit 10

Angels Camp  
Manteca  
Modesto  
Oakdale  
Sonora  
Stockton  
Tracy

Bidding Unit 11

Cupertino

Bidding Unit 12

Bakersfield  
Coalinga  
Dinuba  
Fresno  
Los Banos  
Mariposa  
Merced  
Oakhurst  
Selma

Bidding Unit 13

Monterey  
Santa Maria

Exhibit XVII "B" Offices:

Once the 6:30 a.m. starting-time or flextime option is not exercised, the "B" Office will be redesignated as an "A" Office for all future starting-time and flextime elections.