

PACIFIC GAS AND ELECTRIC COMPANY

PG&E



245 MARKET STREET • SAN FRANCISCO, CALIFORNIA 94106 • (415) 781-4211 • TWX 910-372-6587

April 28, 1982

Local Union No. 1245
International Brotherhood of
Electrical Workers, AFL-CIO
P. O. Box 4790
Walnut Creek, California 94596

Attention: Mr. Jack McNally, Business Manager

Gentlemen:

In an effort to reduce the numbers of grievances or potential grievances as a result of confusion surrounding the basis for computer rejection of prebids, transfer applications and/or postbids and to effect the most efficient, accurate and equitable system for the filling of vacancies under computerized job bidding, Company proposes to resolve the issue, pursuant to Subsections 205.4(b), 205.5(b), 205.6(b) of the Physical Agreement and Subsections 18.4(b), 18.5(b), and 18.7(b) of the Clerical Agreement, with the following guidelines:

For making application to fill vacancies under computerized job prebidding, postbidding, and transfers, employees must submit, proper, correctly completed forms (except as specifically noted by asterisk). Failure to do so will result in rejection of the application by the computer. Proper correctly completed forms are identified as follows:

Prebids: PGandE form 62-3452
Transfers: PGandE form 62-3450
Postbids: PGandE form 72-3451

All numbered boxes on these forms must contain appropriate information:

Prebids: Items 1 through 7, as follows
Transfers: Items 1 through 6, as follows
Postbids: Items 1, 2, 3, 4(a), 5, 6 and 7, as follows

1. First initial, middle initial (if any) and last name exactly as it appears on payroll check.
2. Mailing address, city, state abbreviation (California is CA) and zip code.
3. Social security number.
4. Prebid/transfer code of the classification and location desired, exactly as printed in the directory of job classifications and codes.

4(a). Job vacancy number must be entered on postbid forms exactly as it appears on the Employment Bulletin.

* 5. Job classification and location desired.

* 6. Indication, if permanently changed job classification or location in the previous two weeks, by an "x" in the appropriate box.

* 7. Indication of demotion or displacement, under conditions outlined in Titles 206 or 19 of the appropriate contract, by an "x" in the box provided. Application will not be rejected if space is left blank but 205.7(a), 205.8(a) or 18.8(a) priority may not be accorded the bidder. If employee incorrectly claims "A" bid rights, application will be cancelled and employee advised to resubmit for proper consideration under 205.7(b), 205.8(b) or (c), or 18.8(b).

*Information only -- Computer will not reject bid.

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.

Yours very truly,

PACIFIC GAS AND ELECTRIC COMPANY

By *Alton Bright*
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

May 27, 1982

By *Jack McHenry*
Business Manager

TRANSFER

JOB BIDDING SYSTEM JOB TRANSFER APPLICATION

Format 432
Level 1

(Do Not Fill In)

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This application is designed for use by employees requesting a transfer within or between either General Office Departments or Divisions.

This transfer application shall be valid for a period of one year from the date of receipt or until one or more of the following occurs:

- A) The employee changes his classification or headquarters.
- B) The employee declines an offer to transfer to the subject job.

Not to be used for jobs to be filled by Post or Prebids.
Return completed application via U.S. Post Office, or Company mail.
You will receive an acknowledgment within two weeks of receipt.

First Initial J	Middle Initial P	Last Name JONES	} 1			
Address 1234 WHATEVER ST					} 2	
City WHEREVER		State CA	Zip Code 91234			
			Social Security Number 123 45 6789			} 3

I REQUEST TRANSFER TO:
TRANSFER CODE NUMBER **162198** } 4

JOB CLASSIFICATION **Clerk D** JOB LOCATION **Angels Camp** } 5

Place an 'X' in the box to the right if you have permanently changed your base classification or regular headquarters in the last 10 days. (Exclude any temporary changes).

} 6
PG-E
83 62-3450 (REV. 11/8)

Industrial Relations Department
Pacific Gas and Electric Company
245 Market Street
San Francisco, CA 94106

PLEASE FILL IN YOUR
RETURN ADDRESS

TO:

Name J. P. Jones

Address 4029 Whatever

City, State, Zip Wherever, Ca. 91234

PREBID

JOB BIDDING SYSTEM PREBID JOB VACANCY APPLICATION

Format 432
Level 3

R	(Do Not Fill In)					
1	2	3	4	5	6	7

Return completed form with correct postage via the U.S. Post Office or Company mail. You will receive an acknowledgment within two weeks of receipt.

First Initial	Middle Initial	Last Name															
J	P	JONES															
8	9	10	25														

Address																	
1	2	3	4	WHATEVER	ST												
26				City				State		Zip Code (required)							
WHEREVER				CA		91234											
48				60		61 62		63		67							

Social Security Number											
1	2	3	4	5	6	7	8	9			
68			70		71 72		73		76		

This is my Prebid for the following job classification and headquarters which will be effective until my status under Subsections 205.7 (a), or (b) and 205.8 (a), (b), or (c) for Physical Unit Classifications or Subsection 18.8 (a) or (b) for Clerical Unit Classifications or Subsection 21.2 (b) or (c) for ESC Classifications has changed or for a period of one year. Do not use this form for job vacancies listed in the Postbid bulletin).

PREBID CODE	1	6	7	1	3	2
77	JOB CLASSIFICATION <u>Fieldman</u>					
5	JOB LOCATION <u>Stockton</u>					

Place an 'X' in the box to the right if you have permanently changed your base classification or regular headquarters in the last 10 days. (Exclude any temporary changes).

<input type="checkbox"/>
83

Place an 'X' in the box to the right if you have been demoted and wish this bid considered under Section 206.9 of the Physical Agreement, under Section 19.9 of the Clerical Agreement, or under Section 22.3 of the ESC Agreement.

<input type="checkbox"/>
84 62-3452 Rev 9/80

Industrial Relations Department
Pacific Gas and Electric Company
245 Market Street
San Francisco, CA 94106

PLEASE FILL IN YOUR RETURN ADDRESS

TO:

Name J. P. Jones

Address 4029 Whatever St

City, State, Zip Wherever, Ca. 91234

POSTBID

JOB BIDDING SYSTEM POSTBID APPLICATION FOR PHYSICAL AND CLERICAL JOBS

Format 432
Level 2

(Do Not Fill In)

P						
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1 2 7

This form is designed to assist you in Post Bidding for jobs for which you are qualified. Fill in this form completely and return via the U.S. Post Office or Company mail not later than 10 days after bulletin is posted.

First Initial	Middle Initial	Last Name															
J	P	JONES															
8	9	10															25

} 1

Address																	
1234 WHATEVER ST																	
26																	47

} 2

City				State		Zip Code				Social Security Number							
WHEREVER				CA		91234				123 45 6789							
48					60	61	62	63		67	68	70	71	72	73		76

} 3

Place an 'X' in the box to the right if you have permanently changed your base classification or regular headquarters in the last 10 days. (Exclude any temporary changes).

<input type="checkbox"/>	} 6
77	

Place an 'X' in the box to the right if you have been demoted and wish this bid considered under Section 206.9 of the Physical Agreement or under Section 19.9 of the Clerical Agreement.

<input type="checkbox"/>	} 7
78	

JOB VACANCY NUMBER 180038 } 4b

79 84



JOB CLASSIFICATION T & D Driver JOB LOCATION Salinas

PG-E
62-3451 Rev 9/7

Industrial Relations Department
Pacific Gas and Electric Company
245 Market Street
San Francisco, CA 94106

PLEASE FILL IN YOUR
RETURN ADDRESS

TO:

Name J. P. Jones

Address 4029 Whatever

City, State, Zip Wherever, Ca. 91234