



# LETTER AGREEMENT

## No.

R1-91-11-PGE



Pacific Gas and Electric Company  
Industrial Relations Department  
215 Market Street  
San Francisco, California 94106  
[415] 973-1125

International Brotherhood of  
Electrical Workers, AFL-CIO  
Local Union 1245, IBEW  
P.O. Box 4790  
Walnut Creek, California 94596  
[415] 933-6060

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Richard Bradford, Manager

Jack McNally, Business Manager

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January 24, 1991

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 the amendments to Exhibits VI and VI-L, Job Definitions and Lines of Progression, Gas and Electric Departments, of the 1990 General Negotiating Settlement, Company proposes the attached training requirements for underground construction crews. Further, it is agreed that either party may request a review of the testing requirements contained in this agreement.

As a result of these negotiations and input from the field that preceded this agreement, the parties believe there is a need to reemphasize a strict adherence to the provisions of Letter Agreement 87-112 and the CAL-OSHA safety regulations when it becomes necessary to perform switching, holding of clearances, and related operations.

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

Very truly yours,

PACIFIC GAS AND ELECTRIC COMPANY

By   
Manager of Industrial Relations

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

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

By   
Business Manager

 30, 1991

## TRAINING REQUIREMENTS UNDERGROUND CONSTRUCTION CREWS

This training is being provided for qualified gas and electric journeymen who will be performing work that involves the installation, repair and replacement of underground electric and gas facilities.

### TRAINING

- o The centralized training will be conducted at the San Ramon Training Center and the Kettleman Apprentice Training Facility.
- o The training program will be a 12 month program and will consist of a combination of centralized training and on-the-job training.
- o Qualified gas department employees will receive six weeks of centralized training and qualified electric department employees will receive four weeks of centralized training. The remaining time will be on-the-job training.
- o At the completion of the 12 month program a one week session will be held to review and reinforce all the training received.
- o A training card will be used for every employee for the purpose of assuring that on-the-job training covers all facets of the work and in the proper sequence.
- o When possible employees will be trained as a team, electric and gas employees from the same headquarters at the same time.
- o Employees that received training during the two year trial period are not required to repeat training. Additional centralized training will be provided to employees that were in the trial program if requested by the employee.
- o If any employee has been out of the Underground Construction Crew program for 12 months that employee may be assigned to attend selected training classes. The refresher training will not be on a pass or fail basis.
- o Employees who do not maintain a satisfactory level of performance as provided herein will be removed from the classification. Employees who fail any final examination will be given one opportunity to retest within 30 days. Failure on the retest will result in removal from the program and classification.
- o Employee will not have to pass the final examination in the classes pertaining to journeyman classification previously held.

TRAINING    con't

- o    An employee demoted from the classification shall not be entitled to re-bid the classification until the Joint Apprenticeship Committee has determined that the employee is qualified and desires to progress. At that time the Joint Apprenticeship Committee may grant consideration to re-enter the classification.

## TRAINING GUIDELINES FOR ELECTRIC DEPARTMENT EMPLOYEES

### I Gas Fundamentals Course

#### A. Description

The gas fundamentals course is a two week course located at the San Ramon Training Center. The class-room course curriculum covers the basic fundamentals of gas distribution systems and is designed to reinforce the basic gas fundamentals related to the installation, repair and replacement of gas facilities. A score of at least 70% is required to pass the final exam.

#### B. Content

- History of natural gas
- Industrial safety orders
- Pneumatic tools/maintenance
- Materials for gas construction
- Equipment training and safety
- Plastic fusion instruction
- Fittings and tools
- Static electricity
- Leak detection
- Combustible gas indicators
- Procedure for repairing leaks
- Corrosion control
- Pipe locating and USA program
- Job planning and layout
- Meters and regulators
- Joint trench installation
- Mueller equipment
- Gas Standards and Specifications
- Mechanical fittings
- Layout and installation of sub-structures
- Reading grade stakes

## II Intermediate Course

### A. Description

The intermediate course will be a one week centralized training session located at the San Ramon Training Center. The training will be a balance of classroom and hands-on field exercises and will focus on the construction, mapping and accounting phase of the work. A score of at least 70% is required to pass the final exam.

### B. Content

Plastic systems training  
Mechanical tools  
Butt fusion equipment  
Accounting  
Interruption of customer's service  
Relight of customer's equipment  
Distribution mapping  
Soil compaction  
Blue print reading

## III Advanced Course

### A. Description

The advanced course will be a one week centralized training session located at the San Ramon Training Center. It will focus on accounting, equipment training, safety and job coordination. A score of at least 70% is required to pass the final exam.

### B. Content

Advanced training and review of all subjects covered to date  
Shoring and excavations  
Breathing protection  
First aid and accident prevention  
Advanced job accounting  
Shoring

## TRAINING GUIDELINES FOR GAS DEPARTMENT EMPLOYEES

### I Electric Fundamentals Course

#### A. Description:

The electrical fundamentals course is a two week course located at the San Ramon Training Center. The classroom curriculum covers very basic AC and DC theory and is designed to reinforce basic electrical fundamentals related to the installation, repair and replacement of electric facilities. The course time will be divided equally between lecture and lab. A score of at least 70% is required to pass the final exam.

#### B. Content

Polarity	Phase relationship
Current and voltage	Multimeters
Static electricity	Nameplate
Potential transformers	Capacitors
AC meters	Magnetism
Basic AC and DC Ohms law	Current transformers
Auto-transformers	Household circuits
Fuses	Series DC Circuits
Parallel DC circuits	Regulators
Distribution transformers	Circuit breakers
Transformer operation	Basic AC and DC theory
Sinewaves	Electrical terms
Frequency	Turns ratio

## II Intermediate Course

### A. Description

The intermediate course will be a two week centralized training session located at the Kettleman Apprentice Training Facility. The training will be a balance of classroom and hands on field exercises and will focus on the construction phase of the work. A score of at least 70% is required to pass the final exam.

### B. Content

Generation  
Transmission circuit design  
Transmission substation  
Distribution circuit design  
Distribution substation  
Circuit protection and sectionalizing  
Circuit voltage regulation  
Hazards of electricity  
Grounding  
WO's and GM's  
Job planning and layout  
Accident prevention  
T&D bulletins and standards  
Trenching and trench configuration  
Cable installation  
Enclosures  
Cable training and racking  
Cable identification and marking  
Cable splicing tools  
Cable splicing  
Transformers  
Switches  
Interrupters  
Fault indicators  
Services  
Metering  
Street lights  
600 AMP overview  
GO 128  
Field projects

### III Advanced Course

#### A. Description

The advanced course will be a two week centralized training session located at the Kettleman Apprentice Training Facility and will focus primarily on operating work methods and procedures. A balance of classroom and field work is scheduled to provide technical and hands on training. A score of at least 70% is required to pass the final exam.

#### B. Content

Hazards of electricity  
Clearances  
Forms and tags  
Switching procedures  
Accident prevention  
T&D Bulletins and standards  
General operating procedures  
Sectionalizing dead front and live front  
Testing and phasing  
Grounding  
Subsurface switches  
Pad mounted switches  
Load break tool  
Protective equipment  
Field switching projects  
Troubleshooting and fault locating  
Working energized underground secondary