



LETTER AGREEMENT NO. R1-95-18-PGE

IBEW



PACIFIC GAS AND ELECTRIC COMPANY
INDUSTRIAL RELATIONS DEPARTMENT
201 MISSION STREET, ROOM 1513A
MAIL CODE P15A
P.O. BOX 770000
SAN FRANCISCO, CALIFORNIA 94177
(415) 973-3425

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

RONALD L. BAILEY, MANAGER OR
DAVID J. BERGMAN, DIRECTOR AND CHIEF NEGOTIATOR

JACK MCNALLY, BUSINESS MANAGER

March 31, 1995

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, pursuant to Subsection 10.7 (b) of the Clerical Agreement, to establish new work hours in the Payment Processing Center effective May 1, 1995.

The Company intends to implement a Late Payment Fee for customers with a prior balance on their PG&E utility bill. Implementation of the late payment fee will impact the current work process and will require hours and shift adjustments in the extraction unit. The current "graveyard" shift which works Tuesday through Saturday will merge with the graveyard shift which works Monday through Friday. The current Monday through Friday hours will be expanded to include an earlier start time. These changes will ensure that payments are processed quickly and efficiently to alleviate wrongful late payment fee charges.

In addition, these changes require the establishment of a part-time extraction unit. The new unit will be staffed by 10 part-time employees working Thursday, Friday and Saturday, with the option of additional works hours when necessary.

The Company has changed the deposit procedures for cash processing. This change has reduced the handling cost from \$0.035 to \$0.01 per check. In order to qualify for this reduced fee, checks now have to be prepared for deposit by 10:30 a.m., Monday through Friday. This change in deposit procedure will impact the current work process and will require an hours adjustment in the deposit control/system administration unit. The current hours will be expanded to include an earlier start time.

All affected employees will be given an opportunity to volunteer for the new work schedules based on Company seniority. All employees will be given the opportunity to fill the new work schedule at the same time. In filling the new work schedule, the Company will adhere to the provisions of the agreement reached between the parties on May 3, 1978 (ref: Memo to Payment Processing Center employees dated October 6, 1987.)

All other units and work schedules will remain the same.

This matter has been discussed with Business Representative Lula Washington.

Effective May 1, 1995, shifts for the Payment Processing Center will be:

EXTRACTION UNIT

Current:

Monday - Friday
Start 9:30 p.m. - 10:30 a.m.
End 6:00 a.m. - 7:00 a.m.

Tuesday - Saturday
Start 9:30 p.m. - 10:30 a.m.
End 6:00 a.m. - 7:00 a.m.

Proposed:

Monday - Friday
Start 9:30 p.m. - 10:30 a.m.
End 6:00 a.m. - 7:00 a.m.

Monday - Friday
Start 7:00 a.m. - 7:30 a.m.
End ~~3:00 p.m. - 3:30 p.m.~~
3:30 p.m. - 4:00 p.m.

PART-TIME EXTRACTION UNIT

Current:

None

Proposed:

Thursday - Saturday
Start 7:00 a.m. to 7:30 a.m.
End: 3:30 p.m. to 4:00 p.m.

PROCESSING UNIT

Current:

Monday - Friday
Start 5:30 a.m. - 6:30 a.m.
End 2:00 p.m. - 3:00 p.m.

Proposed:

No Change

DEPOSIT CONTROL/SYSTEM ADMINISTRATION UNIT

Current:

Monday - Friday
Start 10:00 a.m. - 11:00 a.m.
End 6:30 p.m. - 7:30 p.m.

Proposed:

Monday - Friday
Start 8:30 a.m. - 9:30 a.m.
End 5:00 p.m. - 6:00 p.m.

Monday - Friday
Start 10:00 a.m. - 11:00 a.m.
End 6:30 p.m. - 7:30 p.m.

RESEARCH SECTION

Current:

Monday - Friday
Start 7:30 a.m. - 8:30 a.m.
End 4:00 p.m. - 5:00 p.m.

Proposed:

No Change

This agreement cancels and supersedes Letter Agreement R2-94-56-PGE and may be cancelled by either party upon 30 days written notice to the other party.

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: 
Director and Chief Negotiator

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

April 4, 1995

By: 
Business Manager