

PACIFIC GAS AND ELECTRIC COMPANY

PGE + 215 MARKET STREET • SAN FRANCISCO, CALIFORNIA 94106 • (415) 972-7000 • TWX 910-372-6587

March 30, 1989

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:

Company proposes, pursuant to Subsection 204.4(b), to revise the Electric Meter Line of Progression, wages, job descriptions and resolves Review Committee Case No. 1516-80-42 as follows:

- o 1485 Shop Meterman will become a present incumbent only classification and will be used only for those employees who are currently in this classification and who fail the Shop Meterman Training Program.
- o 0924 Helper (Electric Meter) will no longer be used in a System Electric Meter Test and Repair Facility.
- o All Shop Metermen and Helpers currently at the System Electric Meter Test and Repair Facility will be required to successfully complete the Shop Meterperson Training Program. Failure to successfully complete the program will result in the return of Shop Meterperson to Shop Meterman (PIO). Incumbent Helpers who fail will be returned to and/or held at the second step of Shop Meterperson until such time as they meet the requirements of Section F, paragraph 2 of the Training Guidelines and will be required to assist in the shop, prepare and handle tools, and all related material work in the warehouse. May be required to drive a light truck and operate a forklift.
- o Joseph Cowart, Service Meterman, will be governed by the same guidelines as the Shop Meterman.
- o The following is the job description and wages for the Shop Meterperson.

1489 SHOP METERPERSON

An employee who is regularly assigned to work at a System Test and Repair Facility and who tests, calibrates and performs repairs on all types of electric meters and associated equipment in the facility. Works as an assistant to Metering Electronic Technician when required.

Shop Meterperson will be required to complete the Shop Meterperson Training Program as provided in the training guidelines.

Placement into the Shop Meterperson classification from Apprentice Meterman or from Shop Meterperson to Apprentice Meterman will be made in accordance with the following schedule. Employee so placed will be required to complete the required Apprentice Meterman Academic Training Program up to that wage step.

<u>Shop Meterperson</u>	<u>Apprentice Meterman</u>
End 6 mos	Start
End 1 yr	End 6 mos
End 18 mos	End 1 yr
End 2 yrs	End 18 mos
End 30 mos	End 24 mos

Beginning classification.

Wages:	Start	\$479.00
	End 6 mos	598.65
	End 1 yr	616.05
	End 18 mos	629.70
	End 2 yrs	669.40
	End 30 mos	709.45

- o Employees classified as Shop Meterman and Helper will be placed at a wage step as provided in the attached schedule (Attachment I).
- o Attached is the Shop Meterperson Training Guidelines (Attachment II).
- o Attached is the revised Exhibit VI-L Job Definitions and Lines of Progression.
- o Review Committee Case No. 1516-80-42 will be resolved as follows:
 1. Grievance No. 25-339-80-11
Company will pay the grievant Brian Schroeder \$2,255.50 as an equity settlement.
 2. Grievance No. 25-878-86-40
Closed without adjustment.

3. Grievance No. 1-2501-86-144

Company will pay the grievant Wayne Johnson \$2,255.50 as a equity settlement.

If you are in accord with the foregoing and attachments 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 AND ELECTRIC COMPANY

By Richard B. Buege
Manager of Industrial Relations

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

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

April 24, 1989

By Jack Wilbur
Business Manager

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ATTACHMENT I

RDDLf:	SSN	NAME	RATE
DN 200525		D F FORBES	598.65
DN 200525		R D BYGUM	598.65
DN 200525		A M TURNER	598.65
DN 200525		R J RUTHERFORD JR	598.65
DN 200525		G A ELLIOTT	709.45
DN 200525		C E HILTON	709.45
DN 200525		W R JOHNSON	709.45
DN 200525		H MUCHER	709.45
DN 200525		D SINGH	709.45
DN 200525		A TURNER	709.45
DN 200525		P A RAMSEY	709.45
DN 200525		C K HARDIE	709.45
DN 200525		J QUON	709.45
DN 200525		J COWART	709.45

**GUIDELINES FOR THE
SHOP METERPERSON TRAINING PROGRAM**

A. PLACEMENT

An employee appointed to the Shop Meterperson classification will be placed at the beginning step of the classification and progress through the training program. Placement at other than the beginning will require agreement between the Company and Union except as provided for in the job description for the Apprentice Meterman.

B. DURATION

The duration of the Shop Meterperson training program is 30 months, divided into five time periods which coincide with the wage progression steps of the classification.

C. PROGRESSION

An employee in the program who has spent six months at the current wage step and who meets the established standards of achievement shall be advanced to the next higher wage step of the progressive wage rate.

If training is not given or is not timely in relation to the Standards of Achievement, the employee's progression within the training program shall not be delayed.

An employee who is due to progress to the next higher wage step in the wage progression who fails to meet the established standards of achievement shall:

1. Be notified of inadequate performance in writing prior to the date the employee is scheduled to receive the next higher wage step, and
2. Be held in the present wage step.

A copy of the written notification shall be furnished to the Union's Business Representative.

Failure to complete any of the training modules and pass the agreed-upon tests three months after the end of the training period in which they are scheduled will be cause for the employee's removal from the classification in accordance with Section F.

If, during such three-month period, the employee meets the established standards, the employee shall receive the next higher step wage rate effective the date such standards are met. The employee will not be eligible for further progression in the wage rate until six months have elapsed since the date that such wage increase was granted and until the standards for the next higher wage step have been met.

D. STANDARDS OF ACHIEVEMENT

Agreed-upon progress tests will be given at the end of each training module as outlined in Section E and shall serve as the standards of achievement for the various levels of the wage rate progression. The minimum passing score for the progress tests will be 70 percent. The employee will be required to pass each progress test within the six-month period that it is scheduled before proceeding to the next wage step.

After any failure, the employee upon his request shall be allowed to retake the test any time after one month's time from his failure. He shall be allowed two retests, spaced at least one month apart.

E. ACADEMIC TRAINING

The academic portion of the program consists of self-study training and will normally be completed in the first 24 months of entry into the classification. The training resources used in the program are ICS-Intext Self Study Texts from the National Education Training Corp. Self-check tests are provided throughout the academic training period to provide feedback to the employee on progress in the program.

Guidelines for Training Periods

0 to 6 Month's Step

During this period, the employee will complete the following:

44 hrs. X0301-1 PERSONAL SAFETY (Part 1)
X0302-1 PERSONAL SAFETY (Part 2)
X0303-1 SAFE USE OF HAND TOOLS
X0103-1 FRACTIONS AND DECIMALS
X0104-1 SI METRIC
X0110-1 FORMULAS
X0111-1 EQUATIONS

PROGRESS TEST 1

65 hrs. A0101-1 NATURE OF ELECTRICITY
A0103-1 ELECTRICAL CELLS AND BATTERIES
A0104-1 ELECTRICAL COMPONENTS AND OHM'S LAW
A0105-1 BASIC CIRCUITS ARRANGEMENTS
A0107-1 MAGNETISM AND ELECTROMAGNETISM
A0201-1 ALTERNATING CURRENT
A0202-1 ALTERNATORS
A0203-1 TRANSFORMERS
A0204-1 INDUCTORS AND CAPACITORS
A0205-1 AC CIRCUITS
A0206-1 RECTIFICATION AND ELECTRONIC DEVICES
A0207-1 ELECTRIC ENERGY DISTRIBUTION
A0208-1 TYPES OF ELECTRIC CIRCUITS

PROGRESS TEST 2

7 to 12 Month's Step

During this period, the employee will complete the following:

40 hrs. 4019A-5 ELECTRIC POWER MEASUREMENTS (Part 1)
A0301-1 CHECKING SIMPLE CIRCUITS
A0302-1 TROUBLESHOOTING WITH BASIC METERS
A0303-1 HOW A VOLT METER WORKS
A0304-1 HOW AN AMMETER WORKS
A0305-1 AC MEASURING INSTRUMENTS
A0306-1 MISC. ELECTRICAL MEASURING INSTRUMENTS

PROGRESS TEST 3

40 hrs. X0201-1 ALGEBRA: MONOMIALS AND POLYNOMIALS
X0202-1 ALGEBRA: FACTORING
X0203-1 ALGEBRA: ADDING AND SUBTRACTING FRACTIONS
X0204-1 ALGEBRA: MULTIPLYING AND DIVIDING FRACTIONS

PROGRESS TEST 4

13 to 18 Month's Step

During this period, the employee will complete the following:

45 hrs. 4019B-3 POWER MEASUREMENTS (Part 2)
X0211-1 APPLIED GEOMETRY
X0212-1 PRACTICAL TRIGONOMETRY
X0231-1 TRIGONOMETRIC TABLES
A0404-1 CONDUCTOR PROPERTIES AND INSTALLATIONS
A0405-1 CONDUIT CHARACTERISTICS AND INSTALLATIONS
A0406-1 ELECTRICAL FITTINGS AND CONDUIT BENDING

PROGRESS TEST 5

60 hrs. B0301-1 R. C. AND I. COMPONENTS
B0302-1 BASIC SEMICONDUCTOR COMPONENTS
B0303-1 SEMICONDUCTOR SWITCHING DEVICES
B0304-1 SPECIAL SEMICONDUCTOR DEVICES
B0305-1 RECTIFIERS AND ELECTRON TUBES
B0306-1 SWITCHING AND CONNECTING DEVICES

PROGRESS TEST 6

19 to 24 Month's Step

During this period, the employee will complete the following:

40 hrs. B0405-1 SWITCHING CIRCUITS
B0406-1 LOGIC CIRCUITS
B0407-1 GATING AND COUNTING CIRCUITS
B0408-1 PULSE AND DIGITAL CIRCUITS

PROGRESS TEST 7

20 hrs. 6793-5 INSTRUMENT TRANSFORMERS
5177-X NATIONAL ELECTRICAL CODE

PROGRESS TEST 8

24 to 30 Month's Step

No academic training in this period.

F. REMOVAL

1. If an employee who is attempting to meet the standards established to progress in the allotted time fails, the employee shall be removed from the classification and demoted to a Groundman or Helper classification in the Electric Department in the Division; provided such employee possesses the necessary qualifications to progress in the line of progression to which transferred and is able to perform the duties of the Groundman or Helper classification. As a Helper or Groundman, he shall either fill a vacancy if one exists or displace the junior employee in the classification provided such junior employee does not have greater service.
2. An employee within one year of demotion from the Shop Meterperson Program under the provisions of Paragraph 1 above, upon presentation of acceptable evidence that the deficiencies are remedial which caused demotion or, if demotion was due to academic failure, that the employee has pursued an outside study program and by completing the required tests meets the established standards for the wage step that was left, shall have application for transfer to a vacancy in the appropriate Shop Meterperson Program classification considered under the provisions of Title 205. If transferred, the employee shall be restored to the training program at the wage step left, and will progress as outlined in C above to the next higher wage step six months after re-enter into the program.
3. An employee who has voluntarily been removed from the Shop Meterperson Training Program, or an employee who was demoted for reasons other than failure to meet the standards and who is a successful transferee to return to a vacancy in the line of progression shall be placed by Company in the wage step of the training classification with his current knowledge, skill, efficiency, adaptability and physical ability. Company shall notify Union's Business Representative of any such placement.
4. An employee is entitled to two opportunities to participate in the Shop Meterperson Training Program. Subsequent application for transfer to fill a job vacancy in the classification will not receive consideration under the provisions of Title 205.

G. RECORDS

1. It will be the responsibility of the employee to maintain an individual record of progress in the academic portion of the program in collaboration with the supervisor. Progress reviews will be conducted periodically (three month maximum) with the employee and so noted by the employee's and supervisor's signature on the progress record.
2. It shall be the responsibility of each Supervisor to maintain necessary files of records on each employee and to ascertain that each employee has a reasonable opportunity of meeting the standards of achievement set forth in these guidelines.
3. Such records shall at all times be available during the training period for review by supervision, representatives of Union, and the employee.

H. GENERAL

1. Should a grievance arise concerning the administration of any portion of this agreement, it shall be determined by the procedure established under the provisions of Subsections 102.3(a)(2) and 102.6(3)(b) of the Agreement; however,
2. If the grievance pertains to:
 - a. the fairness of administration or correction of a test required in the program, or
 - b. the attainment of a standard or proficiency which does not require a test as such, the Local Investigating Committee, prior to its decision and as part of its deliberations, may refer such grievance to the Apprenticeship Training Committee for its recommendations, pursuant to Section 109.2
3. The Shop Meterperson Training Program may be amended by written agreement between Company and Union.

JOB DEFINITIONS AND LINES OF PROGRESSION

ELECTRIC METER DEPARTMENT

EXHIBIT VI-L

Rev. Feb. 1, 1989

ELECTRIC METER DEPARTMENT

0760 ELECTRIC METER CREW FOREMAN

An employee who is a Working Foreman in charge of a crew of not more than four men (exclusive of himself) engaged in performing all classes of work on electric meters and associated equipment; or

An employee who is an assistant to the Foreman in a large shop where all classes of work are performed on electric meters and associated equipment.

In either case he shall have the personal qualifications of leadership and supervisory ability, the craft qualifications of a Senior Meterman and must be familiar with meter installation, standards, testing procedures, accounting practices and safety rules.

Next Lower Classification

Same or Higher Classification

1480(1486) Senior Meterman (Un.)

0760 Electric Meter Crew Foreman
2411(2422) Metering Electronics Tech.
(Un.)

1480 SENIOR METERMAN

An employee who is a journeyman engaged in performing without direct supervision all types of meter setting, servicing, testing and repairing; he may be required to test and repair instrument transformers and perform various investigations such as current diversion, lost meters, obtaining information for setting up charges and similar items. Pre-inspects meter sets for conformance to Company and governmental requirements and, when required, obtains advance permission for installation of temporary meters. His background of apprenticeship and experience must be such as to qualify him to perform those duties with skill and efficiency.

Next Lower Classification

Same or Higher Classifications

1488 Appr. Meterman

0760 Electric Meter Crew Foreman
1480(1486) Senior Meterman & (Un.)
2411(2422) Metering Electronics Tech.
& (Un.)

1488 APPRENTICE METERMAN

An employee who normally performs Senior Meterman's work as an assistant to or under the general direction of a journeyman, and may be required to perform Service Meterman work that will not interfere with normal training and progression in the apprenticeship program as determined by his supervisor. In order to gain experience for advancement to Senior Meterman, he may work alone, or under indirect supervision, on jobs for which he has been trained and instructed. The employee's educational and general qualifications must be such that he is considered capable of attaining journeyman status.

(cont'd)
Rev. Feb. 1, 1989

1488 APPRENTICE METERMAN (continued)

Next Lower Classification

Same or Higher Classifications

0924 Helper (Electric Meter)

1485 Shop Meterman (PIO)
 1488 Appr. Meterman
 1489 Shop Meterperson
 1490 Service Meterman
 2411(2422) Metering Electronics Tech.
 & (Un.)
 2421 Appr. Metering Electronics Tech.

Note: Shop Meterman (PIO) upon meeting the entrance requirement of the Apprentice Meterman classification and who are successful bidders to vacancies in the Apprentice Meterman classification will be placed in a rate step commensurate with their progress in the Related Academic Training Program not to exceed the two-year rate step.

2411 METERING ELECTRONICS TECHNICIAN

An employee who is permanently assigned to and normally works in a system meter test and repair facility without direct supervision and regularly performs product analysis, testing, calibrating and repair of electronic circuits and components related to metering equipment and associated systems. The background of training and experience must be such as to qualify the employee to perform these duties with skill and efficiency.

Note: A test and study guide have been established by written agreement between Company and Union (LA 86-78-PGE) under the provisions of Section 205.11. The successful bidder, applicant, or new hire shall be required to pass the test. A total score of 70 percent is necessary to meet this test requirement. This test will only apply in the event that there are no qualified bidders from the established line of progression for this position.

Next Lower Classification

Same or Higher Classifications

2421 Appr. Metering Electronics
 Tech.

0760 Electric Meter Crew Foreman
 2411(2422) Metering Electronics Tech.
 & (Un.)

2421 APPRENTICE METERING ELECTRONICS TECHNICIAN

An employee engaged in performing Metering Electronics Technician's work as an assistant to or under the general direction of a technician. To gain experience for advancement to Metering Electronics Technician, an apprentice may work alone or under indirect supervision on jobs for which the employee has been trained and instructed. The employee's educational and general qualifications must be such that the employee is considered capable of attaining technician status.

(cont'd)

2421 APPRENTICE METERING ELECTRONICS TECHNICIAN (continued)

Next Lower Classifications

Same or Higher Classifications

1488 Appr. Meterman (2-year
step or above)

0760 Electric Meter Crew Foreman
1480(1486) Senior Meterman & (Un.)

1489 Shop Meterperson (2-year
step or above)

2421 Appr. Metering Electronics Tech.

A Senior Meterman Electric Meter Crew Foreman or Shop Meterperson who is the successful bidder on a vacancy in the Apprentice Metering Electronics Technician classification will be placed at the wage rate step applicable at the end of 18 months. Such employee will not have subsequent bids on Metering Electronics Technician vacancies considered under Subsection 205.7(b) until the employee has accrued 18 months' classification seniority as an Apprentice Metering Electronics Technician. In addition, the employee will not be considered for automatic progression to Unassigned Metering Electronics Technician under the provisions of the Master Apprenticeship Agreement until the employee has accrued 24 months' classification seniority as an Apprentice Metering Electronics Technician.

Note: An apprentice qualifying test and comprehensive study guide will be established by written agreement between Company and Union under the provisions of Section 205.11.

1485 SHOP METERMAN (Present Incumbent Only)

An employee who is engaged in performing shop tests on all types of electric meters and associated equipment. Completes job tags and performs other paper work in connection with his job. When qualified, may be required to drive Company vehicles.

1489 SHOP METERPERSON

An employee who is regularly assigned to work at a System Test and Repair Facility and who tests, calibrates and performs repairs on all types of electric meters and associated equipment in the facility. Works as an assistant to Metering Electronic Technician when required.

Shop Meterperson will be required to complete the Shop Meterperson Training Program as provided in the training guidelines.

Beginner's Classification.

Placement into the Shop Meterperson classification from Apprentice Meterman or from Shop Meterperson to Apprentice Meterman will be made in accordance with the following schedule. Employee so placed will be required to complete the required Apprentice Meterman Academic Training Program up to that wage step.

(cont'd)

1489 SHOP METERPERSON (continued)

Shop Meterperson

End 6 mos
 End 1 yr
 End 18 mos
 End 2 yrs
 End 30 mos

Apprentice Meterman

Start
 End 6 mos
 End 1 yr
 End 18 mos
 End 24 mos

1490 SERVICE METERMAN

An employee who, in the field, services (cleans recording heads, tests circuits for impulses at the recorder, tests and replaces batteries, replaces inoperative tape recording units, and resets clock time), reads and changes tapes on magnetic-tape recording demand meters; reads other recording and indicating meters, verifies the accuracy of single-phase watt-hour meters by using the self-contained meter evaluator (or similar device) for high bill complaints and office inquiries; investigates broken seals, diversion, meter tampering, vandalism, lost meters and other instances of energy theft; proves meter-apartment addresses; verifies meter numbers, performs necessary paper work in connection with the above activities. May be assigned the duties of a Shop Meterman in an Electric Meter Shop.

Effective January, 1984, all employees in the classification of Service Meterman will be reclassified to Apprentice Meterman after meeting the entrance requirements of the Apprentice Meterman classification. Each employee will be credited with time worked as a Service Meterman and placed in a rate step commensurate with his progression in the Related Academic Training Program but not to exceed the two-year rate step.

After January 1, 1984, any placement of employees in the Service Meterman classification shall be from other Electric Meter classifications as agreed to by Company and Union.

Next Lower Classification

0924 Helper (Electric Meter)

Same or Higher Classifications

0760 Meter Subforeman
 1480(1486) Senior Meterman (Un.)
 1485 Shop Meterman (PIO)
 1488 Apprentice Meterman
 1489 Shop Meterperson
 1490 Service Meterman

0924 HELPER

An employee who assists in the field or shop with service and meter testing work; prepares and handles tools and material.

Beginner's Classification.