

RECEIVED DEC 30 1992

Pacific Gas and Electric Company

Industrial Relations  
201 Mission Street  
San Francisco, CA 94105  
415/973-3425

Ronald L. Bailey  
Manager

COPY TO STAFF



December 28, 1992

LITA

Index

111.15 Pby

8.16 Pby

Mr. Jack McNally, Business Manager  
Local Union No. 1245  
International Brotherhood of  
Electrical Workers, AFL-CIO  
Post Office Box 4790  
Walnut Creek, CA 94596

Dear Mr. McNally:

We have been advised by our legal department that the spouse of an employee selling vacation in order to give the money to another employee experiencing medical emergencies (Section 111.15) may have a property interest in the vacation time earned and accumulated over time by the employee.

Accordingly, all employees (management, non-management non-union, and bargaining unit) who request to sell vacation in order to give the proceeds to someone else, must submit a Request to Sell Vacation for Medical Emergency Form, #62-0494, (see attached) with their request to sell vacation. The form executed by the employee's spouse relinquishes any claim to the vacation time that is being sold and donated.

Please call Doris Spingola on 973-3420 if you have any questions regarding this form.

Sincerely,

A handwritten signature in cursive script that reads 'Ron Bailey'.

RON BAILEY

DMS:drk

Attachment



**Pacific Gas and Electric Company**  
**Request to Sell Vacation for Medical Emergency**

62-0494 (10/92)  
 Human Resources

**Employees Irrevocable Voluntary Request to Sell Vacation to Employee Experiencing Medical Emergency (Including Medical Condition for Family Members)**

Name (Type or Print)	Last	First	M.I.	Social Security No.									
Region/Division				Date									

I hereby authorize and request Pacific Gas and Electric Company to sell \_\_\_\_\_ days of my unused vacation. The proceeds of the sale are to be given to the following:

Name \_\_\_\_\_ Social Security No. \_\_\_\_\_

Payment will be made in a separate check which will have the minimum allowable government taxes withheld.

**If the vacation you are now requesting to sell was earned while you were married, the law requires that your spouse must consent to this sale. Please complete the appropriate section below:**

<b>MARITAL STATUS DECLARATION</b>	
I, _____ declare under penalty of perjury that:	
<input type="checkbox"/> I am not married. <input type="checkbox"/> I am married and my spouse has signed the Spousal Consent section below.	
_____	_____
<i>Donor Signature</i>	<i>Date</i>
<b>SPOUSAL CONSENT</b>	
I, _____ declare under penalty of perjury that:	
<input type="checkbox"/> I am the legal spouse of _____ <input type="checkbox"/> I have been informed of my spouse's sale of vacation credit as an irrevocable donation for an employee experiencing a medical emergency (including a medical condition of a family member), and I hereby consent to this sale by my spouse.	
_____	_____
<i>Signature of Donor's Spouse</i>	<i>Date</i>

Employee's Signature	Date
Hours Requested for Pay Have Been Verified for Accuracy and Approved. Region/Division Manager or Department Head's Signature	Date

*DISTRIBUTION OF COPIES: Original to Payroll / Duplicate to Department File / Triplicate to Employee*