

REVIEW COMMITTEE

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IBEW 

PACIFIC GAS AND ELECTRIC COMPANY
245 MARKET STREET, ROOM 444
SAN FRANCISCO, CALIFORNIA 94106
(415) 781-4211, EXTENSION 1125

INTERNATIONAL BROTHERHOOD OF
ELECTRICAL WORKERS, AFL-CIO
LOCAL UNION 1245, I.B.E.W.
P.O. BOX 4790
WALNUT CREEK, CALIFORNIA 94596
(415) 933-6060
R.W. STALCUP, SECRETARY

CASE CLOSED OCT 11 1982
LOGGED AND FILED

D.J. BERGMAN, CHAIRMAN

RECEIVED OCT - 8 1982

- DECISION
- LETTER DECISION
- PRE-REVIEW REFERRAL

General Construction Grievance No. 3-1059-82-18
P-RC 771

October 6, 1982

Mr. R. S. Bain, Chairman
General Construction
Joint Grievance Committee

STATEMENT OF THE CASE:

This case concerns Company's unilateral imposition of a typing test requirement for entry into the Field Clerk and Routine Shop Clerk classifications, and the resultant preclusion of employees who have not passed the test from entering these classifications.

On February 5, 1982, the Manager of General Construction Personnel and Clerical Services Department established the Materialsman typing test as a prerequisite requirement for entry into the Field Clerk and Routine Shop Clerk classifications. (25 wpm is the minimum passing score on this test.) Prior to this requirement, some employees were hired in, and some employees transferred into, two subject classifications without taking a typing test. As a result of the typing test requirement, several employees who otherwise would have been able to enter the Field Clerk and Routine Shop Clerk classifications under Title 306 of the Agreement were prohibited from entering these classifications, and were subsequently laid off.

The Union noted that it had not agreed to any typing test requirement for the two subject classifications, and that, therefore, Company's action was a direct violation of the Union Agreement.

The Company stated that by late January 1982, the Personnel and Clerical Services Department had entered into a crisis situation wherein large numbers of employees in physical classifications were expected to displace clerical employees under the demotion and layoff procedure; that the displaced employees had up to three years of clerical experience and Company Service; that very few employees in physical classifications have clerical experience; that the Company was running out of locations where such displacing employees could be assigned for training; that manpower restrictions prevented any increase in the total number of clerical employees to provide needed training for the displacing employees; that employees who are untrained in clerical work cannot be assigned to small one or two-employee offices; that 107 field clerical offices have three clerks or less, and that only 14 such offices have four

clerks or more; that on the basis of current clerical assignments, not more than 15 to 20 inexperienced clerical employees can be maintained on the payroll at this time; that the Materialsman typing test is an appropriate aptitude screening instrument for General Construction clerical work; that if the loss of experienced clerical employees continues, the Clerical Services Unit will not be able to serve the needs of the Construction Departments.

The Union stated that it was not unsympathetic to the Company's problems with regard to the displacement of G.C. clerical employees, but that the unilateral imposition of the typing test requirement constituted a change in the working conditions without the Union's concurrence.

DECISION

After in-depth discussions and reviews of the situation by Company and Union, the Committee has concluded that the grievance will be resolved as follows:

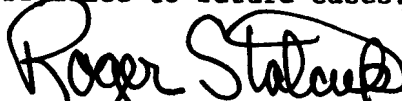
1. Each employee who passed the clerical test battery but was denied entry into the Field Clerk or Routine Shop Clerk classification because he did not pass the Materialsman typing test, and who was subsequently laid off for lack of work but later rehired, is awarded retroactive pay, at the third step Field Clerk or Routine Shop Clerk rate, from the date of his layoff to the date of his rehire.
2. Each employee who passed the clerical test battery but was denied entry into the Field Clerk or Routine Shop Clerk classification because he did not pass the Materialsman typing test, and who has not been rehired, will be offered reemployment as a Field Clerk or Routine Shop Clerk, and, upon his acceptance of such offer, will be rehired and granted retroactive pay as provided in No. 1 above.
3. Each employee who has not taken the clerical test battery and was denied entry into the Field Clerk or Routine Shop Clerk classification because he did not pass the Materialsman typing test, and who was subsequently laid off for lack of work but later rehired, will be given an opportunity to take the clerical test battery, and, if he passes, will be granted retroactive pay, at the third step Field Clerk or Routine Shop Clerk rate, from the date of his layoff to the date of his rehire.
4. Each employee who has not taken the clerical test battery and was denied entry into the Field Clerk or Routine Shop Clerk classification because he did not pass the Materialsman typing test, and who was subsequently laid off for lack of work but not rehired, will be given an opportunity to take the clerical test battery, and, if he passes, will be offered reemployment as a Field Clerk or Routine Shop Clerk; upon his acceptance of such position, he will be rehired and granted retroactive pay as provided in No. 3 above.

The foregoing is contingent upon Company and Union effecting a letter agreement establishing the beginner's classification of Routine Field Clerk. The expiration date of such letter agreement is to be December 31, 1982.

The case is closed on this basis without prejudice to future cases.



D. J. BERGMAN, Chairman
Review Committee



R. W. STALCUP, Secretary
Review Committee

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PACIFIC GAS AND ELECTRIC COMPANY

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

September 27, 1982

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

Attention: Mr. Jack K. McNally, Business Manager

Gentlemen:

Pursuant to the settlement of P-RC No. 771, Company proposes to establish, on a temporary basis, the following new classifications and wage rates:

(0245) Routine Field Clerk	Start	\$417.35
	End 6 months	431.40
	End 1 year	447.15
	End 18 months	458.05
	End 2 years	467.75
	End 30 months	477.70
(0246) First Field Clerk	Start	\$488.05
	End 6 months	498.60
	End 1 year	509.35
	End 18 months	520.20
	End 2 years	531.60

Progression from Routine Field Clerk to First Field Clerk will occur after an employee completes six months at the top Routine Field Clerk rate of pay.

Company further proposes that this letter agreement remain in effect through December 31, 1982, except that it may be extended in increments of 30 days by mutual agreement between Company and Union.

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 Company.

Yours very truly,

PACIFIC GAS AND ELECTRIC COMPANY

By *Al Bonbright*
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

Oct 20, 1982

By *Jack McNally*
Business Manager