



PACIFIC GAS AND ELECTRIC COMPANY  
 201 MISSION STREET, 1513A  
 SAN FRANCISCO, CALIFORNIA 94105  
 (415) 973-1125

D.J. BERGMAN, CHAIRMAN

- DECISION
- LETTER DECISION
- PRE-REVIEW REFERRAL

# REVIEW COMMITTEE

JAN - 6 1993

**CASE CLOSED  
 LOGGED AND FILED**

**RECEIVED DEC 30 1992**

November 20, 1992

306.14 -Claim that Clerical  
 Asst had preferential  
 rehire rights as Fld Clk  
 settled by revising LOP &  
 notes by  
 L/A.

**IBEW**



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

ENCON Grievance No. 3-1979-89-84  
 Pre-Review Committee File No. 1396  
 Review Committee File No. 1710-90-15  
 Ad Hoc #90-17

**KEN LEWIS, Chairman**  
**ENCON**  
 Joint Grievance Committee

**BARRY HUMPHREY, Chairman**  
**ENCON**  
 Joint Grievance Committee

Grievance Issue:

Company hired Routine Field Clerks without giving Clerical Assistants their rehire rights.

Facts of the Case:

The Company and Union agreed to a letter agreement revising the lines of progression as well as the job description for Clerical Assistants. By this letter Agreement No. R2-91-54, the issue in this case is resolved.

The case is closed without adjustment.

**DAVID J. BERGMAN**  
 Chairman  
 Review Committee

**ROGER W. STALCUP**  
 Secretary  
 Review Committee

JAM



# LETTER AGREEMENT

## No. R2-91-54-PGE



Pacific Gas and Electric Company  
Industrial Relations Department  
201 Mission Street, 1513A  
San Francisco, California 94105  
[415] 973-3420

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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Ronald L. Bailey, Manager or  
David J. Bergman, Director and Chief Negotiator

Jack McNally, Business Manager

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October 30, 1992

Pacific Gas & Electric Co.  
201 Mission Street, 15th Flr.  
San Francisco, CA 94105

Attention: Mr. David J. Bergman  
Director of Industrial Relations

Gentlemen:

This letter cancels and supersedes Letter Agreement #1020, dated February 22, 1974 and signed March 18, 1974, establishing Lines of Progression for the General Construction Services Department and the Field Office Operations Group.

Attached is a proposed line of progression for the Field Clerical Group and Service Center Clerical Group of ENCON Department.

Title 305 of the Agreement, Job Bidding and Promotion, specifically provides, among other things, that for appointment to a job vacancy an employee must be fully qualified to perform the duties of the job which is vacant. In applying the proposed lines of progression to the demotion and layoff procedures of Title 306 of the Agreement, it is the parties' continuing intent to require the employee to be fully qualified to perform the duties of the classification prior to displacement or demotion into that classification.

In an effort to correct the existing problems with lines of progression and as a basis for settlement of ENCON Grievance No. 3-1979-89-84 (Review Committee File No. 1710-90-15), it is proposed adoption of the attached Lines of Progression for the ENCON Field Clerical Group and the Service Center Clerical Group. As is noted on the attached chart, the Clerical Assistant classification is now in the line of progression to Routine Field Clerk, where appropriate request is on file. Assuming agreement to this revised line of progression chart, the parties agree that this modification becomes effective upon the signing of this agreement, but has no retroactive application. Therefore, the grievance at issue will be closed without adjustment by the Review Committee.

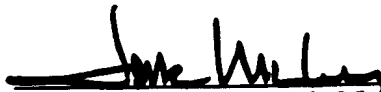
Mr. Bergman  
Page 2

R2-91-54-PGE  
October 30, 1992

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 the Union.

Very truly yours,

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

By:   
Jack McNally  
Business Manager

The Company is in accord with the foregoing and agrees thereto.

PACIFIC GAS AND ELECTRIC COMPANY

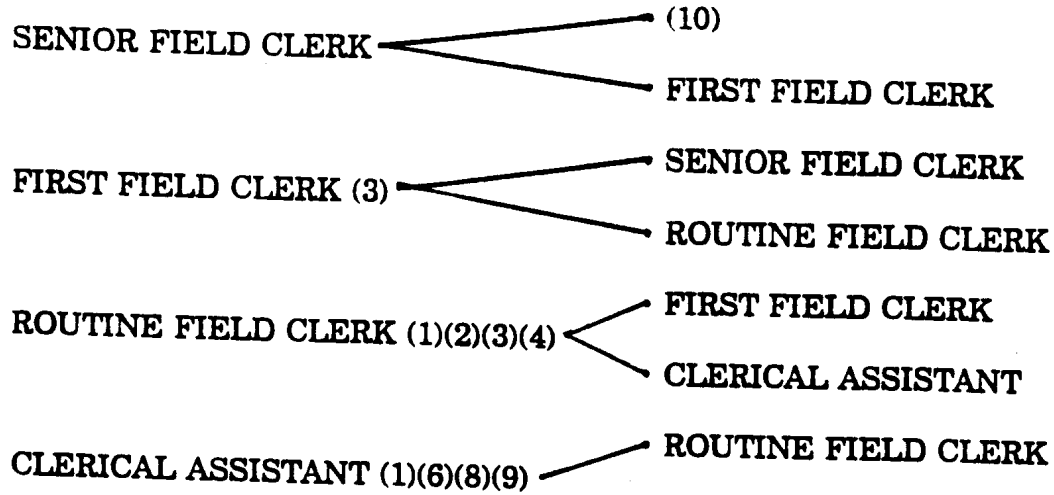
11-17-92, 1992 By:   
David J. Bergman  
Director of Industrial Relations

RS:lm

Attachment

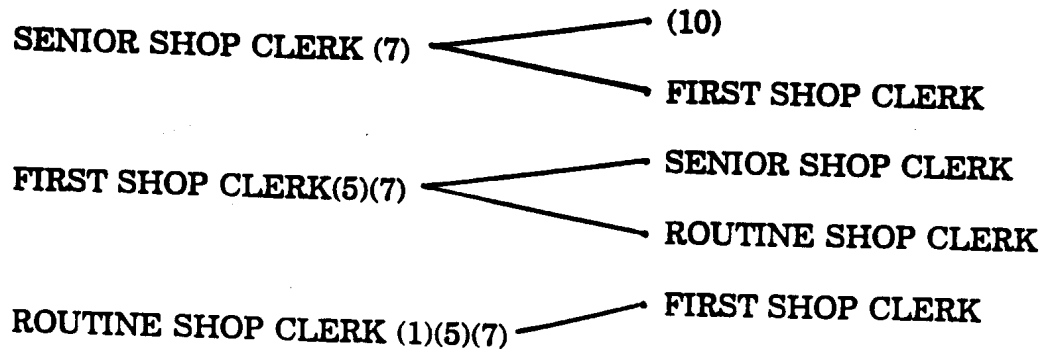
**LINES OF PROGRESSION  
ENCON FIELD CLERICAL GROUP  
AND ENCON SERVICE CENTER GROUP**

FIELD CLERICAL GROUP



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SERVICE CENTER GROUP



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NOTES:

1. Beginner's classification.
2. Automatic progression to First Field Clerk upon completion of six months at top rate of pay.
3. A Routine Field Clerk or First Field Clerk may displace a Clerical Assistant who has the least Company service before being subject to layoff under the provisions of Title 306 of the Agreement and retain their classification and wage rate.

4. A First Field Clerk or Routine Field Clerk may request transfer to a vacancy in the Clerical Assistant or Routine Shop Clerk classification utilizing the appropriate form.
5. A First Shop Clerk or Routine Shop Clerk may request transfer to a vacancy in the Clerical Assistant or Routine Field Clerk classification utilizing the appropriate form.
6. A Clerical Assistant may request transfer to a vacancy in the Routine Field Clerk classification utilizing the appropriate form. Such employee shall be entitled to preferential consideration for appointment to such classification, pursuant to Section 305.5 of the Agreement.
7. Employees in the Routine Shop Clerk, First Shop Clerk and Senior Shop Clerk classifications are not subject to transfer by the Company or per diem expense allowance except as specifically provided for in Title 301.
8. Employees in the Clerical Assistant classification are not subject to transfer by the Company unless written agreement with Union is obtained or per diem expense allowance except as specifically provided for in Title 301. However, a Clerical Assistant who is to be affected by the application of Title 306 may displace a less senior Clerical Assistant at another Project or permanently established field office, pursuant to the provisions of Section 306.1 of the Agreement. A permanently established field office, as used in this Note, shall be as defined in Section 301.19 (a) of the Agreement.
9. Employees in the classification of Clerical Assistant shall be considered under Subsection 18.8(c) of the Clerical Agreement for bidding to Accounting Clerk in the Vice President and Comptroller's Group in the Disbursement Accounting Department, and to Operating Clerk positions in the Operating Line of Progression in the Regions.
10. All ENCON Department employees in the Field Clerical or Service Center Clerical groups may bid or request transfer to any classification for which they may qualify in the General Office or Regions, or between Departments within ENCON.
11. The appropriate form to request a transfer, as referenced in Notes 4, 5, 6 and 10 (as Note 10 applies to transfer between ENCON Departments) is to be a form developed by Company. The employee seeking transfer shall forward the completed form to the office of the ENCON Human Resources Department who shall, upon receipt, date stamp the form and return a copy to the employee. Employees who are offered preferential consideration for appointment pursuant to such request for transfer and who decline the position offered, shall not be entitled to further consideration for a transfer to the same classification for a period of 90 calendar days thereafter. These requests will be active for one year.

**EXHIBIT VII**

**BEGINNER'S CLASSIFICATION**

**GENERAL CONSTRUCTION**

**FIELD CLASSIFICATIONS:**

0053	Clerical Assistant	0947	Utility Worker
0245	Routine Field Clerk	0956	Kitchen Utility Worker
0885	Field Garageman	1926	Painter Utility Worker
0916	Camp Utility Worker	2584	Waitress C

**SERVICE CENTER CLASSIFICATIONS:**

0314	Routine Shop Clerk	0880	Garageman
1210	Materialsman		