

Local Union 1245
International Brotherhood
Electrical Workers



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(3063 CITRUS CIRCLE) • P.O. BOX 4790, WALNUT CREEK, CALIFORNIA 94596 • (415) 933-6060

To: Jack McNally, Administrative Staff, Business Representatives with PG&E Assignments

From: Tom Dalzell

Date: October 12, 1982

Re: Unofficial Personnel Files

Today we received the transcript of Arbitration Case No. 105 which was held on September 17, 1982. As I reported at the last staff meeting, Bud Brown unequivocally states that the company policy is that the union may examine an employee's "unofficial" personnel file during the lower levels of the grievance procedure.

Specifically, Bud stated as follows:

Any file that we have that has materiality to a decision we have made is available to you.
[Page 50, lines 22-23]

...it has been available in the past and it will certainly be continued to be available in the future if it's a material fact in sustaining or not sustaining a grievance. We have the burden of coming forward with it. [Page 51, line 24 through page 52, line 1.]

I then asked Bud if the informal files have been available to the union in the past. He stated on the record that "they have always been" available [Page 52, lines 5-6] and that they will continue to be [Page 52, line 8] available for our inspection.

TD/rlm