



# LETTER AGREEMENT LA 20-30-PGE



PACIFIC GAS AND ELECTRIC COMPANY  
LABOR RELATIONS  
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MATTHEW LEVY  
SENIOR DIRECTOR

INTERNATIONAL BROTHERHOOD OF  
ELECTRICAL WORKERS, AFL-CIO  
LOCAL UNION 1245, I.B.E.W.  
P.O. BOX 2547  
VACAVILLE, CALIFORNIA 95696  
(707) 452-2700  
TOM DALZELL  
BUSINESS MANAGER

April 29, 2020

Mr. Tom Dalzell, Business Manager  
Local Union No. 1245  
International Brotherhood of  
Electrical Workers, AFL-CIO  
P.O. Box 2547  
Vacaville, CA 95696

Dear Mr. Dalzell:

The Company proposes to establish a Telecommunications Qualified Persons (TQP) training program for Title 200 Telecommunications Technician (50010412), Telecommunications Technician UN (50010401), Telecommunications Service Technician (52449610), Sr. Telecommunications Technician (50251337), Telecommunications Crew Leader (50010410), and Title 300 Communication Technician (50010398), and Technical Crew Leader A – Not Gas (50253773) classifications. Employees in these classifications who have passed the required training program to become a Telecommunications Qualified Person will be considered qualified to perform the identified additional job duties.

### **TQP Training Program**

A joint Company and Union committee developed the TQP training (Attachment I). This training will be utilized to develop qualified personnel to perform the work as described below. Employees desiring to maintain their qualifications will be required to requalify as outlined in the training program.

### **Telecommunications Qualified Persons (TQP)**

TQP is a qualification within the above noted classifications, which builds upon the knowledge and skills of the existing Qualified Telecommunications Worker (QTW) qualification. After attaining this qualification, and within narrowly defined circumstances, employees shall be permitted to establish, remove, and repair current-carrying telecommunications equipment secondary connections in the overhead distribution environment at voltages not to exceed 300V nominal. Minimum qualifications, training and assessment requirements must be completed to attain the TQP qualification, as defined below:

### **TQP Pre-Qualification Requirements**

The below requirements must be satisfied before beginning TQP training:

- 1) Achieve Telecommunications Technician Journeyman status
- 2) Attain the Qualified Telecommunications Worker (QTW) qualification

**Training and Assessment Requirements**

The below requirements must be satisfied to attain the TQP qualification:

- 1) Complete all required TQP course prerequisites
- 2) Complete the TQP training course
  - Attend all TQP course training sessions
  - Achieve passing scores on all TQP course knowledge assessments
  - Achieve passing scores on all TQP course skill assessments
- 3) Complete all required on-the-job training hours
- 4) Achieve a passing score on the TQP qualification skill assessment

**Oversight Committee**

The Company and Union shall each appoint two members to be part of an Oversight Committee. The Oversight Committee will attempt to resolve any issues that may arise regarding this Letter of Agreement within forty-five (45) days. Issues that the Oversight Committee cannot resolve will be subject to the party's grievance procedure. Subsection 102.3(a)(2) timelines will be waived for the forty-five (45) day period.

**Wages**

Employees who successfully pass all training requirements and are certified as holding TQP qualifications will be assigned a 5% increase in pay above their base wage rate upon successful completion of the training, and will continue to receive the additional wage increase as long as they continue to hold one of the identified classifications noted above and maintain their qualifications as outlined in the training program. This increase in pay will apply for the employee's pension and 401k options.

**Initial Staffing T200 & T300**

The Company will initially staff ten (10) Title 300 TQPs systemwide and a total of 21 TQPs in Title 200 systemwide. Initial Title 200 staffing will be allocated based on divisions, as defined below. Adjustments to staffing requirements systemwide within the defined service territories following implementation of this agreement shall be at the discretion of the Company based on operating need. Future opportunities to become TQP qualified in Title 200 will be made by seniority within the Bidding Area as defined in the Physical Agreement and as determined by the Company based on operating need.

**T200 Geographic Service Territories**

Service territories for the purpose of this agreement will be defined as follows:

- 1) General Office and San Francisco
- 2) Peninsula
- 3) East Bay
- 4) North Bay
- 5) Sonoma
- 6) Diablo
- 7) Mission
- 8) Stockton
- 9) DeAnza
- 10) San Jose
- 11) Central Coast
- 12) Las Padres
- 13) Fresno
- 14) Kern

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- 15) Yosemite
- 16) Vacaville
- 17) Sacramento
- 18) North Valley
- 19) Humboldt
- 20) Sierra

**Initial Selection Process for Training**

Ten (10) T300 volunteers from the identified classifications will be selected by seniority systemwide.

T200 volunteers from the identified classifications will be selected as follows:

- 1) By geographic service territory as outlined above, to include a minimum of one (1) employee within each service territory; and
- 2) By seniority within the assigned geographic service territory as identified above.

This agreement has been discussed with Sr. Assistant Business Manager, Anthony Brown and Business Representative Mike Adayan.

If you agree, please so indicate in the space provided below and return one executed copy of this letter to the Company.

Very truly yours,

PACIFIC GAS & ELECTRIC COMPANY



By: \_\_\_\_\_  
Matthew Levy  
Senior Director

The Union is in agreement.

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



By: \_\_\_\_\_  
Tom Dalzell  
Business Manager

\_\_\_\_\_ Apr 29, 2020, 2020

## Course Description

This course will prepare Qualified Telecommunications Workers (QTW) to establish, remove, and repair current-carrying telecommunications equipment secondary connections in the overhead distribution environment at voltages not to exceed 300V nominal within narrowly defined circumstance. Technicians will be required to demonstrate minimal competency before being allowed to perform work as a Telecommunications Qualified Person.

## Course Prerequisites

All technicians are required to complete the following training before attending this course:

- All requirements for QTW, including Qualified Telecommunication Worker (TCOM-9056)
- Arc-Flash Hazard Control Basics (SAFE-1505WBT)
- Basic Electricity (WBT)
  - Module 1: Atomic Theory (G&E-0009WBT)
  - Module 2: Conduct and Insulation (G&E-0010WBT)
  - Module 3: Potential Difference (G&E-0011WBT)
  - Module 4: Ohm's Law (G&E-0012WBT)
  - Module 5: Circuits (G&E-0013WBT)
  - Module 6: AC/DC (G&E-0014WBT)
  - Module 7: 3-Phase (G&E-0015WBT)
  - Module 8: Reactive Power (G&E-0016WBT)
  - Module 9: Power Factor (G&E-0017WBT)
  - Module 10: Electromagnetic (G&E-0018WBT)
  - Module 11: Electrical Safety (G&E-0019WBT)
  - Basic Electricity Final Assessment (G&E-0020WBT)

## Course Curriculum Map

### COURSE OUTLINE

Topic	# Class Hours
<b>Unit 1: Basic Electricity Review</b>	4
<ul style="list-style-type: none"> <li>• Review Basic Electricity Concepts</li> </ul>	
<b>Unit 2: Safety Near Energized Lines</b>	6
<ul style="list-style-type: none"> <li>• PG&amp;E Guidance Documents</li> <li>• Safety Requirements Near Energized Lines</li> <li>• Use and Care of Rubber Goods</li> </ul>	
<b>Unit 3: Energizing, Deenergizing, and Troubleshooting Telecom Equipment</b>	22
<ul style="list-style-type: none"> <li>• Prepare for Work Within the Secondary Voltage Environment</li> <li>• Energize and Deenergize Telecom Equipment</li> <li>• Troubleshoot Power Issues Related to Secondary Connections</li> </ul>	
<b>Assessments</b>	8
<ul style="list-style-type: none"> <li>• One Knowledge Assessment</li> <li>• Three Skill Assessments</li> </ul>	
<b>Total Hours</b>	<b>40</b>

## **TQP Qualification Requirements**

The below requirements must be satisfied before beginning Telecommunications Qualified Persons (TQP) training.

- 1) Achieve Telecommunications Technician Journeyman status.
- 2) Attain the Qualified Telecommunications Worker qualification.

### **Training Requirements**

The below training requirements must be satisfied to attain the Telecommunications Qualified Persons (TQP) qualification.

- 1) Complete all required TQP course prerequisites.
- 2) Successfully complete the TQP training course.
  - Attend all TQP course training sessions.
  - Achieve passing score on the TQP course knowledge assessment.
  - Achieve passing scores on all three TQP course skill assessments.
- 3) Complete on-the-job training (OJT), as stipulated below.
- 4) Achieve passing scores on all three TQP qualification skill assessments.

### **OJT Requirements**

The below conditions apply to all required OJT.

- Establish between 20 and 30 connections required to energize between 10 and 15 devices to include:
  - Minimum of 10 secondary connections using mini-wedge connectors
  - Minimum of 10 secondary connections using IPCS connectors
- Complete all required OJT hours within 12 months of achieving passing scores on all TQP course skill assessments.
- OJT is to be completed under the direct oversight of a Qualified Electrical Worker (QEW).
  - OJT must be documented noting each device location, the connector type used, and the overhead secondary configuration (vertical rack, aerial cable, cross-arm underarm bus, transformer bus, cross-arm open wire).
- All completed OJT documents shall be reviewed by an IT Telecommunications Training Coordinator who shall verify that all requirements have been met.
- When all OJT requirements have been met, the coordinator will schedule the TQP qualification skill assessments, as dates become available.
- If the observing QEW witnesses any of the below listed violations and the associated exposures cannot be effectively addressed through onsite QEW coaching, the job shall be stopped, the violation is to be documented, and OJT shall immediately cease.
  - Minimum Approach Distance (MAD) violations.
  - Failure to use proper personal protective equipment (PPE), including the proper use of rubber gloves.
  - Failure to properly isolate energized conductors from adjacent potentials.
  - Any actions that could create a safety hazard for the technician or others.

- Any actions that could result in damage to PG&E or third-party property.
- Any actions that could result in an interruption of customer service.

The documented violation shall be forwarded to the IT Telecom Work Methods and Procedures (WM&P) Manager who shall investigate. Continued participation in the TQP program shall be at the discretion of the manager and shall only be denied if it is determined that mitigation cannot adequately address the exposure associated with the violation. The technician shall not perform any TQP tasks until this process is completed and appropriate mitigation has been implemented.

#### Reassessment Requirements

TQP reassessment shall be completed on a bi-annual basis using the same criteria employed during the TQP qualification skill assessments.

### **Remediation Strategy**

A technician who fails to satisfy any requirement shall be notified in writing and remediation shall commence. The technician's supervisor shall also receive written notification within two business days of any remediation steps to be taken. Should the need for remediation progress, a technician shall not be entitled to a third attempt at successfully completing the course. Subsequent attempts will be at the discretion of the WM&P Manager and will include remediation agreed upon by the WM&P Manager and the technician's supervisor.

#### Training Prerequisites Remediation

1. A technician who fails to satisfy required course prerequisites prior to course commencement, will be removed from the course and must complete all prerequisites prior to rescheduling.

#### Training Remediation

1. Technicians who cannot attend all required training sessions will be rescheduled, as course dates become available.
2. If a technician does not achieve a satisfactory score on any course knowledge or skill assessments, the below remediation shall be followed.

**1<sup>st</sup>** Unsuccessful attempt: During the scheduled class, the candidate will be permitted to retake one unsuccessful knowledge or skill assessment after instructor coaching and/or reviewing the material.

**2<sup>nd</sup>** Unsuccessful attempt: The candidate must complete an additional 40 hours of documented Qualified Telecommunications Worker (QTW) tasks. Reassessment will not be allowed sooner than 6-months after the second unsuccessful attempt. The candidate will be required to take the training course for a second time and successfully complete all knowledge and skill assessments.

### OJT Remediation

1. If a technician does not satisfy the OJT requirements outlined within 12 months, an additional six months will be granted for completion. The technician shall finish all additional OJT requirements within a rolling twelve-month period. If completion is not achieved within the six-month extension, the technician will be required to repeat the TQP training course.
2. If OJT is ceased due to a violation listed in the OJT requirements and it is determined that mitigation is appropriate, the mitigation plan shall be agreed upon by the WM&P Manager and the technician's supervisor.

### TQP Qualification Skill Assessments Remediation

- If a technician does not achieve a satisfactory score on all TQP qualification skill assessments, the technician shall repeat the training course and complete additional OJT that includes establishing connections required to energize between ten and fifteen devices, including:

- Minimum of five secondary connections using mini-wedge connectors
- Minimum of five secondary connections using IPCS connectors

The technician can also opt to retake the course knowledge assessment in leu of repeating the course. If a passing score is achieved, the TQP qualification skill assessments can be administered again after the technician has completed the above outlined OJT requirements. If a technician fails to achieve the required score, the technician must repeat the training course and satisfy the above specified OJT requirements, prior to reassessment.

### Reassessment Remediation

- If a TQP does not achieve satisfactory scores on bi-annual reassessments, the TQP qualification shall be revoked. Prior to additional reassessment attempts, the technician shall repeat the training course, must successfully pass all course knowledge and skill assessments, and must complete OJT that includes establishing connections required to energize between ten and fifteen devices, including:

- Minimum of five secondary connections using mini-wedge connectors
- Minimum of five secondary connections using IPCS connectors

- The technician can also opt to retake the course knowledge assessment in leu of repeating the course. If a passing score is achieved, the bi-annual reassessments can be administered again after the technician has completed OJT that includes establishing connections required to energize between ten and fifteen devices, including:

- Minimum of five secondary connections using mini-wedge connectors
- Minimum of five secondary connections using IPCS connectors

If a technician opts to retake the knowledge assessment and fails to achieve the required score, the technician shall repeat the training course, must successfully pass all course knowledge and skill assessments, and satisfy the above specified OJT requirements, prior to reassessment.