



LETTER AGREEMENT NO. 24-06-PGE



PACIFIC GAS AND ELECTRIC COMPANY
LABOR RELATIONS
300 LAKESIDE
OAKLAND, CA 94612
650.832.8674

INTERNATIONAL BROTHERHOOD OF
ELECTRICAL WORKERS, AFL-CIO
LOCAL UNION 1245, I.B.E.W.
P.O. BOX 2547
VACAVILLE, CALIFORNIA 95696
707.452.2700

MATT LEVY
SENIOR DIRECTOR

BOB DEAN
BUSINESS MANAGER

February 2, 2024

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

Dear Mr. Dean:

Attached is the updated Job Definitions and Lines of Progression (JDLOP) for Gas Pipeline Operations & Maintenance – Transmission and Distribution (GPO&M-T&D), Exhibit VI-C, Section 600.4. The update integrates changes from General Negotiations and the results of various Letters of Agreement and precedent setting grievance decisions. It is not the intent of the parties to add or interpret any of the integrated changes noted above and made a part of this agreement. In addition, any omission of relevant agreements is not intentional and shall be corrected.

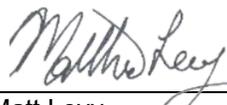
Changes appear in italics. Also, attached is a revision mode copy showing additions in italics and deletions lined out. The documents prompting the changes are listed on the last page of the JDLOP. Any reference to supervisory ability has been removed from the respective job duties for all classifications.

While the parties have completed a comprehensive review, due to the length of time since the last update there may have been minor changes that were not noted in this current update. If either party becomes aware of a change that should be incorporated, the parties will review it and if so agreed, make the appropriate correction.

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

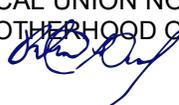
Very truly yours,

PACIFIC GAS & ELECTRIC COMPANY

By: 
Matt Levy
Senior Director

The Union is in agreement.

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

By: 
Bob Dean
Business Manager

Feb 6, 2024, 2024

PACIFIC GAS & ELECTRIC COMPANY

AND

IBEW, LOCAL UNION 1245, AFL-CIO

**GAS PIPELINE OPERATIONS & MAINTENANCE – TRANSMISSION
AND DISTRIBUTION (GPO&M-T&D)**

**JOB DEFINITIONS AND LINES OF PROGRESSION
EXHIBIT VI-C, SECTION 600.4**

REVISED *February, 2024*

REPLACES LA 14-40 DATED AUGUST 2015

New language appears in italics

TABLE OF CONTENTS

GAS PIPELINE OPERATIONS & MAINTENANCE-TRANSMISSION AND DISTRIBUTION (GPO&M-T&D) LINES OF PROGRESSION CHARTS	i
MAINTENANCE	i
STATION	ii
TRANSMISSION PROJECT CLEARANCE OPERATIONS (TPCO).....	iii
LNG/CNG OPERATIONS.....	iv
TRANSMISSION GAS SYSTEM OPERATIONS.....	v
GAS PIPELINE OPERATIONS & MAINTENANCE – TRANSMISSION AND DISTRIBUTION (GPO&M-T&D).....	1
MAINTENANCE	1
M&C COORDINATOR – GAS TRANSMISSION	1
LEAD GAS CONTROL TECHNICIAN	5
GAS CONTROL TECHNICIAN.....	6
UN GAS CONTROL TECHNICIAN.....	6
APPRENTICE GAS CONTROL TECHNICIAN	8
UNASSIGNED MEASUREMENT AND CONTROL MECHANIC (PIO).....	9
MECHANIC-WELDER.....	9
MECHANIC WELDER IN-SERVICE	10
LEAD TRANSMISSION MECHANIC	10
TRANSMISSION MECHANIC.....	11
APPRENTICE TRANSMISSION MECHANIC	11
ENGINE ANALYST.....	12
FIELD METERPERSON	13
TRANSMISSION PIPELINE CLEARANCES OPERATIONS.....	13
LEAD GAS CONTROL TECHNICIAN - TPCO.....	14
GAS CONTROL TECHNICIAN – TPCO	14
LEAD MECHANIC-WELDER – TPCO.....	15
<i>LEAD MECHANIC-WELDER – TPCO – IN-SERVICE</i>	15
TRANSMISSION MECHANIC – TPCO	15
UTILITY WORKER – TPCO.....	17
LNG/CNG OPERATIONS.....	17
<i>LEAD</i> LNG/CNG TECHNICIAN	17
LNG/CNG TECHNICIAN.....	18
<i>APPRENTICE LNG/CNG TECHNICIAN</i>	21
TRANSMISSION GAS SYSTEMS OPERATIONS.....	23
TRANSMISSION GAS SYSTEM OPERATOR.....	23

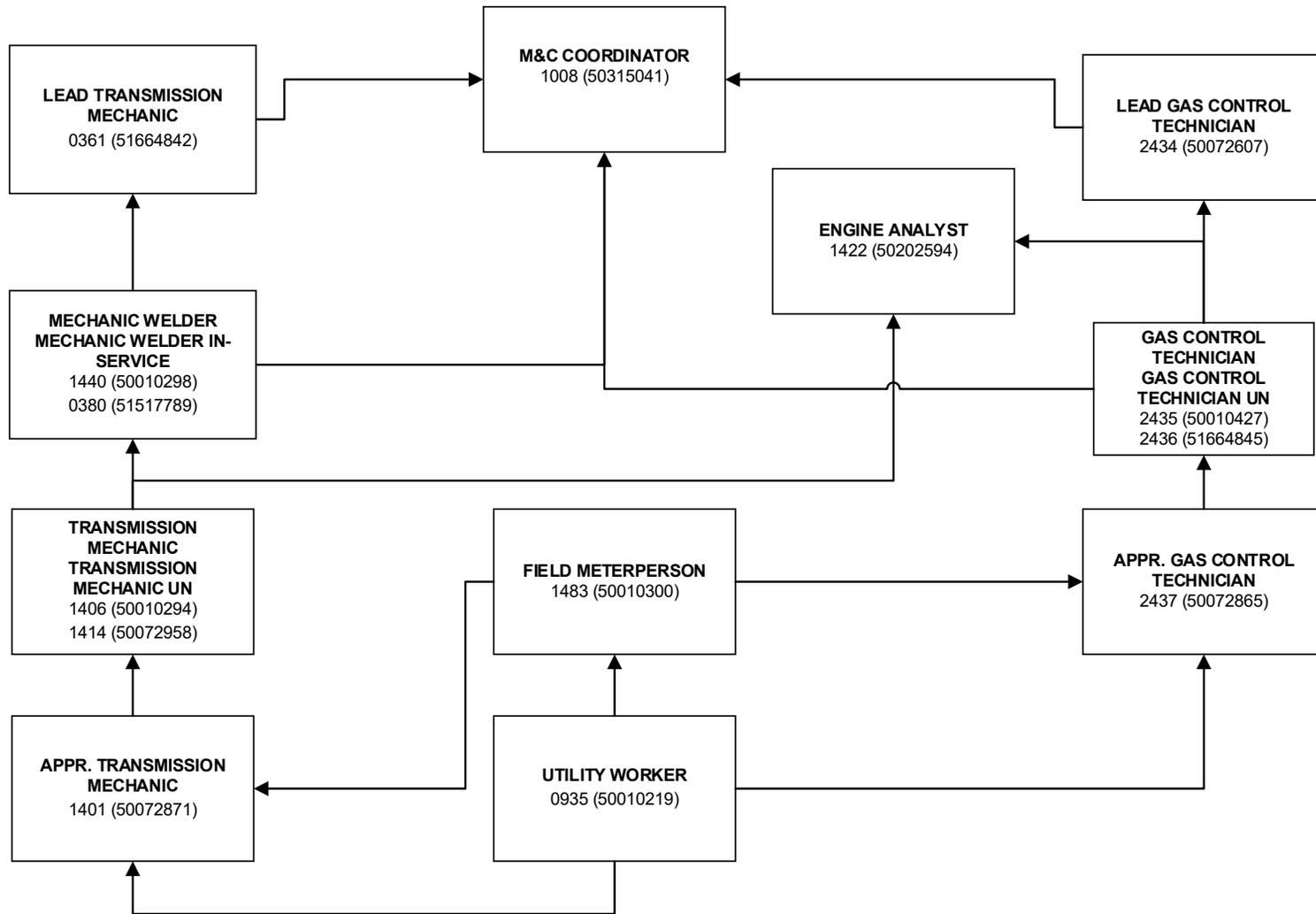
APPRENTICE TRANSMISSION GAS SYSTEM OPERATOR	23
STATION OPERATIONS	24
SENIOR STATION OPERATOR	24
RELIEF SENIOR STATION OPERATOR	24
STATION OPERATOR	25
APPRENTICE STATION OPERATOR	25
SENIOR MAINTENANCE ASSISTANT	27
MAINTENANCE ASSISTANT	27
UTILITY WORKER	28
ENVIRONMENTAL MONITOR PROCEDURES	29
LETTER AGREEMENT NO. 92-28 (Commercial s License Addendum)	32
LETTER AGREEMENT NO. 01-15 (Gas Operator Qualification Plan)	35
LETTER AGREEMENT NO. R1-00-48 (Respiratory Protection Program)	36
LETTER AGREEMENT NO. R1-12-26 (Gas Transmission M&C Coordinator)	39
LETTER AGREEMENT NO. 12-31 (Fatigue Mitigation Methods – Overtime and Rest Periods).....	42
LETTER AGREEMENT NO. 12-32 (Commercial Driver’s License Addendum).....	45
LETTER AGREEMENT NO. 13-38 (In-Service Welding)	51
LETTER AGREEMENT NO. R1-13-47 (Classifications in Transmission Project Clearance Operations)...	52
LETTER AGREEMENT NO. 13-54 (Commercial Driver’s License Addendum).....	56
LETTER AGREEMENT NO. R2-13-67 (LNG/CNG).....	57
LETTER AGREEMENT NO. 14-40 (Establish GPO&M T&D JDLOP)	64
LETTER AGREEMENT NO. 15-29 (Change Sr. LNG/CNG Tech to Lead LNG/CNG Tech).....	72
LETTER AGREEMENT NO. 16-51 (GPOM Classifications).....	80
LETTER AGREEMENT NO. 21-21 (Gas Pipeline Operations & Maintenance Revisions to Maintenance Assistant).....	82
LETTER AGREEMENT NO. 21-44 (Apprentice LNG-CNG Technician).....	86
General Information	108
Administrative Procedures	110
Apprenticeship Agreement (DAS-1 Form)	110
Apprentice Orientation Requirements	110
Workload Management	111
Field Training Outline	111
Apprentice Supervision	112
Working Conditions per CCR, Title 8	112
Required Supervision	112
Apprentice Role and Responsibilities	113
Standards of Achievement	113
Documenting Task Completion	113
Critical Core Attitudes and Behaviors	114

Apprentice Accountability	114
Correcting Errors in Training Records	114
Maintenance and Use of Books and Reference Materials	115
Reporting Performance and Behaviors	116
Documenting Task Completion	117
Documenting Task Completion	118
Supervisor Accountability	119
Documenting Task Completion	119
Record Retention	119
Supervisor Accountability	120
Documenting Task Completion	120
Record Retention	120
Monitoring Performance and Behaviors	121
Managing the Training Process	122
Monitoring Performance and Behaviors	123
JATC Program Report-out	123
Record Retention	124
After the Apprenticeship Is Complete	124
Local Review Committee	125
Zero Tolerance Harassment Policy	126
Training Requirements Requiring Travel	127
Work Schedules and Supervision	127
Formal Training Overview	128
Availability of Formal Training	128
Mandatory Prerequisites	128
Mandatory Self- study	128
Recommended Self-study	128
Appropriate Work Assignments	131
Performing OJT and JPM Out of Sequence	131
Documenting OJT and JPM	131
Purpose of Assessments	132
Assessment Timing	132
Late Arrival on SPT Day	132
Photo ID Required	132
Assessment Content	132
Step Progression Test Eligibility	132
Step Progression Tests (SPTs)	134
Step Progression Test and/or Formal Training Failure & Remediation	134
PG&E	135

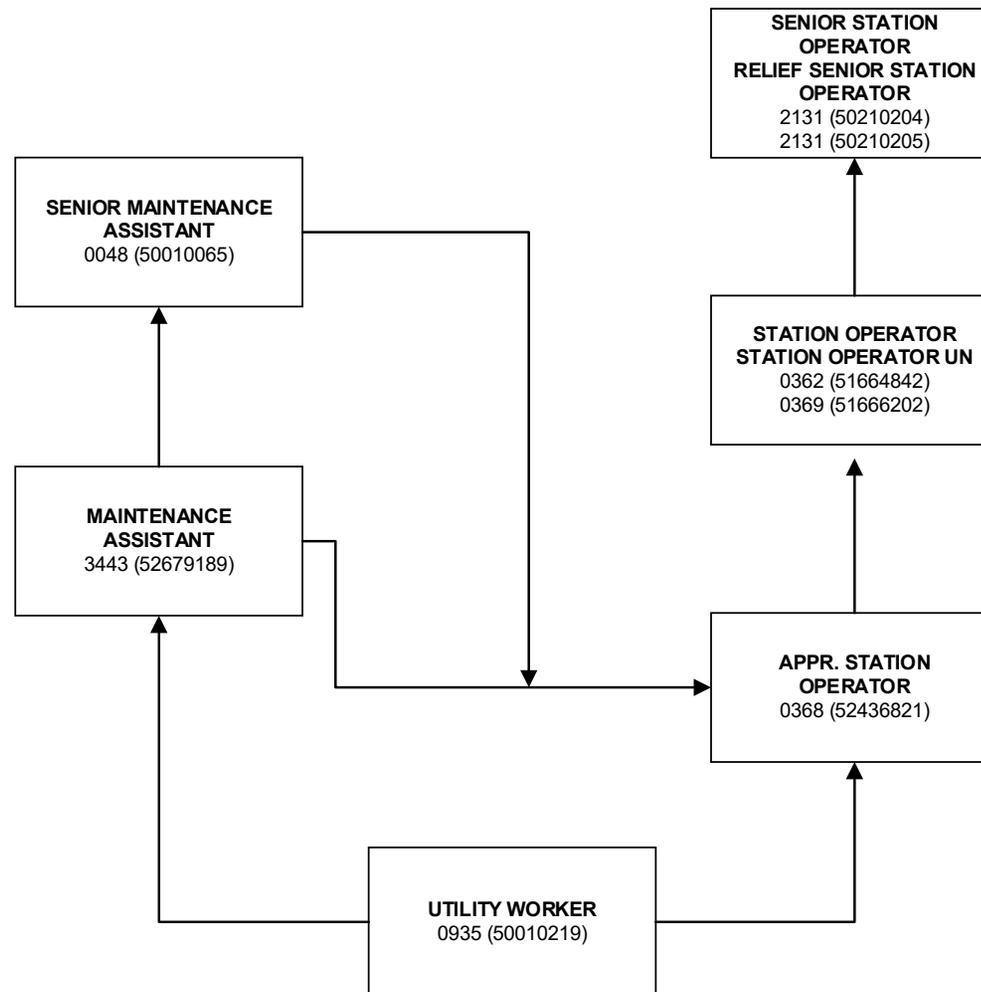
Early Program Advancement	135
Advancement Requirements	135
Standards of Achievement	135
Failure to Meet Standards of Achievement	136
Step Progression after an Action Plan	136
Step Progression After Leave of Absence	136
Examples of Step Progression After a Delay	137
Becoming a Journeyman	137
Evaluation Process	138
90-Day Performance Review	139
Attitudes and Behaviors	139
LRC	140
The area Superintendent is responsible for scheduling and facilitating the LRC meetings.	140
Authority and Decision Making	140
Critical Success Requirements	141
Monitoring and Reviewing Progress	141
Removal Process	141
Providing Documentation	141
Informal Resolution First	142
The Appeals Process	142
Permanent Training Record	143
Access to the Training Record	143
Apprentices Not Affected by This Agreement	144
Apprentices That Are Affected by This Agreement	144
Appendix Documents	145
Standards of Achievement	145
Training Activity Review/Approval	146
Step 1	148
Step 1,	149
Step 1,	150
Step 2	150
Step 2,	151
Step 3	151
Step 3,	152
Step 4	153
Step 4,	154
Step 5	154
Step 5	155
Step 6	157

Step 6	158
Program Transition Plan	34
.....	159
Appendix	35
.....	159
Appendix A – Curriculum Map	38
.....	159
LIST OF DOCUMENTS/REASONS PROMPTING CHANGES	160

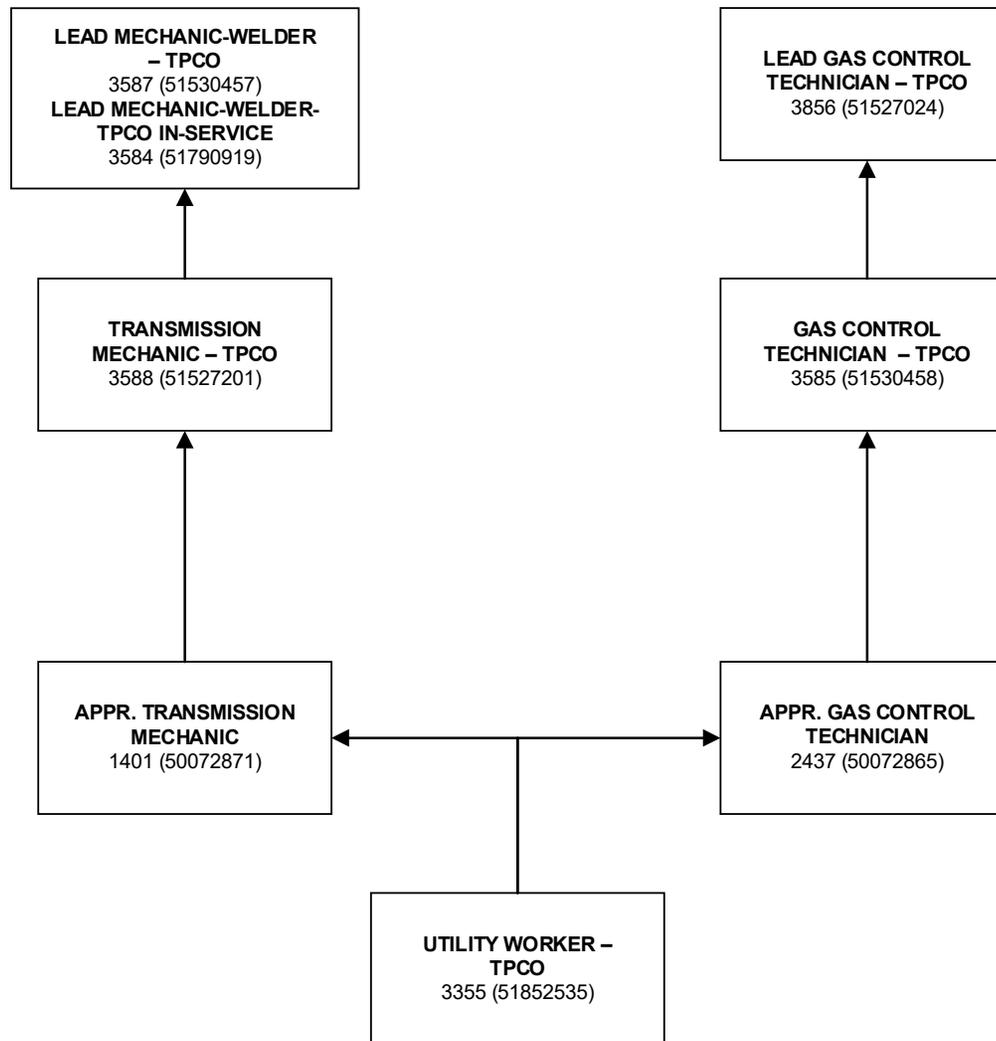
Gas Pipeline Operations and Maintenance – Transmission & Distribution Maintenance



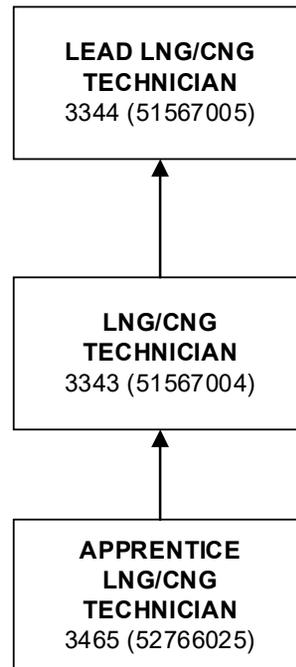
Gas Pipeline Operations and Maintenance – Transmission & Distribution Station



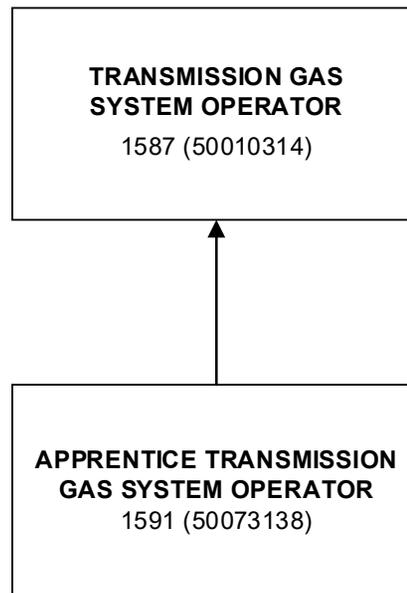
*Gas Pipeline Operations and Maintenance – Transmission & Distribution
Transmission Project Clearance Operations (TPCO)*



*Gas Pipeline Operations and Maintenance – Transmission & Distribution
LNG/CNG Operations*



Gas Pipeline Operations and Maintenance – Transmission & Distribution
Transmission Gas System Operations



GAS PIPELINE OPERATIONS & MAINTENANCE – TRANSMISSION AND DISTRIBUTION (GPO&M-T&D)

MAINTENANCE

M&C COORDINATOR – GAS TRANSMISSION **1008 (50315041)**

This employee will ensure that work packages including resources, material, equipment and any other preparation, is done in advance so work in the field can be performed when scheduled and updates the scheduler and supervisor about progress and delays. This employee must communicate regularly with others involved with Work and Resource planning, engineering, project management, first line supervision, customers and contractors as per roles and responsibilities of the M&C Coordinator outlined in the "Client Communications Doc." Will be required to work in PG&E computer applications including but not limited to SAP Work Management, PLM, Microsoft Word and Excel, and Outlook.

Responsible for attendance at regularly scheduled scheduling meetings. Responsible for attendance at monthly district planning meetings to provide status or update on outage information or other compliance information to help inform the scheduler if additional work needs to be integrated in schedule and assist in managing resources.

Must maintain a valid Class "C" California Driver's License and Operator Qualifications.

This position is covered under the DOT program and is subject to all provisions under the Company's DOT Drug and Alcohol Testing Program.

Organize, problem solve Gas Pipeline Operations & Maintenance – Transmission & Distribution (GPO&M-T&D) jobs with a high level of expertise. Keep current on all standards, procedures and policies of the same. Work with project management, local supervision, and GC supervision to facilitate successful completion of construction projects.

Participate in safety tailboards. Keep current on safety issues. Assist supervisor with management of work requests generated by the IBEW Safety Walk-around. Utilize safety best practices proactively in coordination prior to turning over to local headquarters.

Testing Requirements:

Must pass applicable tests/test batteries as agreed to by the Company and the Union for existing represented employees, which may include the Physical Test Battery, Industrial Skills Test, Console Operator Basic Requirements Assessment (COBRA), or new tests deemed appropriate.

Notes:

- 1) Employee who held a *journeyperson* or higher classification will be "B" bidders back to their immediate former line of progression within the Bidding Unit. An example would be a former (1406) Transmission Mechanic would be a "B" bidder back to (1406) Transmission Mechanic and (1440/50010298) Mechanic Welder in the Bidding Unit if that was their immediate former line of progression and meet the qualifications. If they are bidding outside of the bidding unit they will be "C" bidders. Employees from General Construction will be treated as a Title 200 employee returning to General Construction, Subsection 305.7 (b) (3).
- 2) Employees in this classification will be considered as being in the same classification as it is applied in subsection 206.1 (d) of the Agreement when applying the provisions of Section 206.5. In other words, if an M&C Coordinator is being displaced and was formerly a Transmission Mechanic, that employee can be displaced into a Transmission Mechanic position.

- 3) Upon exhaustion of all confirmed priority A, B, and C bidders, as in accordance with the Agreement, Company shall retain right to identify and interview candidates possibly including those listed as D or E bidders, Return To Work or external candidates at Company discretion.

Roles and Responsibilities (not exclusive):

- Coordinate scheduled maintenance and construction work to be performed by crews.
- Review Gas work for permit requirements and notify appropriate departments.
- Must be familiar with the PLM program.
- Communicate with contractor on jobsite and understand roles and responsibilities.
- Communicate material needs, develop solutions for backorders with Remote Materials Leads and warehouse personnel.
- Initiate Contract Services through the established procurement process.
- Liaison duties between Job Owner / Customer / WRM / Engineering.
- Ensure job packages are complete when handing over to Frontline Supervisor.
- Provide digital pictures or sketches in packages as needed for clarity.
- Facilitate communication between scheduler and M&C regarding resource availability.
- Identify need for Vegetation Management and resolve as appropriate.
- Understand need and coordinate gas or electric work with other departments.
- Provide complete job information / alternative options for prudent OT decisions.

1. Qualifications - Required or to be fulfilled within the 6 month probationary period.

- a. Clear understanding of safety related issues that may occur on job site, in office and in vehicle for both self and others in order to help company meet its Zero OSHA, LWD, Training and Safety Incident goals.
- b. Class C License is required. (See LA 12-32).
- c. Ability to perform duties to work in a physical environment (required):
 - i. Qualified and able to open underground enclosures.
 - ii. Physically capable to walk around construction and maintenance sites, facility rights-of-ways or other operating areas of uneven ground.
 - iii. Ability to lift 25 lbs. at work sites.
 - iv. Physically capable to set no parking signs and other required worksite signage.
 - v. Ability to climb ladders to a height of 15 feet.
- d. Gas Construction Skills:
 - i. Basic understanding of USA (ref. Underground Service Alert) procedures.
 - ii. Basic understanding for non-electrical workers of Arc Flash Hazard standard. Knowledge/ability to recognize and work safely around exposed energized electrical equipment.
 - iii. Understand how to use a pipe locator to determine unidentified work area in the field.
 - iv. Understand and is able to reference gas standards.
 - v. Basic understanding and knowledge of appropriate pressure control equipment needed to perform work on gas transmission and distribution facilities.
 - vi. Basic understanding of necessary excavation dimensions, shoring requirements and equipment space requirements (ref. Excavation Safety Manual).
- e. Construction knowledge: Gas Transmission
 - i. Basic jobsite coordination skills.
 - ii. Good understanding of a job package.
 - iii. Ability to review drawings for accuracy and determine if job can be built.
 - iv. Ability to ensure project has identified proper labor resources.
 - v. Ability to review materials list.

- vi. Ability to understand appropriate work procedures to conduct work.
 - vii. Ability to identify work that can be performed safely pressurized.
 - viii. Ability to understand when worksite is construction ready.
 - ix. Ability to proactively communicate construction workable schedules.
 - x. Ability to identify when a clearance is required.
 - xi. Ability to help prepare and/or submit clearances.
- f. Technology Systems – activate and attain during six month probationary period.
- i. PipeLine Maintenance (PLM)
 - 1. Work Management – Work Requests (header and planning sections), Scheduling & Reports modules, and pop lists.
 - ii. SAP – GT Coordinator Profile
 - 1. Materials Management – ZMRSR transaction (materials status).
 - iii. General Computer skills-
 - 1. Ability to send e-mail and manage calendar in Microsoft Outlook.
 - 2. Ability to review and attach Microsoft Word documents to e-mail.
 - 3. Ability to review and attach Microsoft Excel documents to e-mail.
 - 4. Ability to use digital cameras, downloading and printing pictures.
 - iv. SAP – WRC Profile
 - 1. Work Management – Order Status Screen (ZORDER).
 - 2. Materials Management – Components Tab within a PM Order (coded materials\services), ZMRSR transaction (materials status).
 - 3. Schedule report – Monitor work schedules.
- g. Job Coordination Management
- i. Effective interpersonal skills to include:
 - 1. Communication skills
 - a. Ability to interact effectively with internal construction departments, project management, third-party contractors, permitting agencies, and customers.
 - b. Ability to effectively communicate in a timely manner with supervisor regarding jobs with issues that the M&C Coordinator cannot resolve.
 - c. Ability to effectively communicate with customers during preconstruction coordination efforts.
 - d. Ability to proactively and promptly escalate issues to the right individuals for timely resolution and adjustment to the schedule when necessary.
 - ii. Effective decision-making skills.
 - 1. Time Management Skills
 - a. Ability to simultaneously coordinate numerous jobs (Task Management).
 - b. Understand communicated prioritization of work.
 - c. Ability to coordinate deadlines for various overlapping job package requirements (i.e. USA, permits, etc.).
 - d. Ability to work and meet deadlines in a fast-paced/high pressure environment.
 - e. Resolve scheduling conflicts and recognize optimization opportunities.
 - iii. Ability to learn and understand local Code or Ordinance restrictions which may be applicable to a specific project in your assigned area.
 - iv. Actively engaged with local meetings with Construction and project management to understand future work and prompt for the submission of work requests into PLM.
 - v. Ability to learn and understand facilities environmental issues and permit conditions including Title V, basic manifesting, habitat, etc.
 - vi. Understand and utilize Gas Maintenance Roadmap as necessary.

Advancement

Recognizing the unique skills required for these positions, the Company and Union agree to the process below:

- When vacancies occur, qualified bidders will undergo skills assessment and be interviewed by the Company. Both the skills assessment and interview will be considered in determining a qualified bidder’s abilities and qualifications for purposes of Section 205.14.
- In accordance with Section 205.11, employees who do not possess the knowledge, skill, efficiency, adaptability and physical ability required for the job on which the bid is made will be deemed not qualified.
- In accordance with Subsection 205.14(a) of the Agreement, the Company may place applicants into vacancies based upon the candidates’ abilities and personal qualifications (as determined by the Company).

Provisional Period

- After three months as an M&C Coordinator, the Company will determine if an M&C Coordinator is able to develop the skills or aptitude (i.e., SAP, interpersonal, communications, job coordination) needed to perform as a coordinator. If not, the Company has discretion to release the employee back to *their* previous classification and headquarters. At any time during this three month period, an employee may choose to return to *their* previous classification and headquarters.
- If, after the first three months of employment as a M&C Coordinator, the Company is unable to determine whether an employee will be able to develop the skills or aptitude (i.e., SAP, interpersonal, communications, job coordination) necessary to perform as a Coordinator, upon notification of the Union and the employee, the Company will have an additional three months to assess whether an employee can acquire the skills or aptitude needed to perform as a Coordinator.
- If at any time during this three month extension the Company determines such employee is unable to develop the skills or aptitude needed to perform as a M&C Coordinator, the Company has the discretion to release the employee back to *their* previous classification and headquarters. An employee who has received this notification may, at any time during this additional three month period, choose to return to *their* previous classification.

Performance Standards

- The Company and the Union have developed performance standards as outlined in LA 10-17-PGE and incorporated herein. Such performance standards will be applied to all M&C Coordinators and will be updated (via the Ad Hoc Committee) as needed.
- The Company has the discretion to evaluate the performance of M&C Coordinators at any time.

Emergency Work

M&C Coordinators may be utilized to perform emergency work in other classifications within their LOP if qualified.

Pay Scale Code	SAP Job Code	Next Lower Classifications	Pay Scale Code	SAP Job Code	Same or Higher Classifications
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0361	51664842	Lead Transmission Mechanic	1008	50315041	M&C Coordinator
0380	51517789	Mechanic - Welder - In-Service			
3343	51567004	LNG/CNG Technician			
3344	51567005	Lead LNG/CNG Technician			
3587	51530457	Lead Mechanic--Welder TPCO***			
1406	50010294	Transmission Mechanic			
1414	50072958	Transmission Mechanic UN			
1440	50010298	Mechanic - Welder			
2413	50010416	Gas Technician GC			
2434	50072607	Lead Gas Control Technician			
3586	51527024	Lead Gas Control Technician - TPCO***			
2435	50010427	Gas Control Technician			
3585	51530458	Gas Control Technician – TPCO***			
3584	51790919	Lead Mechanic-Welder TPCO (In-Service)***			

***Bidding rights may be restricted. See LA 14-40 and LA 13-47.

LEAD GAS CONTROL TECHNICIAN

2434 (50072607)

The Lead Gas Control Technician will be responsible for all aspects of Transmission and Distribution Gas regulation, maintenance and control procedures, standards and documentation. Shall act as an assistant to the supervisor in charge. Such duties shall include but are not limited to work planning, writing and holding clearances, ensuring safety-related information is understood and communicated, reviewing documents for work performed for completeness and accuracy and that operator qualifications (OQ's) for self and classifications lower in line of progression are maintained. Such employee shall have the personal qualifications of leadership, the craft and skill qualifications of the journey person Gas Control Technician, and a minimum of one year in the line of progression. The Lead Gas Control Technician shall be required to perform the full scope of duties of the Gas Control Technician in addition to being in charge of other employees lower in the lines of progression. As an assistant to the supervisor in charge, the Lead Gas Control Technician will be responsible for directing and scheduling the work of other employees, providing field training as required and evaluating formal training needs for members of *their* crew.

Pay Scale Code	SAP Job Code	Next Lower Classifications
3343	51567004	LNG/CNG Technician
1008	50315041	M&C Coordinator [1]
2435	50010427	Gas Control Technician
3585	51530458	Gas Control Technician - TPCO***

Pay Scale Code	SAP Job Code	Same or Higher Classifications
2434	50072607	Lead Gas Control Technician
3586	51527024	Lead Gas Control Technician - TPCO***
3344	51567005	Lead LNG/CNG Technician

2436	51664845	Gas Control Technician - UN
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[1] Must have previously held the Gas Control Technician classification.

***Bidding rights may be restricted. See LA 14-40 and LA 13-47

GAS CONTROL TECHNICIAN

2435 (50010427)

UN GAS CONTROL TECHNICIAN

2436 (51664845)

An employee who is a journey person and without direct supervision is engaged in the technology associated with the installation, adjusting, testing, operation, maintenance and repair of mechanical, pneumatic, electrical and electronic gas measurement, instrumentation and control systems and all other equipment appurtenant to the operation of gas facilities. Employee must be able to work at elevated heights. Employee may be required to act in a lead capacity, supervising the work of other employees in lower classifications engaged in this work. Employee may be required to work as an assistant to a Gas Transmission Technician to gain experience in the installation, adjusting, testing, operation, maintenance and repair of telecommunication equipment. Employee's background of apprenticeship and experience shall be such that these duties are performed with skill and efficiency. May be able to install telephone instruments if trained and qualified. May be required to write and hold pipeline and station clearances. Based on operational needs may be required to operate, maintain and troubleshoot CNG and LNG injection equipment. Employee's background, training and experience must be such that these duties are performed with skill and efficiency.

NOTE: INCUMBENT ONLY CHART

Pay Scale Code	SAP Job Code	Next Lower Classifications
0361	51664842	Lead Transmission Mechanic [2]
0380	51517789	Mechanic - Welder - In-Service [2]
3587	51530457	Lead Mechanic--Welder TPCO*** [2]
1366	50010289	M&C Mechanic UN (PIO) [2]
1401	50072871	Apprentice Transmission Mechanic [4]
1401	50072871	Apprentice Transmission Mechanic [4]
1406	50010294	Transmission Mechanic [2]
3588	51527201	Transmission Mechanic - TPCO [2]***
1414	50072958	Transmission Mechanic UN [2]

Pay Scale Code	SAP Job Code	Same or Higher Classifications
3343	51567004	LNG/CNG Technician
3344	51567005	Lead LNG/CNG Technician
0644	50010176	Tech Crew Leader A- GC Gas
0645	50010177	Tech Crew Leader B - GC Gas
1008	50315041	M&C Coordinator [1]
2413	50010416	Gas Technician - GC Gas
2434	50072607	Lead Gas Control Technician
3586	51527024	Lead Gas Control Technician - TPCO***
2435	50010427	Gas Control Technician

1440	50010298	Mechanic – Welder [2]	3585	51530458	Gas Control Technician TPCO***
2437	50072865	Apprentice Gas Control Technician [3]	2436	51664845	Gas Control Technician - UN
3584	51790919	Lead Mechanic-Welder TPCO (In-Service) [2]***	1422	50202594	Engine Analyst

[1] Must have previously held the Gas Control Technician classification

[2] Will be placed in accordance with Item No. 7d of Letter Agreement 14-40 (Provisional Placement)

[3] Apprentice Gas Control Technician under the current guidelines may be a qualified bidder if at top step and have met the standards of achievement of the Apprenticeship.

[4] Apprentice Transmission Mechanic is eligible pursuant to LA 14-40 (section 7.C.) if at top step and have met the standards of achievement of the Apprenticeship. Will be placed in accordance with Item 7d of Letter of Agreement 14-40 (Provisional Placement).

***Bidding rights may be restricted. See LA 14-40, TPCO JDLOP and LA 13-47.

NOTE: NON-INCUMBENT CHART

Pay Scale Code	SAP Job Code	Next Lower Classifications	Pay Scale Code	SAP Job Code	Same or Higher Classifications
2437	50072865	Apprentice Gas Control Technician [1]	3343	51567004	LNG/CNG Technician
			3344	51567005	Lead LNG/CNG Technician
			0644	50010176	Tech Crew Leader A- GC Gas
			0645	50010177	Tech Crew Leader B - GC Gas
			1008	50315041	M&C Coordinator [2]
			2413	50010416	Gas Technician - GC Gas
			2434	50072607	Lead Gas Control Technician
			3586	51527024	Lead Gas Control Technician - TPCO***
			2435	50010427	Gas Control Technician
			3585	51530458	Gas Control Technician TPCO***
			2436	51664845	Gas Control Technician - UN
			1422	50202594	Engine Analyst

[1] Apprentice Gas Control Technician under the current guidelines may be a qualified bidder if at top step and has met the standards of achievement of the Apprenticeship.

[2] Must have previously held the Gas Control Technician classification.

***Bidding rights may be restricted. See LA 14-40, TPCO JDLOP and LA 13-47.

APPRENTICE GAS CONTROL TECHNICIAN
2437 (50072865)

An employee who is engaged in performing a Gas Control Technician’s work as an assistant to, or under the direction of, a journeyperson. In order to gain experience for advancement to Gas Control Technician, employee may be required to work alone or under indirect supervision on jobs for which employee has been trained and instructed. In addition, may be required to perform any of the work for which they have been provided training for in the apprenticeship. The employee’s educational and general qualifications must be such that employee is considered capable of attaining journeyperson status.

[2] Apprentice Transmission Mechanics is eligible pursuant to LA 14-40 (Item 7c) if at top step and has met the standards of achievement of the Apprenticeship

[3] Wage protection in accordance with Item No. 1 of LA 16-51

[4] If unable to successfully complete the Apprentice Gas Control Technician training program, shall be returned to their previous classification at their current headquarters per Item 2 of LA 16-51

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NOTE: NON-INCUMBENT CHART

Pay Scale Code	SAP Job Code	Next Lower Classifications	Pay Scale Code	SAP Job Code	Same or Higher Classifications
0048	50010065	Senior Maintenance Assistant	0361	51664842	Lead Transmission Mechanic [1]
0055	50010067	Plant Assistant	0362	51664843	Station Operator***
0524	50010161	Fieldperson	0369	51666202	Station Operator UN***
0526	50070741	Night Fieldperson - SF Only	0380	51517789	Mechanic - Welder - In-Service [1]
0935	50010219	Utility Worker	3587	51530457	Lead Mechanic--Welder TPCO*** [1]
3355	51852535	Utility Worker - TPCO	1406	50010294	Transmission Mechanic [1]
1483	50010300	Field Meterperson	3588	51527201	Transmission Mechanic - TPCO [1]***
1375	50010291	Meter/Regulator Mechanic	1414	50072958	Transmission Mechanic UN [1]

137 6	50010 292	Senior Meter/Regulator Mechanic	1440	50010298	Mechanic – Welder [1]
139 0	50316 166	Plant Mechanic	1708	50010332	Operator Mechanic I (PIO)
242 0	50010 421	Plant Technician	2131	50210204	Senior Station Operator***
			2131	50210205	Senior Station Operator-Relief***
			2412	50010415	Apprentice Gas Technician - GC
			2437	50072865	Apprentice Gas Control Technician
			3584	51790919	Lead Mechanic-Welder TPCO (In-Service)***[1]
			1577	50010309	Sr. Gas Transmission Operator (PIO)

[1] Shall be placed into the Apprenticeship pursuant Section 204.7 (b)***Bidding rights may be restricted. See LA 14-40, TPCO JDLOP and LA 13-47.

UNASSIGNED MEASUREMENT AND CONTROL MECHANIC (PIO)
1366 (50010289)

An employee who is a journeyperson and who is engaged in the installation, operation, and maintenance of all types of gas measurement, control and treating equipment in gas collection, transmission, storage and distribution systems, such as meters and regulators used for purchase, sale, and operation purposes, all types of pneumatic controllers and their associated control valves, pneumatic transducers and computers, and all types of telemetering equipment (excluding microwave circuits) where the basic circuitry does not include transistors. May be required to measure the output of electronic transducers (not including calibration adjustments) in connection with *their* regular work at a station. To gain experience for advancement to Gas Control Technician, may be required to work under supervision on basic circuitry having transistors and performs calibration adjustments on electric transducers for which an employee has been trained and instructed. May be required to operate and maintain a propane-air plant. Calculates BTu and specific gravity of gas mixtures and size orifice plates including ratio controllers and adjusts equipment for required BTu and gravity control. Performs pressure control operations during shutdowns for repair or tie-in of distribution mains and transmission lines. May be required to weld, if qualified. May work alone or with the assistance of one other employee. May also work with a third employee without upgrade in a lower classification where the third person is necessary for guarding manhole or vault openings or for flagging traffic. During pressure control operations, may provide functional assistance or guidance to crews involved. Background of apprenticeship and experience must be such as to qualify an employee to perform *their* duties with skill and efficiency. Must possess valid Class C driver's license. May be required to write and hold maintenance clearances. Based on operational needs, may be required to operate, maintain and troubleshoot CNG and LNG injection equipment.

Note: Measurement and Control Mechanics (PIO) who are awarded a bid to Apprentice Gas Control Technician will maintain their wage rate and subsequent general wage increases.

MECHANIC-WELDER
1440 (50010298)

MECHANIC WELDER IN-SERVICE
0380 (51517789)

A journey person engaged in oxy-acetylene and arc welding who is capable of performing any welding operation required by the Gas Pipeline Operations & Maintenance – Transmission & Distribution (GPO&M-T&D). In addition, performs the work of a Transmission Mechanic. May be required to act as a lead person directing the work of three employees in classifications engaged in this work. Background training and experience shall be such that an employee performs these duties with skill and efficiency.

Pay Scale Code	SAP Job Code	Next Lower Classifications
1406	50010294	Transmission Mechanic [1]
3588	51527201	Transmission Mechanic - TPCO [1]***
1414	50072958	Transmission Mechanic UN [1]

Pay Scale Code	SAP Job Code	Same or Higher Classifications
0361	51664842	Lead Transmission Mechanic [1]
0380	51517789	Mechanic - Welder - In-Service
3587	51530457	Lead Mechanic - Welder - TPCO***
1440	50010298	Mechanic - Welder
3584	51790919	Lead Mechanic-Welder TPCO - In-Service[1]***

[1] Must be Arc qualified (Over 60 PSI).

***Bidding rights may be restricted. See LA 14-40, TPCO JDLOP and LA 13-47.

LEAD TRANSMISSION MECHANIC
0361 (51664842)

The Lead Transmission Mechanic will be responsible for all aspects of Gas Compressor Station and Gas Transmission facilities, maintenance and control procedures, standards and documentation. Shall act as an assistant to the supervisor in charge. Such duties shall include but are not limited to, lead duties associated with overhauls on engines, compressors and station auxiliary equipment, ensuring safety-related information is understood and communicated, reviewing documents for work performed for completeness and accuracy and that operator qualifications (OQ's) for self and classifications lower in line of progression are maintained. Such employee shall have the personal qualifications of leadership, the craft and skill qualifications of the journey person Transmission Mechanic, and a minimum of one year in the line of progression. The Lead Transmission Mechanic shall be required to perform the full scope of duties of the Transmission Mechanic in addition to being in charge of other employees lower in the lines of progression. As an assistant to the supervisor in charge, the Lead Transmission Mechanic will be responsible for directing and scheduling the work of other employees, providing field training as required and evaluating formal training needs for members of *their* crew.

Pay Scale Code	SAP Job Code	Next Lower Classifications
0380	51517789	Mechanic - Welder - In-Service
1406	50010294	Transmission Mechanic
3588	51527201	Transmission Mechanic - TPCO***

Pay Scale Code	SAP Job Code	Same or Higher Classifications
3587	51530457	Lead Mechanic - Welder - TPCO***
0361	51664842	Lead Transmission Mechanic
3584	51790919	Lead Mechanic-Welder TPCO (In-Service)***[1]

1414	50072958	Transmission Mechanic UN
1422	50202594	Engine Analyst
1440	50010298	Mechanic - Welder

***Bidding rights may be restricted. See LA 14-40, TPCO JDLOP and LA 13-47.

TRANSMISSION MECHANIC

1406 (50010294)

UNASSIGNED TRANSMISSION MECHANIC

1414 (50072958)

A journeyperson who, without direct supervision, installs, operates, tests, adjusts, repairs and maintains natural gas compressor station and gas transmission facilities including, but not limited to, servicing, calibrating and testing of gas measurement and regulation pneumatic and hydraulic control systems and devices. Performs overhauls on engines and compressors and station auxiliary equipment. Is skilled in the use of bench, hand and machine shop tools such as valve facers, drill presses, grinders, lathes, mills and is capable of doing shop and routine welding. Will also be proficient in the use of precision measurement tools such as micrometers, dial indicators, deflection gauges and timers. May be required to work at elevated heights. In addition, may be required to perform any of the work for which *they have* been provided training for in the apprenticeship. Background training and experience shall be such that an employee performs these duties with skill and efficiency. May be required to write and hold pipeline and station clearances. May be required to perform Environmental Monitor duties as normal job duties.

Note: Transmission Mechanics who are awarded a bid to Apprentice Gas Control Technician will maintain their wage rate and subsequent general wage increases.

Pay Scale Code	SAP Job Code	Next Lower Classifications
1401	5007287 1	Apprentice Transmission Mechanic[1]

Pay Scale Code	SAP Job Code	Same or Higher Classifications
0361	51664842	Lead Transmission Mechanic
0380	51517789	Mechanic – Welder – In-Service
3587	51530457	Lead Mechanic – Welder – TPCO***
1406	50010294	Transmission Mechanic
1414	50072958	Transmission Mechanic UN
1422	50202594	Engine Analyst
1440	50010298	Mechanic – Welder
3584	51790919	Lead Mechanic-Welder TPCO (In-Service) ***[1]

***Bidding rights may be restricted. See LA 14-40, TPCO JDLOP and LA 13-47.

[1] Apprentice Transmission Mechanic under the current guidelines may be a qualified bidder if at top step and has met the standards of achievement of the Apprenticeship.

APPRENTICE TRANSMISSION MECHANIC

1401 (50072871)

An employee who is engaged in performing Transmission Mechanic's work as an assistant to or under the general direction of a journeyperson. In order to gain experience for advancement to Transmission Mechanic, may be required to work alone or under indirect supervision on jobs for which an employee has been trained and instructed. The employee's education and general qualifications must be such that an employee is considered capable of attaining journeyperson status.

Pay Scale Code	SAP Job Code	Next Lower Classifications
0048	50010065	Senior Maintenance Assistant
0935	50010219	Utility Worker
3355	51852535	Utility Worker - TPCO
1483	50010300	Field Meterperson

Pay Scale Code	SAP Job Code	Same or Higher Classifications
0362	51664843	Station Operator***
0369	51666202	Station Operator UN***
1401	50072871	Apprentice Transmission Mechanic
1708	50010332	Operator Mechanic I (PIO)
2131	50210204	Senior Station Operator***
2131	50210205	Senior Station Operator-Relief***

***Bidding rights may be restricted. See LA 14-40.

ENGINE ANALYST
1422 (50202594)

An employee who without direct supervision conducts technical analytical examinations of compressors, engines, generators, and appurtenant compressor station facilities as part of the Condition Based Maintenance program. These duties include: analyze units, measure exhaust emissions, monitor vibration on natural gas compressors and appurtenant station facilities, take oil samples, and conduct bore scope inspections. Employee also installs, operates tests, adjusts, repairs and maintains natural gas compressors and appurtenant station facilities including, but not limited to, servicing, calibrating and testing of pneumatic, electronic, hydraulic and electrical control systems and devices. Performs overhauls on engines and compressors and station auxiliary equipment. The employee is skilled in the use of bench and hand tools and common machine shop tools such as valve facers, drill presses and grinders. Will also be proficient in the use of precision measurement tools such as micrometers, dial indicators, deflection gauges, and timers. Assists in training and instructing other employees. In addition, will be required to perform the duties for which they have been trained. May be required to work as a lead directing the work of other employees.

The Engine Analyst must complete the 30-month training to be deemed fully qualified for this position. Failure to qualify within the 30-month period will result in removal from the classification.

Pay Scale Code	SAP Job Code	Next Lower Classifications
0380	51517789	Mechanic - Welder - In-Service
1406	50010294	Transmission Mechanic
3588	51527201	Transmission Mechanic - TPCO***

Pay Scale Code	SAP Job Code	Same or Higher Classifications
1008	50315041	M&C Coordinator [1]
1422	50202594	Engine Analyst
2434	50072607	Lead Gas Control Technician

1414	50072958	Transmission Mechanic UN
1440	50010298	Mechanic - Welder

3586	51527024	Lead Gas Control Technician - TPCO***
2435	50010427	Gas Control Technician
3585	51530458	Gas Control Technician - TPCO***
2436	51664845	Gas Control Technician UN
3587	51530457	Lead Mechanic - Welder - TPCO***
0361	51664842	Lead Transmission Mechanic
3584	51790919	Lead Mechanic-Welder TPCO (In-Service)***[1]

***Bidding rights may be restricted. See LA 14-40, TPCO JDLOP and LA 13-47.

[1] Must have previously held the Gas Control Technician or Transmission Mechanic classification.

FIELD METERPERSON

1483 (50010300)

An employee who is engaged in the routine inspection and operation of gas distribution, collection, transmission, and storage facilities involving gas measurement, control and treating equipment. Performs duties such as periodic routine inspection of meters; flow, temperature and pressure recorders; relief valves, regulators; odorizers; dehydrators; compressors and associated equipment. These duties include such work as changing charts, blowing drips, cleaning traps., gathering and running gas samples, patrolling lines, lubricating valves, assisting in pressure control operations; performing such duties as operating valves, locating lines, assisting in corrosion control activities by performing duties such as taking pipe to soil potentials, lighting and making routine adjustments to pilots and burners of dehydrators, heaters and, in emergencies or shutdowns, equipment of customers served from farm taps including reading such customers' meters and adjusting pressure. May be required to assist an employee in a higher classification. Shall drive a truck as required. Class C License is required and may be required to possess a Class A license. (See LA 12-32).

Pay Scale Code	SAP Job Code	Next Lower Classifications
0935	50010219	Utility Worker
3355	51852535	Utility Worker - TPCO
0055	50010067	Plant Assistant

Pay Scale Code	SAP Job Code	Same or Higher Classifications
1375	50010291	Meter/Regulator Mechanic
1376	50010292	Senior Meter/Regular Mechanic
1390	50316166	Plant Mechanic
1483	50010300	Field Meterperson
2420	50010421	Plant Technician

TRANSMISSION PIPELINE CLEARANCES OPERATIONS

LEAD GAS CONTROL TECHNICIAN - TPCO
3586 (51527024)

In addition to the duties noted below the Lead Gas Control Technician will be responsible for all aspects of Transmission Project Clearance Operations as assigned by the supervisor in charge. Such duties shall include but are not limited to work planning, writing and holding clearances, ensuring safety-related information is understood and communicated, reviewing documents for work performed for completeness and accuracy and that operator qualifications (OQ's) for self and classifications lower in line of progression are maintained. Such employee shall have the personal qualifications of leadership, the craft and skill qualifications, and a minimum of one year in the line of progression.

Performs all the duties in the base classification of Gas Control Technician (3585/51530458).

Pay Scale Code	SAP Job Code	Next Lower Classifications
3343	51567004	LNG/CNG Technician
2435	50010427	Gas Control Technician
3585	51530458	Gas Control Technician - TPCO***
2436	51664845	Gas Control Technician UN

Pay Scale Code	SAP Job Code	Same or Higher Classifications
0644	50010176	Technical Crew Leader A - GC Gas
0645	50010177	Technical Crew Leader B - GC Gas
2434	50072607	Lead Gas Control Technician
3586	51527024	Lead Gas Control Technician - TPCO***
3344	51567005	Lead LNG/CNG Technician

***Bidding rights may be restricted. See LA 14-40, TPCO JDLOP and LA 13-47.

GAS CONTROL TECHNICIAN – TPCO
3585 (51530458)

An employee, who without direct supervision installs, checks, adjusts, and operates all gas supervisory and remote control equipment including pneumatic and electronic controls, computers, and their associated equipment. May be required to act as a lead, supervising the work of other employees in lower classifications engaged in this work. May be required to write and hold pipeline, station, and transmission line clearances. Based on operational needs may be required to operate maintain and troubleshoot CNG and LNG injection equipment. Background of training, education and experience must be such as to qualify an employee to perform the job duties with skill and efficiency. Class C License is required. (See LA 12-32).

Pay Scale Code	SAP Job Code	Next Lower Classifications
2437	50072865	Apprentice Gas Control Technician

Pay Scale Code	SAP Job Code	Same or Higher Classifications
3343	51567004	LNG/CNG Technician
3344	51567005	Lead LNG/CNG Technician
0644	50010176	Tech Subforeman A - GC Gas
0645	50010177	Tech Crew Leader B - GC Gas

1008	50315041	M&C Coordinator [1]
2413	50010416	Gas Technician - GC Gas
2434	50072607	Lead Gas Control Technician
3586	51527024	Lead Gas Control Technician - TPCO***
2435	50010427	Gas Control Technician
3585	51530458	Gas Control Technician TPCO***
2436	51664845	Gas Control Technician - UN

[1] Must have previously held one of the classifications listed as some or higher for Gas control Technician TPCO

***Bidding rights may be restricted. See LA 14-40, TPCO JDLOP and LA 13-47.

LEAD MECHANIC-WELDER – TPCO

3587 (51530457)

LEAD MECHANIC-WELDER – TPCO – IN-SERVICE

3584 (51790919)

The Lead Mechanic-Welder will be responsible for all aspects of Transmission Project Clearance Operations as assigned by the supervisor in charge. Such duties shall include but are not limited to work planning, writing and holding clearances, ensuring safety-related information is understood and communicated, reviewing documents for work performed for completeness and accuracy and that operator qualifications (OQ's) for self and classifications lower in line of progression are maintained. Such employee shall have the personal qualifications of leadership, the craft and skill qualifications, and a minimum of one year in the line of progression.

Performs all the duties in the base classification of Mechanic-Welder (1440/50010298).

Pay Scale Code	SAP Job Code	Next Lower Classifications
1406	50010294	Transmission Mechanic [1]
3588	51527201	Transmission Mechanic - TPCO***[1]
1414	50072958	Transmission Mechanic UN [1]
1440	50010298	Mechanic-Welder

Pay Scale Code	SAP Job Code	Same or Higher Classifications
0361	51664842	Lead Transmission Mechanic [1]
3587	51530457	Lead Mechanic Welder - TPCO***
3584	51790919	Lead Mechanic-Welder TPCO (In-Service)***

[1] Must be Arc Qualified (Over 60 PSI)

***Bidding rights may be restricted. See LA 14-40, TPCO JDLOP and LA 13-47.

TRANSMISSION MECHANIC – TPCO

3588 (51527201)

In addition to the duties noted below, the Transmission Mechanic-TPCO will work as part of a crew and at the direction of the Lead Gas Control Technician or Lead Mechanic-Welder on Transmission Project Clearance Operations as assigned by the supervisor in charge.

A journeyperson who, without direct supervision, installs, operates, tests, adjusts, repairs and maintains natural gas compressor station and gas transmission facilities including, but not limited to, servicing, calibrating and testing of gas measurement and regulation pneumatic and hydraulic control systems and devices. Performs overhauls on engines and compressors and station auxiliary equipment. Is skilled in the use of bench, hand and machine shop tools such as valve facers, drill presses, grinders, lathes, mills and is capable of doing shop and routine welding. Will also be proficient in the use of precision measurement tools such as micrometers, dial indicators, deflection gauges and timers. May be required to work at elevated heights. May be required to write and hold pipeline and station clearances in association with the job duties of a Transmission Mechanic. In addition, may be required to perform any of the work for which *they have* been provided training for in the apprenticeship. Background training and experience shall be such that an employee performs these duties with skill and efficiency. May be required to perform Environmental Monitor duties as normal job duties.

Note: Transmission Mechanics who are awarded a bid to Apprentice Gas Control Technician will maintain their wage rate and subsequent general wage increases.

Pay Scale Code	SAP Job Code	Next Lower Classifications
1401	50072871	Apprentice Transmission Mechanic

Pay Scale Code	SAP Job Code	Same or Higher Classifications
0361	51664842	Lead Transmission Mechanic
0380	51517789	Mechanic - Welder - In-Service
3587	51530457	Lead Mechanic - Welder - TPCO***
1406	50010294	Transmission Mechanic
3588	51527201	Transmission Mechanic - TPCO***
1414	50072958	Transmission Mechanic UN
1422	50202594	Engine Analyst
1440	50010298	Mechanic - Welder
3584	51790919	Lead Mechanic-Welder TPCO (In-Service)***

***Bidding rights may be restricted. See LA 14-40, TPCO JDLOP and LA 13-47.

UTILITY WORKER – TPCO
3355 (51852535)

An employee whose main duties consist of semi-skilled work, such as Utility Worker for journeyperson or apprentice. The work includes the use of hand tools or portable power tools for cleaning purposes under direction, or other work not requiring precision. Operates light duty trucks and associated trailers. Class C License is required and may be required to possess a Class A license. (See LA 12-32).

BEGINNER'S CLASSIFICATION

BIDDING RESTRICTIONS for TPCO CLASSIFICATIONS

Employees bidding or individuals awarded an unrestricted vacancy into the above classifications, with the exception of the Utility Worker GSM/TPCO, will be required to remain in the above TPCO position for two years. This does not preclude the employee from bidding to a TPCO classification in another location or a different TPCO classification. A job award to another location or different classification does not change the original two-year commitment date.

LNG/CNG OPERATIONS

LEAD LNG/CNG TECHNICIAN
3344 (51567005)

The Lead LNG/CNG Technician will be responsible for all aspects of LNG/CNG work which requires the employee to be qualified to competently perform and lead either LNG Fired Vaporizer Operations or Station Major Overhaul/Rebuild Operations. In addition they will be qualified and competent to lead a crew for all Portable and Station Maintenance, Troubleshooting, and Operations activities per LNG/CNG Operations training, work procedures, standards and documentation. Shall act as an assistant to the supervisor in charge.

- Such duties shall include but are not limited to work planning, writing and holding clearances, ensuring safety-related information is understood and communicated, reviewing documents for work performed for completeness and accuracy and that operator qualifications (OQ's) for self and classifications lower in line of progression are maintained.
- Such employee shall have the personal qualifications of leadership, the craft and skill qualifications of the journeyperson LNG/CNG Technician, and a minimum of two years in the line of progression.
- The Lead LNG/CNG Technician shall be required to perform the full scope of duties of the LNG/CNG Technician in addition to being in charge of other employees lower in the lines of progression.
- As an assistant to the supervisor in charge, the Lead LNG/CNG Technician will be responsible for directing and scheduling the work of other employees, providing field training as required and evaluating formal training needs for members of *their* crew.

Bidding Procedures

- Given the unique nature of the department the Lead LNG/CNG Technician vacancies shall be filled based on system – wide seniority.

Lead LNG/CNG qualification requirements

When filling a Lead LNG/CNG Technician vacancy the company will determine the competency required as noted below:

- 1) For Station operations the Lead LNG/CNG Technician will be required to be competent to lead Station Major Overall/Rebuild Operations.
- 2) For Portable Operations the Lead LNG/CNG Technician will be required to be competent to lead LNG Fired Vaporizer Operations.

Consistent with LA R2-13-67, employees who are identified as incumbents will be considered eligible for the Lead LNG/CNG Technician classification based on competency requirements. Except for incumbents, the LNG/CNG Technician must successfully complete two years in the classification to be considered qualified to bid the Lead LNG/CNG Technician classification.

Except as agreed to herein, all other provisions of letter of agreement R2-13-67 and 14-40 shall apply.

Pay Scale Code	SAP Job Code	Next Lower Classifications	Pay Scale Code	SAP Job Code	Same or Higher Classifications
3343	51567004	LNG/CNG Technician [1]	3344	51567005	Lead LNG/CNG Technician

[1] Refer to the Lead LNG/CNG Technician job definition.

LNG/CNG TECHNICIAN
3343 (51567004)

An employee, who without direct supervision, performs the installation, operation and maintenance of Liquefied Natural Gas (LNG) and Compressed Natural Gas (CNG) portable and station equipment. Portable LNG/CNG equipment provides natural gas to customers during extreme cold weather events, planned outages and emergency situations. LNG/CNG equipment stores, controls, transports and dispenses high pressure natural gas and/or vaporized cryogenic natural gas. The employee shall safely install, operate, maintain, repair and troubleshoot independently LNG/CNG equipment. May be required to act as a lead, directing the work of other employees in the same and/or lower classifications engaged in work pertaining to all aspects of LNG/CNG operations, equipment and stations. This work is comprised of but not limited to include regulation (including spring loaded, pilot loaded and controller operated), valves (including manual, automated operated and controlled operated), Meters (including orifice, insertion, mass flow, turbine and rotary) Relief and Odorization systems and Pneumatic controls.

Based on operational needs (and without direct supervision) may be required to perform all types of work related to the base classification of Gas Control Technician, M&C Mechanic, General Construction Gas Technician, depending on the background, skills and training of the employee. Background of training, education and experience must be such as to qualify an employee to perform the job duties with skill and efficiency.

This classification will be required to travel as assigned by the Company to perform LNG/CNG operations.

All employees in the LNG/CNG Technician classification will be required to perform LNG assistant duties, CNG operator duties, partial compressor rebuilds and other associated work.

Future employees bidding into the classification of the LNG/CNG Technician will be required to successfully

complete the approved training program and to become qualified in either the LNG Operator duties or Major Compressor Rebuilds. Company will determine which skill the employee must qualify for based on operational needs. The employee shall be qualified in all aspects of LNG/CNG safety procedures, equipment, tools and standards.

Class C License is required. (See LA 12-32).

Notes:

1. Traveling Requirements

Due to the nature of the specialized services provided by the classifications described herein, each employee will be required to travel. The Company shall make every effort to rotate such assignments as equally as practicable among qualified employees. Generally these assignments are those which require travel with an overnight stay and where the provisions of Title 201 will apply.

2. Work Schedules

Work schedules and hours will be in accordance with Title 202 of the Physical Agreement. The Company will meet with the Union and discuss operational needs affecting any proposed changes to work schedules.

3. Overtime

For CNG operations and pre-arranged overtime the normal provisions of Title 208 will apply. For CNG operations and emergency overtime the practice has been for the Title 300 employees to rotate weekly emergency duty assignments to respond to matters related to CNG stations throughout the service territory. This arrangement will continue until each employee is trained and qualified for emergency duty. When an employee is qualified for emergency duty the parties will meet to determine the process for adding the employee into the rotation. When all employees are qualified the parties will meet to determine the nature of the rotation based on the needs of the employees and the Company. For example: A north/south rotation or system-wide rotation.

Pursuant to Section 212.12 the parties agree that the employees will be on a weekly rotating call-out schedule to respond to CNG emergency duty. The employees shall be available to respond at all hours during their assigned schedule. The parties agree to continue discussions on establishing the rotating sequence of call-out and other related requirements.

Employees assigned a weekly rotating schedule may exchange CNG emergency duties with prior approval of the supervisor in charge.

Pay Scale Code	SAP Job Code	Next Lower Classifications
1366	50010289	M&C Mechanic UN PIO [2]

Pay Scale Code	SAP Job Code	Same or Higher Classifications
3343	51567004	LNG/CNG Technician
3344	51567005	Lead LNG/CNG Technician
0644	50010176	Technical Crew Leader A - GC Gas
0645	50010177	Technical Crew Leader B - GC Gas
1008	50315041	M&C Coordinator [1]
2413	50010416	Gas Technician - GC Gas

2434	50072607	Lead Gas Control Technician
3586	51527024	Lead Gas Control Technician - TPCO***
2435	50010427	Gas Control Technician
3585	51530458	Gas Control Technician - TPCO***
2436	51664845	Gas Control Technician - UN

[1] Must have previously held one of the classification listed as same or higher for Gas Control Technician

[2] Must successfully complete training program pursuant to LA R2-13-67.

***Bidding rights may be restricted. See LA 14-40, TPCO JDLOP and LA 13-47.

APPRENTICE LNG/CNG TECHNICIAN
3465 (52766025)

An employee who is engaged in performing an LNG/CNG Technician's work as an assistant to, or under the direction of, a journeyman. In order to gain experience for advancement to LNG/CNG Technician, employee may be required to work alone or under indirect supervision on jobs for which employee has been trained and instructed. In addition, may be required to perform any of the work for which they have been provided training for in the apprenticeship. The employee's educational and general qualifications must be such that employee is considered capable of attaining journeyman status.

Notes:

- 1) Provisions of Letter Agreement R2-13-67 apply to this classification.
- 2) Traveling Requirements
 - a. Due to the nature of the specialized services provided by the classification described herein, each employee will be required to travel. The Company shall make every effort to rotate such assignments as equally as practicable among qualified employees. Generally, these assignments are those which require travel with an overnight stay and where the provisions of Title 201 will apply.

Legacy Code	SAP Job Code	Next Lower Classifications
0048	50010065	Senior Maintenance Assistant
0524	50010161	Fieldperson
0526	50070741	Night Fieldperson - SF Only
0935	50010219	Utility Worker
3355	51852535	Utility Worker - TPCO (Hired after 3-1-2016)
1483	50010300	Field Meterperson

Legacy Code	SAP Job Code	Same or Higher Classifications
1406	50010294	Transmission Mechanic [1]
1406	51527201	Transmission Mechanic - TPCO [1]***
1414	50072958	Transmission Mechanic UN [1]
2437	50072865	Apprentice Gas Control Technician
2412	50010415	Apprentice Gas Technician - GC
0362	51664843	Station Operator***
0369	51666202	Station Operator UN
2131	50210204	Senior Station Operator***
2131	50210205	Senior Station Operator-Relief***
1365	50010288	M&C Mechanic (PIO) [1]
1366	50010289	M&C Mechanic UN (PIO) [1]

[1] Wage protection in accordance with Item No. 7g of LA 14-40.

***Bidding rights may be restricted. See LA 14-40, TPCO JDLOP and LA 13-47.

In the event an M&C Mechanic (PIO) or Transmission Mechanic is awarded the vacancy, such employee will maintain their current wage and subsequent general wage increase until completion of the Apprenticeship training program.

TRANSMISSION GAS SYSTEMS OPERATIONS

TRANSMISSION GAS SYSTEM OPERATOR

1587 (50010314)

A shift employee who is responsible for the operation of transmission and distribution systems and facilities. The operator provides this service to divisions, power plants, major industries, the Gas System Maintenance & Technical Support Department (including underground storage facilities) and other gas utilization facilities. The Operator ensures safety, security and continuity of service by monitoring gas supplies, equipment performance, and pipeline/facility conditions and by performing appropriate operations, adjustments, or recommendations for PG&E supervision or for System Gas Control. The Operator is responsible for all station routing changes using SCADA and manual and automatic valves in conjunction with pneumatic and electronically controlled computer based control systems and compressors.

Specific Duties

Compiles and generates reports using computer equipment and software. Updates various logs as required by PG&E standard practices to maintain CPUC compliance. Monitors maintenance activities involving gas routing based on new/non-routine and standard/routine job clearances. Takes appropriate action in emergency situations, including emergency personnel "callouts." Manages all base radio communications, telephone and PC logging activities and takes appropriate action when necessary. Monitors and processes data pertaining to gas operations such as, but not limited to, gas quality and SCADA. Assists in operator training for new and existing operators. May perform work at remote locations to monitor and operate gas facilities.

<i>Pay Scale Code</i>	<i>SAP Job Code</i>	<i>Next Lower Classifications</i>	<i>Pay Scale Code</i>	<i>SAP Job Code</i>	<i>Same or Higher Classifications</i>
1591	50073138	Apprentice Transmission Gas System Operator	1587	50010314	Transmission Gas System Operator

APPRENTICE TRANSMISSION GAS SYSTEM OPERATOR

1591 (50073138)

A shift employee who is engaged in performing Transmission Gas System Operator work as an assistant to, and under the direct supervision of a Transmission Gas System Operator. Training will consist of a formalized training program that will include SCADA training, computer training, and on-the-job training at the assigned headquarters. Oral and written examinations will be administered to monitor performance in the Apprentice Transmission Gas System Operator program. During this formal training period, the Apprentice will be required to learn and successfully demonstrate that each duty of the Transmission Gas System Operator position can be performed.

Applicable tests/test batteries as agreed to by the Company and the Union for existing represented employees, which may include the Physical Test Battery, Industrial Skills Test, Console Operator Basic Requirements Assessment (COBRA), or new tests deemed appropriate.

<i>Pay Scale Code</i>	<i>SAP Job Code</i>	<i>Next Lower Classifications</i>	<i>Pay Scale Code</i>	<i>SAP Job Code</i>	<i>Same or Higher Classifications</i>
			0362	51664843	Station Operator [1]***
			0369	51666202	Station Operator UN [1]***

1591	50073138	Apprentice Transmission Gas System Operator
2131	50210204	Senior Station Operator [1]***
2131	50210205	Senior Station Operator-Relief [1]***

[1] Will be paid at the top step of Apprentice Transmission Gas System Operator until successful completion of the training program.

***Bidding rights may be restricted. See LA 14-40, Station Operation JDLOP.

STATION OPERATIONS

STATION OPERATOR CLASSIFICATIONS FOR MANNED FACILITIES

Note: All Operators may be assigned to perform maintenance or other work for which they are qualified during clearances, shutdowns and emergencies.

SENIOR STATION OPERATOR

2131 (50210204)

A shift employee who, without direct supervision, is responsible for the underground storage facilities and Compressor Station facilities. Shall have the qualifications of an Operator, and direct and supervise the work of the Operator. Shall have the personal qualifications of leadership and a thorough knowledge of operations and maintenance duties, assists in training and instructing other employees in proper operating techniques. A regular Senior or upgraded Senior will be on shift at all times where normal operation requires more than one Operator per shift.

RELIEF SENIOR STATION OPERATOR

2131 (50210205)

Will be required to perform all duties listed below for a Station Operator. In addition, will fill a Relief designation as outlined in Titles 202, 205 and 208 - Utilization of Relief Shift Employees.

Pursuant to the provisions of Section 202.16 of the Agreement, Company and Union are in accord that a Relief Senior Station Operator may be required to assume the hours of work of a non-shift employee provided that 1) an employee is notified of the change from shift to non-shift hours by 5:00 p.m., or an employee's quitting time, whichever is later, on the day before such change is made, and 2) an employee is assigned to work with a maintenance crew, or 3) an employee is assigned to work with a non-shift employee at a location other than an employee's headquarters.

Pay Scale Code	SAP Job Code	Next Lower Classifications	Pay Scale Code	SAP Job Code	Same or Higher Classifications
0362	51664843	Station Operator	2131	50210204	Senior Station Operator

0369	51666202	Station Operator UN	2131	50210205	Senior Station Operator-Relief
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STATION OPERATOR

0362 (51664843)

STATION OPERATOR, UNASSIGNED

0369 (51666202)

A shift or straight day employee who is responsible for operating, maintaining, and servicing of all underground storage facilities, Compressor Station facilities, transmission lines and appurtenant facilities with or without supervision.

Operating and service duties include: monitoring, taking reads from various meter and gauges, starting and stopping equipment. Shall have thorough knowledge of operating principles, equipment and operating procedures, safety rules and general operating orders. Shall be able to operate all facilities in automatic, semi-automatic and manual modes. The Station Operator is responsible for all station routing changes using SCADA and manual and automatic valves in conjunction with pneumatic, electronic, and computer-based control systems and compressors. Assists in training and instructing other employees in proper operating techniques

Maintenance duties include: routine repair; greasing valves, cleaning separators, changing filters, repairing leaks, and providing assistance as needed. Assist in performing, testing and operating equipment. In addition, will be required to perform station security, cleaning, painting and housekeeping duties, and assist with material handling. Performs paperwork, as needed in the facility.

Specific Duties: Compiles and generates reports using computer equipment and software. Updates various logs as required by PG&E standard practices. Clearances: writes, reviews, and facilitates approval through Gas System Operations (GSO) of all clearances at the facility. Takes appropriate action in emergency situations, including emergency personnel "callouts." Manages all base radio communications, telephone and PC logging activities and takes appropriate action when necessary. Monitors and processes data pertaining to gas operations such as, but not limited to, gas quality and SCADA. Assists in Station Operator training for new and existing Station Operators. May perform work at remote locations to monitor and operate gas facilities.

Pay Scale Code	SAP Job Code	Next Lower Classifications
1708	50010332	Operator Mechanic I (PIO)
3402	52436821	Apprentice Station Operator

Special Note: Employees in classifications below are qualified D bidders for Station Operator vacancies.

Pay Scale Code	SAP Job Code	Same or Higher Classifications
0362	51664843	Station Operator
0369	51666202	Station Operator UN
2131	50210204	Senior Station Operator
2131	50210205	Senior Station Operator-Relief

APPRENTICE STATION OPERATOR

3402 (52436821)

An employee who is engaged in performing Station Operator work as an assistant to, or under the direction of, a journeyman. In order to gain experience for advancement to Station Operator, employee may be required to work alone or under indirect supervision on jobs for which employee has been trained and instructed. In addition, may be required to perform any of the work for which *they* *haves*/he has been provided training for in the apprenticeship. The employee's educational and general qualifications must be such that employee is considered capable of attaining journeyman status.

Upon successful completion of the apprenticeship, Apprentice Station Operators will automatically progress to the Unassigned Station Operator classification and will be required to remain in the Station Operator line of progression for an additional three years. This does not preclude the employee from bidding to a Senior Station Operator, Relief Senior Station Operator or a Station Operator classification at a different headquarters.

Applicable tests/test batteries as agreed to by the Company and the Union for existing represented employees, which may include the Physical Test Battery, Industrial Skills Test, Console Operator Basic Requirements Assessment (COBRA), or new tests deemed appropriate.

Pay Scale Code	SAP Job Code	Next Lower Classifications
0048	50010065	Senior Maintenance Assistant
0049	50010066	Maintenance Assistant II
0057	50010068	Maintenance Assistant I
0935	50010219	Utility Worker
3355	51852535	Utility Worker - TPCO
1483	50010300	Field Meterperson

Pay Scale Code	SAP Job Code	Same or Higher Classifications
0361	51664842	Lead Transmission Mechanic [1]
3402	52436821	Apprentice Station Operator
0380	51517789	Mechanic - Welder - In-Service [1]
3343	51567004	LNG/CNG Technician [1]
3344	51567005	Lead LNG/CNG Technician [1]
3587	51530457	Lead Mechanic-Welder-TPCO *** [1]
3584	51790919	Lead Mechanic-Welder TPCO (In-Service)***[1]
1406	50010294	Transmission Mechanic [1]
3588	51527201	Transmission Mechanic - TPCO***[1]
1414	50072958	Transmission Mechanic UN [1]
1440	50010298	Mechanic - Welder [1]
2434	50072607	Lead Gas Control Technician [1]
3586	51527024	Lead Gas Control Technician - TPCO***[1]
2435	50010427	Gas Control Technician [1]
3585	51530458	Gas Control Technician TPCO*** [1]
2436	51664845	Gas Control Technician - UN [1]

***Bidding rights may be restricted. See LA 14-40, TPCO JDLOP and LA 13-47.

[1] See Note 1 under Newly Established Apprentice Station Operator Classification in LA 14-40.

SENIOR MAINTENANCE ASSISTANT
0048 (50010065)

A classification which may *perform lead duties* for up to three employees, including themselves. This employee will be responsible for providing clerical support for the hazardous waste monitoring program. (Note: The intent of this agreement is not to replace the Environmental Monitor provisions with a Senior Maintenance Assistant.) This position will also be responsible for the duties performed by a Maintenance Assistant classification, which include the following clerical duties:

- budget monitoring ;
- computer applications ;
- coordinating contracts;
- permits and vendor contacts;
- general typing, answering phones, and maintaining office files;
- compiling manuals, making meeting arrangements, ordering stationery and office supplies;
- payroll entry (Employee Data), record keeping and preparing reports;
- bill processing
- *Environmental Monitoring duties, as required*

In addition to the foregoing, will be responsible for the following materials functions such as shipping, receiving, dispersal, salvage, processing materials requisitions, forklift operation and materials delivery. Transports supplies, materials or equipment in a pickup or passenger car and, in addition, functions as 0935/50010219 Utility Worker as described in Exhibit VI-C. This includes, but is not limited to the following activities: yard maintenance; vehicle cleaning; fire extinguisher maintenance; weed abatement; first aid kit and eye wash inventory; tool operation; and mail delivery.

Pay Scale Code	SAP Job Code	Next Lower Classifications	Pay Scale Code	SAP Job Code	Same or Higher Classifications
3443	52679189	<i>Maintenance Assistant</i>	0048	50010065	Senior Maintenance Assistant

Notes:

1. *May be required to assume Environmental Monitor duties in accordance with Letter Agreement 08-29 upon successful completion of training and test requirement in the HAZWOPER training.*
2. For an employee to hold this classification, *they have* must have held the top rate of the Maintenance Assistant classification for 6 months.

MAINTENANCE ASSISTANT
3443 (52679189)

An employee who, without direct supervision, performs the following clerical duties:

- *budget monitoring;*
- *computer applications;*
- *coordinating contracts, permits and vendor contacts;*

- *general typing, answering phones, maintaining office files, compiling manuals;*
- *making meeting arrangements;*
- *ordering stationery and office supplies;*
- *payroll entry (Employee Data), record keeping and preparing reports;*
- *computer applications;*
- *bill processing.*

In addition to the foregoing, will be responsible for materials functions such as: shipping; receiving; dispersal; salvage; processing materials requisitions; forklift operation; and materials delivery. Transports supplies, materials or equipment in a pickup or passenger car and in addition, functions as a 0935/50010219 Utility Worker as described in Letter Agreement 14-40. This includes, but is not limited to the following activities: yard maintenance, vehicle cleaning, fire extinguishers maintenance, weed abatement, first aid kit and eye wash inventory, tool operation and mail delivery.

Beginner's Classification

Pre-employment Requirements:

Clerical Pre-employment Test

Physical Pre-employment Test

25 w.p.m. Typing Test

UTILITY WORKER
0935 (50010219)

An employee whose main duties consist of semi-skilled work, such as Utility Worker for journey person or apprentice. The work includes the use of hand tools or portable power tools for cleaning purposes under direction, or other work not requiring precision.

Beginner's classification.

ENVIRONMENTAL MONITOR PROCEDURES

This contains the description, responsibilities, qualification requirements and testing procedures associated with Environmental Monitor within Gas Pipeline Operations & Maintenance – Gas Transmission & Distribution (GPO&M-T&D) and supersedes Letter Agreement 08-29. The Environmental Monitor duties will be performed by the Transmission Mechanic classification as a part of their normal job duties.

If there are no Transmission Mechanics available in the District, the process for filling an Environmental Monitor vacancy will be as follows:

- Company will determine a need for Environmental Monitors.
- Notification will be posted and Letters of Intent (LOI) solicited in August.
- These Letters of Intent must be submitted by September 30 and will be current for one year. Letters of Intent must be submitted between January 1 and September 30 for the following year.
- The parties will conduct a joint review of the LOI's submitted.
- The Environmental Monitor premium will be awarded to the most senior qualified employee on November 1.
- Transition to qualified employee will begin December 1st of the current year, with the assignment beginning on January 1st of the following year.
- Vacancies during the year will be filled by appointment of the most senior qualified employee with a current LOI on file.
- Letters of Intent on file will be reviewed annually on November 1. This allows enough time for employees to transition by December 1st, with the Environmental Monitor assignment beginning January 1st of the following year.

The employees have to hold a base classification within Gas Pipeline Operations & Maintenance – Transmission & Distribution (GPO&M-T&D) to be eligible to be an Environmental Monitor within their department. Utility Workers, Maintenance Assistant, and employees holding apprentice classifications within the department are not eligible to hold the Environmental Monitor position. If the most senior employee with a Letter of Intent on file does not have the required HAZWOPER training, the Company will provide this training to the employee. Once awarded the Environmental Monitor premium, the employee has up to six months to get the HAZWOPER training. However, it is the employee's responsibility to follow up with their supervisor to obtain this training.

Filling Temporary Vacancies:

When there is a need to fill a temporary Environmental Monitor assignment for more than one week, Company will announce this vacancy. The temporary vacancy will be awarded to the most senior qualified employee with a Letter of Intent on file. If no Letters of Intent are on file, Company will solicit volunteers. A temporary vacancy is defined as: extended vacation, sick leave (more than one week), Leave of Absence, rotational assignments. The temporary appointment will have specific start and end dates. Rotational assignments or leaves of absence are excluded from participation. Temporary vacancies of one week or less will be covered by the Senior Maintenance Assistant classification.

Note: if an employee were medically precluded from performing this work, they would be temporarily removed from the position and not entitled to Environmental Monitor compensation. Once the employee returns from light duty, they would assume their prior position. (Per February 1996 Labor Management Resume). Employees on light duty/restricted duty who can still perform the duties will continue to hold the position.

Premiums:

Environmental Monitor pay is based on the number of weeks the employee held the Environmental Monitor position. Lump sums are paid annually and are usually included in a December paycheck. Those employees working as Environmental Monitors will receive the equivalent \$75 per week (paid annually) if there are no Notices of Violations during the year in the district. If there are one or more violations in the district directly attributable to the responsibilities of the employee receiving the Environmental Monitor premium, the employee's annual premium will be reduced by 25% for each week (paid annually).

Environmental Monitor**Description:**

The Environmental Monitor will be utilized to perform duties associated with environmental compliance within Gas Pipeline Operations & Maintenance – Transmission & Distribution (GPO&M-T&D). The Environmental Monitor will work with local supervision assigned Environmental Field Specialist to maintain the environmental integrity of the service territory.

The employee will continue to maintain the skills associated with and perform the duties of their base classification.

Responsibilities:

The Environmental Monitor premium includes* managing hazardous materials and hazardous wastes at specific PG&E facilities including, but not limited to: identification, packaging, labeling, storing, manifesting, and transportation of environmentally sensitive materials and substances, spill response situations and assessment, emergency response situations and assessment, and first responder responsibilities. This position provides supplemental guidance to field employees on environmental issues, coordinates and manifests the periodic service territory "milk-run," and acts as the primary inspector for weekly and monthly environmental station inspections at un-manned district facilities when the Environmental Monitor is in the service territory. In addition, the Environmental Monitor premium includes assisting the Environmental Field Specialist with agency inspections as well as assisting the Maintenance Assistant with environmental recordkeeping.

*Note: All Gas Pipeline Operations & Maintenance – Transmission & Distribution (GPO&M-T&D) field employees receive training in Hazardous Materials and Waste General Awareness (ENVR-0100). This course provides awareness-level training to employees who routinely handle hazardous materials and generate hazardous wastes as required by job classification. Training includes hazardous materials characterization and hazardous waste management, including: identification, packaging, labeling, storing, manifesting, transportation, and first responder awareness.

When the Environmental Monitor is unavailable due to vacation, sick or on special assignment any other Gas Pipeline Operations & Maintenance – Transmission & Distribution (GPO&M-T&D) employee who has successfully completed Hazardous Materials and Waste General Awareness (ENVR-0100) may perform the weekly or monthly inspections and/or all other responsibilities associated with Hazardous Materials and Waste General Awareness.

Qualification Requirements:

The employee must hold a base classification within the Gas Pipeline Operations & Maintenance – Transmission & Distribution (GPO&M-T&D) line of progression. Employee must be respirator trained, properly fit tested, and certified. Employee must possess an understanding of and applies knowledge in the following areas: Hazardous Waste Management, chemical and physical properties of hazardous materials, Uniform Fire Code, DOT transportation requirements, hazardous waste sampling, and proper use of personal protective equipment, facility environmental plans, storage tank requirements, environmental training records, respirator maintenance and fit testing.

Successful completion of an approved HAZWOPER training class.* Successful completion of an annual 8-hour HAZWOPER refresher-training course as applicable to maintain competency.

*Note: An employee who has been awarded the Environmental Monitor premium may be required to attend additional training sessions and show proficiencies in the following areas to maintain the Environmental Monitor premium.

Chemical Hazards and Regulatory Definitions, Hazardous Waste Sampling Protocol, Hazardous Waste Identification, Packaging and Labeling, Hazardous Waste Inspection, Hazardous Waste Manifesting, Land Disposal Restrictions, Hazardous Waste Storage, Hazardous Waste Accumulation, Hazardous Waste Transportation, Hazardous Waste Consolidation, Hazardous Waste Minimization, Hazardous Waste Manual, Incidental Release Response, Contingency Plan Implementation, Environmental Regulatory Record Keeping, Hazardous Material Communication Standard, Safety Data Sheets (SDS), Physical Properties and Behavior of Chemicals, Hazardous Material Container Labeling, AB 2185 (Hazardous Material Inventories), Response to Releases, Decontamination Procedures, Emergency Plan and Procedures, Personal Protective Equipment, Hazardous Material Transportation, HM-126f, Inspections, Monitoring , Record keeping Requirements, Plans and Manuals, Site Specific Knowledge of Hazardous Materials Business Plan, Site Specific Knowledge of Spill Prevention Control and Countermeasure Plan, PG&E Hazardous Waste Manual, Gas Supply Environmental Guidance Manual, Site Specific Knowledge of Air Quality and/or Water Permits, Air Quality Portable and Mobile Equipment Requirements, Air Quality Coating and Solvent Requirements.

Refer to Letter Agreements 12-32 and 13-54 as applicable.

LETTER AGREEMENT

No. 92-28-PGE

(Only Applicable in Circumstances related to Gas Pipeline Operations & Maintenance – Transmission & Distribution (GPO&M-T&D))

March 3, 1992

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

Attention: Mr. Jack McNally, Business Manager

Pursuant to Letter of Agreement No. 90-113-PGE Paragraph K, the Company is exercising its option to apply identical provisions to the Pipe Line Operations organization.

In order to address the problems associated with the changes in California's driving requirements, the Company proposes pursuant to Section 204.4 to the Physical Agreement the following:

- A) Establish a generic Commercial Driver's License Addendum (CDLA) (attached Exhibit 1) that may be applied on a headquarters-by-headquarters basis to all Pipe Line Operations non-entry level physical job classifications represented by IBEW Local 1245. The CDLA will only be incorporated into those Job Definitions that currently do not require a commercial driver's license. Such positions are not considered as new classifications - they are existing classifications that have the additional CDLA requirement added.
- B) At each headquarters, Company shall designate a certain number of non-entry level positions which shall have the CDLA duties added to the regular duties of all eligible classifications in each department. At each headquarters, Company shall designate enough non-entry level positions to be able to drive/operate all available equipment requiring a commercial driver's license. This applies to both normal working hours and overtime situations. This will normally be 125% of the number of pieces of equipment requiring a commercial driver's license to operate, minus the number of classifications who are currently required to possess a commercial driver's license by Job Definition.

The above formula is to be used only to modify the number of commercial driver's licenses to be established at a headquarters. It is not intended that a CDLA designated employee can volunteer to or be assigned to operate equipment that *they are* not qualified to operate.

The maximum number and mix of positions to be established in a department at a headquarters shall be at the discretion of local management.

- C) In the implementation of this agreement, filling of positions that have the CDLA duties in addition to the regular duties will be open only to incumbent employees in the headquarters. Following such initial staffing, future vacancies at the headquarters shall be offered first to qualified employees at the

headquarters. Should it become necessary to fill the vacancy under the provisions of Section 205.7 (i.e., no volunteer at headquarters), the Company will use the prebid list for the base classification.

Once the number of position requiring a commercial driver's license is determined at a headquarters, Company shall solicit "bids" from all non-beginning level employees in the department and normal line of progression who are qualified by possession of a Class "A" license or by interpretation of current California law; e.g., a valid Class 3 California Driver's License. Those employees who are the successful bidders and do not possess the appropriate valid license will be given 30 days from the date of notification that they are a successful bidder to obtain the driver's license. Awards to qualified bidders will be in order of those employees with the greatest Service, without regard to classification.

- D) Where the application of the CDLA and the work assignment is such that an employee is being required to perform work normally associated with a higher classification, Company will upgrade the employee to the higher classification in accordance with Title 205.
- E) If, in the future, an incumbent employee is in a position requiring the CDLA and that employee cannot, for any reason, obtain or renew the commercial driver's license, such employee shall be returned to the base classification at the headquarters. Such employee shall not thereafter be entitled to consideration for appointment to a position requiring the CDLA until such time as such employee reacquires a commercial driver's license and is the senior qualified employee seeking a position requiring the CDLA.
- F) Incumbent employees in classifications presently requiring a commercial driver's license shall not be removed from their classification or location as a result of this Agreement.
- G) Those employees holding a classification with a CDLA will be paid in the following manner. with a weekly base rate of \$715.00 or greater, a lump sum annual premium of \$600.00; employees with a weekly base rate of less than \$715.00, a lump sum annual premium of \$500.00. The lump sum premium shall be paid annually, during December of each year, not later than December 5, in a separate check. Employees who no longer qualify for the CDLA designation shall be paid a pro rata portion of the above amounts for that portion of the year spent in a CDLA designated classification; e.g., if an employee no longer qualifies for the CDLA designation on April 1, *they* will be paid 4/12 of the annual premium. If *they* no longer qualifies on March 31, 3/12 of the premium shall be paid. Such payment shall be made within 30 days after the payroll department receives notification the employee has left the CDLA designated classification.

Employees upgraded to classifications requiring the CDLA pursuant to Section D above, or employees who possess a Class "A" license not required by Job Definition and who utilize such in conjunction with the performance of the duties of *their* regular classification shall be paid a daily premium. Payment will be made on the next following regular payday. If the base duties performed are a classification having a wage rate of \$715.00 or more per week, such employee shall be paid \$2.50 per day; if the base duties performed are of a classification having a wage rate of less than \$715.00 per week, such employee shall be paid \$2.00 per day.

- H) For those employees in positions requiring the CDLA, Company shall continue to pay all costs associated with obtaining and maintaining a Class "A" commercial license.
- I) Employees, including those in entry level classifications, that are not eligible for the CDLA may, at their sole discretion, obtain and maintain a Class "A" license. Company shall pay all costs associated with obtaining and maintaining such license. However, such employees shall not be compensated in accordance with this agreement unless the license is utilized in a position requiring the CDLA. When such employee is required to perform the duties of a CDLA designated classification, *they* shall be entitled to compensation as provided for in Section G above.
- J) Availability of a commercial driver's license shall be considered when making job assignments pursuant to Titles 208 and 212 of the Agreement, but limited to those instances where such license is required

and then only to #* final employee being assigned overtime work, assuming no other employee previously assigned to the work unit possess a commercial driver's license.

If you are in accord with the foregoing and attachment and agree thereto, Please so indicate in the space provided below and return one executed copy of this letter to the Company.

Very truly yours,

PACIFIC GAS AND ELECTRIC COMPANY

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

By: /s/RONALD L. BAILEY
Manager - Industrial Relations

The Union is in accord with the foregoing and attachment and it agrees thereto as of the date hereof.

June 1, 1992

By: /s/JACK McNALLY
Business Manager

EXHIBIT I

COMMERCIAL DRIVER'S LICENSE ADDENDUM

In addition to the other specific duties of present classification held, the following work is performed.

Drives a truck transporting personnel, supplies and equipment as well as operate all truck mounted and associated equipment. Must possess a valid Class "A" driver's license.

See Utility Standard: TD-4008S for details of the Gas Operator Qualification Plan



LETTER AGREEMENT NO. 01-15-PGE



PACIFIC GAS AND ELECTRIC COMPANY
INDUSTRIAL RELATIONS DEPARTMENT
2850 SHADELANDS DRIVE, SUITE 100
WALNUT CREEK, CALIFORNIA 94598
(925) 974-4104

INTERNATIONAL BROTHERHOOD OF
ELECTRICAL WORKERS, AFL-CIO
LOCAL UNION 1245, I.B.E.W.
P.O. BOX 4790
WALNUT CREEK, CALIFORNIA 94596
925-933-6060

STEPHEN A. RAYBURN, DIRECTOR
AND CHIEF NEGOTIATOR

JACK McNALLY, BUSINESS MANAGER

April 5, 2001

Local Union No. 1245
International Brotherhood of
Electrical Workers, AFL-CIO
P.O. Box 4790
Walnut Creek, CA 94598

Attention: Mr. Jack McNally, Business Manager

Dear Mr. McNally:

Enclosed is the Gas Operator Qualification Plan which outlines the Company's responsibilities and procedures to ensure that it has a qualified workforce and that its operations comply with relevant Federal Pipeline Safety Regulations. The Company proposes to adopt this Plan to meet its legal obligations.

It is not the Company's intent to use this program as a disciplinary tool or as a tool to disqualify employees. The Plan is to ensure compliance with Federal Regulation. Employees will be provided the necessary training to be qualified.

Company further proposes that an Overview Committee consisting of three members appointed by the Union and three members appointed by the Company shall be established to review the Plan revisions as needed.

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 Company.

Very truly yours,

PACIFIC GAS & ELECTRIC COMPANY

By: s/Stephen A. Rayburn
Stephen A. Rayburn
Director and Chief Negotiator

The Union is in accord with the foregoing and agrees thereto as of the date hereof.

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

 April 16 , 2001

By: s/Jack McNally
Jack McNally

Business Manager



LETTER AGREEMENT NO. R1-00-48-PGE



PACIFIC GAS AND ELECTRIC COMPANY
INDUSTRIAL RELATIONS DEPARTMENT
2850 SHADELANDS DRIVE, SUITE 100
WALNUT CREEK, CALIFORNIA 94598
(925) 974-4104

INTERNATIONAL BROTHERHOOD OF
ELECTRICAL WORKERS, AFL-CIO
LOCAL UNION 1245, I.B.E.W.
P.O. BOX 4790
WALNUT CREEK, CALIFORNIA 94596
925-933-6060

STEPHEN A. RAYBURN, DIRECTOR
AND CHIEF NEGOTIATOR

JACK McNALLY, BUSINESS MANAGER

October 23, 2000

Local Union No. 1245
International Brotherhood of
Electrical Workers, AFL-CIO
P. O. Box 4790
Walnut Creek, CA 94598

Attention: Mr. Jack McNally, Business Manager

Dear Mr. McNally:

The Company and Union have discussed the impact of the new Cal-OSHA Respiratory Protection Program (Section 5144 of Title 8). These regulatory requirements became effective on May 22, 1999. This letter confirms the agreement reached regarding the implementation of these requirements within California Gas Transmission (CGT).

Identification of Respirator Users – Emergency Responders

While all employees in certain classifications must be clean shaven and wear respirators when assigned certain tasks that are part of their normal job duties (e.g. Title 300 Painters), only a limited number of employees in other classifications need to be clean shaven and prepared to wear respirators in order to respond to emergency situations (e.g., blowing gas).

Attached is a list of crews within California Gas Transmission (CGT) by classification and headquarters. Company proposes that forty percent (40%) of but no more than six employees at a headquarters (excluding Maintenance Assistant I, Maintenance Assistant II, Sr. Maintenance Assistant, and Utility Leadperson Topock [PIO]) will be identified as emergency responders and will be required to be clean-shaven at all times.

The Company will solicit volunteers to serve as emergency responders. If there are an insufficient number of volunteers in a headquarters, the Company will appoint employees in that headquarters as immediate responders using reverse seniority.

The Company will not limit the number of employees volunteering to serve as emergency responders. All employees qualified as emergency responders in identified classifications will be fitted for respirators and available for emergency response.

Emergency Overtime

Employees qualified as emergency responders will be the first called out during emergency overtime situations when a respirator may be required (e.g. blowing gas).

Job Bidding

The Company will consider the status of volunteers to serve as emergency responders before filling positions through Title 205 - Job Bidding and Transfer System.

In the event there are insufficient volunteers in the headquarters and classification, the job will be filled with the senior bidder who volunteers to serve as an emergency responder and remain clean-shaven.

Temporary Assignments

The Company will consider the status of volunteers to serve as emergency responders before filling temporary vacancies through Section 205.3.

If there are insufficient volunteers to meet the minimum established number of emergency responders in the classification and headquarters, temporary assignments will be offered to the senior qualified bidder in the headquarters who agrees to remain clean-shaven. If there are no volunteers from among bidders in the headquarters, the Company will upgrade the junior qualified bidder within the headquarters.

Accommodation

In the event an employee is in a classification that requires that they wear a respirator as part of their normal job duties or if they are involuntarily designated as an emergency responder and they cannot medically be qualified to wear a respirator, the Company and Union will discuss accommodation on a case-by-case basis.

If you are in accord with the foregoing and agree thereto, please so indicate in the space provided and return one executed copy of this letter to the Company.

Very truly yours,

PACIFIC GAS & ELECTRIC COMPANY

By: s/Stephen A. Rayburn
Stephen A. Rayburn
Director and Chief Negotiator

The Union is in accord with the foregoing and agrees thereto as of the date hereof.

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

January 30, 2001

By: s/Jack McNally
Jack McNally
Business Manager

CGT Crew Summary

Location	Oper Mech	Oper Mech 1	Oper Mech 2	Sr. OM	Tran Mech	Trans Mech 1	Trans Mech 2	Gas Control Tech	Gas Trans Tech	Mech Welder	GTO	Sr GTO	Comp Mech	Corr Mech	Machinist	M&C Mech	Utility Wrkr	Total
Bakersfield		1						1										2
Brentwood	1				1													2
Burney					3			2	5	2								12
Hinkley					7			5	2	1	2	6			1			24
Hollister			1		2			1										4
Kettleman	1				3	2		6	4	2		5					1	24
Los Medanos	5				3			4	2	1								15
McDonald Island	2	2		5	4			7	2	1								23
Meridian								7								2		9
Milpitas			2					3										5
Rio Vista								7		1			1	1		2		12
Topock					7	1		1	1		2	4						16
Tracy			1		3	1		5	2	1								13
Walnut Creek						1								2				3
Willows			1		5		1	1	2	1								11
Total																		175



LETTER AGREEMENT NO. R1-12-26-PGE



PACIFIC GAS AND ELECTRIC COMPANY
LABOR RELATIONS AND HUMAN RESOURCES DEPARTMENT
MAIL CODE N2Z
P. O. BOX 770000
SAN FRANCISCO, CA 94177
(415) 973-4310
STEPHEN RAYBURN
DIRECTOR AND CHIEF NEGOTIATOR

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

June 21, 2012

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:

This letter agreement cancels and supersedes Letter Agreement 12-05-PGE to correct SAP code for Gas Transmission M&C Coordinator position to 50315041, which continued beyond the pilot as outlined in L/A 10-17. The incorrect SAP code was used in both letter agreements 10-17-PGE and 12-05-PGE.

The Company proposes to continue the Gas Transmission M&C Coordinator classification beyond the pilot as outlined in Letter Agreement No. 10-17-PGE: **50315041 - Gas Transmission Maintenance and Construction (“GTM&C”) Coordinator**. Line of progression, job qualifications, and roles & responsibilities are attached as Exhibit 1.

Advancement

Recognizing the unique skills required for these positions, the Company and Union agree to the process below.

- When vacancies occur, qualified bidders will undergo skills assessment and be interviewed by the Company. Both the skills assessment and interview will be considered in determining a qualified bidder’s abilities and qualifications for purposes of Section 205.14.
- In accordance with Section 205.11, employees who do not possess the knowledge, skill, efficiency, adaptability and physical ability required for the job on which the bid is made will be deemed not qualified.
- In accordance with Subsection 205.14(a) of the Agreement, the Company may place applicants into vacancies based upon the candidates’ abilities and personal qualifications (as determined by the Company).

Provisional Period

- After three months as a GTM&C Coordinator, the Company will determine if a GTM&C Coordinator is able to develop the skills or aptitude (i.e., SAP, interpersonal, communications, job coordination)

needed to perform as a coordinator. If not, the Company has discretion to release the employee back to *their* previous classification and headquarters. At any time during this three month period, an employee may choose to return to *their* previous classification and headquarters.

- If, after the first three months of employment as a GTM&C Coordinator, the Company is unable to determine whether an employee will be able to develop the skills or aptitude (i.e., SAP, interpersonal, communications, job coordination) necessary to perform as a Coordinator, upon notification of the Union and the employee, the Company will have an additional three months to assess whether an employee can acquire the skills or aptitude needed to perform as a Coordinator.
- If at any time during this three month extension the Company determines such employee is unable to develop the skills or aptitude needed to perform as a GTM&C Coordinator, the Company has the discretion to release the employee back to *their* previous classification and headquarters. An employee who has received this notification may, at any time during this additional three month period, choose to return to *their* previous classification.

Performance Standards

- The Company and the Union have developed performance standards as outlined in LA 10-17-PGE and incorporated herein. Such performance standards will be applied to all GTM&C Coordinators and will be updated (via the Ad Hoc Committee) as needed.
- The Company has the discretion to evaluate the performance of GTM&C Coordinators at any time.

Emergency Work

GTM&C Coordinators may be utilized to perform emergency work in other classifications within their LOP if qualified.

Rate of Pay

	<u>Initial</u>	<u>One Year</u>
GTM&C Coordinator	\$45.16/hr	\$47.34/hr

Incumbents

- The Company will evaluate the performance of current GTM&C Coordinators (Pilot). Coordinators who are currently performing satisfactorily will have the option of remaining in the GTM&C Coordinator position going forward.
- The Company will assess incumbents who are not performing satisfactorily and determine if more training is needed.
- If it is determined that the incumbent needs more training, the Company shall develop a training program that the incumbent shall follow as a condition of employment as a GTM&C Coordinator. If they fail to complete or unsatisfactorily pass the training program, they will be subject to Section 206.12 or Section 206.15 of the Physical Agreement.
- If it is determined the employee will not perform satisfactorily even with training (formal or informal), such employee will be subject to Section 206.12 or Section 206.15 of the Physical Agreement.
- The Union maintains its right to grieve any adverse employment action. Any employment action grieved pursuant to this Letter of Agreement will be fast-tracked and determined by a committee made up of one IBEW staff and one PG&E Labor Relations staff.

If you are in accord with the foregoing and agree thereto, please so indicate in the space provided and return one executed copy of this letter to the Company.

Very truly yours,

PACIFIC GAS & ELECTRIC COMPANY

By: s/Stephen A. Rayburn
Stephen A. Rayburn
Director and Chief Negotiator

The Union is in accord with the foregoing and agrees thereto as of the date hereof.

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

July 26, 2012

By: s/Tom Dalzell
Tom Dalzell
Business Manager



LETTER AGREEMENT NO. 12-31-PGE



PACIFIC GAS AND ELECTRIC COMPANY
LABOR RELATIONS AND HUMAN RESOURCES DEPARTMENT
MAIL CODE N2Z
PO Box 770000
SAN FRANCISCO, CALIFORNIA 94177
(415) 973-4310
STEPHEN RAYBURN
DIRECTOR AND CHIEF NEGOTIATOR

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

July 27, 2012

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:

Based on the federal control room management mandate to implement fatigue mitigation methods in the gas control room operations, Company and Union agree to amend the overtime and rest period provisions and procedures applying to Gas System Operations effective August 1, 2012 as noted below.

1. Pursuant to Subsection 202.16(b) of the Physical Agreement and in accordance with Letter Agreement 93-98-PGE, the regular hours of work established for Gas System Operators, Reliefs and Operators-In-Training consists of a 12-hour rotating shift.
2. The procedure for filling shifts and assigning overtime in the Gas Control Department is implemented in accordance with Titles 208 and 212, and in compliance with CFR 49 Part 192.631, Hours of Service rules as follows:
 - a. Personnel should not work more than five (5) 12 hour shifts in a row.
 - b. Personnel should have a minimum of 35 hours off between sets of scheduled or unscheduled shifts.
 - c. Personnel should have minimum off-duty time to achieve 8 hours continuous sleep, plus commute time, plus 1 hour personal time.
 - d. Personnel should not work more than 65 hours in a sliding 7 day period. However, 35-hours off may be used as a "reset" within any sliding 7 day period if and only if it follows a sequence of two or more day shifts. *For example, the 12-hour DDDONNN sequence is acceptable even though it appears to violate the 65-hour HOS guideline (6 days x 12 HOS per day = 72 HOS in 7 days). The day off in this sequence begins in the evening and extends 48 hours to the beginning of the next night shift, providing the opportunity for two nights of sleep.*
 - e. Personnel should not work more than the daily limit of 14 hours. Otherwise the hours worked should be limited to no more than two 14 hour shifts or one 18 hour shift in a sliding 5 day period.
3. In the event a deviation from the Hours of Service rules is necessary due to personnel shortages, abnormal and/or emergency operating conditions, the employee taking the overtime assignment must document his/her ability to perform his/her roles and responsibilities safely as required by CRM 192.631.
4. Availability:

A Relief Operator or GSO who is scheduled to be off on vacation will not be scheduled for overtime for the period between the end of the his/her last regular day of work preceding the vacation and the start of his/her first regular day of work following the vacation unless s/he expressly indicates his/her availability

during such period. Supervisor or designee will note the availability by marking "A" on the schedule and the employee will then be placed at the bottom of the overtime list(s) during such period by order of least total overtime hours worked and credited.

A Relief Operator or GSO is unavailable to fill a shift if s/he called in sick on his/her previous scheduled shift unless s/he has communicated to the Senior Transmission Coordinator or another Supervising authority that s/he has fully recovered from illness. In such cases, the employee will be noted on the schedule with an "A" and placed at the bottom of the overtime list(s) during such period by order of least overtime hours worked and credited.

Check the Control Room GSO schedule. If the day is "X"ed out, the Employee is not available. A scanned schedule will be emailed to employees each Thursday and updated when changes to availability are made. Employees are responsible for verifying that their availability is accurately reflected on the latest schedule before starting a vacation period. Any changes to availability must be sent to the supervisor or designee in writing for approval. Only the supervisor or supervisor's designee should designate "X" or "A" days on the schedule.

5. Procedure to Fill a Shift - When there is a need to fill a vacant shift, the following sequence should be followed in accordance with the Hours of Service criteria: 1) Available Relief, 2) POT list, 3) EOT list (employees marked "A" goes to bottom of lists). If there are no volunteers and a deviation from the Hours of Service criteria must be made, offer the deviation in the following sequence: 1) Available Relief, 2) POT list, 3) EOT list (employees marked "A" go to bottom of lists). Employees will not be credited with overtime that is declined when such assignment is a deviation from the Hours of Service criteria.
 - a. Check the Control Room schedule for the remaining number of GSO's and Relief Operators that are scheduled for the called in shift(s).
 - b. If it is determined that there is adequate coverage, then the Senior should also note the absence in red on the Control Room schedule and nothing more needs to be done. If it is necessary to fill the shift, the Relief Operators availability should be checked first.
 - c. If a Relief Operator is covering for a GSO who is on vacation, training or on extended leaves, he is considered in the GSO line of progression, not a Relief Operator, when a call out for overtime is needed.
 - d. In accordance with 208.20 and the Relief Clarification, a Relief Operator can be moved in the schedule to fill a vacant shift and it would be considered a normal work day, unless the employee is prevented from having 12 hours off. The communication to the Relief Operator should be done promptly to provide the Relief with as much time as possible to adjust to any change in schedule.
 - e. If there are Relief Operators not covering for a GSO who is on vacation, training, or extended leave, and they have fulfilled their weekly allotment of hours they should be called first in the order of the least amount of overtime hours.
 - f. If it is not possible to utilize any of the Relief Operators to fill the vacant shift in a timely manner then proceed to the GSO's POT list to fill the shift. Overtime will be offered to employees with an "A" designation only after the offer is made to others on the list.
 - g. If the shift cannot be filled with the POT list, then utilize the EOT list until the shift is filled. Overtime will be offered to employees with an "A" designation only after the offer is made to others on the list.
 - h. The Senior, Transmission Coordinator or supervisor will offer overtime in accordance with these procedures. Once a GSO has accepted the shift, the sequence of events and final OT assignments should be e-mailed to the supervisor.

6. Call Out and Response:

In accordance with 212.3, in the event employees are called out for emergency overtime and refuse or cannot be reached, they will nevertheless be credited on the appropriate list with equivalent overtime in the same amount as received by those who did the work. Company is only required to make an attempt to contact by telephone an employee during an emergency period and such employee will be charged only one refusal. "An attempt" includes redialing a telephone number once when a busy signal or no answer results from the first attempt. In the event an answering machine, voicemail, or some other person answers the call, Company will leave a message advising of the overtime opportunity. Company will continue to offer the overtime in accordance with the appropriate sequence until it is accepted. An employee who has received a message about the overtime opportunity may call back and accept the assignment if it is still available.

- 7. Due to the implementation of CFR 49 Part 192.631 Section (d), overtime may be assigned out of sequential order without the payment of bypass if such assignment would violate the Hours of Service rules or any legal mandate.
- 8. Shift trades are permitted upon approval by the Gas System Supervisor with a follow-up e-mail provided the request meets Hours of Service criteria, and does not result in the payment of overtime.
- 9. If an employee is prevented from working his/her regularly scheduled work hours due to compliance with the hours of service criteria, employee shall be entitled to the rest period provisions in accordance with Section 208.11 of the IBEW-Physical agreement.

The parties agree to revisit this agreement after six months. Either the Company or the Union reserves the right to cancel this agreement by giving thirty days written notice.

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 Company.

Very truly yours,

PACIFIC GAS & ELECTRIC COMPANY

By: s/Stephen A. Rayburn
Stephen A. Rayburn
Director and Chief Negotiator

The Union is in accord with the foregoing and agrees thereto as of the date hereof.

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

August 1, 2012

By: s/Tom Dalzell
Tom Dalzell
Business Manager



LETTER AGREEMENT NO. 12-32-PGE



PACIFIC GAS AND ELECTRIC COMPANY
LABOR RELATIONS AND HUMAN RESOURCES DEPARTMENT
MAIL CODE N2Z
PO Box 770000
SAN FRANCISCO, CALIFORNIA 94177
(415) 973-4310
STEPHEN RAYBURN
DIRECTOR AND CHIEF NEGOTIATOR

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

January 11, 2013

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:

This Letter Agreement reflects the agreement reached in general negotiations regarding the Commercial Driver's License Addendum (CDLA). The Company will convert the existing \$600 CDLA premium to an hourly rate for those employees covered by a CDLA letter agreement. In addition, the CDLA hourly wage rate will be extended to additional classifications covered by this agreement. This agreement cancels and supersedes Letter Agreement R1-12-08. Details of the agreement are as follows:

1. For Electric T&D and Gas T&D Title 200 employees only, the parties agree to update Letter Agreement 90-113 (Commercial Driver's License Addendum—CDLA) to include (1) 150% ratio of employees with Commercial Driver's License (CDL) to vehicles at the headquarters and (2) employees on a daily upgrade currently paid at \$2.50/day shall now be upgraded to the CDLA designated classification.
2. Incumbent employees in the Gas and Electric T&D Departments or General Construction Line or Gas Departments who promote or bid/transfer into the Title 200 Gas and Electric T&D Departments or Title 300 Line or Gas Departments in the future will be eligible for the higher CDLA wage rate if the position requires a CDL by job definition or a CDL to meet the 150% ratio or the local headquarters desires an additional CDL for operating flexibility.
3. Incumbent employees in the Title 200 and 300 Fleet Department shall be treated the same as above. The Company and Union will address other departments, if needed, consistent with this agreement.
4. In addition to the employee groups identified above, all employees with a CDL currently in physical bargaining unit classifications that require a commercial driver's license as part of the job definition, eligible or required by letter of agreement, or based upon the Company and Union's current understanding that employees utilize a commercial driver's license for the convenience of the Company, will have the \$600 premium added to the base wage rate.
5. Attached is a list of the impacted classifications. The Company and Union will review each classification to determine the future need for a commercial driver's license. It is not the intent of either party to omit classifications that utilize a commercial driver's license for the convenience of the Company, by letter of agreement or required by job definition, therefore, the parties agree to meet and discuss other classifications which may meet the criteria and were not included in the attachment.

- 6. There may be situations where the CDL is not required for all employees in a classification; however, due to operational need, a CDL may be required for individuals in that classification. The parties agree to handle these on a case-by-case basis via letter of agreement, where applicable.
- 7. Current and future Pre-apprentice Lineman will be required to maintain the CDL upon progression.
- 8. Effective July, 25, 2012, all new hires, bidders and transfers from outside the lines of progression to Gas and Electric T&D, General Construction Gas and Line Departments or other Departments as described herein will be required to have and maintain a CDL as part of their job duties and will not receive additional compensation. Employees must obtain a Class A permit by month 3 and a Class A driver's license within 12 months unless Company is unable to provide timely training.
- 9. For departments such as Fleet, new hires, bidders and transfers shall be treated the same as above. The Company and Union will address other departments if needed, consistent with this agreement.
- 10. Accommodation of Current Employees Without Licenses: Employees who are currently being accommodated in a position requiring a license will continue to be accommodated unless there is significant change in local operating conditions which prevent the accommodation or the employee's condition changes.
- 11. Future Accommodation of Employees with Suspended Licenses: Employees who currently possess a license, but have their license temporarily suspended or who are temporarily unable to drive for other reasons, will be considered for accommodation on a case by case basis taking into consideration local operating conditions and the length of the suspension or inability to drive. Accommodation decisions will be subject to the grievance procedure.
- 12. Employees unable to maintain CDL for a medical condition will be reviewed for accommodation on a case-by-case basis. Accommodation decisions will be subject to the grievance procedure.
- 13. Company shall pay all cost associated with obtaining and maintaining the CDL.
- 14. The Company is meeting with SAP/Payroll to determine how to include the CDL premium into the base wage rate. The Company will discuss alternatives with the Union and reach agreement on the process used. In addition to updating this agreement with additional classifications the Company and Union have reached agreement on the SAP/Payroll process to be used. The CDL pay will be included in the base wages by converting the \$600 annual amount to an hourly rate of \$0.29 effective November 1, 2012. This hourly CDL rate will be adjusted by the GWI each year and then added to an eligible employee's base wage rate. As described in the table of contents of Exhibit X, attached are CDL wage rates for 2012 - 2014. CDL pay will be included as base wages for eligible employees as identified in this agreement who properly update the Company with their Class A license information and participate in the Company's DOT Class A Random Drug testing.
- 15. The wage rate changes will be effective upon SAP implementation and retroactive to November 1, 2012. The parties agree to retroactively include the CDL base wage rate for retirement calculation purposes for covered employees who retire on or after July 1, 2012.

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 Company.

Very truly yours,

PACIFIC GAS & ELECTRIC COMPANY

By: s/Stephen A. Rayburn
Stephen A. Rayburn
Director and Chief Negotiator

The Union is in accord with the foregoing and agrees thereto as of the date hereof.

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

____ January 17 _____, 2013

By: _____
s/Tom Dalzell
Tom Dalzell
Business Manager

Attachment A

Title 200 & 300 Classifications currently holding CDL required by Job Definition, LA (93-39) or Title 200 Classifications eligible for CDLA Premium per LA 90-113, 92-28 (PLO) or 90-228 (Fleet).

Note: Bolded Lines reflect T200 Classifications currently receiving CDL per LA

	<u>SAP Job Code</u>	<u>Job Title</u>	<u>Legacy Code</u>
Title 200	50010376	Apprentice Cable Splicer	2281
Title 200	50010155	Apprentice Electrician-Electric & Hydro	0481
Title 200	50010168	Apprentice Fitter	0561
Title 200	50010245	Apprentice Lineman	1101
Title 200	50010260	Apprentice Lineman Transmission	1188
Title 200	50010375	Cable Splicer	2280
Title 200	50010317	Crane Operator	1594
Title 200	50010191	Electric Crew Foreman	0740
Title 200	50010193	Electric Crew Foreman - Transmission	0746
Title 200	50010194	Electric Maintenance Crew Leader	0750
Title 200	50010242	Electric Transm & Dsbn Assistant	1096
Title 200	50010149	Electrician - Electric & Hydro	0467
Title 200	50010273	Equipment Mechanic	1255
Title 200	50010276	Equipment Mechanic - DCPD	1259
Title 200	50010320	Equipment Operator - Gas	1645
Title 200	50010147	Field Clerk - Electric Transm & Dsbn	0458
Title 200	50010161	Fieldperson	0524
Title 200	50010167	Fitter	0560
Title 200	50010169	Fitter – Arc	0562
Title 200	50010186	Garage Subforeman	0730
Title 200	50010427	Gas Control Technician - CGT	2435
Title 200	50010175	Gas Crew Leader Non-Welding	0641
Title 200	50010174	Gas Crew Leader Welding	0640
Title 200	50010283	Gas Mechanic	1300
Title 200	50010322	Heavy Equipment Operator	1650
Title 200	50010144	Lead Driver	0433
Title 200	50010244	Lineman	1100
Title 200	50010241	Lineman - Transmission	1094
Title 200	50010298	Mechanic – Welder - CGT	1440
Title 200	50010378	Night Cable Splicer	2283
Title 200	50010243	Night Electric Transm & Dsbn Assistant	1098
Title 200	50010324	Transm & Dsbn Equipment Opr - Transm	1662
Title 200	50010323	Transmission & Distribution Equip Opr	1660
Title 200	50010294	Transmission Mechanic – CGT	1406
Title 200	50010148	Truck Driver Heavy - Gas	0465
Title 200	50010380	Unassigned Cable Splicer	2286
Title 200	50010156	Unassigned Electrician - Elec & Hydro	0484
Title 200	50010170	Unassigned Fitter	0563
Title 200	50010246	Unassigned Lineman	1103
Title 200	50072958	Unassigned Transmission Mechanic - CGT	1414
Title 200	50010361	Unassigned Water System Repairperson	2068
Title 200	50010188	Underground Constr Crew Frmn - Electric	0737
Title 200	50010189	Underground Constr Crew Frmn - Gas	0738

	<u>SAP Job Code</u>	<u>Job Title</u>	<u>Legacy Code</u>
Title 200	50010234	Underground Constr Journeyman - Elec	1077
Title 200	50010235	Underground Constr Journeyman - Gas	1078
Title 200	50010202	Working Foreman*	0845
Title 200	50010271	Utility Equipment Mechanic – Auberry	1252
Title 200	50010272	Utility Equipment Mechanic – Helms	1253
Title 200	50010347	Utility Operator - Hydro	1824
Title 200	50010362	Water System Repairperson	2070
Title 200	50368698	Pre-apprentice Lineman	1114
Title 300	50010305	Backhoe Operator – *Gas Req after 1/1/2009	1515
Title 300	50070801	Crane Operator - Davis	1596
Title 300	50010318	Crane Operator - GC Field - Gas	1597
Title 300	50253877	Crane Operator – GC Field – Not Gas	1613
Title 300	50010140	Driller	0405
Title 300	50010277	Equipment Mechanic - GC	1260
Title 300	50010279	Field Garage Mechanic A	1270
Title 300	50010281	Field Garage Mechanic C	1276
Title 300	50010230	Field Mechanic Inspector	1006
Title 300	50010162	Fieldperson - GC - Gas	0525
Title 300	50210150	Fieldperson - Tower	0525
Title 300	50010326	Hole Digger Operator	1690
Title 300	50010231	Mechanical Inspector	1007
Title 300	50010321	Miscellaneous Equipment Operator-Gas	1646
Title 300	50253878	Miscellaneous Equipment Operator-Not Gas	1616
Title 300	50368700	Pre-apprentice Lineman - GC	1115
Title 300	50258203	Tapping Technician	0261
Title 300	50010351	Tractor Operator - Gas	1840
Title 300	50253879	Tractor Operator-Not Gas	1617

**Per L/A 07-56 Working Foreman 0845 shall have a class A license*

CDL List T200 & T300 Utilized for Company Convenience

	<u>SAP Job Code</u>	<u>Job Title</u>	<u>Legacy Code</u>
Title 200	50010360	Apprentice Water System Repairperson	2067
Title 200	50010227	Compliance Inspector	0998
Title 200	50010228	Compliance Inspector - Underground	0999
Title 200	50070742	Electrician - Switching	0494
Title 200	50202594	Engine Analyst - CGT	1422
Title 200	50010210	Garageman	0880
Title 200	50010413	Gas Control Technician – Division	2410
Title 200	50010427	Gas Control Technician – GSM	2435
Title 200	50315043	M&C Coordinator - Electric	1005
Title 200	50315042	M&C Coordinator - Gas	1004
Title 200	50315041	M&C Coordinator – Gas Transmission	1008
Title 200	50010197	Maintenance Subforeman - DCPD	0755
Title 200	50010232	Meteorological Instrumentperson	1036
Title 200	50010431	Transmission Troubleman	2535

Title 200	50010258	Traveling Machinist - Diablo Canyon	1146
Title 200	50010370	Traveling Mechanic-Rigger - DCPD	2174
Title 200	50010432	Troubleman	2540
Title 200	50010371	Unassigned Traveling Mech-Rigger - DCPD	2176
Title 200	50010112	Utility Field Clerk - Bakersfield	0242
Title 200	50010217	Utility Worker – Gas Transm & Dsbm	0930
Title 200	50010200	Water System Crew Leader	0830
Title 300	50010379	Apprentice Cable Splicer - GC	2285
Title 300	50010157	Apprentice Electrician - GC	0488
Title 300	50010248	Apprentice Lineman - GC	1107
Title 300	50010438	Apprentice Welder - GC - Gas	2628
Title 300	50253876	Backhoe Operator-Not Gas	1612
Title 300	50010377	Cable Splicer – GC	2282
Title 300	50010096	Carpenter A-Gas	0163
Title 300	50010097	Carpenter B-Gas	0164
Title 300	50253770	Carpenter A- Not Gas	1601
Title 300	50253771	Carpenter B- Not Gas	1604
Title 300	50010152	Electrician - GC	0474
Title 300	50073099	Field Garageman	0885
Title 300	50010208	Garage Working Foreman	0857
Title 300	50010173	Labor Foreman A	0630
Title 300	50010247	Lineman –GC	1106
Title 300	50010287	Station Mechanic	1337
Title 300	50010171	Street Fitter	0580
Title 300	50010179	Subforeman A - Overhead	0650
Title 300	50010180	Subforeman A - Station/Hydro	0651
Title 300	50010178	Subforeman A - Underground	0649
Title 300	50010181	Subforeman B	0653
Title 300	50010223	Utility Worker - GC	0947
Title 300	50010435	Welder - GC - Gas	2617
Title 300	50253880	Welder - GC-Not Gas	1618
Title 300	50251365	Working Foreman A - Non-Climbing	0105
Title 300	50010205	Working Foreman B - Climbing	0853
Title 300	50010206	Working Foreman C – Gas	0854
Title 300	50251368	Working Foreman B – Gas	0255
Title 300	50251366	Working Foreman A – Gas	0257
Title 300	50251367	Working Foreman B - Non-Climbing	0107
Title 300	50253775	Working Foreman C-Not Gas	1608



LETTER AGREEMENT NO. 13-38-PGE



PACIFIC GAS AND ELECTRIC COMPANY
LABOR RELATIONS AND HUMAN RESOURCES DEPARTMENT
MAIL CODE N2Z
P.O. BOX 770000
SAN FRANCISCO, CALIFORNIA 94177
(415) 973-4310
STEPHEN RAYBURN
DIRECTOR AND CHIEF NEGOTIATOR

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

May 21, 2013

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:

This Letter Agreement confirms discussions between the parties to extend the provisions of Letter Agreement 12-35 regarding the 3% premium for In-Service welding to the following classifications.

- Title 300 Working Foreman B-Gas In-Service Welding (Legacy Code 0379, SAP Code 51517784)
- Title 300 Working Foreman A-Gas In-Service Welding (Legacy Code 0378, SAP Code 51517786)
- Title 200 Mechanic-Welders In-Service Welding (Legacy Code 0380, SAP Code 5157789)

Current Title 300 Working Foremen A & B who previously held the position of journeyman welder and Title 200 Mechanic-Welders that volunteer and become qualified for In-Service welding procedures will receive a 3.0% wage increase over the base wage rate. The commitment will be for one year. In the event an existing Title 300 Working Foreman or Title 200 Mechanic-Welder is no longer qualified or is no longer interested in performing In-Service welding after one year, such employee shall return to their base wage.

This agreement will become effective as soon as administratively possible. Either party may cancel this agreement after one year by giving the other party 30 days' notice.

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 Company.

Very truly yours,

PACIFIC GAS & ELECTRIC COMPANY

By: s/Stephen A. Rayburn
Stephen A. Rayburn
Director and Chief Negotiator

The Union is in accord with the foregoing and agrees thereto as of the date hereof.

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

May 29, 2013

By: s/Tom Dalzell
Tom Dalzell
Business Manager



LETTER AGREEMENT NO. R1-13-47-PGE

IBEW



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

STEPHEN A. RAYBURN,
DIRECTOR AND CHIEF NEGOTIATOR

TOM DALZELL,
BUSINESS MANAGER

August 12, 2013

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 and Union established a Clearance Interim Negotiations Committee which recently met to discuss Transmission Pipeline work with respect to increased project work load and associated clearances. Given the large volume of Transmission pipeline work now and into the future, the Company proposes pursuant to Subsection 204.4 (b) to establish new classifications within Title 200 Gas System Maintenance & Technical Support/Gas System Operations, Exhibit VI-C Section 600.4. The positions will be geographically dispersed to cover the Northern, Central and Southern areas with headquarters in Rio Vista, Tracy, Brentwood and Bakersfield. The new classifications will be posted as soon as administratively possible in accordance with Subsection 205.4(h).

The classifications to be established will be designated as Lead Gas Control Technician-TPCO (Transmission Project Clearance Operations), Gas Control Technician – TPCO, Lead Mechanic-Welder - TPCO, Transmission Mechanic - TPCO and Utility Worker-GSM/TPCO. The Lead classifications, will also lead other classifications when within the District areas, i.e., Gas Control Technician-TPCO classification will have responsibility for leading other Technicians when in a District area. The new classifications and wage rates are detailed in Attachment 1. The classifications included in this agreement are covered under the DOT program and are subject to all provisions under the Company's DOT Drug and Alcohol Testing Program.

The Company has an interest in filling Utility Workers-GSM/TPCO as soon as possible, therefore agrees to fill four Utility Workers with internal transfers with the understanding that the next four will be filled as unrestricted appointment (URA) at Company's option. After these initial vacancies are filled the usual practice under Section 205.5 shall prevail.

In addition to the above, this agreement provides for the following:

1. Traveling Requirements

Due to the nature of the specialized services provided by the classifications described herein, each employee will be required to travel. The Company shall make every effort to rotate such assignments as equally as practicable among qualified employees. Generally these assignments are those which require travel with an overnight stay and where the provisions of Title 201 will apply. The parties agree to meet on an as needed basis to resolve any disputes that may arise from this agreement.

2. Work Schedules

Work schedules and hours will be in accordance with Title 202 of the Physical Agreement. The Company will meet with the Union and discuss operational needs affecting any proposed changes to work schedules.

3. Bidding Restrictions

Employees bidding into the above classifications, with the exception of the Utility Worker GSM/TPCO, after the effective date of this agreement will be required to remain in the above TPCO position for two years. This does not preclude the employee from bidding to a TPCO classification in another location or a different TPCO classification. A job award to another location or different classification does not change the original two-year commitment date.

4. Overtime

Due to the nature of the specialized services provided by the TPCO classifications the parties agree that whenever the workgroup provides services within a division/service territory the Company will continue to utilize additional local resources from Gas Measurement & Corrosion Control (GM&CC) and Gas System Maintenance/Gas System Operations on both a straight time and overtime basis. In the event overtime is worked by the TPCO employees in a division/service territory, the Company will post a sign-up list to ensure that the qualified Gas M&CC and Gas System Maintenance/Gas System Operations employees in the division/service territory are offered overtime.

5. SAP Implementation

This agreement includes job codes that have been established and are ready for use. Upon execution of this agreement, the department may proceed in initiating the process to begin filling those vacancies.

6. JDLOP Update

The parties will continue work on updating the Job Definitions and Lines of Progression and Reverse Lines of Progression and include these changes as well as updates to clarify prior modifications in the next update to the Gas System Maintenance & Technical Support/Gas System Operations, Exhibit VI-C Section 600.4.

7. A joint Company and Union committee will continue to discuss existing qualifications for entry and job performance requirements and any proposed modifications.

The parties will continue joint collaboration via interim negotiations to update Job Definitions and Lines of Progression (JDLOP) for GSM/GSO and other departments within Gas Operations. These joint efforts are designed to establish or update job descriptions, provide for new or improved training, establish new career opportunities for our Gas employees and will ensure that PG&E Gas employees will set the standard for excellence in the industry. The Company and Union recognize that future changes in organizational alignments with respect to Gas Operations work will require continued negotiations and agree to meet and confer should any issues arise from this agreement.

Mr. Tom Dalzell

- 3 -

August 12, 2013
L/A R1-13-47-PGE

Consistent with existing contractual requirements, the parties agree to meet and confer as soon as possible should operational changes occur that will have an effect on these new classifications.

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: s/Stephen A. Rayburn
Stephen A. Rayburn
Director and Chief Negotiator

The Union is in agreement.

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

August 15, 2013

By: s/Tom Dalzell
Tom Dalzell
Business Manager

**Gas System Maintenance & Technical Support/Gas System Operations, Exhibit VI-C Section 600.4
Transmission Project Clearance Operations (TPCO)**

<u>New Classification</u>	<u>2013 Wage Rate</u>
2434 (51527024) Lead Gas Control Technician - TPCO	\$ 49.45
1351 (51530457) Lead Mechanic-Welder - TPCO	\$ 46.70
2435 (51530458) Gas Control Technician – TPCO	\$ 47.10
1406 (51527201) Transmission Mechanic - TPCO	\$ 42.75
0935 (51527202) Utility Worker-GSM/TPCO	\$ 24.41 - Start 27.49 - End 6 mos. 30.58 - End 1 Yr. 33.65 - End 18 mos.

Employees in the above TPCO classifications will be paid 5%, in addition to the wage rates shown above, for performing associated TPCO duties and related travel throughout the PG&E system. The additional wages paid to these positions will be considered basic weekly pay.



LETTER AGREEMENT NO. 13-54-PGE



PACIFIC GAS AND ELECTRIC COMPANY
LABOR RELATIONS AND HUMAN RESOURCES DEPARTMENT
MAIL CODE N2Z
P.O. BOX 770000
SAN FRANCISCO, CALIFORNIA 94177
(415) 973-4310
STEPHEN RAYBURN
DIRECTOR AND CHIEF NEGOTIATOR

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

June 27, 2013

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:

In accordance with #5 of Letter Agreement 12-32, the parties have discussed and agreed to add the classifications listed below as eligible to receive the Class A Commercial Driver's License (CDLA) pay rate effective 11/1/12, provided the employee is a grandfathered "incumbent" as described in Letter Agreement 12-32. The CDLA hourly wage rate will be extended to these classifications under the same conditions detailed in Letter Agreement 12-32.

IBEW T200	50449466	Apprentice Lineman (After 3/1/2012)
IBEW T200	50010381	Transmission Cableman
IBEW T300	50449467	Apprentice Lineman - GC (After 3/1/2012)
IBEW T300	50497923	Welder-GC Gas (In-Service Welding)
IBEW T300	50010203	Drilling Working Foreman C
IBEW T300	51517786	Working Foreman A – Gas (In-Service Welding)
IBEW T300	51517784	Working Foreman B – Gas (In-Service Welding)
IBEW T300*	51517789	Mechanic – Welder (In-Service Welding)

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: s/Stephen A. Rayburn
Stephen A. Rayburn
Director and Chief Negotiator

The Union is in agreement.

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

July 15, 2013

By: s/Tom Dalzell
Tom Dalzell
Business Manager

*Mechanic Welder (In-Service) should be listed as Title 200 instead of Title 300 as noted above



LETTER AGREEMENT NO. R2-13-67-PGE



PACIFIC GAS AND ELECTRIC COMPANY
LABOR RELATIONS AND HUMAN RESOURCES DEPARTMENT
MAIL CODE N2Z
P.O. BOX 770000
SAN FRANCISCO, CALIFORNIA 94177
(415) 973-4310
STEPHEN RAYBURN
DIRECTOR AND CHIEF NEGOTIATOR

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

September 24, 2013

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 and Union met to discuss PG&E Gas Operations and interest in making changes to the various lines of progression to build a sustainable organization to meet current and future operational needs. The parties agreed to establish several Line of Progression committees with charters identifying objectives and parameters for discussions and to make recommendations on changes to Company and Union leadership. Pursuant to this agreement a joint Company/Union committee was established and met to discuss new classifications in Liquefied Natural Gas/Compressed Natural Gas (LNG/CNG) Operations and developed recommendations for consideration by Company and Union leadership.

The Committee discussed the CNG station work currently and historically performed by five General Construction Gas Technicians and classifications higher in the line of progression. Such work includes CNG station maintenance, assisting with portable LNG/CNG work, troubleshooting and repair work, and major and partial rebuild and inspections on a system wide basis. The Committee also discussed the portable LNG/CNG work currently and historically performed by Division Gas Control Technicians from the Roseville and Marysville headquarters and the resulting development of technical and critical work procedures, training requirements and safety procedures over the past several years.

After a thorough review by the joint committee the Company proposes the establishment of two new LNG/CNG Operations classifications within the Title 200 Gas Measurement and Corrosion Control Department, Exhibit VI, Section No. 600.1, detailed in the attachment. These classifications will be added pursuant to Subsection 204.4 (b) and posted as soon as administratively possible in accordance with Subsection 205.4(h). The classifications included in this agreement are covered under the Department of Transportation (DOT) program and are subject to all provisions under the Company's DOT Drug and Alcohol Testing Program.

The following will apply to the implementation of this agreement:

1. Training

The parties will establish a joint Company/Union committee to develop the training program subject to review and approval of the Joint Apprenticeship Training Committee (JATC). Incumbent employees identified herein shall be required to successfully complete required training where applicable. Future employees bidding into the position will be required to successfully complete all required training. The joint committee as established by this

agreement will provide standards and guidelines for review and approval to the JATC.

2. SAP Implementation

This agreement includes Job Codes that have been established and are ready for use. Upon execution of this agreement, the department may proceed in initiating the process to begin filling these vacancies. Incumbent Title 200 employees as identified in this agreement who accept and report to the new LNG/CNG Technician classification as described herein shall receive a wage adjustment for all hours worked in the amount of 5% retroactive to January 1, 2012. Incumbent Title 300 employees who accept and report to the new LNG/CNG Technician classification shall maintain their Title 300 wage rate and any wage adjustments in the future (GWI, etc.) until the employee is no longer in the classification.

2013 Wage Rates for New Classifications

51567004 (0501) LNG/CNG Technician \$47.10

51567005 (0502) Senior LNG/CNG Technician \$49.45

Employees in the above LNG/CNG classifications, excluding the current incumbent T300 employees as identified in this agreement, will be paid 5%, in addition to the wage rates shown above, for performing associated duties and related travel throughout the PG&E system. The additional wages paid to these positions will be considered basic weekly pay.

3. JDLOP Update

The parties are currently in the process of updating Job Definitions and Lines of Progressions and these changes will be included in the next update to the Title 200 Gas Measurement and Corrosion Control, Section 600.1, Exhibit VI of the Physical Agreement.

4. Lines of Progression and Reverse Lines of Progression

Consistent with LOP updates being completed the parties will continue to work on updating the Title 200 Gas Measurement & Corrosion Control Job Definitions and Lines of Progression and Reverse Lines of Progression.

5. A joint Company and Union committee will continue to discuss existing qualifications for entry and job performance requirements and any proposed modifications.

6. The parties agree to meet on an as needed basis to resolve any disputes that may arise from this agreement.

Transition and Placement of Incumbent Employees

The following employees will be offered the new LNG/CNG Technician classification in the new department titled LNG/CNG Operations as established by this agreement. Incumbent Title 200 employees who accept the position will report to either Marysville/Yuba City or Roseville as identified below. Incumbent Title 300 employees who accept the position will report to a headquarters within a reasonable commute to their current residence as identified below.

Title 200 - Division Employees

<u>Employee</u>	<u>Classification</u>	<u>Headquarters</u>
Logan Bartolome	Gas Control Technician – Division	Marysville/Yuba City
Eugene Havlik	Gas Control Technician – Division	Roseville
James Loer	Gas Control Technician – Division	Roseville
Grant Rubino	Gas Control Technician - Division	Marysville/Yuba City
Eloy Saldivar	Gas Control Technician – Division	Marysville/Yuba City
Jacob Scott	Gas Control Technician – Division	Roseville
Chuck Warner	Gas Control Technician – Division	Roseville

Title 300 - GC Employees

<u>Employee</u>	<u>Classification</u>	<u>Newly Assigned Headquarters</u>	<u>Residence</u>
Alex Petrut	Gas Technician	Hayward	Roseville, CA
Jerry Bunker	Gas Technician	Fresno	Fresno, CA
Dale Robertson	PIO Gas Technician	Manteca	Modesto, CA
Schyler Donohue	Gas Technician	Cupertino	Ben Lomond, CA
Chris Russell	Gas Technician	Richmond	San Anselmo, CA

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: _____
s/Stephen A. Rayburn
Stephen A. Rayburn
Director and Chief Negotiator

The Union is in agreement.

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

_____, September 26 _____, 2013

By: _____
s/Tom Dalzell
Tom Dalzell
Business Manager

LNG/CNG OPERATIONS – GAS MEASUREMENT AND CORROSION CONTROL ATTACHMENT 1

51567005 (0502) Senior LNG/CNG Technician

Qualified in both LNG Operations and Major Compressor Rebuilds.

The Company may offer employees within the LNG/CNG Technician classification the opportunity to become a Senior LNG/CNG Technician which requires the employee to be qualified to perform **both** LNG Operations and Major Compressor Rebuilds. The Company will fill the Senior LNG/CNG Technician vacancies pursuant to the normal provisions of Title 205. Incumbent employees identified in this agreement are considered eligible for the Senior LNG/CNG Technician position upon execution of this agreement. The Company may limit such opportunities based on operational needs.

To be eligible for the Senior LNG/CNG Technician position future employees must successfully complete the applicable training programs followed by two years' experience as a LNG/CNG Technician. To ensure that future employees are eligible for this position the parties agree to establish training programs within one year from the date of signature of this agreement. The training programs shall be designed to provide an employee with sufficient understanding of the fundamentals of LNG Operations and CNG Compressor Operations.

Notes:

1 Traveling Requirements

Due to the nature of the specialized services provided by the classifications described herein, each employee will be required to travel. The Company shall make every effort to rotate such assignments as equally as practicable among qualified employees. Generally these assignments are those which require travel with an overnight stay and where the provisions of Title 201 will apply.

2. Work Schedules

Work schedules and hours will be in accordance with Title 202 of the Physical Agreement. The Company will meet with the Union and discuss operational needs affecting any proposed changes to work schedules.

3. Overtime

For CNG operations and pre-arranged overtime the normal provisions of Title 208 will apply. For CNG operations and emergency overtime the practice has been for the Title 300 employees to rotate weekly emergency duty assignments to respond to matters related to CNG stations throughout the service territory. This arrangement will continue until each employee is trained and qualified for emergency duty. When an employee is qualified for emergency duty the parties will meet to determine the process for adding the employee into the rotation. When all employees are qualified the parties will meet to determine the nature of the rotation based on the needs of the employees and the Company. For example: A north/south rotation or system-wide rotation.

Pursuant to Section 212.12 the parties agree that the employees will be on a weekly rotating call-out schedule to respond to CNG emergency duty. The employees shall be available to respond at all hours during their assigned schedule. The parties agree to continue discussions on establishing the rotating sequence of call-out and other related requirements.

Employees assigned a weekly rotating schedule may exchange CNG emergency duties with prior approval of the supervisor in charge.

Line of Progression:

Legacy Code	SAP Job Code	Next Lower Classifications	Legacy Code	SAP Job Code	Same or Higher Classifications
0501	51567004	LNG/CNG Technician*	0502	51567005	Senior LNG/CNG Technician

*To be considered qualified, must have completed the applicable training program followed by two years' experience as a LNG/CNG Technician.

51567004 (0501) LNG/CNG Technician

An employee, who without direct supervision, performs the installation, operation and maintenance of Liquefied Natural Gas (LNG) and Compressed Natural Gas (CNG) portable and station equipment. Portable LNG/CNG equipment provides natural gas to customers during extreme cold weather events, planned outages and emergency situations. LNG/CNG equipment stores, controls, transports and dispenses high pressure natural gas and/or vaporized cryogenic natural gas. The employee shall safely install, operate, maintain, repair and troubleshoot independently LNG/CNG equipment. May be required to act as a lead, directing the work of other employees in the same and/or lower classifications engaged in work pertaining to all aspects of LNG/CNG operations, equipment and stations. This work is comprised of but not limited to include regulation (including spring loaded, pilot loaded and controller operated), valves (including manual, automated operated and controlled operated), Meters (including orifice, insertion, mass flow, turbine and rotary) Relief and Odorization systems and Pneumatic controls.

Based on operational needs (and without direct supervision) may be required to perform all types of work related to the base classification of Gas Control Technician, M&C Mechanic, General Construction Gas Technician, depending on the background, skills and training of the employee. Background of training, education and experience must be such as to qualify an employee to perform the job duties with skill and efficiency.

This classification will be required to travel as assigned by the Company to perform LNG/CNG operations.

All employees in the LNG/CNG Technician classification will be required to perform LNG assistant duties, CNG operator duties, partial compressor rebuilds and other associated work.

Future employees bidding into the classification of the LNG/CNG Technician will be required to successfully complete the approved training program and to become qualified in either the LNG Operator duties or Major Compressor Rebuilds. Company will determine which skill the employee must qualify for based on operational needs. The employee shall be qualified in all aspects of LNG/CNG safety procedures, equipment, tools and standards.

Must possess valid Class C driver's license.

Notes:

1. Traveling Requirements

Due to the nature of the specialized services provided by the classifications described herein, each employee will be required to travel. The Company shall make every effort to rotate such assignments as equally as practicable among qualified employees. Generally these assignments are those which require travel with an overnight stay and where the provisions of Title 201 will apply.

2. Work Schedules

Work schedules and hours will be in accordance with Title 202 of the Physical Agreement. The Company will meet with the Union and discuss operational needs affecting any proposed changes to work schedules.

3. Overtime

For CNG operations and pre-arranged overtime the normal provisions of Title 208 will apply. For CNG operations and emergency overtime the practice has been for the Title 300 employees to rotate weekly emergency duty assignments to respond to matters related to CNG stations throughout the service territory. This arrangement will continue until each employee is trained and qualified for emergency duty. When an employee is qualified for emergency duty the parties will meet to determine the process for adding the employee into the rotation. When all employees are qualified the parties will meet to determine the nature of the rotation based on the needs of the employees and the Company. For example: A north/south rotation or system-wide rotation.

Pursuant to Section 212.12 the parties agree that the employees will be on a weekly rotating call-out schedule to respond to CNG emergency duty. The employees shall be available to respond at all hours during their assigned schedule. The parties agree to continue discussions on establishing the rotating sequence of call-out and other related requirements.

Employees assigned a weekly rotating schedule may exchange CNG emergency duties with prior approval of the supervisor in charge.

Line of Progression:

Legacy Code	SAP Job Code	Next Lower Classifications	Legacy Code	SAP Job Code	Same or Higher Classifications
1306 (1304)	50073132	Gas Control Mechanic M&C & (Un.)*	0501	51567004	LNG/CNG Technician
1365 (1366)	50010288	Measurement & Control Mechanic & (Un.)	0502	51567005	Sr. LNG/CNG Technician
			0644	50010176	Technical <i>Crew Leader A</i> (G.C. Gas)
			0645	50010177	Technical <i>Crew Leader B</i> (G.C. Gas)
			2405	50010409	Gas Technician (G.C.) (PIO)**
			2410	50010413	Gas Control Technician
			2413	50010416	Gas Technician (G.C.)

*Former M&C Mechanics, Appr. M&C Mechanics and Technical Compressor Mechanics (Rio Vista only) who, in accordance with LA 91-145, were transferred from DBU (*now Utility Operations*) to GSO (*now Gas System Maintenance & Technical Support*) and given the option to retain rights to the M&C Line of Progression in *Utility Operations*.

2013 Wage Rates for New Classifications

51567004 (0501) LNG/CNG Technician \$47.10

51567005 (0502) Senior LNG/CNG Technician \$49.45

Employees in the above LNG/CNG classifications, excluding the current incumbent T300 employees as identified in this agreement, will be paid 5%, in addition to the wage rates shown above, for performing associated duties and related travel throughout the PG&E system. The additional wages paid to these positions will be considered basic weekly pay.



LETTER AGREEMENT NO. 14-40-PGE



PACIFIC GAS AND ELECTRIC COMPANY
LABOR RELATIONS AND HUMAN RESOURCES DEPARTMENT
374 N. WIGET LANE
SUITE 130
WALNUT CREEK, CA 94508
925.974.4401
STEPHEN A. RAYBURN,
DIRECTOR AND CHIEF NEGOTIATOR

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

September 18, 2014

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 and Union have established several ad hoc committees with respect to Gas Operations Departments. These joint efforts are designed to establish or update job descriptions, provide for new or improved training, establish new career opportunities for Gas Department employees, and will ensure that PG&E Gas employees set the standard for excellence in the industry.

The Gas Measurement and Corrosion Control (GM&CC) and the Gas System Maintenance and Technical Support/Gas Systems Operations (GSM&TS/GSO) ad hoc committees have met together and separately on several occasions to discuss changes to the Job Definitions and Lines of Progression for both departments.

After reviewing several different concepts the recommendation by both ad hoc committees is as follows:

Incorporate the existing GM&CC and GSM&TS/GSO departments into one newly created department titled, Gas Pipeline Operations & Maintenance – Transmission and Distribution (GPO&M-T&D). The Corrosion workgroup will be placed into the Title 200 Gas T&D Department.

Given the nature of this agreement and the major changes incorporated herein, the Company agrees that Title 206 shall not be utilized and the number of employees in the department shall not be reduced as a direct result of this agreement.

This Agreement cancels and supersedes the Gas Measurement and Corrosion Control (Letter Agreement No. 01-30) and the Gas System Maintenance & Technical Support and Gas System Operations (Letter Agreement 07-36) JDLOP agreements. It is not the intent of the parties to modify previous relevant precedent setting grievances or letter of agreements that may be applicable. Any other previous agreements with respect to Job Definitions and Lines of Progression for GM&CC and GSM&TS/GSO are also cancelled and superseded. By the reorganization of some classifications, it is not the intent of this

Agreement to leave out any duties currently being performed that will continue to be performed. Any unintentional omissions will be discussed by the parties for inclusion in the proper classification. The new and remaining classifications for the newly established Gas Pipeline Operations & Maintenance – Transmission and Distribution (GPO&M-T&D) are detailed in the new Job Definitions and Lines of Progression for Gas Pipeline Operations & Maintenance – Transmission and Distribution (GPO&M-T&D) (Attachment 3).

The classifications included in this Agreement are covered by the Department of Transportation requirements as outlined in applicable letters of agreement and all provisions that apply under the Pipeline Safety Program including pre-duty drug testing.

In addition to the above, this Agreement provides for the following:

1. Oversight Committee

Upon execution of this Agreement, the parties will establish a joint committee to address any training, transitional or jurisdictional issues, including Letter Agreement R1-96-18. The Committee may also review local letter agreements that may conflict with the intent of this Agreement. The joint committee as established by this agreement will review and/or establish entry exams, training programs and apprenticeship training programs. In addition, the Committee will be charged with resolving any other matters that may arise as a result of this Agreement.

2. Training

The Company and Union will jointly develop an entrance test for the Apprentice Gas Control Technician, Apprentice Station Operator and Apprentice Transmission Mechanic classifications which will be subject to review and approval by the Joint Apprenticeship Training Committee (JATC). All entry exams, training and apprenticeship training programs will be jointly developed and subject to review and approval of the JATC.

3. SAP Implementation

Upon execution of this Agreement or as soon as administratively possible, the Department will proceed in initiating the process to begin filling these vacancies.

4. Commercial Driver's License Addendum

The Company will make adjustments to wage rates for newly created positions as needed consistent with Letter Agreements 12-32 and 13-54.

5. New Classifications

The Committee proposes pursuant to Subsection 204.4(b) – New Classifications and Wage Rates to establish the following new classifications within Title 200 in Gas Pipeline Operations & Maintenance – Transmission and Distribution (GPO&M-T&D), Exhibit VI, Section 600.4. New classifications will be filled in accordance with Subsection 205.4(h), New Job at a Headquarters.

- Lead Gas Control Technician (2434/50072607)
- Lead Transmission Mechanic (xxxx/51664842)
- Apprentice Station Operator (xxxx/51664844)
- **Station** Operator (xxxx/51664843)
- **Station** Operator, Unassigned (xxxx/51666202)
- Senior **Station** Operator (2131/50210204)*
- Senior **Station** Operator-Relief (2131/50210205)*

*modify job title to add "Station"

6. Filling New Lead Gas Control Technician/Lead Transmission Mechanic Vacancies

- The Company may fill as many Lead positions as desired.
- The Company will initially fill 30 Lead Gas Control Technician positions within the newly created department under the normal provisions of Title 205 – Job Bidding, Promotion and Transfer. The Oversight Committee will make recommendations to the Company with respect to the appropriate headquarters for these positions and jointly develop recommendations for a Lead assessment exam with appropriate training guidelines subject to review and approval of the JATC.
- The Company will initially fill three Lead Transmission Mechanic positions under the normal provisions of Title 205 – Job Bidding, Promotion and Transfer.

After the initial staffing of these positions, the Company will determine the number of positions required based on operational needs.

7. Transitional Provisions for M&C Mechanics (PIO) and Transmission Mechanics

- a. The M&C Mechanic (1365/50010288) and Unassigned M&C Mechanic (1366/50010289) positions will be designated as "Present Incumbent Only" (PIO).
- b. Upon execution of this Agreement, M&C Mechanics (PIO) and Transmission Mechanics, will be placed as "next lower" to Gas Control Technician classification and "same or higher" to Apprentice Gas Control Technician classification.
- c. Apprentice M&C Mechanics (PIO) and Apprentice Transmission Mechanics who are at the top wage rate in their respective apprenticeship programs and who have successfully met the standards of achievement of such program are eligible to bid journeyman/apprentice classifications.
- d. When filling a vacancy in the Gas Control Technician classification, the Company will utilize the normal provisions of Title 205. In the event an M&C Mechanic (PIO) or Transmission Mechanic is awarded the vacancy, the employee will be placed into the Gas Control Technician classification and wage rate and the employee will be deemed to be a provisional placement. The Company will develop an appropriate training plan for employees covered under this section subject to review and approval of the JATC.
- e. The provisional training plan will normally be 12 months with a six-month extension if necessary. The provisions of Subsection 205.13(c) will apply to the provisional positions. The Company will provide periodic updates to the JATC as necessary.
- f. If an employee is unable to successfully complete the Gas Control Technician provisional training plan, such employee shall be returned to the M&C Mechanic (PIO) or Transmission Mechanic position at *their* current headquarters. The provisions of "f" only apply to incumbent M&C Mechanics (PIO), Apprentice M&C Mechanics (PIO), incumbent Transmission Mechanics and incumbent Apprentice Transmission Mechanics as of the date of execution of this Agreement.
- g. When filling a vacancy in the Apprentice Gas Control Technician classification, the Company will utilize the normal provisions of Title 205. In the event an M&C Mechanic (PIO) or Transmission Mechanic is awarded the vacancy, such employee will maintain their current wage and subsequent general wage increase until completion of the Apprenticeship training program.

8. Transitional Provisions for Apprentice M&C Mechanics (PIO)

- a. The Apprentice M&C Mechanic (1368/50010290) position will be designated as “Present Incumbent Only” (PIO).
- b. Upon successful completion of the Apprentice M&C Mechanic (PIO) program, the Apprentice will be placed into the Unassigned M&C Mechanic (PIO) position and the provisions noted above will apply.

9. Provisions for Field Meterperson

Field Meterpersons shall have Subsection 205.7 (b) or (c) – Sequence of Consideration bidding rights for Apprentice Corrosion Mechanic vacancies.

10. Station Operations

(Formerly known as “Operator Classifications for Manned Facilities”)

The Operator classifications will have their titles changed to Senior Station Operator, Relief Senior Station Operator and Station Operator for the Manned Facilities. In addition, the parties have agreed to establish an Apprentice Station Operator classification. This Agreement establishes new wage rates and job codes with provisions to limit bidding rights for covered classifications identified herein. This includes individuals awarded an unrestricted vacancy into the Apprentice Station Operator classification or higher in the Station Operation progression.

Transitional provisions for incumbent Operator Classifications for Manned Facilities

All current incumbents in the various Operator classifications who do not accept the new Station Operator classifications will remain in their current Operator classification and wage rate. Such classifications, if not already designated as PIO by previous agreements, will be designated as PIO per this agreement.

The parties recognize that previous letter agreements with respect to various Operator classifications may have resulted in special letter agreement wage rates. It is not the intent of this agreement to adversely impact any employee with respect to current wage rates and general wage increases. This applies to any employee regardless of their decision to accept the new classification or remain in their PIO status.

Station Operators

The new Station Operator classification will be established with a higher wage rate. Incumbent Operators (2130) will be offered the opportunity to transition to the Station Operator classification with the newly established wage rates and make a three-year commitment to remain in the Operations progression.

The three-year commitment does not preclude an employee within the Operations progression from bidding to a Senior Station Operator, Relief Senior Station Operator or Station Operator classification. A job award to another location within any of the classifications noted above will not change the original three-year commitment date.

Senior Station Operators

Senior Gas Transmission Operators (PIO – 1577, three incumbents) will be offered the opportunity to transition to the Senior Station Operator classification. (Note: These employees will not be required to make a three-year commitment to remain in the classification).

Senior Operator-Mechanics (PIO – 1704, three incumbents) will have the opportunity to transition to the Senior Station Operator classification and new wage rate. Incumbent Senior Operator-Mechanics (PIO – 1704) will be offered the opportunity to transition to the Senior Station Operator classification and wage rate and make a three-year commitment to remain in that classification.

The three-year commitment does not preclude an employee within the Operations progression from bidding to a Senior Station Operator, Relief Senior Station Operator or Station Operator classification. A job award to another location within any of the classifications noted above will not change the original three-year commitment date.

Senior Station Operator - Relief

All Relief positions shall be designated as Senior Station Operators-Relief. Upon execution of this agreement the Company will repost the Relief positions pursuant to the Labor Agreement Clarification of Titles 202, 205 and 208: "Utilization of Relief Shift Employees." Relief positions will not be available to any classification designated as PIO. Relief positions shall not be counted for the purposes of filling regular Senior Operator vacancies or temporary upgrades to Senior Operator vacancies.

Transition of Operator-Mechanics

Operator-Mechanics (PIO – 1705, seven incumbents) and Operator Mechanic I (PIO – 1708, one incumbent) will transition to the new Station Operator classification and new wage rates on a voluntary basis with the three-year commitment as noted above, with the exception of one position in Hinkley and one position in Kettleman.

The three-year commitment does not preclude an employee within the Operations progression from bidding to a Senior Station Operator, Relief Senior Station Operator or Station Operator classification. A job award to another location within any of the classifications noted above will not change the original three-year commitment date.

Hinkley

The Company will open one Transmission Mechanic vacancy in Hinkley. Incumbent Operator-Mechanics at Hinkley who do not accept the new Station Operator classification will be offered the Transmission Mechanic position. An employee who accepts the Transmission Mechanic position will be placed into the Transmission Mechanic classification and wage rate as a journeyman. The Company will develop a training program subject to review and approval of the JATC. In the event employees decline the Transmission Mechanic vacancy such employees will remain in the Operator – Mechanic (PIO) position.

Kettleman

The Company will open one Transmission Mechanic vacancy in Kettleman. The one incumbent Operator-Mechanic I (PIO) employee will be offered the Transmission Mechanic position. If the employee accepts the Transmission Mechanic position, they will be placed into the Transmission Mechanic classification and wage rate as a journeyman. The Company will develop a training program subject to review and approval of the JATC. In the event the employee declines the Transmission Mechanic vacancy they shall remain in their Operator-Mechanic I (PIO) position.

Newly Established Apprentice Station Operator Classification

The subcommittee established previously under the oversight of the JATC proposes an 18-month Apprentice Station Operator Training program. To ensure the length of the program meets the needs

of the Apprentices, the subcommittee and JATC retains oversight of the program and may make recommended changes if necessary.

Upon successful completion of the apprenticeship, Apprentice Station Operators will automatically progress to the Unassigned Station Operator classification and will be required to remain in the Station Operator line of progression for an additional three years. This does not preclude the employee from bidding to a Senior Station Operator, Relief Senior Station Operator or a Station Operator classification at a different headquarters. A job award to another location within any of the classifications noted above will not change the original three-year commitment date.

All candidates for an Apprentice Station Operator position must meet the following entry requirements: Must pass applicable tests/test batteries as agreed to by the Company and the Union for existing represented employees which may include the Physical Test Battery, Industrial Skills Test, Console Operator Basic Requirements Assessment (COBRA), or new tests deemed appropriate.

Note 1: Gas Control Technicians and Transmission Mechanics who are the successful bidders to the Apprentice Station Operator classification shall be placed at the top wage step of the Apprenticeship until successful completion of the training program.

Filling Apprentice Transmission Gas System Operator vacancies

The Senior Station Operator, Senior Station Operator-Relief and Station Operator will be considered "Same or Higher" to the Apprentice Transmission Gas System Operator. If an employee is the successful qualified bidder to the classification, the employee shall be paid at the top step of Apprentice Transmission Gas System Operator until successful completion of the training program.

11. Incumbent Gas Control Technicians (2448) (M&C) (PIO) and the incumbent Gas Transmission Technician (PIO) (2415) will be reclassified to the Gas Control Technician position (2435).
12. The Gas Transmission M&C Coordinator will become part of the Gas Pipeline Operations & Maintenance – Transmission and Distribution (GPO&M-T&D) Job Definitions and Lines of Progression as included in Attachment 3.
13. The Corrosion Mechanic (1245) - Measurement and Corrosion Control will be designated PIO. These employees will be moved over to the Title 200 Gas T&D line of progression.

14. Bidding Unit and Demotion Units

- Bidding Unit Sixteen and Demotion Unit Eight are deleted.
- Bidding Units One through Thirteen shall be utilized for the purposes of Title 205 – Job Bidding, Promotion and Transfer.
- Headquarters that were included in Bidding Unit Sixteen that are not identified in Bidding Units One through Thirteen will be added as follows:
 - Los Medanos – Bidding Unit One, Area Three
 - Holt (McDonald Island) – Bidding Unit Ten, Area Twenty
 - Topock – Bidding Unit Twelve, Area Twenty-Five
- Demotion Units One through Six shall be utilized for the purposes of Title 206 – Demotion and Lay Off Procedure.
- Headquarters that were included in Demotion Unit Eight that are not identified in Demotion Units One through Fourteen will be added as follows:
 - Los Medanos – Demotion Unit One, Area Three
 - Holt (McDonald Island) – Demotion Unit Five, Area Twenty
 - Topock – Demotion Unit Five, Area Twenty-Two

15. The Committee proposes the cancellation and/or removal of the following Letter Agreements from the JDLOP:

- 95-80 – CDL Requirement for Job Bidding – System-wide Agreement (remove)
- 02-04 – Travel Agreement – Cancel and utilize Title 201
- 03-31 – Training Program for Gas System Operator-in-Training – Cancelled and Superseded by LA 12-28
- 08-29 – Environmental Monitor Premium – Modified by this Agreement

16. PIO and Obsolete Classifications

All classifications that are designated as PIO become obsolete when all incumbents have left the classification. Once obsolete, the classification shall be removed from Exhibit X, all related JDLOP agreements and all related Exhibits. See Attachment 2.

17. Title 205 and Reverse Lines of Progression

The parties recognize that changes made herein will result in modifications to Title 205 – Job Bidding, Promotion and Transfer as they pertain to the new departmental structure and newly created classifications. It is not the intent of either party to adversely impact reverse lines of progression for the affected employees covered under this agreement. The Company and Union will update reverse lines of progression consistent with the intent of this Agreement.

18. New Wage Rates

See Attachment 1.

19. Exhibits

The parties agree to update Exhibit III, Exhibit IV, Exhibit VI, Exhibit VII, Exhibit VIII, Exhibit IX, Exhibit X, Supplements to Title 205 and Title 206 consistent with this Agreement

The Company and Union recognize that future changes in organizational alignments with respect to Gas Operations work that may impact IBEW-represented employees may require continued negotiations and agree to meet and confer should any issues arise from this agreement.

The Company and Union will conduct joint communication meetings to review this agreement with the affected employees.

This Agreement has been discussed with Senior Assistant Business Manager Joe Osterlund.

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



LETTER AGREEMENT NO. 15-29-PGE



PACIFIC GAS AND ELECTRIC COMPANY
LABOR RELATIONS
375 N. WIGET LANE
SUITE 130
WALNUT CREEK, CA 94598
925.974.4461
ROBERT JOGA
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

August 10, 2015

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:

This Agreement is a supplement to Letter Agreement 14-40 (Attachment 2) and updates the Gas Pipeline Operations & Maintenance – T&D (GPO&M-T&D) Department Job Definitions and Lines of Progression with revised Lines of Progression and change of title and job definition for Senior LNG/CNG Technician to Lead LNG/CNG Technician per Item No. 14 of this Agreement.

Letter of Agreement 14-40 established the GPO&M-T&D Department and provided for a joint Oversight Committee to address training, transitional and jurisdictional issues and any other matters that may arise as a result of that Agreement. The Oversight Committee has met on several occasions to discuss such matters and has agreed to the following clarifications and corrections:

1. Transmission Mechanic and Transmission Mechanic (TPCO) wage adjustments are retroactive to September 19, 2014, the effective date of Letter Agreement 14-40.
2. Letter Agreement 13-38 extended the provisions of Letter of Agreement 12-35 regarding the 3.0% premium for In-Service welding. This Agreement proposes to extend the same provisions and 3.0% premium for In-Service welding to the Title 200 Lead Mechanic – Welder (TPCO)

Lead Mechanic – Welder (TPCO) In-Service Welding

Title 200 Lead Mechanic-Welders (TPCO) who volunteer and become qualified for In-Service welding procedures will receive a 3.0% wage increase over the base wage rate. The commitment will be for one year. In the event an existing Title 200 Lead Mechanic-Welder (TPCO) is no longer qualified or is no longer interested in performing In-Service welding after one year, such employee shall return to their base wage.

3. Incumbent PIO Operators: Operator (50210203/2130), Operator Mechanic I (50010332/1708), Senior Gas Transmission Operator (50010309/1577), who do not elect to transition to the newly

created "Station Operator" position will be eligible to bid to and are deemed qualified for Station Operator vacancies after exhausting "B" and "C" bids of employees in the Station Operator classifications.

4. During the transition period provided for in LA 14-40, the Operator Mechanic (50010329/1705) and Senior Operator Mechanic (50010328/1704) classifications were vacated, therefore, they are deemed obsolete.
5. Station Operator and Operator (PIO) classifications are considered the same for the application of Title 111, Title 208 and Title 212.
6. As provided for in Letter of Agreement 14-40, Item No. 4 and in accordance with Item No. 5 of Letter Agreement 12-32, the parties agree to add the classifications listed below as eligible to receive the Class A Commercial Driver's License (CDL) pay rate provided the employee is a grandfathered "incumbent" as described in Letter of Agreement 12-32. Such employees are considered eligible pursuant to Letter Agreement 12-32 and are described in Letter Agreement 12-32 as utilizing the CDL on a voluntary basis for the convenience of the Company. This will be applied as soon as administratively possible and is not retroactive.

Lead Gas Control Technician
Lead Transmission Mechanic
Lead Gas Control Technician (TPCO)
Lead Mechanic – Welder (TPCO)
Lead Mechanic – Welder (TPCO) In-Service
Gas Control Technician (TPCO)
Transmission Mechanic (TPCO)

7. Wage adjustments for the Mechanic – Welder TPCO – In Service Welding and CDL pay rate will be made as soon as practicable but no later than August 1, 2015.
8. Wage placement for incumbent Apprentices who return to either the M&C Mechanic or Transmission Mechanic classification is as follows:

Apprentice M&C Mechanics (PIO) and Apprentice Transmission Mechanics at the top step in their respective apprenticeship who accept a bid to the Gas Control Technician position and return to the M&C Mechanic (PIO) or Transmission Mechanic classification will be placed at the Journeyman M&C Mechanic (PIO) or Transmission Mechanic (UN) wage rate. This section applies to such employees who are considered "incumbents" pursuant to Letter Agreement 14-40, Item No. 7f.

9. The Oversight Committee has reviewed the "Transitional Provisions for M&C Mechanics (PIO) and Transmission Mechanics" in Letter Agreement 14-40 and agrees to add the following classifications for bid rights to the Gas Control Technician and Apprentice Gas Control Technician consistent with the intent of the incumbent classifications as noted in Letter Agreement 14-40, Page 6, Section 7.
 - Mechanic Welder
 - Mechanic Welder In - Service Welding
 - Lead Mechanic Welder TCPO
 - Lead Mechanic Welder TPCO In-Service Welding
10. Incumbent employees who have special bid rights and wage protections are identified in Attachment 1 of this Agreement. Any omissions or corrections shall be reviewed and approved by the Joint Oversight Committee if necessary.
11. The Oversight Committee has approved incumbent only and non-incumbent charts in Lines of

Progression (updated in the JDLOP in Attachment 3) for the purposes of Title 205 for the Gas Control Technician and the Apprentice Gas Control Technician classifications.

12. The Oversight Committee has reviewed the Lines of Progression charts for the purposes of Title 205 and agrees to the corrections attached. All corrections are in italicized and bolded font.
13. Remove reference to (50010409/2405) Gas Technician - PIO in Lines of Progression for the purposes of Title 205 and add to obsolete list in Letter Agreement 14-40.
14. The GPO&M Joint Oversight Committee has reviewed the job definition with respect to the Senior LNG/CNG Technician classification and recommends changing the job title to Lead LNG/CNG Technician, revising the job definition and modifying the bid procedures for filling the new job classification. The Oversight Committee will continue to discuss the LNG/CNG Technician classifications for future modifications with respect to the individual disciplines of the work.

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: _____
s/Robert Joga
Robert L. Joga
Senior Director

The Union is in agreement.

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

_____, August 28, 2015

By: _____
s/Tom Dalzell
Tom Dalzell
Business Manager

Incumbent List for LA 14-40-PGE Special Rights to
Gas Control Technician and Apprentice Gas Control Technician

Employee Name	Identified Incumbent Job Title as of September 19, 2014
Miguel Hernandez	Appr Measurement & Control Mechanic
Donald Garcia	Appr Measurement & Control Mechanic
Doli J Lee	Appr Measurement & Control Mechanic
Che' Latimore	Appr Measurement & Control Mechanic
Randy Buckland	Appr Measurement & Control Mechanic
William Perry	Appr Measurement & Control Mechanic
Autumn S Donelson	Appr Measurement & Control Mechanic
Jerrold Greer	Appr Measurement & Control Mechanic
Damian Lebby	Appr Measurement & Control Mechanic
Samuel Christopher Claudio	Appr Measurement & Control Mechanic
Jason M Martinez	Appr Measurement & Control Mechanic
Cristino Virrey Reyes	Appr Measurement & Control Mechanic
Gregory Alan Foster	Appr Measurement & Control Mechanic
Travis Bautista	Appr Measurement & Control Mechanic
Jay Wegner	Appr Measurement & Control Mechanic
Robert Charles Davies III	Appr Measurement & Control Mechanic
George Buickerood	Appr Measurement & Control Mechanic
Danny John Morales	Appr Measurement & Control Mechanic
William G Irving Jr.	Appr Measurement & Control Mechanic
Charlie Jonsson	Appr Measurement & Control Mechanic
John Magnelli	Appr Measurement & Control Mechanic
Craig Flint	Appr Measurement & Control Mechanic
Employee Name	Job Name
Michael Marinaccio	Appr Measurement & Control Mechanic
Austin L Pickering	Appr Measurement & Control Mechanic

Jacob Kincade	Appr Measurement & Control Mechanic
Freeman Iverson	Appr Measurement & Control Mechanic
Matthew Allen Riddle	Appr Measurement & Control Mechanic
Jeremy Varner	Appr Measurement & Control Mechanic
Brett Ernest Nevoli	Appr Measurement & Control Mechanic
Nicolas Michael Galvan	Appr Measurement & Control Mechanic
Stephen C Ballinger	Appr Measurement & Control Mechanic
Aaron D Langley	Appr Measurement & Control Mechanic
Jeffrey Johnson	Appr Measurement & Control Mechanic
James M Santo	Appr Measurement & Control Mechanic
Nicholas Angeli	Appr Measurement & Control Mechanic
Brian David Wolcott	Appr Measurement & Control Mechanic
Dwayne Jeffrey	Appr Measurement & Control Mechanic
Gilbert Chavez Loya	Appr Measurement & Control Mechanic
Ross Alan Geissel	Appr Measurement & Control Mechanic
Mark Honeycutt	Apprentice Transmission Mechanic
Tobias James McArthur Sr.	Apprentice Transmission Mechanic
Darrell Valdez	Apprentice Transmission Mechanic
Justin Edward Mason	Apprentice Transmission Mechanic
Michael Christopher Bell	Apprentice Transmission Mechanic
Kenneth Clarence Button	Apprentice Transmission Mechanic
Kyle Gordon Popp	Apprentice Transmission Mechanic
Bryce Kelle Warner	Apprentice Transmission Mechanic
John Joseph Andrade	Apprentice Transmission Mechanic
Employee Name	Job Name
John Paul Davis	Apprentice Transmission Mechanic
Gregory M Flowers	Lead Mechanic-Welder – TPCO
Robert M Miller	Lead Mechanic-Welder – TPCO

Dennis Roger Bassett	Lead Mechanic-Welder – TPCO
Timothy C Rice	Measurement & Control Mechanic
David Raul Tiscareno	Measurement & Control Mechanic
Jimmy L Preckwinkle	Measurement & Control Mechanic
Garett J Dempsey	Measurement & Control Mechanic
Jaime M Vera	Measurement & Control Mechanic
Michael Luke Hickey	Measurement & Control Mechanic
Brad N Schuback	Measurement & Control Mechanic
Brian Patrick Olivolo	Measurement & Control Mechanic
Tim Thomas	Measurement & Control Mechanic
James Norman Jensen	Measurement & Control Mechanic
Jeffrey Lehman	Measurement & Control Mechanic
Howard Wanner	Measurement & Control Mechanic
Justin Heberlein	Measurement & Control Mechanic
Rualdo P Dumalag	Measurement & Control Mechanic
Andrew L Czander	Measurement & Control Mechanic
Peter L Pedersen	Measurement & Control Mechanic
Steven Blaine Stokes	Measurement & Control Mechanic
Lucinda Marie Gracyk	Measurement & Control Mechanic
Robert A Murphy	Measurement & Control Mechanic
Craig M Candido	Measurement & Control Mechanic
Isaac Garcia	Measurement & Control Mechanic
Employee Name	Job Name
Robert Johnson	Measurement & Control Mechanic
Gregory Richard Adams	Measurement & Control Mechanic
Alan Petter	Measurement & Control Mechanic
John Ernest Dozal	Measurement & Control Mechanic
Corteny Renee Tuggle	Measurement & Control Mechanic

Mark Harris	Measurement & Control Mechanic
Billy Bigham	Measurement & Control Mechanic
Robert F Hernandez	Measurement & Control Mechanic
Preston L Stuart Jr.	Measurement & Control Mechanic
Christopher R Moore	Measurement & Control Mechanic
Jeffrey C Zahn	Mechanic – Welder
Dale R Kaupanger	Mechanic – Welder
Kurt Strumpf	Transmission Mechanic
Jeffery Silva Jr.	Transmission Mechanic
Michael N Bunn	Transmission Mechanic
Paul Wendell Olson	Transmission Mechanic
Ruben Simon Quesada	Transmission Mechanic
Brad Hansen	Transmission Mechanic
Matt Tablit Jr.	Transmission Mechanic
Thomas F Fregulia	Transmission Mechanic
Alfonso Benitez	Transmission Mechanic
Philip A Fazio	Transmission Mechanic
Mark Flowers	Transmission Mechanic
Jarod David Kuryla	Transmission Mechanic
Carlos Zamora Hernandez	Transmission Mechanic
Employee Name	Job Name
John Hancock	Transmission Mechanic
Donald R Hatting	Transmission Mechanic
Frank M Rutledge	Transmission Mechanic
Jeffery Lynn Wilson	Transmission Mechanic
David J MacLean	Transmission Mechanic
Dennis Frank McFarlan	Transmission Mechanic
Mike J Ford	Transmission Mechanic
Yulan Dobson	Transmission Mechanic

Travis Edward Hacker	Transmission Mechanic
Robert Surprenant	Transmission Mechanic
Ross Bradshaw	Transmission Mechanic
Douglas James VanCamp	Transmission Mechanic
Norman L. Miles	Transmission Mechanic
Scott Michael Hillquist	Transmission Mechanic
Joel Johnson	Transmission Mechanic
David L Boyd	Transmission Mechanic – TPCO
Timothy Brian Lenz	Transmission Mechanic – TPCO
Dennis Robert Blomquist	Transmission Mechanic – TPCO
Todd Neudorfer	Unassigned Measurement & Control Mech
Caleb Longo	Unassigned Measurement & Control Mech
Jay P Murphy	Unassigned Measurement & Control Mech
Frank Bonilla	Unassigned Measurement & Control Mech
Ruben Michael Lopez	Unassigned Measurement & Control Mech
Gary Bruce Okerson	Unassigned Measurement & Control Mech



LETTER AGREEMENT NO. 16-51-PGE



PACIFIC GAS AND ELECTRIC COMPANY
LABOR RELATIONS
375 N. WIGET LANE
SUITE 130
WALNUT CREEK, CA 94598
925.974.4461

INTERNATIONAL BROTHERHOOD OF
ELECTRICAL WORKERS, AFL-CIO
LOCAL UNION 1245, I.B.E.W.
P.O. BOX 2547
VACAVILLE, CALIFORNIA 95696
707.452.2700

ROBERT JOGA
SENIOR DIRECTOR

TOM DALZELL
BUSINESS MANAGER

November 16, 2016

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:

This Agreement is a supplement to Letter of Agreement 15-29 and Letter of Agreement 14-40.

Letter of Agreement 14-40 established the Gas Pipeline Operations and Maintenance – T&D (GPO&M-T&D) Department and provided for a joint Oversight Committee to address training, transitional and jurisdictional issues, and any other matters that may arise as a result of that Agreement. The Oversight Committee has met and recommends the following additional clarification and changes for the following classifications of incumbent employees with special rights pursuant to LA 15-29 and LA 14-40:

- M&C Mechanic
- Apprentice M&C Mechanic
- Lead Transmission Mechanic
- Transmission Mechanic
- Apprentice Transmission Mechanic
- Mechanic Welder
- Mechanic Welder In-Service Welding
- Lead Mechanic Welder TPCO
- Lead Mechanic Welder TPCO In-Service Welding

CLARIFICATIONS TO LA 15-29 AND LA 14-40:

- 1) Apprentice M&C Mechanics (PIO) and Apprentice Transmission Mechanics at the top step in their respective apprenticeship who accept a bid to an Apprentice Gas Control Technician position will be placed at the Journeyman M&C Mechanic (PIO) or Transmission Mechanic unassigned (UN) wage rate upon their report date to the Apprentice Gas Control Technician classification and shall be covered under section 3 below.
- 2) In the event an incumbent employee in a classification identified in this clarification is unable to successfully complete the Apprentice Gas Control Technician training program, such employee shall be returned to their previous classification at their current headquarters.

- 3) When filling a vacancy in the Apprentice Gas Control Technician classification, the Company will utilize the normal provisions of Title 205. In the event an employee in a classification listed above is awarded the vacancy, such employee will maintain their wage rate upon report date to the Apprentice Gas Control Technician position and subsequent general wage increase until completion of the Apprenticeship training program.
- 4) Given the elimination of the Apprentice M&C Mechanic (PIO) and M&C Mechanic (PIO) classifications, incumbent Apprentice M&C Mechanics and M&C Mechanics will remain eligible for one additional apprenticeship.

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: _____
s/Robert Joga
Robert Joga
Senior Director

The Union is in agreement.

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

_____, November 17 _____, 2016

By: _____
s/Tom Dalzell
Tom Dalzell
Business Manager



LETTER AGREEMENT

NO. 21-21-PGE

PACIFIC GAS AND ELECTRIC COMPANY
 LABOR RELATIONS
 375 N. WIGET LANE
 SUITE 130
 WALNUT CREEK, CA 94598
 925.974.4461
 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
 BOB DEAN
 BUSINESS MANAGER

April 9, 2021

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

Dear Mr. Dean:

The parties met recently to discuss changes to the Maintenance Assistant I (MAI), Job ID 50010068; Maintenance Assistant II (MAII), Job ID 50010066; and Senior Maintenance Assistant (Senior MA), Job ID 50010065 classifications.

In order to streamline the filling of job vacancies, the MAI and MAII classifications will be condensed into a single Maintenance Assistant classification. Upon execution of this Agreement or as soon as administratively possible, incumbent employees, identified in Attachment I, who currently hold the MAI or MAII classifications will be placed into the new Maintenance Assistant classification at the wage step that corresponds with their current wage and given appropriate credit for time in step.

Incumbent employees, identified in Attachment I, who are currently in the MAI or MAII classification will not be considered as Beginning Level for the purposes of 206.6 once they have acquired 18 months in the Maintenance Assistant Line of Progression.

**SENIOR MAINTENANCE ASSISTANT
 0048 (50010065)**

A classification which may perform lead duties for up to three employees, including themselves. This employee will be responsible for providing clerical support for the hazardous waste monitoring program. (Note: The intent of this agreement is not to replace the Environmental Monitor provisions with a Senior Maintenance Assistant.) This position will also be responsible for the duties performed by a Maintenance Assistant classification, which include the following clerical duties:

- budget monitoring
- computer applications;
- coordinating contracts;
- permits and vendor contacts;
- general typing, answering phones, and maintaining office files;
- compiling manuals, making meeting arrangements, ordering stationery and office supplies;
- payroll entry (Employee Data), record keeping and preparing reports;
- bill processing.
- Environmental Monitoring duties, as required

In addition to the foregoing, will be responsible for the following materials functions such as shipping, receiving, dispersal, salvage, processing materials requisitions, forklift operation and materials delivery. Transports supplies, materials or equipment in a pickup or passenger car and, in addition, functions as 0935/50010219 Utility Worker as described in Letter Agreement 14-40. This includes but is not limited to the following activities: yard maintenance; vehicle cleaning; fire extinguisher maintenance; weed abatement; first aid kit and eye wash inventory; tool operation; and mail delivery.

Notes:

1. May be required to assume Environmental Monitor duties in accordance with Letter Agreement 08-29 upon successful completion of training and test requirement in the HAZWOPER training.
2. For an employee to hold this classification, he/she must have held the top rate of the Maintenance Assistant classification for 6 months.

Next Lower Classifications

Same or Higher Classifications

0049 52679189 Maintenance Assistant

0048 50010065 Sr. Maintenance Assistant

MAINTENANCE ASSISTANT
(52679189)

An employee who, without direct supervision, performs the following clerical duties:

- budget monitoring;
- computer applications;
- coordinating contracts, permits and vendor contacts;
- general typing, answering phones, maintaining office files, compiling manuals;
- making meeting arrangements;
- ordering stationery and office supplies;
- payroll entry (Employee Data), record keeping and preparing reports;
- computer applications;
- bill processing.

In addition to the foregoing, will be responsible for materials functions such as: shipping;

receiving; dispersal; salvage; processing materials requisitions; forklift operation; and materials delivery. Transports supplies, materials or equipment in a pickup or passenger car and in addition, functions as a 0935/50010219 Utility Worker as described in Letter Agreement 14-40. This includes, but is not limited to the following activities: yard maintenance, vehicle cleaning, fire extinguishers maintenance, weed abatement, first aid kit and eye wash inventory, tool operation and mail delivery.

Beginner's Classification

Pre-employment Requirements:

- Clerical Pre-employment Test
- Physical Pre-employment Test
- 25 w.p.m. Typing Test

Notes: Will automatically progress to Senior Maintenance Assistant after six months at top rate of classification

WAGE RATES	PROGRESSION	2021	2022
<i>Maintenance Assistant (52679189)</i>	<i>Start</i>	\$30.92	\$32.08
	<i>End 6 Mo</i>	\$34.82	\$36.13
	<i>End 1 Yr</i>	\$38.74	\$40.19
	<i>End 18 Mo</i>	\$42.62	\$44.22
	<i>End 2 Yr</i>	\$44.81	\$46.49
	<i>End 30 Mo</i>	\$47.07	\$48.84
<i>Senior Maintenance Assistant (50010065)</i>		\$49.14	\$50.98

This agreement has been reviewed by Business Representative Dave Sankey and Senior Assistant Business Manager Anthony Brown.

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 AND ELECTRIC COMPANY



By: _____

Matthew Levy
Senior Director

The Union is in agreement.

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



_____ Apr 9, 2021

_____, 2021

By: _____

Bob Dean
Business Manager

Incumbent List for LA 21-21 Maintenance Assistant
Title 206 Demotion and Layoff Procedure
206.6 Bumping Employee in Beginner's Job

Employee Name	Identified Incumbent Job Title as of March 18, 2021
Arizaga, Eloisa Abdali	Maintenance Assistant II
Bates, Ricky	Maintenance Assistant II
Carlos, Francisco Javier	Maintenance Assistant I
Castillo, Marcela F.	Maintenance Assistant II
Cortez, Maria Esther A Venegas	Maintenance Assistant I
DeLeon, Lisa Marie Olivo	Maintenance Assistant II
Gallon, Tatiana P.	Maintenance Assistant II
Gordon, Brittney A	Maintenance Assistant I
Guerrero, Koreena L	Maintenance Assistant II
Kackley, Valerie Suzanne	Maintenance Assistant I
Meneses, Krysta Lyn	Maintenance Assistant II
Moore, Deborah A	Maintenance Assistant II
Moore, Taylor Brianne	Maintenance Assistant I
Muscat, Rachelle Marie	Maintenance Assistant I
Nawahine, Traci L	Maintenance Assistant II
Nelson, Summer J	Maintenance Assistant II
O'Haire, Theresa A	Maintenance Assistant II
Solano, Melissa Jean	Maintenance Assistant I
Tao-Thammeuangkhun, Anna Kim	Maintenance Assistant II
Ussery, Kimberly	Maintenance Assistant II
Van Sant, Lauren Michelle	Maintenance Assistant I
Walker, Nicole Simone	Maintenance Assistant I



**Pacific Gas and
Electric Company.**

LETTER AGREEMENT

NO. 21-44-PGE

IBEW



PACIFIC GAS AND ELECTRIC COMPANY
LABOR RELATIONS AND HUMAN RESOURCES DEPARTMENT
375 N. WIGET LANE
SUITE 130
WALNUT CREEK, CA 94598
(925) 974-4461
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
BOB DEAN
BUSINESS MANAGER

September 22, 2021

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

Dear Mr. Dean:

The Master Apprenticeship Agreement (MAA) requires the Joint Apprenticeship and Training Committee (JATC) to establish an Administrative Procedures Manual for each apprenticeship training program.

The Company and Union have agreed that the Administrative Procedures Manual shall consist of specific standards for all apprenticeship training programs. Variations within the program are represented below:

- *Eligibility requirements for internal PG&E employees through job bidding.*
- *Length of apprenticeship training program.*
- *Successful completion of the training program.*
- *Failure to progress in the training program, (failure to meet the Standards of Achievement).*
- *Wage step progression structure.*
- *Other special provisions that may be applicable.*

For each newly indentured apprentice, advancement to the next step requires successful completion of the Standards of Achievement as specified in the jointly agreed to Administrative Procedures Manual. The protocol for progression and failure to advance will be consistent with the specifics as identified in this agreement and in the Administrative Procedures Manual.

In no event shall the Administrative Procedures Manual supersede this letter of agreement or the Master Apprenticeship Agreement. Typographic errors and omissions or minor edits to the Administrative Procedures Manual that have no material effect shall be made and reported to the JATC.

The JATC has agreed that the curriculum and associated qualifications can be updated by the sub-committee as needed, to ensure the program reflects current work practices and procedures. These JATC approved updates will be documented and captured in an Apprentice Committee (AC) letter.

Pursuant to Section 109.2 of the Physical Collective Bargaining Agreement (CBA) and the Master Apprenticeship Agreement (MAA), the Company and Union established a joint training subcommittee to create the Apprentice LNG/CNG Technician Training Program. On August 12, 2021, the JATC approved the Administrative Procedures Manual and training curriculum in AC Decision AUG-21-146.

Eligibility for Apprenticeship through Job bidding (Title 205)

- Pass the Physical Test Battery, Industrial Skills Test and the Apprentice LNG/CNG Technician Entrance Exam or new tests by Company and Union Agreement.
- Possess a valid Class “C” driver’s license.

NOTE: Incumbent employees identified in Attachment 1, originally identified in LA 15-29, and that are in the Line of Progression effective the date of this agreement, are considered qualified and eligible and shall not be required to pass the Industrial Skills Test.

Wage Rates

Apprentice wages per step will be included in the next scheduled update to [Exhibit X](#) of the [Collective Bargaining Agreement](#), located on the [Labor Relations Intranet webpage](#).

Specifics for the Apprentice LNG/CNG Technician will Include the Following:

1) Length of Training Program

- The duration of this program is 36 months, divided into 6, six month steps with step and wage progressions every 6 months. Step and wage progressions are contingent upon successful completion of program requirements per step.

2) Successful Completion of the Training Program

- The apprentice will become an unassigned Journeyman LNG/CNG Technician upon successful completion of all the Standards of Achievement, including the length in program. No temporary upgrades, advanced placement, or early promotion permitted.

3) Apprentice Roles, Responsibilities, and Standards of Achievement

In order to be eligible to progress to the next step, the apprentice must meet the Standards of Achievement as defined below.

- Satisfy the required time in each step (six months per step); and
- Successfully complete all on-the-job (OJT) training and job-performance-measures (JPM) for each step; and
- Successfully complete all formal training specified for each step, to include all relevant qualifications; and
- Successfully complete the Step Progression Test (SPT) specified for each step; and
- Continually display positive attitude and behaviors; and

- Continually comply with safety rules and work procedures; and
- Satisfy the Apprentice Roles and Responsibilities as defined in the Administrative Procedures Manual.

4) Failure to Progress

If an apprentice does not meet the Standards of Achievement, and/or fails to follow the Apprentice Roles and Responsibilities as defined in the Apprentice Administrative Procedures Manual, he or she will be placed on an Action Plan. The Action Plan will:

- *Begin on the day a deficiency is presented to the Apprentice and Supervisor by the Apprentice Coordinator and be scheduled to end no later than 30 consecutive days unless special provisions have been approved by the JATC.*
- *End on the day the Action Plan requirements are fulfilled.*

All Action Plans must be submitted to the JATC for review and approval. The JATC has the final authority to:

- *Approve / extend an Action Plan.*
- *Remove an apprentice from the program.*

Time Period	Number of Action Plans Permitted	Subject to JATC Removal If:
<i>First Step (0 mo – 6 mo)</i>	<i>Up to one Action Plan during the first step.</i>	<i>If there is a need for a 2nd Action Plan in the first step, the apprentice is subject to removal by the JATC.</i>
<i>First Step - Sixth Step (0 mo – 36 mo)</i>	<i>Up to two total Action Plans during the entire program, six steps.</i>	<i>If there is a need for a 3rd Action Plan at any point in time during the six-step program, the apprentice is subject to removal by the JATC.</i>

If an apprentice has exhausted his or her allotment of Action Plans, the apprentice will have their apprentice training program suspended by the LNG/CNG Technician program leader/LRC committee members pending review by the JATC. All apprentice removals are subject to review and approved by the JATC.

The JATC will rely on PG&E leaders (Supervisors) to use the Positive Discipline (PD) process to address apprentices' attitude, behavior and attendance.

5) Training of Apprentices

An employee hired into an apprenticeship classification where there are no qualified bidders, or an employee who enters an apprenticeship classification from a different line of progression will be required to spend one year in such apprenticeship at the beginning wage rate for such classification. The first six months of such year will be used by Company to familiarize the employee with the associated tools, equipment, and procedures of that department.

This proposed agreement has been reviewed by Assistant Business Manager 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: _____
Denise Floyd Manager for
Matthew Levy Senior Director

The Union is in agreement.

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



_ Sep 29, 2021 , 2021

By: _____
Bob Dean
Business Manager

*APPRENTICE LNG/CNG TECHNICIAN
(52766025)*

An employee who is engaged in performing an LNG/CNG Technician's work as an assistant to, or under the direction of, a journeyman. In order to gain experience for advancement to LNG/CNG Technician, employee may be required to work alone or under indirect supervision on jobs for which employee has been trained and instructed. In addition, may be required to perform any of the work for which s/he has been provided training for in the apprenticeship. The employee's educational and general qualifications must be such that employee is considered capable of attaining journeyman status.

Notes:

- 3) Provisions of Letter Agreement R2-13-67 apply to this classification.*
- 4) Traveling Requirements*
 - a. Due to the nature of the specialized services provided by the classification described herein, each employee will be required to travel. The Company shall make every effort to rotate such assignments as equally as practicable among qualified employees. Generally, these assignments are those which require travel with an overnight stay and where the provisions of Title 201 will apply.*

Line of Progression:

**APPRENTICE LNG/CNG TECHNICIAN
(52766025)**

Legacy Code	SAP Job Code	Next Lower Classifications	Legacy Code	SAP Job Code	Same or Higher Classifications
0048	50010065	Senior Maintenance Assistant	1406	50010294	Transmission Mechanic [1]
0524	50010161	Fieldperson	1406	51527201	Transmission Mechanic - TPCO [1]***
0526	50070741	Night Fieldperson - SF Only	1414	50072958	Transmission Mechanic UN [1]
0935	50010219	Utility Worker	2437	50072865	Apprentice Gas Control Technician
0935	51527202	Utility Worker - TPCO	2412	50010415	Apprentice Gas Technician - GC
1483	50010300	Field Meterperson	XXXX	51664843	Station Operator***
			XXXX	51666202	Station Operator UN
			2131	50210204	Senior Station Operator***
			2131	50210205	Senior Station Operator-Relief***
			1365	50010288	M&C Mechanic (PIO) [1]
			1366	50010289	M&C Mechanic UN (PIO) [1]
			1306 (1304)	50073132	Gas Control Mechanic M&C & (Un.)*
			1365 (1366)	50010288	Measurement & Control Mechanic & (Un.)

Wage Rates

<i>Wage Rates:</i>	<i>Progression</i>	<i>1/1/2021</i>	<i>1/1/2022</i>
<i>Apprentice LNG/CNG Technician 52766025</i>	<i>Start</i>	<i>\$ 45.26</i>	<i>\$ 46.96</i>
	<i>End 6 Mo</i>	<i>\$ 45.69</i>	<i>\$ 47.40</i>
	<i>End 1 Yr</i>	<i>\$ 47.05</i>	<i>\$ 48.81</i>
	<i>End 18 Mo</i>	<i>\$ 48.07</i>	<i>\$ 49.87</i>
	<i>End 2 Yr</i>	<i>\$ 51.11</i>	<i>\$ 53.03</i>
	<i>End 30 Mo</i>	<i>\$ 52.47</i>	<i>\$ 54.44</i>

Mr. Bob Dean

September 22, 2021
LA 21-44 -PGE

Attachment 1

*Incumbent List for LA 21-44-PGE Apprentice LNG/CNG Technician
PGE Special Rights to
Gas Control Technician and Apprentice Gas Control Technician*

Employee Name	Identified Incumbent Job Title as of August 31, 2021
<i>Andrade, John Joseph</i>	<i>Lead Transmission Mechanic</i>
<i>Benitez, Alfonso</i>	<i>Transmission Mechanic</i>
<i>Bonilla, Frank</i>	<i>PIO Unassigned Measurement & Control Mech</i>
<i>Buickerood, George</i>	<i>PIO Unassigned Measurement & Control Mech</i>
<i>Claudio, Samuel Christopher</i>	<i>PIO Unassigned Measurement & Control Mech</i>
<i>Davis, John Paul</i>	<i>Transmission Mechanic</i>
<i>Dobson, Yulan</i>	<i>Transmission Mechanic</i>
<i>Hillquist, Scott Michael</i>	<i>Lead Transmission Mechanic</i>
<i>Jonsson, Charlie</i>	<i>PIO Unassigned Measurement & Control Mech</i>
<i>Lehman, Jeffrey</i>	<i>M&C Coordinator - Gas Transmission</i>
<i>Lenz, Timothy Brian</i>	<i>Transmission Mechanic – TPCO</i>
<i>McArthur Sr., Tobias James</i>	<i>Transmission Mechanic</i>
<i>Miller, Robert M</i>	<i>Lead Mechanic-Welder – TPCO</i>
<i>Okerson, Gary Bruce</i>	<i>PIO Unassigned Measurement & Control Mech</i>
<i>Rice, Timothy C</i>	<i>PIO Measurement & Control Mechanic</i>
<i>Silva Jr., Jeffery</i>	<i>Transmission Mechanic</i>
<i>Strumpf, Kurt</i>	<i>Transmission Mechanic</i>
<i>Warner, Bryce Kelle</i>	<i>Unassigned Transmission Mechanic</i>

Attachment 2

*Incumbent List for LA 21-44-PGE Apprentice LNG/CNG TechnicianPGE
Special Rights to
Apprentice LNG/CNG Technician*

<i>Employee Name</i>	<i>Identified Incumbent Job Title & Headquarters</i>
<i>Cantu Jr., Telesforo</i>	<i>Utility Worker, Sacramento Gas Load Center</i>
<i>Crane, Benjamin</i>	<i>Utility Worker, Topock Compressor Station</i>
<i>Davis, Ethan</i>	<i>Utility Worker, Merced Service Center</i>
<i>Mancilla, Albaro</i>	<i>Utility Worker, Manteca LNG/CNG Operations</i>
<i>Mauro, Jonathan</i>	<i>Utility Worker, Hinkley Compressor Station</i>
<i>Newman, Wesley</i>	<i>Utility Worker, East Willows Maintenance Station</i>
<i>Wooten, Thomas</i>	<i>Utility Worker, Rocklin LNG/CNG Operations</i>

Mr. Bob Dean

September 22, 2021
LA 21-44 -PGE



APPRENTICESHIP COMMITTEE

PACIFIC GAS AND ELECTRIC COMPANY
OF 3301 CROW CANYON ROAD, #F205
C/O
SAN RAMON, CALIFORNIA 94583
(925) 270-2523
NANCY ARROYOAVILA, CHAIRMAN

INTERNATIONAL BROTHERHOOD
ELECTRICAL WORKERS, AFL-

LOCAL UNION 1245, I.B.E.W.
P.O. BOX 2547
VACAVILLE, CALIFORNIA 95696
(707) 452-2700
DAVE SANKEY, SECRETARY

- DECISION
- LETTER DECISION

Apprentice Committee Case # AUG-21-146

The Joint Apprenticeship Training Committee reviewed the LNG/CNG Apprenticeship Administrative Procedures Manual. Based on the information submitted and reviewed by the Committee, the JATC approves the content of the Administrative Procedures Manual effective August 12, 2021

The following LNG/CNG Apprenticeship Subcommittee members approved of the Administrative Procedures Manual:

Admin Manual and LOA (Draft)						
Committee Member	LAN ID	Phone	Title/Role	Vote Date	Vote	Type of Vote
Paulsen, Austin	AZP4	530-601-7130	Supervisor, LNG/CNG M&O South	5/14/2021	Approved	Email Vote
Pilkington, Thane	TLPc	530-894-4471	Gas Engineering, Expert	5/11/2021	Approved	Email Vote
Scott, Jacob (IBEW)	JBSG	530-320-1022	LNG/CNG Technician	5/13/2021	Approved	Email Vote
Santos, Joaquin (IBEW)	MUSL	925-391-7453	Lead LNG/CNG Technician	5/14/2021	Approved	Email Vote
Wilson, Scott	wsw6	916-303-6413	Superintendent/Subcommittee Chair	5/18/2021	Approved	Email Vote
Worley, Dan (IBEW)	DRWi	209-918-3839	Lead LNG/CNG Technician	5/12/2021	Approved	Email Vote

The following JATC members were present at this meeting: Nancy Arroyoavila, JATC Chair; David Sankey, JATC Secretary; Kanisha Turay, PG&E; Alicia Collins, PG&E; Rick White, PG&E; Roberto Balistreri, IBEW; Kyle Whitman, IBEW; Casey Salkauskas, IBEW.

NANCY ARROYOAVILA, Chairman

DAVE SANKEY, Secretary

Joint Apprenticeship & Training Committee

Joint Apprenticeship & Training Committee

8/12/21

8/12/21

Date

Date

cc: Field Training Coordinator

Apprentice LNG/CNG Technician

ADMINISTRATIVE PROCEDURES MANUAL



Version 2 July 1, 2021

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Gas Construction Central Operations Support and PG&E Academy

Document Title *Administrative Procedures for Line of Progression Apprentice LNG/CNG Technician Training Program for Gas Pipeline Operations and Maintenance.*

Abstract *This document outlines the administrative procedures in support of both implementation and sustainment of the Apprentice LNG/CNG Technician Program.*

Keywords *Apprentice, Journeyman, LNG/CNG Technician Lead, Supervisor, Training Coordinator, Lead LNG/CNG Technician, Local Review Committee*

Contact Person

Name	Melissa
Phone Number	Christensen
Department	510-512-2161
Title	LNG/CNG Program Manager/Training Coordinator

Document Approval *The present edition of this document has been approved by the following management authorities:*

*Name Peter Kenny Gas
Department Title Operations Vice
President*

Continued on next page

Document Identification Sheet, Continued

Document Approval History

Stakeholder Role	Name
<i>JATC, Chair</i>	<i>Nancy Arroyoavila, PG&E</i>
<i>JATC, Secretary</i>	<i>Dave Sankey, IBEW</i>
<i>JATC Member</i>	<i>Kanisha Turay, PG&E</i>
<i>JATC Member</i>	<i>Richard White, PG&E</i>
<i>JATC Member</i>	<i>Jared Smith, PG&E</i>
<i>JATC Member</i>	<i>Roberto Balistreri, IBEW</i>
<i>JATC Member</i>	<i>Casey Salkauskas, IBEW</i>
<i>JATC Member</i>	<i>Kyle Whitman, IBEW</i>

JATC Decision Letter



APPRENTICESHIP COMMITTEE

PACIFIC GAS AND ELECTRIC COMPANY
 3301 CROW CANYON ROAD, #F205
 SAN RAMON, CALIFORNIA 94583
 (925) 270-2523
 DAN AMOUR, CHAIRMAN

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

- DECISION
- LETTER DECISION

Apprentice Committee Case # FEB-18-35

The Joint Apprenticeship Training Committee reviewed the request to establish a new apprenticeship training program and the list of sub-committee members for the Apprentice Liquid Natural Gas / Concentrate Natural Gas program.

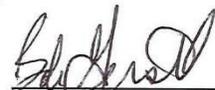
Based on the information submitted and reviewed by the Committee, the JATC approves the establishment of the new apprenticeship training program and the members of the sub-committee effective March 9, 2018.

	Name	Position / Details
Non-Union	Thane Pilkington,	Gas Engineer
	Brian Hackney	Gas Transmission Specialist
	Alex Petrut	LNG/CNG Maintenance & Operations, Supvr
Union	Chris Antonetti	LNG/CNG Technician
	Chris Russell	Lead LNG/CNG Technician
	Dan Worley	LNG/CNG Technician

The following JATC member were present at this meeting: Dan Amour, JATC Chair; Bob Gerstle, JATC Secretary; Rich Cody, PG&E; Alicia Collins, PG&E; Rick White, PG&E; Roberto Balestreri, IBEW; Kyle Whitman, IBEW; David Sankey, IBEW.



 DAN AMOUR, Chairman
 Joint Apprenticeship & Training Committee



 BOB GERSTLE, Secretary
 Joint Apprenticeship & Training Committee

3/9/18

 Date

3/9/18

 Date

cc: Training Coordinator

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Table of Contents

Document Identification Sheet.....ii

Document Title..... ii

Abstract..... ii

Contact Person ii

Document Approval..... ii

Document Approval History iii

JATC Decision Letter..... iv

Letter Agreement..... v

General Information..... 1

Purpose..... 1

Eligibility for Apprenticeship and Apprenticeship Duration..... 1

The MAA, L/A & CBA..... 1

Division of Apprenticeship Standards..... 1

Apprentice Program Management & Compliance 1

Apprentice Subcommittee 1

Letter Agreement, 2

Joint Apprenticeship and Training Committee..... 2

Additional Supporting Roles 2

Veterans Benefits..... 2

Resources..... 2

Administrative Procedures 3

Safety First..... 3

Apprenticeship Agreement (DAS-1 Form)..... 3

Apprentice Orientation Requirements 3

Workload Management..... 4

Field Training Outline 4

Apprentice Supervision 5

Working Conditions per CCR, Title 8 5

Required Supervision 5

Apprentice Role and Responsibilities 6

Safety First! 6

Standards of Achievement..... 6

Program Duties 6

<i>Documenting Task Completion</i>	6
<i>Critical Core Attitudes and Behaviors</i>	7
<i>Apprentice Accountability</i>	7
<i>Correcting Errors in Training Records</i>	7
<i>Maintenance and Use of Books and Reference Materials</i>	8
<i>Journeyman Role and Responsibilities</i>	9
<i>Safety First!</i>	9
<i>Duties</i>	9
<i>Reporting Performance and Behaviors</i>	9
<i>Documenting Task Completion</i>	10
<i>LNG/CNG Technician Lead Role and Responsibilities</i>	11
<i>Safety First!</i>	11
<i>Program Duties</i>	11
<i>Documenting Task Completion</i>	11
<i>Supervisor Role and Responsibilities</i>	12
<i>Safety First!</i>	12
<i>Supervisor Accountability</i>	12
<i>Program Duties</i>	12
<i>Documenting Task Completion</i>	12
<i>Record Retention</i>	12
<i>Supervisor Role and Responsibilities</i>	13
<i>Safety First!</i>	13
<i>Supervisor Accountability</i>	13
<i>Program Duties</i>	13
<i>Documenting Task Completion</i>	13
<i>Record Retention</i>	13
<i>Monitoring Performance and Behaviors</i>	14
<i>Action Plans</i>	14
<i>Training Coordinator Role and Responsibilities</i>	15
<i>Safety First!</i>	15
<i>Program Duties</i>	15
<i>Managing the Training Process</i>	15
<i>Field Visits</i>	15
<i>Monitoring Performance and Behaviors</i>	16
<i>Action Plans</i>	16

<i>JATC Program Report-out</i>	16
<i>Record Retention</i>	17
<i>After the Apprenticeship Is Complete</i>	17
<i>Superintendent Role and Responsibilities</i>	18
<i>Program Duties</i>	18
<i>Local Review Committee</i>	18
<i>Harassment Policy</i>	19
<i>Zero Tolerance Harassment Policy</i>	19
<i>Travel</i>	20
<i>Training Requirements Requiring Travel</i>	20
<i>JATC Oversight</i>	20
<i>Travel Time</i>	20
<i>Work Schedules and Supervision</i>	20
<i>Training</i>	21
<i>Overview</i>	21
<i>Formal Training Overview</i>	21
<i>Availability of Formal Training</i>	21
<i>Mandatory Prerequisites</i>	21
<i>Mandatory Self-study</i>	21
<i>Recommended Self-study</i>	21
<i>Appropriate Work Assignments</i>	22
<i>Performing OJT and JPM Out of Sequence</i>	22
<i>Documenting OJT and JPM</i>	22
<i>Assessment Procedures</i>	23
<i>Purpose of Assessments</i>	23
<i>Assessment Timing</i>	23
<i>Late Arrival on SPT Day</i>	23
<i>Photo ID Required</i>	23
<i>Cheating</i>	23
<i>Assessment Content</i>	23
<i>Step Progression Test Eligibility</i>	23
<i>Step Progression Tests (SPTs)</i>	24
<i>Step Progression Test and/or Formal Training Failure & Remediation</i>	24
<i>Advancement Procedures</i>	25
<i>PG&E Expectations</i>	25

<i>Early Program Advancement</i>	25
<i>Advancement Requirements</i>	25
<i>Standards of Achievement</i>	25
<i>Failure to Meet Standards of Achievement</i>	26
<i>Step Progression after an Action Plan</i>	26
<i>Step Progression After Leave of Absence</i>	26
<i>Advancement Procedures,</i>	27
<i>Examples of Step Progression After a Delay</i>	27
<i>Self-Removal</i>	27
<i>Becoming a Journeyman</i>	27
<i>Performance Reviews</i>	28
<i>Purpose</i>	28
<i>Evaluation Process</i>	28
<i>90- Day Performance Review</i>	29
<i>Attitudes and Behaviors</i>	29
<i>Local Review Committee</i>	30
<i>Purpose</i>	30
<i>LRC Composition</i>	30
<i>Authority and Decision-Making</i>	30
<i>Critical Success Requirements</i>	31
<i>Monitoring and Reviewing Progress</i>	31
<i>Removal Process</i>	31
<i>Providing Documentation</i>	31
<i>Resolving Conflicts</i>	32
<i>Informal Resolution First</i>	32
<i>Disputes</i>	32
<i>The Appeals Process</i>	32
<i>Permanent Training Record</i>	33
<i>Access to the Training Record</i>	33
<i>Program Transition Plan</i>	34
<i>Introduction</i>	34
<i>Apprentices Not Affected by This Agreement</i>	34
<i>Apprentices That Are Affected by This Agreement</i>	34
<i>Changes</i>	34
<i>Appendix</i>	35

<i>Standards of Achievement</i>	35
<i>Training Activity Review/Approval</i>	36
Appendix A – Curriculum Map	38
<i>Step 1</i>	38
<i>Step 1, continued</i>	39
<i>Step 1, continued</i>	40
<i>Step 2</i>	40
<i>Step 2, continued</i>	41
<i>Step 3</i>	41
<i>Step 3, continued</i>	42
<i>Step 4</i>	43
<i>Step 4, continued</i>	44
<i>Step 5 Station</i>	44
<i>Step 5 Station, continued</i>	45
<i>Step 5 Pipeline</i>	45
<i>Step 5 Pipeline, continued</i>	46
<i>Step 6 Station</i>	47
<i>Step 6 Pipeline</i>	48

General Information

Purpose

The Administrative Procedures Manual is a supporting document for the Apprentice LNG/CNG Technician Training Program and complies with both the Letter of Agreement (L/A) included in the beginning of this manual, and the Master Apprenticeship Agreement (MAA).

The apprentice training program is designed to support the apprentice's successful completion of the program. Occupying an apprentice position involves several required steps. Each action must be completed in turn so that the process continues in an orderly fashion and all contractual obligations are fulfilled.

Eligibility for Apprenticeship and Apprenticeship Duration

Eligibility requirements for the Apprentice LNG/CNG Technician program and information regarding the length of the program can be found in Letter Agreement ~~XX-XX~~ at the beginning of this manual.

The MAA, L/A & CBA

The [Master Apprenticeship Agreement](#) (MAA) provides governance to all apprenticeship programs pursuant to Title 109.

The Letter Agreement (L/A) is a negotiated agreement to establish the guidelines for a specific training program.

This document does **not** replace the Master Apprenticeship Agreement (MAA) or the [Collective Bargaining Agreement](#) (CBA); it works in conjunction with each to provide the program specific administrative procedures.

Division of Apprenticeship Standards

Under the registration of the State of California's Division of Apprenticeship Standards (DAS), PG&Es apprenticeship programs are regulated to ensure they meet the high standards necessary for preparing apprentices for the future, and to have a highly trained workforce ready to meet PG&Es needs today and tomorrow.

Apprentice Program Management & Compliance

PG&E [Apprentice Program Management & Compliance](#) (APMC) is a support function to all apprentice programs. This team works directly with the JATC, California State DAS, Veteran Affairs, and apprentice program sub-committees. APMC is responsible for record management for compliance purposes.

Apprentice Subcommittee

The subcommittee consists of at least 6 subject matter experts (SMEs) for this apprenticeship training program, half of which are IBEW members, with equal representation from union, and non-union members. This group works together to design the program and provide updates as needed.

Continued on next page

General Information, Continued

Joint Apprenticeship and Training Committee

The Joint Apprenticeship and Training Committee (JATC) is governed by Title 109 of the Company and IBEW Physical Agreement and in accordance with the California Labor Code, and the California Code of Regulations—California Apprenticeship Council.

The functions of the Committee consist of matters relating to the entrance requirements of employees for apprenticeship training and the discussion and analysis of such subjects as methods of grading, related training, means of progression, etc.

The Committee is also responsible for overseeing training progression, case management, program governance, performance, evaluation, and processes. The JATC headquarters office, under the direction of the Chairperson, is required to provide the following services:

- *Annual certification of training programs.*
 - *Maintenance of on-the-job progress reports.*
 - *Maintenance of related instruction records.*
 - *Enrollment of veterans.*
 - *Certification of veterans' monthly attendance.*
 - *Submit and maintain our company-wide DAS Program Standards.*
-

Additional Supporting Roles

This apprentice program is heavily dependent on On-the-Job Training (OJT). The role of the support in the field, including the Journeyman and Supervisor, is crucial to the success of this program. It is essential that these individuals take responsibility for their role as explained in the "Roles and Responsibilities" section of this document.

Veterans Benefits

Participation in an Apprenticeship program may entitle certain veterans to education benefits from the Veterans Administration. Apprentices who believe they may be eligible are encouraged to consult with a Veteran Education Benefits Counselor at <http://www.benefits.va.gov/gibill/index.asp>.

Apprentices are encouraged to take [APMC-0001WBT](#) in MyLearning. This training is designed to inform the apprentice about the VA education benefits application and monthly certification processes.

Resources

Supplemental information may be provided to help apprentices increase the knowledge and skills required to be fully competent in an apprentice and journeyman position.

Training Coordinators, Supervisors, Technical Instructors, and Journeymen are available to answer apprentice questions. Additional resources include the [Technical Information Library](#) (TIL) and the PG&E Academy.

Administrative Procedures

Safety First *It is essential that uniform and safe practices be followed during the apprenticeship; therefore, assignments of duties and work procedures will conform to those assigned to each step in this manual.*

Apprenticeship Agreement (DAS-1 Form) *Within 10 calendar days of beginning the apprenticeship, the Training Coordinator, Supervisor or Manager will assist the new apprentice in completing the state apprenticeship agreement (DAS-1 Form).*

The Training Coordinator will provide a copy of the signed agreement to the apprentice and will then forward the original document to Apprentice Program Management Compliance (APMC) for their action.

Apprentice Orientation Requirements *The required Apprentice Orientation must be completed within the first 5 days of the apprenticeship with the Supervisor, Manager or Training Coordinator.*

The Apprentice Orientation will include:

- *Complete the [State of California DAS Apprentice Agreement](#).*
- *Review and provide a copy of this [Administrative Procedures Manual](#).*
 - *Roles and responsibilities.*
 - *The nature of the work, job hazards, and working conditions.*
 - *The possibility of travel during the apprenticeship.*
 - *Training methodology.*
 - *Testing, promotions, and pay.*
 - *Methods for obtaining assistance with training or performance concerns.*
 - *The consequences for failure to complete the apprentice program satisfactorily.*
 - *The process for resolving conflicts or disputes.*
- *Review and provide a copy of the [Master Apprenticeship Agreement \(MAA\)](#).*
- *Review available resources:*
 - *[IBEW website](#),*
 - *[PGE HR intranet site](#),*
 - *[IBEW PHYSICAL WAGES EXHIBIT X](#)*

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Administrative Procedures, Continued

Workload Management

Supervisors and apprentices are required to ensure that mandatory and voluntary overtime does not interfere with any of the following activities:

- *Formal training.*
- *Mandatory self-study activities and preparation for formal training.*
- *Training assignments in the field and practice time.*
- *Field training assignments that are necessary because training is not available at the local headquarters.*

Consistent with the need to maintain continuity of service and with the efficient cooperation of their workgroups, Supervisors will manage mandatory and voluntary apprentice overtime to minimize any adverse impact on apprentice self-study and preparation for training classes.

Field Training Outline

Each apprentice maintains an individual Field Training Outline. Entries are made by the apprentice, LNG/CNG Lead Technicians, Journeymen, supervisors, the field training coordinator, and other authorized persons.

In addition, the apprentice maintains on-line records via Onedrive and My Learning

Apprentices are responsible for maintaining and managing all documentation during the apprenticeship as set forth in the Field Training Outline and as instructed during the Apprenticeship Orientation. The requirements and procedures set forth and contained in the Field Training Outline are a part of the administrative rules and adherence is mandatory.

Apprentice Supervision

**Working
Conditions per
CCR, Title 8**

The California Code of Regulations (CCR), Title 8, §210, "Working Conditions" states:

Apprentices shall work under and with competent Journeymen and/or instructors and shall be assigned to work and learning tasks so that they obtain the diversified on-the-job training provided for in the apprenticeship standards.

The spirit of the language above is to ensure that apprentices are not performing work without oversight and that they are getting the necessary supervision and training to learn the proper work procedures and perform the work safely.

An apprentice may be assigned to work without direct supervision as part of a crew only after the apprentice has been instructed and trained in the duties or work procedures required, has performed such work under direct supervision, and is capable of performing such work safely.

Supporting Document: MAA Section F.2 Training of Apprentices

**Required
Supervision**

Refer to the Master Apprentice Agreement ([MAA](#)); [section F.2](#) (Division) for specific guidelines for required supervision.

Apprentice Role and Responsibilities

Safety First! *The apprentice must learn and observe the safety policies and procedures applicable to the tasks being performed. Safety is a condition of employment. Shortcuts, deviations from approved practices, or failure to observe all safety requirements will not be tolerated and are cause for termination.*

Standards of Achievement *Apprentices are responsible for their own success. Apprentices must meet all established Standards of Achievement as defined in the Letter Agreement in the beginning of this document, and the Appendix at the end.*

Program Duties *The Apprentice is expected to do the following:*

- *Proactively seek guidance for knowledge/skill development.*
- *Meet with the Supervisor two times per month to review their progress.*
- *Complete all required tasks under the observation of a Journeyman, and ensure that the Journeyman documents the completion appropriately.*
- *Track OJT / JPM in the Field Training Outline. Maintain all required documentation.*
- *Complete all self-study tasks as assigned.*
- *Prepare for the next step progression test (SPT).*
- *Immediately escalate any concerns about the work and its applicability to the required tasks to a Journeyman, LNG/CNG Technician Lead, Supervisor, and/or the Training Coordinator.*

Documenting Task Completion *The Apprentice is responsible for tracking their performance of the required activities in the Field Training Outline (FTO). The apprentice must document OJT and JPM activities as they occur. The apprentice is responsible for obtaining appropriate sign off on these activities. Omissions and errors in training records may cause delays in step progression.*

Apprentices may document planned future no-training events (e.g., vacation, military duty, etc.) in advance; however, OJT completions may NOT be documented in advance.

Failure to accurately document training will be subject to investigation. If it is determined that records have been intentionally falsified, apprentices will be subject to review and may be subject to discipline and or discharge.

Continued on next page

Apprentice Role and Responsibilities, Continued

Critical Core Attitudes and Behaviors

Apprentices are responsible for upholding [PG&E's Mission Vision Culture](#) in addition to displaying the following critical core attitudes and behaviors at all times:

- Demonstrate a positive and professional work attitude at all times.
- Actively participate in safety tailboards.
- Accept performance feedback in a positive spirit.
- Ask for guidance and assistance when needed.
- Provide support to other employees.
- Consistently attend all training opportunities.
- Practice learned skills to build competency and efficiency.
- Correctly interpret and apply work procedures and standards.
- Demonstrate the acquisition and retention of skills and knowledge.
- Strengthen competency in personal, worksite, and public safety.
- Work to always stay busy, be on task, and correctly finish all assigned tasks.
- Follow directions given by Supervisors and Journeyman.
- Consistently demonstrate the ability to make sound decisions throughout the duration of the program.

Apprentice performance on the core attitudes and behaviors is formally documented during the apprentice performance review. Results are informally discussed throughout the apprenticeship, and reviewed quarterly.

Apprentice Accountability

Apprentices will assume responsibility and accountability for tasks they complete without direct supervision.

Correcting Errors in Training Records

Apprentices are required to check their training records on a monthly basis to ensure accuracy and must notify the Training Coordinator promptly if they find an error.

Continued on next page

Apprentice Role and Responsibilities, Continued

Maintenance and Use of Books and Reference Materials *The school may loan each apprentice physical and electronic books and reference materials to support formal learning, self-study, and practice.*

The apprentice is required to maintain current materials (updated with the latest revisions), keep them in good condition, and return them upon request.

It is important to maintain manuals and all reference materials since all step progression tests (SPT's) may require access to these materials.

Failure to maintain the manuals with the most current updates may lead to a failure of the test and will not be excused.

All books and reference materials, including electronic documents, are confidential.

Journeyman Role and Responsibilities

Safety First! *The Journeyman ensures a safe work environment for the apprentice, insisting that the apprentice observes all safety practices and procedures. He or she ensures that the apprentice is always supervised by a qualified Journeyman when the apprentice is performing tasks that need supervision as defined in the "Apprentice Supervision" section of this manual.*

Duties *The Journeyman will receive support and guidance from the Training Coordinator and Supervisor, including how to effectively coach an apprentice.*

The Journeyman is expected to do the following:

- *Take an active training role, as established by precedent and contract.*
 - *Actively teach and demonstrate relevant skills in accordance with work procedures taught in the Apprentice Training Program.*
 - *Include instructions in what is to be done, how it is to be done, and the reasons for doing the work in a specific manner.*
 - *Review anticipated hazards and appropriate mitigation, and the means for doing the work safely and efficiently.*
 - *Act as a role model for the apprentice, demonstrating correct work procedures and best practices at all times.*
 - *Lead by example.*
 - *"Do as I say, not as I do" is NOT acceptable.*
 - *Meet with the assigned apprentice every week to review their progress.*
 - *Use personal observation and conversations with other knowledgeable workers to monitor the apprentice's progress.*
 - *Notify the Supervisor or Training Coordinator of issues that need to be resolved.*
-

Reporting Performance and Behaviors *The Journeyman is encouraged to document the apprentice's performance and behaviors using the Critical Core 90 Day Review Form.*

Continued on next page

Journeyman Role and Responsibilities, Continued

**Documenting
Task
Completion**

Journeyman are required to fulfill the documentation requirements for their role.

When the apprentice satisfactorily completes OJT or JOM tasks listed in the apprentice's Field Training Outline (FTO). Only the Journeyman, the LNG/CNG Technician Lead, the Training Coordinator, and the Supervisor may sign-off (initial and date) these requirements. Apprentices may not make sign-off entries.

It is expected that when the Journeyman signs off on a task, he or she has the concurrence of the others in the yard, and they are all in agreement about the apprentice's performance on the task.

LNG/CNG Technician Lead Role and Responsibilities

Safety First! *The LNG/CNG Technician Lead ensures a safe work environment for the apprentice, insisting that the apprentice observes all safety practices and procedures. He or she ensures that the apprentice is always supervised by a Journeyman when the apprentice is performing tasks that need supervision as defined in the “Apprentice Supervision” section of this manual.*

Program Duties

The LNG/CNG Technician Lead is expected to do the following:

- *Assign meaningful and challenging work to the apprentice that is appropriate for the current step.*
 - *Consult the apprentice’s OJT and JPM records.*
 - *Review the feedback from previous 90 Day reviews.*
 - *Use personal observation and conversations with other knowledgeable workers to monitor the apprentice’s progress.*
 - *Actively teach and demonstrate relevant skills in accordance with work procedures taught in the Apprentice Program.*
 - *Explain the reasons for doing the work in a specific manner.*
 - *Explain anticipated hazards and appropriate mitigation.*
 - *Provide the means for doing the work safely and efficiently.*
 - *Act as a role model for the apprentice, demonstrating correct work procedures and best practices at all times.*
 - *Lead by example.*
 - *“Do as I say, not as I do” is NOT acceptable*
-

Documenting Task Completion

LNG/CNG Technician Leads are required to fulfill the documentation requirements for their role.

When the apprentice satisfactorily completes OJT or JPM tasks listed in the apprentice’s Field Training Outline (FTO) the LNG/CNG Technician Lead, Journeyman, Training Coordinator, and Supervisor may sign off (initial and date) these requirements. Apprentices may not make sign-off entries in this book.

It is expected that when the LNG/CNG Technician Lead signs off on a task, he or she has the concurrence of the other LNG/CNG Technician Leads in the yard, and they are all in agreement about the apprentice’s performance on the task.

Supervisor Role and Responsibilities

Safety First! *The Supervisor ensures a safe work environment for the apprentice, and requires the apprentice observe all safety practices and procedures. The Supervisor ensures that the apprentice is always supervised by a qualified Journeyman when the apprentice is performing tasks that need supervision as defined in the “Apprentice Supervision” section of this manual.*

Supervisor Accountability *Supervisors must confirm an apprentice’s training and qualifications prior to assigning tasks without direct supervision. Supervisors are responsibility for assigning appropriate tasks.*

Program Duties *Supervisors will work with the Training Coordinator, and the forecast of work, to plan and schedule suitable apprentice training. As early as practical in each step of the apprenticeship the Supervisor coordinates OJT and JPM for each apprentice that is relevant to the on-the-job training (OJT) activities for that step as described in the Field Training Outline (FTO) with the forecast workload. The Supervisor identifies work opportunities that are needed in each step and are suitable for apprentice training.*

Suitable work is reserved for apprentice training consistent with good business practices and the requirements for safety, protection of resources, and continuity of service. The Supervisor ensures that the Training Coordinator has an up-to-date knowledge of suitable work available for apprentice training.

Documenting Task Completion *The Supervisor and Training Coordinator are responsible for monitoring and tracking training assignments to ensure apprentices are receiving the required training and experience.*

The apprentice is expected to have required training completed and documented before the next scheduled step progression test (SPT).

If an apprentice fails to document OJT, the Supervisor will review the Standards of Achievement with the apprentice, and then record the discussion and failure to document OJT, in the 90 Day Performance Review.

Record Retention *The Supervisor, in collaboration with the Training Coordinator, maintains necessary records on each apprentice to ensure that each apprentice has the opportunity to meet the Standards of Achievement set forth in these guidelines and in the MAA.*

The Supervisor is required to submit necessary documents to APMC and the Training Coordinator, as defined in the “Record Retention” section of this manual.

Supervisor Role and Responsibilities

Safety First! *The Supervisor ensures a safe work environment for the apprentice, and requires the apprentice observe all safety practices and procedures. The Supervisor ensures that the apprentice is always supervised by a qualified Journeyman when the apprentice is performing tasks that need supervision as defined in the “Apprentice Supervision” section of this manual.*

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Suitable work is reserved for apprentice training consistent with good business practices and the requirements for safety, protection of resources, and continuity of service. The Supervisor ensures that the Training Coordinator has an up-to-date knowledge of suitable work available for apprentice training.

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The Supervisor is required to submit necessary documents to APMC and the Training Coordinator, as defined in the “Record Retention” section of this manual.

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Supervisor Role and Responsibilities, Continued

Monitoring Performance and Behaviors *It is the responsibility of the Supervisor and the Training Coordinator to ensure that the apprentice's performance is reviewed by the LRC before each stepprogression date.*

The Supervisor will:

- *Meet with the apprentice every 90 calendar days to review their progress (OJT, Formal Training, and Critical Core Attitudes and Behaviors).*
- *Rate the apprentice's performance.*
- *The Supervisor tracks and monitors the apprentice's accomplishments through frequent discussions with the Journeyman, LNG/CNG Technician Lead, and Training Coordinator, in addition to field observations of the apprentice's performance.*

The Supervisor will evaluate each apprentice on his/her safety performance, attitude and behaviors associated with [PG&E Vision & Values](#) through 90-Day Performance Review/LRC. The 90-Day Performance Review/LRC form is used to record specific training accomplishments and/or issues during the 90 calendar day period. Performance ratings are discussed with the apprentice prior to the LRC meeting, including critical core behaviors. All evaluations of the apprentice must be fair and objective.

Examples of items related to meeting or not meeting expectations may include but are not limited to the apprentice:

- *Demonstrating a positive and professional attitude at all times.*
- *Actively willing to participate in tailboards.*
- *Working to always stay busy, be on task, and correctly finish all assigned tasks.*
- *Demonstrating the acquisition and retention of skills and knowledge.*
- *Demonstrating the ability and motivation to seek knowledge of craft and safety through outside sources (trade magazines, web sites, safety alerts, etc.)*

Action Plans *If an apprentice fails to meet the Standards of Achievement, as defined in the "Advancement Procedures" section of this manual, the Supervisor, in conjunction with the Training Coordinator, will prepare an Action Plan as defined in the "Advancement Procedures" section of this manual.*

The Supervisor will communicate and document the requirements of the Action Plan with the apprentice. The supervisor will arrange work assignments and necessary training to ensure the apprentice is given the opportunity to successfully complete the Action Plan in a timely manner.

Training Coordinator Role and Responsibilities

Safety First! *The Training Coordinator insists that the apprentice observe all safety practices and procedures.*

Program Duties *The Training Coordinator is the-day-to-day resource for the administration of the apprentice training program.*

As necessary, the Training Coordinator provides training resources, guidance, and advice, and facilitates access to technical experts to support all employees who have a role in the apprentice training process.

The Training Coordinator provides support and guidance to Journeymen, including how to effectively coach an apprentice.

The Training Coordinator suggests changes and revisions to the training program as appropriate.

Managing the Training Process *The Training Coordinator and the Local Review Committee monitor and support the overall apprentice program for their assigned geographic area. The Training Coordinator monitors and tracks all phases of the apprentice program and identifies and corrects conditions or situations that interfere with the efficient training and timely progression of all apprentices.*

The Training Coordinator communicates with the apprentice's Supervisor and Journeyman to confirm the apprentice is assigned appropriate work, and sequencing of OJT and JPM.

The Supervisor, Journeyman, LNG/CNG Technician Lead, and Training Coordinator are responsible for monitoring and tracking these assignments to ensure apprentices are receiving the required training and experience. If specific training, experience, and duration of training assignments are not available at an apprentice's headquarters, these must be reported to the JATC on a monthly basis for review.

Field Visits *It is the Training Coordinator's responsibility to ensure each apprentice receives the support necessary to successfully complete the training program. This includes ensuring the apprentice is receiving the proper training by scheduling the apprentice for required formal training courses in the appropriate step, and ensuring the apprentice is receiving support from their Supervisor and Journeymen in the field.*

Continued on next page

Training Coordinator Role and Responsibilities, Continued

Monitoring Performance and Behaviors *It is the responsibility of the Training Coordinator to ensure that the apprentice's performance is reviewed by the LRC before each step progression date.*

The Training Coordinator will:

- *Meet with the apprentice every 90 calendar days to review their progress (OJT, Formal Training, and Critical Core Attitudes and Behaviors).*
- *Review the apprentice's accomplishments through frequent discussions with the Supervisor, Journeyman, and LNG/CNG Technician Lead during field visits.*

The Supervisor, Journeyman and Training Coordinator will evaluate each apprentice on his/her safety performance, attitude and behaviors associated with [PG&E Vision & Values](#) through 90-Day Performance Review/LRC. The 90-Day Performance Review/LRC form is used to record specific training accomplishments and/or issues during the 90 calendar day period. Performance ratings are discussed with the apprentice prior to the LRC meeting. All evaluations of the apprentice must be fair and objective.

Examples of items related to meeting or not meeting expectations may include but are not limited to the apprentice:

- *Demonstrating a positive and professional attitude at all times.*
- *Actively willing to participate in tailboards.*
- *Working to always stay busy, be on task, and correctly finish all assigned tasks.*
- *Demonstrating the acquisition and retention of skills and knowledge.*
- *Demonstrating the ability and motivation to seek knowledge of craft and safety through outside sources (trade magazines, web sites, safety alerts, etc.)*

The Training Coordinator and Supervisor will make corrective action recommendations for deficiencies or if necessary, the Supervisor and Training Coordinator will create an Action Plan in accordance with the outline listed in the "Advancement Procedures" section of this document.

Action Plans *In conjunction with the apprentice's immediate Supervisor, the Training Coordinator co-develops Action Plans based on the feedback provided during the 90 calendar Day Review/LRC meeting, and monitors the apprentice's progress, as defined in the "Advancement Procedures" section of this manual.*

JATC Program Report-out *Training Coordinators are required to provide periodic detailed reports of the program. Training Coordinators are required to attend (a minimum of) one JATC meeting per year, in which he or she will provide a detailed update on the program. APMC will coordinate the meeting date with the Training Coordinator.*

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Training Coordinator Role and Responsibilities, Continued

Record Retention

The Training Coordinator is responsible for submitting required records to the Apprenticeship Program Management Compliance (APMC) team including:

- *Apprentice Orientation Receipt*
- *Signed Apprentice Agreement (DAS-1 Form)*
- *On-the-Job Training (OJT)*
- *90-Day Performance Review Forms / LRC Forms (s)*
- *Proposed Action Plan(s)*

Records must be submitted with the following information and in the following format:

- *Apprentice first name, apprentice last name, name of record, MM.DD.YY*
- *Examples:*
 - *John Smith Orientation Receipt 03.16.15*
 - *Mary Anderson 90 Day Review 10.05.15*

After the Apprenticeship Is Complete

At the completion of the apprenticeship, the Training Coordinator will notify APMC via email that the employee has met all requirements of the apprentice training program.

APMC will forward the original State Certificate and card to the Training Coordinator for presentation to the new Journeyman.

Superintendent Role and Responsibilities

Program Duties *The Superintendent will monitor apprentice's accomplishments through frequent discussions with the apprentice's Supervisor and Training Coordinator.*

These discussions should take place on a quarterly basis at a minimum and are in addition to participation in the LRC's review activities.

Attend apprentice graduation ceremonies.

Local Review Committee *The Superintendent is responsible for scheduling and facilitating the LRC meetings. These quarterly meetings are mandatory and will be enforced at the Director level.*

Harassment Policy

**Zero Tolerance
Harassment
Policy**

PG&E is committed to maintaining a work environment that respects individual differences. Apprentices are expected to behave in a professional manner and treat others with respect, fairness, and dignity. PG&E does not tolerate harassment or discrimination, including behavior, comments, jokes, slurs, e-mail messages, pictures, photographs, or other conduct that contributes to an intimidating or offensive environment. Harassment and discrimination also can occur in the form of bullying, initiation activities, or workplace hazing, which can be humiliating, degrading, or cause emotional or physical harm. No forms of harassment or discrimination are tolerated, regardless of the employee's willingness to participate, and such conduct can result in termination.

Apprentices must comply with applicable federal, state, and local statutes prohibiting conduct that could reasonably be construed as sexual in nature, or discrimination or harassment based on race, color, religion, age, sex, pregnancy, physical or mental disability, national origin, ancestry, medical condition, veteran status, marital status, sexual orientation, gender identity, genetic information, or any other non-job-related factor. This applies to all employment practices, including advancement, disciplinary decisions, benefits, training, and general workplace conduct.

Further, officers and other Supervisors are expected to be familiar with PG&E's standards on harassment and discrimination and with relevant federal, state, and local laws. Supervisors, who fail to take action, engage in harassment prevention, or permit harassment to occur not only expose PG&E to liability, they also expose themselves to personal liability. Employees can be held personally liable for engaging in harassment.

Travel

Training Requirements Requiring Travel *Apprentices may be required to travel to different parts of the service territory for training purposes. This requirement provides the apprentice with experience and opportunity to become familiar with working on facilities in different geographical areas throughout PG&E's service territory. When an apprentice is required to travel the appropriate provisions of Title 201 or Title 301 shall apply.*

In addition, if the forecasted work at an apprentice's headquarters does not support the required training needs and reasonable efforts to make the needed work available are not successful, or if the apprentice's Supervisor anticipates that the required OJT will not be available because of a lack of related work, the Supervisor will notify the Training Coordinator in a timely fashion to arrange to have the apprentice assigned to work in a different area to gain the needed training and experience.

*The specific training task and duration will be communicated to the apprentice with as much advance notice as practicable, **no less than 48 hours before the assignment is scheduled to begin.***

The Supervisor and Training Coordinator are responsible for monitoring and tracking these assignments to ensure apprentices are receiving the required training and experience.

JATC Oversight *All assignments that require an apprentice to travel from their regularly assigned headquarters shall be reported to the Joint Apprenticeship Training Committee (JATC) on a monthly basis for review.*

Travel Time *Hours documented in the Field Training Outline (FTO) for **On-The-Job Training (OJT)** **exclude** any travel time needed to reach the place where the training is to be given. However, the training hours do include the time needed to prepare and maintain tools and equipment.*

Example: If it takes you three hours to reach the job and you perform two hours performing the OJT and then you drive three hours back, you can only record the two hours for OJT. The hours driven are not counted towards the OJT hours required.

Work Schedules and Supervision *When an apprentice travels for training purposes, the Apprentice will assume the work schedule assigned by the receiving supervisor consistent with existing schedules at the headquarters. Functional supervision of the apprentice is assumed by the receiving supervisor.*

Training

Overview (OJT). *The apprentice program is a combination of formal training and on-the-job training*

Formal Training Overview *Formal training for apprentices refers to the mandatory courses, classes or schools for the apprenticeship.*

Availability of Formal Training *The opportunity to “make-up” a missed formal training class may be delayed. For this reason, apprentices must make every effort to maintain the expected progression and not fall behind.*

- Employees will not schedule vacation during pre-scheduled training activities classes.*
- Apprentices who are unable to attend formal training, must contact their Training Coordinator and Supervisor with all relevant facts.*

If training is not offered until after the next scheduled step date, the Training Coordinator must work with the line of business, and the Academy to find a resolution. The Training Coordinator must update the JATC with the situation and action items taken.

Mandatory Prerequisites *Formal training often requires mandatory prerequisite preparation by the apprentice before the class begins. Prerequisite materials may include web-based training (WBT), review of video-based content, reading, and exercises completed on-line or on paper. The apprentice must complete all prerequisites as required by and within the prescribed timelines identified in the program.*

If it is determined that an apprentice has not completed the mandatory prerequisite preparation before attending a formal training, the apprentice will not be allowed to participate in the formal training, resulting in a failure for that portion of formal training.

Mandatory Self-study *Both in-class and field training modules may contain mandatory self-study assignments (homework) that apprentices must complete on their own time. Mandatory self-study assignments are not eligible for monetary reward.*

Recommended Self-study *In addition to the mandatory self-study assignments, apprentices may receive additional assignments that are not mandatory, but strongly recommended as they provide additional reinforcement of the knowledge learned. Apprentices must complete recommended self-study assignments on their own time. Recommended self-study assignments are not eligible for monetary reward.*

Training

Training

Training, Continued

**Appropriate
Work
Assignments**

The primary purpose of apprentice work is training. For that reason, work assignments will concentrate on the development of new skills and knowledge.

The work assignments in each step of the apprenticeship will provide apprentices with opportunities to obtain basic knowledge of equipment and procedures. Work assignments will also allow apprentices opportunity to practice essential skills and gain confidence in their ability to do the work. Work assignments will increase in complexity and responsibility as the apprentice attains increased knowledge and capability.

Repetitive, production-type work that offers little or no learning activity is to be minimized.

**Performing
and JPM Out
Sequence**

OJT *As a general practice, assignments of duties and work procedures in any period of training will concentrate on those specified in the Field Training Outline (FTO) for the current step or for previous steps.*

If the nature of the work in the headquarters offers a unique opportunity for training in necessary skills that is out of the normal sequence, and if both the immediate Supervisor and the Training Coordinator agree that the apprentice is ready for such training, these special training events may be completed out of the normal sequence.

The Training Coordinator and the immediate Supervisor must give due consideration to the need for safety, the apprentice's skills, and the nature of the work.

**Documenting
OJT and JPM**

Sign-off responsibilities are specified in each respective Roles and Responsibilities section in this document. Omissions and errors in training records may cause delays in step progression.

Failure to accurately document training will be subject to investigation. If it is determined that records have been intentionally falsified, employees will be subject to review and may be subject to discipline and or discharge.

Assessment Procedures

Purpose of Assessments *The purpose of assessments is to provide apprentices an opportunity to display their mastery of required skills and knowledge. Apprentices must pass all assessments that are a part of formal training, as well as the step progression tests (SPT).*

Assessment Timing *Assessments are scheduled in advance for all apprentices (course assessments are administered during formal training as part of the regular curriculum).*

Late Arrival on SPT Day *Apprentices who arrive late for a step progression test (SPT) may not be admitted and could be rescheduled for the next regular test date.*

Photo ID Required *The apprentice must present a valid photo ID (driver's license or company ID card) for admission to the test.*

Cheating *Assessments are an individual effort and only authorized aids or references are permitted. Apprentices found cheating during any test will receive a failing grade for the test. Persons found cheating will be subject to disciplinary action up to and including removal from the apprenticeship and/or termination.*

Assessment Content *The assessments are based on the stated learning and performance objectives and the content of technical material (standards, guidelines, manuals, documents, etc.) that are a part of the craft.*

SPTs are cumulative and will cover the content of the course(s) contained in the present step as well as topics covered in previous steps.

Step Progression Test Eligibility *Apprentices must complete the following requirements to be eligible to take each Step Progression Test (SPT):*

- *Successful completion of all formal training specified for the apprentices' current step; and*
- *All Self-study requirements; and*
- *Completion of all OJT and JPM activities that are specified for the current step.*

Content on this page
Assessment Procedures

Assessment Procedures, Continued

Step Progression Tests (SPTs)

Step progression tests can have multiple components. Examples include:

- *Closed-book knowledge assessments (for example, recall and application of rules, procedures, practices, problem-solving, knowledge of theory).*
- *Open-book knowledge assessment (for example, research of technical data and specifications, determination of part numbers, spacing, sizes). The apprentice will need to use the assigned reference manuals during the step progression tests. Failure to maintain the manuals with the most current updates may lead to failing the test and will not be excused.*
- *Performance / Skill assessments (demonstrate the correct application of work procedures, Human Performance Tools, situational awareness, and safe work habits).*

All assessments have a time limit.

Step Progression Test and/or Formal Training Failure & Remediation *If an apprentice fails to successfully pass a step progression test (SPT), that apprentice will be:*

- *Placed on a 90-Day Action Plan as explained in the “Advancement Procedures” section of this document; and*
 - *Released back to his or her respective headquarters; and*
 - *Required to wait a minimum of 30calendar days to re-test, but not longer than the end of the 90-Day Action Plan, unless otherwise approved by the JATC.*
-

Advancement Procedures

PG&E Expectations *PG&E expects an apprentice to accomplish the duties assigned in a manner that is consistent with the Company's safety, construction, and performance standards. This includes completing all program training requirements assigned by the Supervisor during the apprentice program.*

Early Program Advancement *During the apprenticeship, there are no provisions for early advancement to the next step. Both the training time and the training events must be completed as specified.*

Under no circumstance will an apprentice be temporarily upgraded to a higher classification or assigned to perform work outside the scope of the apprenticeship training program and guidelines, as defined in the Appendix of this manual.

Advancement Requirements *Each step of the apprenticeship program has unique training requirements and a specific pay rate. As apprentices progress through the program, they gain skills and knowledge and thereby become more productive on the job. This increase in the value of their work and results in a corresponding wage increase. Every time an apprentice promotes to a new step, they are awarded a wage increase that begins on the first day of the new step.*

The advancement to the next step is a promotion that must be earned.

Promotion to the next step in the apprenticeship requires the apprentice meet the Standards of Achievement.

Standards of Achievement *Apprentices are responsible for their own success. Apprentices must meet all established Standards of Achievement as defined in the letter agreement at the beginning of this manual and in the "Appendix" section at the end.*

Continued on next page

Advancement Procedures, Continued

Failure to Meet Standards of Achievement

Per the MAA section F.4:

“An apprentice who is due to progress to the employee’s next higher wage step in the wage progression and who does not meet the established Standards of Achievement shall:

- a. be notified of inadequate performance in writing prior to the date the apprentice is scheduled to receive the next higher wage step,*
- b. be held in the apprentice’s present wage step, and*
- c. be allowed a maximum of three months to meet the established Standards of Achievement for the wage step at which the apprentice is being held.*
- d. A copy of the written notification shall be furnished to the Union Business Representative.”*

If an apprentice does not meet the established Standards of Achievement, he or she will be placed on an Action Plan, contingent with the language in Letter Agreement 15-50 in the beginning of this manual.

Step Progression after an Action Plan

If, during the Action Plan period, the apprentice meets the established Standards of Achievement, the Action Plan will end effective on the date the standards are met. If the Action Plan ends on a date beyond the apprentice’s original step date, all future step dates will be calculated from the new step date.

The apprentice will not be eligible for further progression in the wage rate until six months have elapsed from the date the apprentice received the wage increase and until the Standards of Achievement of the next step are met per the language in this section and the MAA.

Step Progression After Leave of Absence

Extended absences from the workplace detract from training effectiveness and are detrimental to the apprentice. The rules that describe the treatment of absences are found in sections 204.2 and 304.1 of the collective bargaining agreement (union contract). Apprentice Decision 86-26 also reinforces these provisions for employees who suffer an industrial injury. Section 204.2 and 304.1 state in part:

“The ‘Wage Progression’ of an employee who is absent on leave of absence without pay for more than ten consecutive workdays will be delayed by a period of time equivalent to such leave of absence. The ‘Wage Progression’ of an employee in a beginning or other negotiated training classification who is absent for more than 25 consecutive workdays because of an industrial injury as defined in Section 108.1 or for an illness or disability and is receiving sick leave pay as provided in Section 112.1, will be delayed by the period in excess of the 25 consecutive workdays.”

Continued on next page

Advancement Procedures, Continued

Examples of Step Progression After a Delay

Extra time spent in any step (such as an action plan or leave of absence) can potentially delay the next step date.

Examples of step progression after a delay:

1. *An employee enters Step 1 of the apprenticeship program, on December 1. Step 2 should begin in 6 months' time on June 1, but because of an unpaid leave of absence, the apprentices step date has been moved to August 1 of the same year.*
2. *The employee is now eligible to promote to Step 2 on August 1. All future step dates are progressed 6 months from this date, therefore pushing out the end date.*
3. *An employee enters Step 1 of the apprenticeship program on June 1. Step 2 should begin in 6 months' time on December 1, but because of poor performance, the apprentice is put on a 90-day action plan. The apprentice cannot progress to Step 2 until such a time that they successfully complete the action plan (which may take less than 90 calendar days).*

The employee completes the action plan on January 1 creating a 31 day delay. The apprentice is now eligible to move into Step 2 on January 1. All future step dates are progressed 6 months from this date, therefore pushing out the end date.

Self-Removal

Self removal has significant consequences. An apprentice shall notify the Training Coordinator if they wish to self-remove from the apprenticeship training program.

The Training Coordinator must ask the apprentice to complete the "Self-removal" form. This request will be forwarded to the JATC (Joint Apprenticeship Training Committee) for review and the final decision per the MAA and CBA.

Becoming a Journeyman

All requirements contained in these administrative procedures (i.e., time in step, formal training, step progression tests, OJT, etc.) must be successfully completed before an apprentice may be promoted to Journeyman.

At the completion of the apprenticeship, the Training Coordinator will notify APMC via email that the employee has met all requirements of the apprentice training program.

APMC will forward the original State Certificate and card to the Training Coordinator for presentation to the new Journeyman. APMC will retain a copy of the certificate.

Please Note: *The LOB is responsible for submitting the personnel change request (PCR) to move the employee to the Journey classification.*

Performance Reviews

Purpose

Apprentice performance reviews are very important because they:

- *Document the successful progression of the apprentice through the training program.*
 - *Serve as written explanations for the demonstrated skills and abilities acquired by the apprentice and of the additional work responsibilities that are expected of the apprentice.*
 - *Explain and justify any additional training or personnel actions that are required in the case of an apprentice who does not meet the required Standards of Achievement.*
-

Evaluation Process

In addition to obtaining and proving competency of the required knowledge and physical skills, apprentices will be evaluated on their safety performance, and their attitude and behaviors associated with PG&E values through critical core attitudes and behaviors evaluations with the Journeymen, Supervisors, Training Coordinators, and Local Review Committees.

All evaluations of apprentices must be fair and objective. If it is determined that an apprentice:

- Does not consistently demonstrate the ability to make sound decisions within their progression; and/or*
- Has failed to demonstrate the work ethic and positive attitude required; and/or*
- Has knowingly disregarded safety rules or work procedures; and/or*
- Failed to maintain accurate records; and/or*
- Fails to report to work on time*

Then this information will be presented to the Local Review Committee (LRC) for review, and a recommendation will be made for either corrective action or the forwarding of the case to the Joint Apprenticeship and Training Committee (JATC) for review and a final decision.

Apprentices who do not meet the Standards of Achievement described within the administrative guidelines to include those listed above and/or the Master Apprenticeship Agreement (MAA) may be removed in accordance with the collective bargaining agreement (CBA).

Continued on next page

Performance Reviews, Continued

90-Day Performance Review

Performance reviews are completed at 90 calendar day (quarterly) intervals. The interval begins on the day that the employee is awarded the apprentice classification. The 90-day apprentice performance review form is used to record specific training accomplishments and challenges during the 90 calendar day period.

The performance review form is used to document the apprentice's performance related to the Standards of Achievement.

The review must be submitted to APMC no later than 10 days after the scheduled review date.

Attitudes and Behaviors

Apprentices must consistently demonstrate the ability to make sound decisions throughout their progression in the program. Apprentice performance on the critical core attitudes and behaviors is formally documented at 90-day (quarterly) intervals. Results are informally discussed throughout the apprenticeship, and reviewed by the LRC quarterly.

The review documents:

- Apprentice work attitude.*
- Actively participation in safety tailboards.*
- Acceptance of performance feedback in a positive spirit.*
- Requests for guidance and assistance when needed.*
- Providing support to other employees and instructors.*
- Consistently attend all training opportunities.*
- Practice of learned skills independently to build competency and efficiency.*
- Correct interpretation and application of work procedures and standards.*
- Demonstrated acquisition and retention of skills and knowledge.*
- Competency in personal, worksite, and public safety.*
- Working to always stay busy, be on task, and correctly finish all assigned tasks.*
- Motivation to seek knowledge of craft and safety through outside sources (trade magazines, web sites, safety alerts, etc.).*
- Following directions given by Supervisors and Journeymen.*

The review must be submitted electronically to APMC no later than 10 days after the scheduled review date.

Continued on next page

Local Review Committee

Purpose *The Local Review Committee (LRC) provides consistent evaluation of apprentice performance, factoring in all aspects of the program requirements. The committee meets on a quarterly basis to provide guidance and counsel to apprentices on their performance and ensure apprentices are receiving the required training and experience. As needed, they make recommendations about advancing an apprentice, recommending an action plan, or removal from the program.*

**LRC
Composition**

The LRC is composed of the following:

Role	Attendance
<i>Superintendent</i>	<i>Required</i>
<i>Supervisor</i>	<i>Required</i>
<i>Training Coordinator</i>	<i>Required</i>
<i>Journeyman</i>	<i>Preferred, but not required</i>
<i>Local business representative, or any designee union member familiar with the Apprentice Training Program</i>	<i>Required</i>

The area Superintendent is responsible for scheduling and facilitating the LRC meetings.

**Authority and
Decision Making**

The LRC has the authority for the following:

- The committee may approve progression if the apprentice has successfully completed all formal training, passed the step progression test, completed and properly reported all OJT requirements, and earned a sustained favorable apprentice review.*
- The committee will develop a recommendation to remove an apprentice from the program based on formal training performance, step progression test performance; OJT performance, apprentice review reports, and any other information made available that will support decision-making for apprentice progression.*
- The committee has the authority to recommend an employee be transferred to another location for training purposes.*

Continued on next page

Local Review Committee, Continued

Critical Success Requirements *The LRC needs to maintain objectivity in its reviews and recommendations. It is important that the apprentice understand the power of the review committee and the importance of consistently performing to the best of his/her ability through the entire apprentice program.*

Monitoring and Reviewing Progress *The LRC reviews the following items in support of their decision-making:*

- *Step Progression Test (SPT) results.*
- *Formal training results.*
- *90-Day Performance Reviews*
 - *Provided by the apprentice's Supervisor.*
- *Local Review Committee documentation.*
 - *Provided by the apprentice's Supervisor.*

The LRC is expected to review the apprentice's progress every 90 calendar days (quarterly).

Removal Process *If an apprentice is recommend for removal, the case will be referred to the JATC for the final decision and the removal from the apprentice program, in accordance with the MAA, CBA, and Apprentice Administrative Procedures Manual.*

Providing Documentation *The Local Review Committee (LRC) is responsible for providing copies of all LRC related documentation to both the Training Coordinator and Apprentice Program Management Compliance (APMC).*

Resolving Conflicts

Informal Resolution First

Problems and conflicts concerning apprentice training should be resolved at the lowest possible level. If a problem or issue arises, the apprentice will first attempt to resolve the problem or issue at the local headquarters. The apprentice will contact their Journeyman, LNG/CNG Technician Lead, Supervisor, and/or Training Coordinator immediately, and work with them to resolve these issues in a timely fashion. Participants are expected to work together in good faith to reach consensus in achieving a fair resolution to the problem.

The apprentice may, if desired, report a problem or an issue and may request assistance by submitting a written report of the problem or issue to the Line of Business (LOB).

Disputes

Disputes should be resolved by the Supervisor and Training Coordinator. Any dispute not resolved by the Supervisor and Training Coordinator will be subject to the grievance procedure (Title 102) with the option of expedited referral to the JATC for a recommendation of settlement, after the timely filing of grievance.

Refer to the MAA for more information on disputes and grievances:

- T200: J "General"
-

The Appeals Process

If problems or conflicts cannot be resolved at the local level, one or more parties may submit a formal appeal to the Apprentice Program Management Compliance (APMC) who will forward the issue to the Joint Apprenticeship Training Committee (JATC) for resolution of the issue. The JATC will investigate, as required, and will reach a determination on the issue under review.

If the issue cannot be resolved by the JATC, the issue may be escalated to the California Division of Apprenticeship Standards; however, the JATC is the final governing body.

Record Retention

**Permanent
Training
Record**

PG&E is required to maintain certain records for compliance purposes (Utility Standard HR-7110S "Record Retention").

An apprentice training record contains the following records:

- Application into program (Job Award / Offer Letter).*
- Apprentice Orientation Receipt (Administrative Procedures Manual and Master Apprentice Agreement (MAA) Rules and Regulation).*
- Executed Apprentice Agreement (DAS-1 Form).*
- On-the-Job Training (OJT) / Job Performance Measures (JPM)*
- 90-Day Performance Reviews.*
- Local Review Committee (LRC) evaluations.*
- Transcript of completed formal training classes.*
- Copies of all completed exams.*
- Action Plan(s).*
- JATC decisions pertaining to the apprentice, (if applicable).*
- Communications that impact wages.*
- DAS trade certificate and card for apprentice program completion.*

**Access to the
Training Record**

The Training Coordinator, immediate Supervisor or higher level of supervision, Apprentice, and representatives of the Union, may review an apprentice's training record upon request. Records are also available to regulatory agencies upon request.

Program Transition Plan

Introduction *When an apprentice program is revised, it is inevitable that there will be apprentices who began the program under the original plan, and apprentices who are new to the program, beginning under the revised program.*

**Apprentices Not
Affected by This
Agreement** *On the date this agreement is adopted, apprentices currently enrolled in the Apprentice LNG/CNG Technician program will not be impacted by the revisions to the program.*

Apprentices currently enrolled will continue to follow the old program, the program from which they originally began. Although there will be new training opportunities for the new material, apprentices who were originally enrolled in the old program are not required to participate in the new classes.

**Apprentices
That Are
Affected by
This
Agreement** *All apprentices indentured after the date this agreement is adopted, are required to follow the guidelines outlined in this document.*

Changes *The JATC has final authority over changes in program content, sequence, extensions of schedules, retesting, deviations, adjustments, and other serious issues.*

Appendix

Appendix Documents

The Appendix provides a copy of the following forms for the apprentice to use, as needed:

- Appendix A – Curriculum Map*
-

Standards of Achievement

In order to be eligible progress to the next step, the apprentice must meet the Standards of Achievement as defined below:

- *Satisfy the required time in the each step (six months per step); and*
 - *Successfully complete all on-the-job (OJT) training for each step; and*
 - *Successfully complete all formal training specified for each step, to include all relevant qualifications; and*
 - *Successfully complete the Step Progression Test (SPT) specified for each step; and*
 - *Continually display positive attitude and behaviors; and*
 - *Continually comply with safety rules and work procedures; and*
 - *Satisfy the Apprentice Roles and Responsibilities as defined in the Administrative Procedures Manual.*
-

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Appendix, Continued

**Training Activity
Review/Approval**

The training activities contained in this document have been reviewed and approved by the following stakeholders.

Stakeholder Role	Name	Date
<i>Sub-Committee</i>	<i>Scott Wilson</i>	<i>01/15/2019</i>
<i>Sub-Committee</i>	<i>Austin Paulsen</i>	<i>01/15/2021</i>
<i>Sub-Committee</i>	<i>Thane Pilkington</i>	<i>01/15/2019</i>
<i>Sub-Committee</i>	<i>Jacob Scott</i>	<i>01/15/2021</i>
<i>Sub-Committee</i>	<i>Dan Worley</i>	<i>01/15/2019</i>
<i>Sub-Committee</i>	<i>Joaquin Santos</i>	<i>01/15/2019</i>

Continued on next page

Appendix, Continued

**Training Activity
Review/Approval
(continued)**



DATE: April ²⁴ 2015

Joint Apprentice Training Committee:

The sub-committee for establishing the Apprentice Gas Control Tech training program has completed the Administrative Procedures Manual. We are all in agreement with the proposed Administrative Procedure Manual submitted to the JATC for approval.

Company:

Name	Signature
<u>Jason Klemm</u>	
<u>Robeh Eseed</u>	
<u>Brad Balboni</u>	
<u>Dustin Souther</u>	
<u>Jason Tanihara</u>	

Union:

Name	Signature
<u>Paul Olson</u>	
<u>James Sherfield</u>	
<u>Scott Beyer Bauer</u>	
<u>Dale Kaupanger</u>	
<u>Bill Arnold</u>	
<u>FRANK Rutledge</u>	

Appendix A – Curriculum Map

Step 1

	<i>Apprenticeship Program Orientation</i>	2
<i>EQIP-0585</i>	<i>Small Crane School</i>	40
<i>EQIP-0045</i>	<i>Scissor Lift Training</i>	4
<i>EQIP-0068</i>	<i>Forklift</i>	4
<i>EQIP-0071</i>	<i>Manlift</i>	8
<i>EQIP-0143</i>	<i>Basic Rigging and Hand Signaling</i>	16
<i>GAS-0170WBT</i>	<i>Corrosion</i>	2
<i>GAS-0171WBT</i>	<i>Causes of Corrosion</i>	2
<i>GAS-0172WBT</i>	<i>Environmental Corrosion Control</i>	2
<i>GAS-0173WBT</i>	<i>Cathodic Protection</i>	2
<i>GAS-0515WBT</i>	<i>Reading Operating Maps and Diagrams</i>	2
<i>GAS-0728WBT</i>	<i>Basic Calculator and Math Skills</i>	1
<i>Gas-0740WBT</i>	<i>CNG Station Daily Inspection</i>	1
<i>Gas-0403WBT</i>	<i>Gas Clearance</i>	1
<i>GAS-7020WBT</i>	<i>As-Built Overview</i>	1
<i>GPOM-1000</i>	<i>Electric Fundamentals 1</i>	80
<i>GPOM-2000</i>	<i>Gas Fundamentals 1</i>	80
<i>GPOM-2200</i>	<i>Reading Maps and Diagrams</i>	24
<i>LCNG-0100</i>	<i>CNG Portable Asset Filling Operations</i>	8
<i>SAFE-0454</i>	<i>Safety Heights - Authorized Person</i>	8
<i>TECH- 3212WBT</i>	<i>Technical Information Library</i>	2

Continued on next page

Appendix A – Curriculum Map, Continued

Step 1, continued

<i>Compliance Recordkeeping</i>	10
<i>Combustible Gas Indicator (CGI)</i>	10
<i>Crew Truck & Job Site Housekeeping & Tool Truck Material Analysis</i>	8
<i>Maintenance & Safety/JSSA Training</i>	12
<i>Calibrated Test Gauges</i>	8
<i>Prints and Drawings</i>	9
<i>Valve Maintenance</i>	16
<i>Corrosion Control</i>	4
<i>Volt-Ohm Meter</i>	8
<i>Hot Work Permit/Limited hot work permit (Hazardous Class)</i>	8
<i>Hazardous Class Area</i>	3
<i>Rigging and Signaling, 2 Ton Truck Mounted Boom</i>	24
<i>Trailer</i>	16
<i>Fasteners and Fittings</i>	40
<i>Metal Fabrication/Layout</i>	40
<i>CNG Portable Asset Filling Operations</i>	24
<i>Standards and Guidelines</i>	2

Continued on next page

Appendix A – Curriculum Map, Continued

Step 1,
continued

Total Step 1	% of Entire Program	Total Hours
	18%	552

Step 2

Step 2		
Formal Training Courses		Hours
Code	Title	
GAS-0867	Lock Out Tag Out	4
GPOM-1100	Electric Fundamentals II	120
GPOM-3000	Gas Fundamentals II	80
GPOM-7800	Coupling Alignments/Tensioning of Belts	8
LCNG-0101	Theory of Compression	16
GAS-9181	Introductions to Tubing and Mechanical Connections	16
Subtotal Formal Courses Step 2		244

Step 2		
On-The-Job Training		Hours
Code	Title	
	<i>Compliance Recordkeeping</i>	10
	<i>Standards and Guidelines</i>	2
	<i>Instrument Tubing, Layout and Installation</i>	40
	<i>Wire Pulling</i>	16
	<i>Conduit Bending, Layout and Installation</i>	24
	<i>Wiring-Installation</i>	40
	<i>Material Request Process</i>	8
	<i>Electrical Safety Awareness/NEC</i>	8
	<i>Precision Measurement Hand Tools</i>	16
	<i>Purging</i>	16
	<i>Repair Techniques</i>	40
Subtotal On-The -Job Training Step 2		220

Continued on next page

Appendix A – Curriculum Map, Continued

Step 2, continued

Step 2		
Self Study		Hours
Code	Title	
TPC 110	Developing Troubleshooting	10
TPC 102	Understanding Basic Electrical & Electronics	10
TPC 202	Using and Maintaining Batteries and DC Circuits (Modules 1,2,6-10)	10
TPC 204	Making Measurements	10
TPC 205	Using Hand Tools	10
Subtotal Self Study Step 2		50

Total Step 2	% of Entire Program	Total Hours
	15%	522

Step 3

Step 3		
Formal Training Courses		Hours
Code	Title	
GAS-9046WBT	Process Hazard Analysis	1
GPOM-4000	Gas Fundamentals III	40
LCNG-XXXX	Electric Fundamentals III	24
GPOM-7400	Motor Control	40
GPOM-1300	Electric Fundamentals III	80
LCNG-0209	LNG Operators Assistant Duties for LNG Ambient Vaporizer	8
LCNG-0215	LNG Fire Training	4
LCNG-0206	Mobile CNG Compressor Operation	8
LCNG-XXXX	CNG Customer Filling Training	2
Subtotal Formal Courses Step 3		207

Continued on next page

Appendix A – Curriculum Map, Continued

Step 3,
continued

Step 3		
On-The-Job Training		Hours
Code	Title	
	Compliance Recordkeeping	10
	Standards and Guidelines	2
	LNG/CNG Valve Maintenance	16
	Regulator Install and Maintenance	80
	Fire Protection Systems	16
	Generators	24
	SOV's	24
	AOV's	16
	Overpressure Protection	40
	Maintenance and Troubleshooting of Transformers, Single-Phase and Three-Phase Distribution systems	8
	Shut Down and ESD Systems	8
	Mobile CNG Compressor Operation	8
	Gas Oderization Systems	8

Step 3		
Self Study		Hours
Code	Title	
TPC 206	Operating and Maintaining D.C. Equipment and Controls	10
TPC 209	Understanding Basic AC Control Equipment (Modules 1-7,9,10)	10
TPC 210	Developing Electrical Trouble Shooting Skills (Modules 1-6, 9, 10)	10
TPC 271	Introduction to Process Control	10
TPC 280	Safety Calibration and Testing	10
TPC 281	Working with Controllers (All)	10
TPC 282	How Control Loops Operate (Modules 1-8)	10
TPC 284	Computers in Process Control	10
<i>Subtotal Self Study Step 3</i>		80

Total Step 3	% of Entire Program	Total Hours
	16%	547

Continued on next page

Appendix A – Curriculum Map, Continued

Step 4

Step 4		
Formal Training Courses		Hours
Code	Title	
LCNG-0200	CNG Bottle Trailer Operations	8
LCNG-0201	CNG Module Operations	8
LCNG-0203	CNG Gap Regulation Trailers	8
LCNG-0204	CNG Ambient Regulation Trailer Operations	8
LCNG-0205	CNG Trim Regulation Trailer Operations	8
LCNG-0406	Dispenser Hose Assembly Repair	8
LCNG-0408	PRV Replacement	4
LCNG-XXXX	Flaring Operations	8
LCNG-XXXX	High Capacity CNG Regulations Trailer Operations	16
Subtotal Formal Courses Step 4		76

Step 4		
On-The-Job Training		Hours
Code	Title	
	<i>Compliance Recordkeeping</i>	20
	<i>Standards and Guidelines</i>	2
	<i>Electrical Constructions Techniques & Wiring Methods</i>	80
	<i>Electronic Controls-Testing and Calibrations</i>	40
	<i>I/P and P/I</i>	10
	<i>Remote Terminal Unit, LevelCon or PLC</i>	24
	<i>Pneumatic Test Equipment Operation</i>	16
	<i>IDEK I/O Installation and Calibration</i>	16
	<i>Infrared Gas Detector, General Methane Detectors</i>	20
	<i>Motor Control Centers</i>	40
	<i>D.C. Systems</i>	16
	<i>Electrical Troubleshooting Functional Checkout (FCO)</i>	40
	<i>Job Planning</i>	40
	<i>Valve Operations</i>	20
	<i>Wiring, Testing, and Installing Electrical Motors</i>	16
	<i>PRV Replacement</i>	8
	<i>CNG Module Operations</i>	8
	<i>CNG Gap Trailer Operations</i>	8
	<i>CNG Ambient Regulation Trailer Operations</i>	16
	<i>CNG Trim Regulation Trailer Operations</i>	16
	<i>High Capacity CNG Regulation and Tube Trailer Ops</i>	16
Subtotal On-The -Job Training Step 4		472

Continued on next page

Appendix A – Curriculum Map, Continued

Step 4,
continued

Step 4		
Self Study		Hours
Code	Title	
TPC 278	Analytical Instrumentation (Modules 4,5)	10
TPC 291	Digital Logic System (All)	10
TPC 298	Programable Logic Systems (All)	10
Subtotal Self Study Step 4		30

Total Step 4	% of Entire Program	Total Hours
	17%	578

Step 5 *In the fifth and sixth step the apprenticeship will break into two sub groups; Station and Pipeline. Apprentice sub groups will be decided at the time of entry into the Apprenticeship depending on the Direct Supervisor which they report to. All Apprentices reporting to LNG/CNG Operations-South will follow the Station Course Map. All Apprentices reporting to LNG/CNG Operations-North will follow the Pipeline Course Map. The Superintendent will have authority to reassign an apprentice's operational group prior to entering the Fifth step based on needs of the Department.*

Step 5
Station

Step 5-Station		
Formal Training Courses		Hours
Code	Title	
LCNG-XXXX	Theory of Compression II	40
LCNG-0201	Levelcon Maintenance (CNG Station)	4
LCNG-0203	CNG Station Monthly Maintenance	8
LCNG-0204	CNG Station Annual Maintenance	24
LCNG-0205	CNG Station Dryer M&O Training	16
LCNG-0406	CNG Station Priority Panel M&O Training	8
LCNG-0201	CNG Hurricane Compressor Maintenance	8
LCNG-0203	CNG Station OEM Compressor M&O Training IMW	8
LCNG-0204	Portable Dryer Regen System M&O Training	8
LCNG-0205	CNG Station OEM Compressor M&O Training IR	8
LCNG-0406	CNG Station Card Reader M&O Training	4
LCNG-0201	Autodialer	4
Subtotal Formal Courses Step 5		

Continued on next page

Appendix A – Curriculum Map, Continued

Step 5
Station,
continued

Step 5-Station		
On-The-Job Training		Hours
Code	Title	
	Compliance Recordkeeping	10
	Standards and Guidelines	2
	Dryer Inspection, Operation and Maintenance	40
	Uninterruptable Power Supply	16
	Compressor Overhaul OJT IR	40
	Compressor Overhaul OJT IMW	40
	Compressor Overhaul OJT Ariel	60
	Station Monthly Maintenance	80
	Dispenser Hose Assembly Repair	8
	Station Card Reader	8
	Station Dispenser M&O	20
	Cross Compressor O&M	60
	Lighting Systems	4
Subtotal On-The -Job Training Step 5		

Step 5-Station		
Self Study		Hours
Code	Title	
Vendor	Ariel Basic Product Training	10
Subtotal Self Study Step 6		10

Total Step 5-Station	% of Entire Program	Total Hours
	16%	538

Step 5
Pipeline

Step 5-Pipeline		
Formal Training Courses		Hours
Code	Title	
LCNG-0207	Levelcon Maintenance (Portable)	4
LCNG-0400	LNG Ambient Vaporizer Operations	32
LCNG-0402	Transfer Operations at LNG Supply Facility	24
LCNG-XXXX	LNG Water Bath Vaporizer	40
Subtotal Formal Courses Step 5		100

Continued on next page

Appendix A – Curriculum Map, Continued

Step 5
Station,
continued

<i>Step 5-Pipeline</i>		
<i>On-The-Job Training</i>		<i>Hours</i>
<i>Code</i>	<i>Title</i>	
	Compliance Recordkeeping	10
	Standards and Guidelines	2
	Rosemount Smart Pressure Transmitters	40
	Outage Coordination Review	40
	CNG Module Maintenance	8
	CNG Gap Regulation Maintenance	8
	CNG Ambient Regulation Maintenance	8
	CNG Trim Regulation Trailer Maintenance	16
	LNG Inlet Manifold Maintenance	16
	LNG Tanker Maintenance	16
	LNG Ambient Vaporizer Maintenance	24
	LNG Fired Vaporizer Maintenance	80
	LNG Fan Assisted Vaporizer Maintenance	32
	High Capacity CNG Regulation and Tube Trailer Maintenance	16
	Cryogenic Hose Maintenance	16
Subtotal On-The -Job Training Step 5		340

<i>Step 5-Pipeline</i>		
<i>Self Study</i>		<i>Hours</i>
<i>Code</i>	<i>Title</i>	
Subtotal Self Study Step 5		

<i>Total Step 5-Pipeline</i>	<i>% of Entire Program</i>	<i>Total Hours</i>
	13%	440

Continued on next page

Appendix A – Curriculum Map, Continued

**Step 6
Station**

<i>Step 6-Station</i>		
<i>Formal Training Courses</i>		<i>Hours</i>
<i>Code</i>	<i>Title</i>	
LCNG-0407	CNG Station On-Call Duties	4
LCNG-0415	CNG Station OEM Compressor M&O Training Ariel	40
LCNG-0420	CNG Dispenser Maintenance and Repair Training	8
LCNG-0421	Weights and Measures Testing	8
LCNG-XXXX	Cross Compression	16
Subtotal Formal Courses Step 6		76

<i>Step 6-Station</i>		
<i>On-The-Job Training</i>		<i>Hours</i>
<i>Code</i>	<i>Title</i>	
	<i>Compliance Recordkeeping</i>	<i>10</i>
	<i>Standards and Guidelines</i>	<i>2</i>
	<i>Compressor Overhaul OJT Ariel II</i>	<i>60</i>
	<i>Station On-Call Duties OJT</i>	<i>40</i>
	<i>Station 12/36 Month Maintenance</i>	<i>120</i>
	<i>Station Dryer M&O</i>	<i>16</i>
	<i>Station Priority Panel O&M</i>	<i>40</i>
	<i>Hurricane Compressor Maintenance OJT</i>	<i>80</i>
	<i>Portable Dryer Regen OJT (after station dryer)</i>	<i>16</i>
	<i>Station Dispenser M&O OJT II</i>	<i>20</i>
	<i>Auto Dialer OJT</i>	<i>4</i>
	<i>Flaring Operations OJT</i>	<i>40</i>
	<i>Cross Compressor O&M II</i>	<i>60</i>
Subtotal On-The -Job Training Step 6		508

<i>Step 6-Station</i>		
<i>Self Study</i>		<i>Hours</i>
<i>Code</i>	<i>Title</i>	
Subtotal Self Study Step 6		

<i>Total Step 6-Station</i>	<i>% of Entire Program</i>	<i>Total Hours</i>
	17%	584

Continued on next page

Appendix A – Curriculum Map, Continued

**Step 6
Pipeline**

Step 6-Pipeline		
Formal Training Courses		Hours
Code	Title	
LCNG-0212	LNG Inlet Manifold Operation	8
LCNG-0213	LNG Tanker Transfer Operations	8
LCNG-0401	LNG Fired Vaporizer Operations	40
LCNG-0403	LNG Fan Assisted Vaporizer Operations	32
Subtotal Formal Courses Step 6		100

Step 6-Pipeline		
On-The-Job Training		Hours
Code	Title	
	Compliance Recordkeeping	10
	Standards and Guidelines	2
	LNG Inlet Manifold Operation	32
	LNG Tanker Transfer Operations	24
	LNG Tanker Transfer Operations	64
	LNG Fired Vaporizer Operations	80
	LNG Fan Assisted Vaporizer Operations	80
	LNG Water Bath Vaporizer Operations	80
	LNG Water Bath Vaporizer Maintenance	80
	Cryogenic Valve Maintenance/Repair	16
	Vacuum Maintenance/Operation	4
Subtotal On-The -Job Training Step 6		340

Step 6-Pipeline		
Self Study		Hours
Code	Title	
Subtotal Self Study Step 6		

Total Step 6-Pipeline	% of Entire Program	Total Hours
	16%	560

<i>Permanent Training Record</i>	33
<i>Access to the Training Record</i>	33
<i>Program Transition Plan</i>	34
<i>Introduction</i>	34
<i>Apprentices Not Affected by This Agreement</i>	34
<i>Apprentices That Are Affected by This Agreement</i>	34
<i>Changes</i>	34
<i>Appendix</i>	35
<i>Standards of Achievement</i>	35
<i>Training Activity Review/Approval</i>	36
<i>Appendix A – Curriculum Map</i>	38
<i>Step 1</i>	38
<i>Step 1, continued</i>	39
<i>Step 2</i>	39
<i>Step 2, continued</i>	40
<i>Step 3</i>	41
<i>Step 3, continued</i>	42
<i>Step 4</i>	42
<i>Step 4, continued</i>	43
<i>Step 5</i>	44
<i>Step 6</i>	45
<i>Advanced / Elective</i>	46
<i>Advanced / Elective (continued)</i>	47

LIST OF DOCUMENTS/REASONS PROMPTING CHANGES

Reference	Subject	Page(s)
LA 14-40 9/19/14	Kept LA for historical and reference	
LA 15-29 8/28/15	Supplement to LA 14-40 and updates the Gas Pipeline Operations & Maintenance – T&D (GPO&M-T&D) Department Job Definitions and Lines of Progression with revised Lines of Progression and change of title and job definition for Senior LNG/CNG Technician to Lead LNG/CNG Technician.	
LA 16-51 11/17/16	Additional clarification and changes specifically named classifications of incumbent employees with special rights pursuant to LA 15-29 and LA 14-40:	
LA 14-40 9/19/14	Removed Apprentice M&C Mechanic PIO job 50010290. No incumbents a/o 5/30/18	12
LA 14-40 9/19/14	Removed Operator PIO job 50210203. No incumbents a/o 5/30/18	28
LA 14-40 9/19/14	Removed PIO Measurement & Control Mechanic job 50010288, No incumbents as of 9/1/2022.	10
LA 19-34 12/31/19	Removed PIO Apprentice Station Operator job 51664844. No incumbents as of 7/26/2022. Added new job code 52436821	25
LA 21-21 4/9/21	Removed Maintenance Assistant II job 50010066.	28
LA 21-21 4/9/21	Removed Maintenance Assistant I job 50010068	28
NA	Moved all Next Lower/Same or Higher tables to directly below each corresponding job	
R1-13-47 8/15/13	Establish 5 new classifications in the TPCO Dept: Lead Gas Control Tech, Gas Control Tech, Lead Mechanic-Welder, Transmission Mechanic, and Utility Worker-GSM.	52
	Added LA 21-21 (Gas Pipeline Operations & Maintenance Revisions to Maintenance Assistant)	86
	Added LA 21-44 (Apprentice LNG-CNG Technician)	90
	Updated language to reflect gender neutral terms	Throughout