



**Pacific Gas and  
Electric Company**

205.19

**Stephen A. Rayburn**  
Director and Chief Negotiator  
Industrial Relations

2850 Shadelands Drive,  
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July 17, 2001

Local Union 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:

This letter confirms recent discussion between the parties regarding the filling of IBEW-represented jobs through the job bidding and transfer process.

In May, the Company and Union agreed to use an expedited job offer process for 90 days due to the large number of vacancies that the Company was filing. That process has worked successfully for the past 2+ months. Due to the release of over 400 OM&C vacancies in the next week, the Company and Union have agreed to extend the temporary expedited job offer process noted below an additional 90 days.

1. Employees will be expected to provide an immediate response if they accept a position that will *not* result in the employee needing to relocate his/her residence.
2. Employees will be expected to reply within 48 hours of receiving a job offer request when accepting the offered position will result in the employee needing to relocate his/her residence. Under certain circumstances of hardship or operational needs, the supervisor offering the position may grant up to 72 hours for the employee to respond. Further, based on operational needs, the employee may be granted the use of a floating holiday or vacation day to assist in determining whether or not to accept a job offer. Failure to respond in the aforementioned time frame would cause their bid to forfeit.
3. Employees who are scheduled to go on vacation are encouraged to voluntarily leave a phone number with their supervisor on where they can be reached if a job offer is extended. As an alternative, employees may voluntarily leave their supervisor a prioritized list of vacancies they will accept if offered a position. In no case will employees be bypassed for an offer due to being on vacation.

We appreciate the continuing cooperation of Local 1245 as we proceed in filling these vacancies.

Sincerely,

*Stephen A. Rayburn*

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Director and Chief Negotiator

SAR:bkw



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2850 Shadelands Drive,  
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May 3, 2001

Local Union 1245  
International Brotherhood of  
Electrical Workers, AFL-CIO  
P.O. Box 4790  
Walnut Creek, CA 94598

Attention: Mr. Jack McNally, Business Manager

Gentleman:

PG&E has established up to 900 bargaining unit positions it intends to fill through the job bidding & transfer system. These positions are part of the Company's staffing plan to replace long term Hiring Hall positions as well as address normal attrition expected due to the aging of the workforce

It is in the best interests of the Company and employees that these positions be filled in a timely manner. Responding to job offers in an untimely fashion can cause significant delays in filling positions. Therefore, the following process will be temporarily used during the next 90 days when extending bargaining unit job offers.

1. Employees will be expected to provide an immediate response when accepting the offered position would *not* result in the employee needing to relocate his/her residence.
2. Employees will be expected to reply within 48 hours of receiving a job offer request when accepting the offered position would result in the employee needing to relocate his/her residence. Under certain circumstances of hardship or operational needs, the supervisor offering the position may grant up to 72 hours for the employee to respond. Further, based on operational needs, the employee may be granted the use of a floating holiday or vacation day to assist in determining whether or not to accept a job offer. Failure to respond in the aforementioned time frame would cause their bid to forfeit.
3. Employees who are scheduled to go on vacation are encouraged to voluntarily leave a phone number with their supervisor on where they can be reached if a job offer is extended. As an alternative, employees may voluntarily leave their supervisor a prioritized list of vacancies they will accept if offered a position. In no case will employees be bypassed for an offer due to being on vacation.

These temporary procedures have been reviewed with IBEW Local 1245. We appreciate the cooperation of employees as we proceed in filling these vacancies.

Sincerely,

Stephen A. Rayburn  
Director and Chief Negotiator

SAR:bkw