



**Pacific Gas and
Electric Company**

LETTER AGREEMENT NO. 13-16-PGE

IBEW



PACIFIC GAS AND ELECTRIC COMPANY
LABOR RELATIONS AND HUMAN RESOURCES DEPARTMENT
MAIL CODE N2Z
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SAN FRANCISCO, CALIFORNIA 94177
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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

March 7, 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:

Due to a shortage of qualified candidates, PG&E has established an Employee Referral Award Program for recruiting Journeyman Lineman in the Electric Operations organization.

Company is proposing to include IBEW-represented physical and clerical bargaining unit employees as eligible to participate in this program. The guidelines for this referral program are attached.

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: _____

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

By: _____

Tom Dalzell
Business Manager

March 13, 2013

**Pacific Gas and Electric Company (PG&E)
Employee Referral Award Program for the
Electric Operations Organization**

March 7, 2013

Authorized by:

The Employee Referral Award Program (ERAP) is designed to encourage and reward employees who refer candidates who are offered and accept employment with the company. Employees who refer a candidate who is successfully placed in a Journeyman Lineman position will receive a financial award for their efforts.

This is a temporary reward program for the journeyman lineman classification in the Electric Operations organization. The program will be in effect until December 31st, 2013. Electric Operations positions eligible for the ERAP will be posted on <http://www.pge.com/careers> and can be accessed through the intranet as well.

ELIGIBILITY:

All PG&E employees with the exception of officers, directors, MBA Associates, and Recruiting are eligible to participate in the ERAP program. Managers are eligible for the award program if the placement is made into a department other than their own.

All referrals are eligible for referral under ERAP, with the following exceptions:

- Hiring hall employees, vendors, contractors, agency workforce management workers, other temporary agency workers assigned to PG&E.
- Former PG&E employees who have been off the company's payroll for less than one year, or are otherwise ineligible for rehire.
- Applicants already under consideration.

AWARD:

To receive an award, the candidate referred by employees must be hired by the company as a regular, full-time employee in the Electric Operations organization and successfully complete six months of service.

The amount paid to the referring employee is:

- \$1,500

After the new employee has successfully completed six months of service, the referring employee will be paid the full amount of the award. To receive the award, the referring employee must be employed with the company at the time the installment is payable. Payments are not subject to 401K matching or contribution. Only one award will be paid per position filled.

TO SUBMIT A REFERRAL:

To refer a candidate under this program, an employee must submit the candidate's resume and the specific job(s) title and number (see example below) for which the candidate is qualified to the Recruiter for the Electric Operations organization (Kristina Miller, kmmw@pge.com). Additionally, the employee will direct the candidate to submit his or her resume via the careers page of www.pge.com/about/careers and to list the referring employee as the referral source. *The candidate must have successfully applied to the position he or she is being referred to in Talent Connect to be considered as an applicant.*

Example referral: Enclosed is Jane Doe's resume. I am referring Ms. Doe under the ERAP program for the following position. Journeyman Lineman – Walnut Creek, CA Job: #50386209

Human Resources and the Electric Operations organization will evaluate the program periodically. PG&E retains the right to modify or cancel this program at any time.

PG&E is an equal employment opportunity employer.