



**Pacific Gas and  
Electric Company**

# LETTER AGREEMENT NO. 15-55-PGE

**IBEW**



PACIFIC GAS AND ELECTRIC COMPANY  
LABOR RELATIONS AND HUMAN RESOURCES DEPARTMENT  
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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

December 17, 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:

In 2012, the parties established the Distribution Gas and Control Center with job definitions and lines of progression as described in Letter of Agreement 12-39. During 2015, the Company and Union agreed to revise and update the agreement and include a new classification higher in the lines of progression pursuant to Section 204.4 of the physical agreement. Except for the addition of "Transmission" to the job titles of the existing Gas and Apprentice Gas System Operators, this agreement cancels and supersedes Letter of Agreement 12-39 and establishes the following Job Definitions and Lines of Progression, including transition and training requirements for incumbent and future employees entering into the newly created classification.

#### **CONTROL ROOM MANAGEMENT FUNCTIONS:**

In accordance with the CFR 49 Part 192.631, management personnel will continue to perform the following key functions:

- Fatigue management assessments
- Fitness-for-duty assessments
- Approval of alarm set points
- Approval of isolation decisions

#### **JOB DEFINITIONS AND LINE OF PROGRESSION:**

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.

#### **Senior Distribution Gas System Operator (SDGSO)**

SAP Job Code 51836159

A Shift employee who, under the direction of management, leads control room personnel in effective emergency response. Issues operating orders to DGSO and others within the room in response to identified emergency conditions. Initiates system control decisions and issues operating orders to DGSO to ensure the system returns to normal operations. Executes operating plans within the AOR and reviews daily operating plans and approves work clearances for all conditions (planned and emergencies). Distributes DGSO workload with the AOR and approves necessary field clearances for corrective work. Identifies lack of response from field in the completion of work orders

and leads resolution and escalates when necessary. Consistently applies and follows Distribution Management of Change processes and Control Room Management. Ensures Operators' compliance in maintaining accurate logs

and records. Identifies and documents process improvement. Confirms daily excavation sites for non-compliance investigation and stand-by field work. Works with room personnel for contingency plan prior to excavation and isolation as needed. Mentors and provides direction and training to employees lower in the lines of progression.

**Senior Distribution Gas System Operator (Relief)**

SAP Job Code 51836159

Will be required to perform all duties listed above for a Senior Distribution Gas System Operator. In addition, will fill a Relief designation as outlined in Titles 202, 205 and 208 - Utilization of Relief Shift Employees. May be required to perform associated clerical duties.

Next Lower Classifications

Distribution Gas System Operator (Relief)

Same or Higher Classifications

Senior Distribution Gas System Operator (Relief)

**Distribution Gas System Operator (DGSO)**

SAP Job Code 50489065

A shift employee who is responsible for safely, reliably, and efficiently operating the gas distribution system and facilities. The operator provides this service to division operations. The operator effectively monitors systems during normal, abnormal, and emergency conditions, and is responsible for performing operational activities as requested by appropriate control room personnel including PG&E supervision.

Specific Duties

Effectively monitors distribution systems to ensure safety, security, equipment performance and continuity of service by identifying, analyzing, prioritizing and reacting to system disturbances, abnormal operating conditions and emergency situations. Acknowledges, analyzes, and responds to alarms. Takes appropriate action in emergency situations including but not limited to event notifications. Performs necessary call outs and/or issues field maintenance work orders to resolve issues during normal and emergency situations including equipment or communication failure. Performs operational activities including system changes using SCADA, manual and remotely operated valves in conjunction with pneumatic and electronically controlled computer based control system, or other operational means. Participates in clearances and ensures compliance of the execution, completion and record of designated operational steps. Documents all information as per Control Room Management requirements including maintaining a detailed and accurate log of system events, resolutions, and record of response actions. Maintains communication with field personnel as needed. Manages communication through the use of equipment such as telephone, radio and inter-office. Gathers and processes data pertaining to gas operations including situational awareness and required procedures. Compiles and generates reports using computer equipment and software. Assist in the training of new and existing operators. May perform work at remote locations to monitor and operate gas distribution facilities as needed.

**Distribution Gas System Operator (Relief)**

Will be required to perform all duties listed above for a Distribution Gas System Operator. In addition, will fill a Relief designation as outlined in Titles 202, 205 and 208 - Utilization of Relief Shift Employees. May be required to perform associated clerical duties.

Next Lower Classifications

Apprentice Distribution Gas System Operator

Same or Higher Classifications

Distribution Gas System Operator (Relief)

**Apprentice Distribution Gas System Operator**

SAP Job Code 50489164

A shift employee who is engaged in performing Gas System Operator work on the gas distribution system as an assistant to, and under the direct supervision of, a Distribution Gas System Operator. The

apprentice program consists of an 18-month training plan with six evaluations. After passing each evaluation, the employee will be able to perform the content of the program successfully completed without direct supervision by a Distribution Gas System Operator. The program consists of a formalized training program that will include, among other activities, SCADA training, computer training, and on-the-job training. Oral and written examinations will be administered to monitor performance in the Apprentice Operator Training Program. During this formal training period, the Apprentice Distribution Gas System Operator will be required to learn and successfully demonstrate that each duty of the Distribution Gas System Operator position can be performed. Each of the six formalized training sections may require on-the-job training and development. After 18 months and demonstration of all aspects of the training program, the Apprentice Distribution Gas System Operator will be advanced to the Distribution Gas System Operator position.

Next Lower Classifications

None

Same or Higher Classifications

Apprentice Distribution Gas System Operator  
 Distribution Gas System Operator (Relief)  
 Work & Resource Dispatcher Gas\*

\* *Work and Resource Dispatcher Gas in Bidding Unit 1 are considered "B" bidders under 205.7*

**POSITION ENTRY REQUIREMENTS:**

All candidates for positions in the distribution gas system operator Line of Progression must meet the following requirements:

- Passing the Physical Pre-employment Test (PTB).
- Passing the Industrial Skills Test (IST).
- Console Operator Basic Requirements Assessment (COBRA)
- New tests as agreed to by the company and union

**Additional Requirements When Filling Unrestricted Appointments**

- Possess a High School Diploma or General Education Diploma (GED).
- Successful completion of the Work Orientation Inventory (WOI)
- Physical/medical screen

**NOTES:**

- 1) The successful completion of Standards of Achievement is required for the employees' progression through the above wage schedule in accordance with the Master Apprenticeship Agreement.
- 2) L/A R2-13-28, Section F.10.c. of the Master Apprenticeship Agreement does not apply.

**REMOVAL FROM APPRENTICESHIP:**

Apprentice Gas System Operators who do not successfully complete the Apprentice program described will be removed in accordance with the collective bargaining agreement and the Master Apprenticeship Agreement.

**APPRENTICE TRAINING:**

The parties recognize that the Apprentice training program is being phased-in to support future updates that are jointly developed by the training subcommittee. In support of the ongoing need to make related training updates, including necessary curriculum modifications, updates will be provided to the JATC on a monthly basis to ensure knowledge and understanding of those changes. The Apprentice training program will be subject to review and approval of the JATC.

**BIDDING AND DEMOTION UNITS:**

Consistent with Letter of Agreement 12-39 and supplements to Title 205 and Title 206, all classifications within the JDLOP as identified in this agreement are in Bidding Unit One and Demotion Unit One.

**REVERSE LINE OF PROGRESSION:**

**Classification Affected**

**May demote to:**

Senior Distribution Gas System Operator  
Distribution Gas System Operator

Distribution Gas System Operator  
Apprentice Distribution Gas System Operator

**EXHIBIT III:**

Exhibit III of the Physical Agreement shall be updated to include the Senior Gas Distribution Operator classification.

**EXHIBIT VI:**

Exhibit VI, Section 600.1 of the Physical Agreement, Division Gas Job Definitions and Lines of Progression will be updated to include these classifications under the Gas Distribution Control and Center Line of Progression.

**TRANSITION OF INCUMBENT GAS DISTRIBUTION COORDINATORS – SENIOR**

- 1) Employees who are currently classified as a Gas Distribution Coordinator – Senior shall be placed at the top wage step of the Senior Gas Distribution System Operator.

**TRANSITION AND TRAINING PLAN, INCUMBENT GAS DISTRIBUTION COORDINATORS:**

- 1) The Company and Union will form a joint subcommittee to modify and review the existing training programs for the SDGSO classification. This includes finalizing the curriculum, testing, remediation and administration guidelines subject to review and approval of the JATC.
- 2) Employees who are classified as Gas Distribution Coordinator will be placed at the starting wage step of the Senior Gas Distribution System Operator and be provided a provisional training plan. Such plan will identify training requirements, assessment/testing, remediation (if necessary), and a timeline of completion (not to exceed six months).
- 3) Employee provisional training plans shall be reviewed and approved by the JATC. In the event an employee is unable to complete the provisional training plan, the case will be referred to the JATC. The JATC may authorize an extension to the provisional training plan. An employee who is unable to successfully complete the training plan may be demoted pursuant to Section 206.15.
- 4) Upon successful completion of the provisional training plan, the employee will be placed at the top wage step of the Senior Gas Distribution System Operator or Relief Senior Gas Distribution System Operator classifications.

**FILLING OF VACANCIES:**

Future vacancies for Senior Distribution Gas System Operator positions will be posted in accordance with Section 205.4(h) and filled pursuant to Sections 205.7 and 205.14. Successful bidders will be placed at starting wage rate and provided a provisional training plan. Successful bidders will also be able to fill a SDGSO shift rotation during this time. Upon successful completion of the training the employee will be placed at the top wage step of the Senior Distribution Gas System Operator.

**HOURS:**

In accordance with L/A 93-98, a 12-hour alternate work schedule will be established with rotating shifts. The parties, at the local level, will meet and agree on a transition period to move from the current schedule to the 12-hour schedules and in addition will mutually agree on the 12-hour schedule. The residency requirement of L/A 13-69 will apply.

**OVERTIME:**

The overtime provisions of L/A 12-31-PGE will apply to the Distribution Gas Control Operations for 12 hour work schedules agreed to pursuant to LA 93-98.

**2015 WAGE SCHEDULE:**

Senior Distribution Gas System Operator (Relief)

Start	\$51.25
End of 6 months	\$53.69

*Relief - The appropriate rate of Senior Distribution Gas System Operator plus \$5.00 per week plus 8 times the hourly Sunday premium.*

**Wage rates for the Senior Distribution Gas System Operator shall be effective as soon as administratively possible but in no case later than January 1, 2016. The company will establish bid codes and SAP payroll codes and, if necessary, make retroactive wage adjustments.**

**SHORT TERM INCENTIVE PLAN (STIP):**


Employees' participation in the Short Term Incentive Plan (STIP) will continue until the date the letter agreement is signed, following which they will no longer participate in STIP. The STIP payout will be prorated based on the number of months participating in 2015.

Except for the provisions of the Master Apprenticeship Agreement, the Company shall not utilize Title 206 as a result of this agreement.

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:   
Robert Joga  
Senior Director

The Union is in agreement.

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

December 18<sup>th</sup>, 2015

By:   
Tom Dalzell  
Business Manager