



# LETTER AGREEMENT NO. 20-05-PGE



PACIFIC GAS AND ELECTRIC COMPANY  
LABOR RELATIONS  
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MATTHEW LEVY  
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

January 28, 2020

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

Dear Mr. Dalzell:

The 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
- Apprentice Roles, Responsibilities, and Standards of Achievement
- 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 subcommittee 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 update the Apprentice Transmission System Operator Training Program. On August 12, 2016, the JATC approved the Administrative Procedures Manual and training curriculum in AC Decision AUG-16-116.

January 28, 2020

**Eligibility for Apprenticeship through Job bidding**

- Pass applicable tests/test batteries as agreed to by the Company and the Union for existing represented employees, which may include existing tests (e.g., Physical Test Battery, Industrial Skills Test, etc.) or new tests deemed appropriate.
- Pre-employment entry requirements are subject to change by agreement between the Company and IBEW.

**Wage Rates**

Apprentice wages per step are defined in the most recent [Exhibit X](#) of the [Collective Bargaining Agreement](#), located on the [Labor Relations Intranet webpage](#).

**Specifics for the Apprentice Transmission System Operator Training Program will include the Following:**

1) Length of Training Program

- The duration of this program is 24 months, divided into four six-month steps with step and wage progressions every six months. Step and wage progressions are contingent upon successful completion of program requirements per step.
- Section F.10.c. (or E.9.d of the GC MAA) of the Division Master Apprenticeship Agreement (MAA) will not apply to new apprentices who do not come from within the line of progression for this program.

2) Successful Completion of the Training Program

- The apprentice will become a Journeyman System Operator upon successful completion of all the Standards of Achievement.

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
- Accurately complete and record Self Reported Activities (SRA's) including task repetitions (OJT), hours spent doing the task (OJE), Job Performance Measures (JPMs), etc., specified 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
- Successfully complete NERC Test and Certification; 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 the apprentice does not meet the Standards of Achievement, and/or fails to follow the Apprentice Roles and Responsibilities as defined in the Apprentice Administrative Manual, he or she will be placed on an Action Plan.

Time Period	Number of Action Plans Permitted	Subject to JATC Removal:
1 <sup>st</sup> Step – 4 <sup>th</sup> Step (0 mo – 24 mo)	Up to two total Action Plans during the entire program, four steps.	If there is a need for a 3 <sup>rd</sup> Action Plan at any point in time during the four-step program, the apprentice is subject to be removed by the JATC.

- The Action Plan will:
  - Begin on the day a deficiency is presented to the apprentice and supervisor by the Apprentice Training Coordinator, and be scheduled to end in no later than 90 consecutive days unless special provisions have been approved by the JATC.
  - End on the day the requirements in the Action Plan are fulfilled.
- All action plans must be presented 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

If an apprentice has exhausted his or her allotment of Action Plans, the apprentice will have their apprentice training program suspended by the Apprentice Transmission System Operator program leader/Local Review Committee (LRC) members pending review by the JATC. All apprentice removals are subject to review and approval by the JATC.

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

This proposed agreement has been reviewed by Assistant Business Manager Bob Gerstle.

Tom Dalzell

LA-20-05-PGE  
January 28, 2020

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

Very truly yours,

PACIFIC GAS & ELECTRIC COMPANY



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

The Union is in agreement.

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

\_\_\_\_\_  
February 4, 2020

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