

PACIFIC GAS AND ELECTRIC COMPANY

PG&E + 245 MARKET STREET • SAN FRANCISCO, CALIFORNIA 94106 • (415) 781-4211 • TWX 910-372-6587

November 15, 1974

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

Attention: Mr. L. L. Mitchell, Business Manager

Gentlemen:

In accordance with Subsection 10.7(b) of the Clerical Agreement, Company proposes to change the hours of work of one Clerk D position in the Customer Services Department, Peninsula District, Belmont, from 8:00 a.m. - 5:00 p.m. to 7:00 a.m. - 3:30 p.m. with one-half hour for lunch.

The clerk will:

1. Pick up and deliver service orders from Belmont to the San Mateo Gas Service Department.
2. Pick up and deliver U.S. mail from the U.S. Post Office to the Peninsula District Headquarters.
3. Open the U.S. mail and distribute it within the District Customer Services Department.

In addition, this position will be responsible for other pick ups and deliveries during the remainder of the work day.

This proposal has been discussed with the local Business Representative.

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 Company.

Yours very truly,

PACIFIC GAS AND ELECTRIC COMPANY

By *J. W. Bright*
Manager of Industrial Relations

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

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

By *L. L. Mitchell*
Business Manager

December 10, 1974