

PACIFIC GAS AND ELECTRIC COMPANY

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

August 3, 1971

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 three Clerk D's assigned to the ACDS Section at 375 Mission Street from 8:00 a.m. - 5:00 p.m. to 7:30 a.m. - 4:30 p.m. The Clerk D's presently assigned to these jobs are:

Anne Finnegan
 Maria Flores
 Linda Smith

This change of hours would allow the Tag Control Clerks to organize and process tags from the night time operation so they can be processed prior to the day time tags. It would also provide that the processing of tags returned by the Operating Department would be done at an earlier time so the Meter Tag Posting Section could work on the returned tags for a longer period of time before they can be sent to the Customer Accounting Department.

Yours very truly,

PACIFIC GAS AND ELECTRIC COMPANY

By *M. Doubricht*
 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

September 1, 1971

By *L. L. Mitchell*
 Business Manager *gm*