

PACIFIC GAS AND ELECTRIC COMPANY

PG&E



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

December 18, 1980

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

Attention: Mr. Jack McNally, Business Manager

Gentlemen:

In order to treat employees in the General Office Building Department as equitably as possible, on December 24 and December 31, 1980, Company proposes the following rearrangement of schedules:

Mail Processing Center - Clerical Employees

There are three day work periods beginning at 8:00 AM, 8:30 AM, and 9:00 AM. These employees will be divided into two equal groups, one of which will work from 7:00 AM to 11:00 AM, and the second from 10:00 AM to 2:00 PM or until the work is finished. The two groups will be reversed for New Year's Eve.

There are three employees on the second shift. One will be upgraded to Unit Supervisor due to the absence of that employee. The normal hours are 3:00 PM to 11:00 PM. One of the remaining employees will work from noon until the work is completed. The other will work from 3:00 PM until the last route is dispatched. This arrangement will provide for a relief driver. If the relief driver is required to drive, the other employee will have to finish the shift and will be compensated at the overtime rate only if he exceeds eight hours of work.

77 Beale Street Garage

The garage employees' normal hours begin at 7:00 AM, 8:00 AM, and 9:00 AM. On Christmas and New Year's Eve all employees will report for work at 7:00 and will be dismissed at 1:00 PM, except in cases of emergency.

50 Main Street Garage

All eight-hour employees will work five-hour staggered shifts. Four-hour part-time employees will work two and a half hours' staggered

Local Union No. 1245, IBEW

-2-

December 18, 1980

shifts to provide needed coverage between 7:00 AM and 1:00 PM. Customers will be notified that the garage will close at 1:00 PM. However, we apparently cannot close the garage until 7:00 PM as long as there is a customer's car left in the garage so at least one person will be required until the last car is out of the garage.

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 W. B. 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

Feb 13, 1980

By Jack Wheeler
Business Manager