

**Pacific Gas and Electric Company**

215 Market Street  
 San Francisco, CA 94106  
 415/972-7000

September 20, 1989



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

Attention: Mr. Jack McNally, Business Manager

Gentlemen:

Pursuant to Section 205.11 of the Physical Agreement, Company proposes to establish the attached Backhoe Operator Training Program to serve as an entry requirement to the classification of Equipment Operator in the Gas T&D Department. This letter cancels and supersedes Letter Agreement 87-196-PGE dated September 25, 1987, and was incorporated in the 1987 General Negotiations settlement package dated October 2, 1987.

In order to be considered for upgrade or promotion to the classification, the employee must successfully complete the two-week training program. Candidates will be selected for training on the basis of their right of consideration to the position under Title 205. Company will, in time, provide this same training to all classifications required to operate backhoes in order to enhance their current skill level. Further, where applicable, the employee will be required to possess a valid Class I Driver's License.

If you are in accord with the foregoing and attachments and agree thereto, please so indicate in the space provided below and return one executed copy of this letter to the Company.

Yours very truly,

PACIFIC GAS AND ELECTRIC COMPANY

By Richard B. Bragg  
 Manager of Industrial Relations

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

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

April 6, 1989<sup>90</sup>

By Jack McNally  
 Business Manager

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## TRAINING AND QUALIFYING PROGRAM FOR BACKHOE OPERATOR

Statement of Policy

In order to be considered for upgrade to Equipment Operator or be awarded a bid for the classification of Equipment Operator, employee must complete and pass the Backhoe Training Program and, where applicable, possess a class one driver's license.

Training Overview

The Backhoe Training Program curriculum shall consist of approximately four hours of classroom instruction and 76 hours of hands-on instruction and practice operating a backhoe.

At the completion of the training and practice period, the employee will be required to pass two examinations, one written test and a timed proficiency test operating the backhoe. If employee fails one or both tests, an additional 20 hours of training will be provided and within 60 days a second opportunity will be given to pass the test. Failure to pass on the second attempt shall result in rejection of his bid or possibility of upgrade to operate a backhoe.

Further, if an employee does not wish to attend, or voluntarily withdraws from consideration for the additional 20 hours of the Backhoe Training Program, or if an employee takes the training but elects not to take the second test within 60 days of the first test, he/she will be considered as voluntarily removing himself/herself from the training program. Consequently, this will result in the rejection of his/her bid or possibility of upgrade to operate a backhoe.

Training Curriculum

- I. Classroom (4 hours)
  - A. Service and Maintenance of Equipment
    1. Films
  - B. General Safety
  - C. Loader Operation and Safety
  - D. Backhoe Operation and Safety
  - E. Operator's Manual
    1. Operating Data and Dimensions
    2. Demonstration Review of Equipment
  - F. Test Quiz (test questions available)

## II. Hands-on Training (76 hours)

### A. Trenching Techniques

1. Planning the Job
2. Precision Set-Up
3. Placement of Equipment
4. Straddle and Jump Trench
5. Digging Next to Walls and Buildings
6. Digging Around Sub-Structures
7. Placement of Spoil
8. Backfilling
9. Setting Steel Plates

### B. Bell-Hole Digging

1. Planning the Job
2. Precision Set-Up
3. Digging Around Sub-Structures
4. Placement of Spoil
5. Backfilling
6. Setting Steel Plates

### C. Four in One Loader Operation

### D. Extend-A-Hoe Operation

### E. Practice Sessions (trench configuration exercises available)

1. Butt Trench
2. Bell Hole, Side Trench, Jump Trench
3. Bell Hole, Obstacle, Jump Trench
4. Cul-de-sac Bell Hole
5. Branch Service
6. Loading and Unloading Tractor on Trailer
7. Towing and Backing Trailer

## Testing

### I. Written Test

The written test will consist of 20 questions taken from the 40 questions that employee has previously been quizzed on; a passing grade is 70 percent correct.

### II. Proficiency Test - Operating Backhoe

This test will be performed trenching the branch service (exercise number 5). The employee will be graded in four areas during this test: Safe Equipment Operation, Proper Operating Procedures, Productivity, and Maintenance.

#### A. Safe Equipment Operation

1. Smoothly operated - no excessive jerking or false movements using more than one lever at a time.
2. Tractor operated at proper speed - no tire spinning, over shooting trench - not lugged to stalling point.
3. Able to comply to hand and verbal instructions.

#### B. Proper Operating Procedures

1. Ability to maneuver backhoe into position for most effective trenching.
2. Perform jumping and straddling maneuvers properly and with smoothness of operation.
3. Demonstrate proper trench and bell-hole configurations.
4. Loader Operation - not digging in, positioned at proper height.
5. Backfill and wheel rolling (compaction) with minimal stress on machine and in a safe and effective manner.

#### C. Productivity

1. Accomplish given task within allotted time.

#### D. Maintenance

1. Recommended daily maintenance performed - fluid levels checked and fittings lubricated.
2. Vehicle inspection - hoses, tires, lights, gauges and general structural check.

E. Driving (Safety, Health and Claims Department)

1. Rooding backhoe tractor
2. Loading and unloading trailer
3. Towing and backing trailer
4. Class I license