



LETTER AGREEMENT

No. 91-19-PGE



Pacific Gas and Electric Company
Industrial Relations Department
215 Market Street
San Francisco, California 94106
[415] 973-1125

International Brotherhood of
Electrical Workers, AFL-CIO
Local Union 1245, IBEW
P.O. Box 4790
Walnut Creek, California 94596
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Richard Bradford, Manager

Jack McNally, Business Manager

January 22, 1991

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:

Company proposes, pursuant to Section 109.2 of the Physical Agreement, to amend the Apprenticeship Lineman Training Program. The Company proposes to amend the fifth step to include a two-week (80 hours) school on Rubber Gloving Work Procedures on voltages above 5 KV. In addition, Company proposes requiring one hundred and sixty (160) hours of on-the-job training. The proposed revisions are attached.

Proposed quizzes and final exams have been shared with Ron Fitzsimmons. Company proposes that quizzes would be open-book, but the final exam would be closed book.

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 the Company.

Very truly yours,

PACIFIC GAS AND ELECTRIC COMPANY

By RB Bradford
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

Jan 28, 1990
LLB:dif

By Jack McNally
Business Manager

GUIDELINES FOR THE
APPRENTICE LINEMAN TRAINING PROGRAM

I. Objective of the Apprentice Lineman Training Program

The need for trained and fully qualified employees to accomplish the duties specified in the journeyman Lineman definition in a manner consistent with Company's Standards of Construction, Safety and Performance has resulted in this program which coordinates extensive on-the-job and related academic training. The systematic acquisition of knowledge and skill offers the employee in training the vehicle to attain self-confidence, assuredness and satisfaction in his work, and the correct and safe method of performing Company's work.

II. Training

During the 36 months of the apprenticeship, the apprentice will be offered job training divided into six time periods which coincide with the wage steps of the classification. In order that uniform and safe practices will be followed in the training period, assignment of duties and work procedures shall be provided in each of the wage steps as outlined in these guidelines and the attached Schedule. The amounts of time or units of work as indicated in the Schedule are believed sufficient to permit the apprentice to develop proficiency in such duty or work procedures, but should not be considered as inflexible dependent on the demonstrated ability of each individual apprentice.

The attached Schedule also specifies those training periods in which the apprentice shall receive related academic or class training.

On-the-job training in the duties, and amount of such training, as specified in the Schedule shall apply to the extent that such duties are performed by journeymen where the apprentice is headquartered. In the event such duty is not performed by journeymen at his/her headquarters, and therefore not available in the training of an apprentice, it shall be noted in his/her work record. However, his/her progression through the apprenticeship or to journeyman or to higher classifications shall not be deterred for this reason.

If in the course of his/her apprenticeship or as a journeyman such duty later becomes available, he/she shall receive on-the-job training as may be required to attain expected journeyman proficiency. If, after a reasonable opportunity, he/she fails to attain such proficiency, his/her bids for progression to higher classifications may be subject to the provisions of Section 205.11 of the Agreement.

A. General Guidelines

1. It is intended that assignment of the specified hours of training on the job for each period of the apprenticeship will be made to the apprentice as early in the period as is practicable.

2. Hours shown on the Schedule exclude any travel time needed to reach the place where training is to be given; however, such hours include time needed to prepare tools and equipment.
3. Except where otherwise specified, apprentices shall be trained by assignment to work with qualified journeymen.
4. Progressive work experience in all phases of line work will be provided throughout the first five periods of the apprenticeship in accordance with the attached Schedule.
5. Assignments during the last or sixth period will be made for the purpose of rounding out the apprentice's experience.
6. Upon entering each new wage step and period of training, the work assignments in the period shall be such that the apprentice will gain the basic knowledge and confidence in himself/herself, the equipment and the procedure being used. More complex assignments shall be made progressively as the apprentice gains in knowledge and capability.
7. Assignments of duties and work procedures in any period of training shall be confined to those specified for the period or of a prior period.
8. During the first year, an apprentice shall not be assigned to work on any circuit energized in excess of 600 volts.
9. As an apprentice, he/she may be assigned to work without direct supervision as part of a crew only after he/she has been instructed and trained on the duties or work procedures required; has performed such work under direct supervision; and is capable of performing such work safely.
10. Except in emergency circumstances, an apprentice shall not be temporarily assigned to the classification of Troublemaker or Line Subforeman. If assigned to such classifications, the apprentice shall not be given the responsibility for duties or work assignments beyond his current step of training.
11. Working alone as an apprentice apart from a crew, he/she may be assigned to perform certain of the duties of any of the following classifications when he/she has attained a wage rate equal to or greater than the wage rate of the classification that performs such duty:

Patrolman
Street Light Maintenceman
Voltage Tester
Transformer Repairman (Elect. Maint.)
Painter (Elect. Maint.)

Those certain duties of these classifications to which he/she may be assigned shall be limited to those duties within his/her current or prior training periods for which he/she is qualified and which are within the duties normally performed by a journeyman in the course of his/her work. Further, such assignments shall include as a purpose, the development of the apprentice's proficiency and self-confidence to perform such work as a journeyman, and shall not be made to the extent that the apprentice is in jeopardy of failing to attain goals set forth in the attached Schedule.

12. Notices

- (a) An apprentice who is scheduled to attend any of the centralized training programs shall be given notice of such assignment as early as possible by Division supervision.
- (b) At their request, Union's Representatives or their designates will be informed by Division representatives of Company's intentions in scheduling individuals to attend centralized training sessions.
- (c) When available, Company shall notify the Union's Apprenticeship Committee of the apprentices attending centralized training schools.
- (d) When an apprentice attending a centralized training school is not maintaining an acceptable level of work, notice shall be given to the Union's Apprenticeship Committee. Such notice shall also be given in the event he/she fails the school or if he/she is dropped from the school by Company.
- (e) If an apprentice does not maintain an acceptable on-the-job work level, notice shall be given to Union's Business Representative or his designate.

B. Guidelines for Training Periods

1. 0 to 6 Months' Step

During this period the apprentice shall learn the use of climbing tools in the performance of line construction. He/she shall gain the general knowledge of line crew work by participation in all work which is performed on the ground and by participation in work performed in the air where work can be performed so that the apprentice is not in proximity to energized primary as follows:

- (a) On lines of any voltage not connected to existing circuits.
- (b) On lines of any voltage which are de-energized and grounded by others when grounding is required (except for personal grounds).
- (c) On energized secondary circuits where he/she has direct journeyman supervision and where:

- (i) The apprentice performs such work from below the secondary level on poles where energized primary is on the same pole, or
- (ii) such work does not include picking up or dropping of load other than the charging current of the conductors.

He/she shall gain a general knowledge of underground work performed by line crews involving non-leaded cable, but he/she shall not work on cables or devices energized in excess of 600 volts, or work in areas where he/she may contact unprotected cable or devices energized in excess of 600 volts.

The apprentice shall become familiar with construction standards, general orders, and regulations applicable to the work that he/she performs. He/she shall become capable of handling public contacts with respect to the obtaining of clearances, his/her obligation to the general public regarding safety practices, and the respect for customers' property rights.

He/she shall be trained in the duties of a Lineman, as indicated for the 0 - 6 months' period on the attached Schedule. In conjunction with such work, he/she may use aerial lift equipment when he/she has been properly trained and instructed in the use of such equipment. Such work will not be performed in such position that the apprentice may bring himself/herself or the equipment into a position where he/she encroaches on the contact area or into the safe working distance with respect to the primary voltage.

As early as possible in this training period, he/she shall be assigned to the Basic Electricity Course for Lineman and Cable Splicers (San Ramon) for the training in electricity and transformers.

- (a) An agreed-upon test will be given at the close of the school and should an apprentice fail to receive a passing score, he/she shall be given notice in writing of the areas which caused his/her failure.
- (b) After such failure, he/she shall be allowed to retake the test upon his/her request any time after one month's time from his/her failure. He/she shall be allowed two additional retests, spaced at least one month apart.
- (c) He/she shall complete the course and pass the agreed-upon test not later than the end of his/her ninth month of training, regardless of the number of retests that he/she has requested. His/her failure to meet this standard of achievement will be cause for his/her removal from the classification in accordance with Paragraph G 6 of the Master Apprenticeship Agreement.
- (d) His/her progression to the second step of the apprentice classification shall be in accordance with Paragraphs G 3 and 4 of the Master Apprenticeship Agreement.

2. 7 - 12 Months' Step

He/she shall continue to perform functions of the prior period and, in addition, shall learn the duties outlined in the 6 - 12 months' period on the attached Schedule. He/she shall continue his/her work on energized secondary circuits under the same conditions as specified in the 0 - 6 months' step with the exception that, while being observed by a journeyman, he/she may be assigned to pick up or drop loads.

As early as possible in this training period, he/she shall be assigned to the Basic Apprentice Lineman Course in Kettleman for the study of rigging, line construction standards, Lineman's Handbook, etc.

- (a) Agreed-upon tests will be given at the conclusion of the school and if he/she failed to receive a passing score, the apprentice shall be notified in writing of the reasons for his/her failing.
- (b) Retesting opportunities shall be in accordance with the schedule outlined in Paragraph 1 of these guidelines. In the event of failure to meet either the academic or on-the-job standards of achievement, progression shall be in accordance with Paragraphs G 4, 5, and 6 of the Master Apprenticeship Agreement.

3. 13 - 18 Months' Step

The apprentice shall continue to perform the duties specified for prior periods and, in addition, learn the duties outlined on the Schedule for this period of the apprenticeship. The employee may work without direct supervision as part of a crew on energized secondaries and, as part of the crew, may perform minor switching alone, such as opening or closing and refusing of transformer cutouts, using an approved fuse stick. When working with a journeyman, he/she shall learn the use of rubber gloves, protective equipment and hot sticks, as appropriate, for work on and in proximity to energized distribution primaries. Such work shall initially involve simple transfers and other work in uncongested work areas or in areas where the hazard is at a minimum. He/she may perform work on energized distribution primary circuits from an aerial lift when he is accompanied by a journeyman who acts as the operator.

As early as possible in this training period, he/she shall be assigned to the Advanced Apprentice Lineman School at Kettleman for classroom and field training on line construction procedure.

- (a) If the apprentice fails to achieve a satisfactory rating at this school, he/she shall be notified in writing as to the reasons for his/her failure and a copy of such reasons shall be sent to the headquarters at which he/she is receiving his/her training.
- (b) Upon return to his/her headquarters, the apprentice will be given special training on those matters which caused his/her failure to attain a satisfactory rating. This training may consist of special work or training assignments, as required.

- (c) Upon the employee's request, but not more frequently than once a month, he/she may request a re-evaluation of his/her attainment with respect to those matters which caused his failure. He/she shall be allowed three such re-evaluations for this purpose.
- (d) The progression of an apprentice who fails to attain a satisfactory rating in this or any other standard of achievement in this period of training will be governed by Paragraphs G 4, 5, and 6 of the Master Apprenticeship Agreement.

4. 19 - 24 Months' Step

The apprentice shall continue to work as provided in the prior periods and, in addition, will learn the duties outlined on the attached Schedule for the appropriate period. He/she shall gain proficiency in the use of hot-line tools and equipment and rubber protective equipment on all types of construction when accompanied by a journeyman.

5. 25 - 30 Months' Step

The apprentice shall continue work of the previous periods and will continue to learn live-line construction methods on all types of construction while working with a journeyman or a sixth-step apprentice.

An apprentice cannot perform Rubber Glove work above 5 KV until he/she has completed the centralized Rubber Gloving School. Therefore, as early as possible in this training period, the apprentice shall be assigned to the Rubber Gloving School for training in Rubber Glove Work Procedures.

Upon satisfactory completion of the Rubber Gloving School, the apprentice shall be issued a certificate. However, one hundred and sixty (160) hours of on-the-job training should be completed to reach full proficiency.

While being trained at the Rubber Glove School a fifth step apprentice will be required to participate in training exercises with other apprentices in the fifth step or higher on energized conductors and apparatus energized up to and including 21,000 volts.

- (a) If the apprentice fails to achieve a satisfactory rating in the field evaluation and/or a passing grade on the final exam, he/she shall be notified in writing as to the reasons for his/her failure.
- (b) After failing the field evaluation, the apprentice must attend the course a second time within the next six months and complete it satisfactorily. The apprentice will be held at the fifth step until satisfactory completion.
- (c) After failing the written test, the apprentice shall be allowed to retake the test upon his/her request after one month from the failure. He/she shall be allowed a maximum of two (2) retests,

spaced at least one month apart. He/she shall complete the course and pass the agreed-upon test not later than the end of six months from the initial course.

- (d) Failure to meet this standard of achievement will be cause for removal from the classification in accordance with Paragraph G6 of the Master Apprenticeship Agreement.

6. 31 - 36 Months' Step

The apprentice will be allowed to do any work normally performed by a journeyman, under the direction of a Subforeman or a journeyman, as required by the job. In addition, he/she may serve as the pole partner for any hot work on energized primary voltages with any apprentice who is in his fifth step of training.

C. Records

1. It shall be the responsibility of each apprentice to maintain his/her own records in collaboration with each Foreman or Subforeman to whom he/she is assigned. Upon completion, each periodic record shall be submitted to the General Foreman.
2. It shall be the responsibility of each General Foreman to keep necessary files of records on each apprentice and to ascertain that each apprentice has a reasonable opportunity of meeting the Standards of Achievement set forth in these guidelines.
3. Such records shall at all times be available during the apprenticeship for review by the Field Line Foreman or higher levels of supervision, the employee, and representatives of Union.
4. In addition to and precedent to these guidelines, the provisions of the Master Apprenticeship Agreement are applicable.

ACADEMIC ASSIGNMENT MONTH	0 - 6	7 - 12	13 - 18	18 - 24	25 - 30
A Basic Electricity Course San Ramon	80				
B Basic Lineman Course Kettleman		120			
C Advanced Lineman Course Kettleman			160		
D Rubber Glove Course Kettleman/Livermore					80
"ON-THE-JOB" PROCEDURES AND DUTIES					
1 Safety, First Aid, and Pole Top Resuscitation	← 8	* 8	* 8	* 8	* 8 →
2 Job Procedures, Record Keeping WO's, GM's and Accident Reports	← 40	⊗			
3 Prefab. Shop, Learn Nomenclature and Use of Materials	← 24	⊗			
4 Assigned to Crews Doing Live Line Work on the Ground	← 20	* 80	⊗		
5 Use, Care and Operation of Line Trucks, Associated Equipment and Aerial Lift Equipment	← 16	* 16	⊗		
6 Care and Use of Tools and Equip.	← 16	* 16	⊗ 8	* 8	* 8 →
7 Installation of Overhead Services Installation of Underground Services	← 30	* 30	⊗	40	→
	← 40	* 40	⊗	60	→
8 Climbing Methods, Construction and Removal of Overhead System	← 150	* 100	⊗	200	→
9 Frame Poles and Assemble Hardware	← 40	* 40	⊗	200	→
10 Work on Cleared and Grounded Transmission + Distribution Lines	←	* 20	⊗	40	→
11 Installation of Six Self-Contained Single-Phase Meters	←	3		⊗ 3	→
12 Installation of Six Self-Contained Polyphase Meters	←	3		⊗ 3	→
13 Street Light Installation and Maintenance	←	30		⊗ 40	→

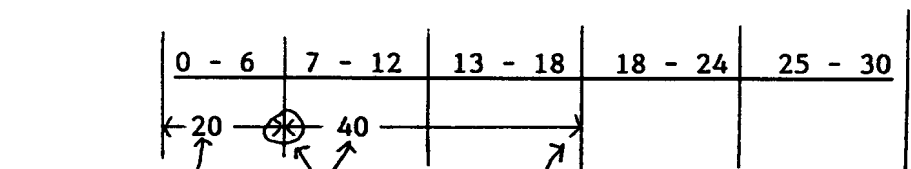
SCHEDULE (Cont.)

ACADEMIC ASSIGNMENT MONTH	0 - 6	7 - 12	13 - 18	18 - 24	25 - 30
14 Rules and Regulations Governing Overhead and Underground Line Work, G.O. 95, Line Standards, etc.	← 24 →	* 24 →	* 24 →	⊗ 24 →	← 24 →
15 Construction and Removal of Non-Lead Underground Systems 25 KV and Below	← 8 →	* 16 →	* 40 →	⊗ 100 →	← →
16 Installation and Removal of Transformer, Regulator and Capacitor Installations as provided in these Guidelines for the period involved.	← 20 →	* 20 →	* 60 →	⊗ 100 →	← →
17 All Phases of Live Line Work Using Rubber Goods (0-5,000 volts)			← 160 →		⊗ 80 →
18 Training with Troubleman			← 20 →		⊗ 20 →
19 All Phases of Live Line Work Using Hot Sticks as provided in these Guidelines for the period involved.			← 160 →	* 320 →	⊗ →
20 All Phases of Live Line Work Using Rubber Glove Work Methods (for voltages above 5,000 volts)					← 160 → ⊗

GUIDE TO USE OF THE SCHEDULE

Indicates period of training.

Specified work.



Indicates number of hours between arrows.

Indicates point at which apprentice can be expected to know all aspects of specified work, but with limited proficiency to perform such work.

Last arrow to right indicates point at which full knowledge and proficiency is a requirement.