



LETTER AGREEMENT

No. 91-77-PGE



Pacific Gas and Electric Company
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International Brotherhood of
Electrical Workers, AFL-CIO
Local Union 1245, IBEW
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Ronald L. Bailey, Manager or
David J. Bergman, Director and Chief Negotiator

Jack McNally, Business Manager

May 28, 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 Agreement to revise the General Construction Apprentice Lineman Training Program.

The revised Guidelines are attached. This proposal was discussed with Mr. Ron Fitzsimmons of your staff.

If you are in accord with the foregoing and attachment 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 Ronald L. Bailey
Manager

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

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

July 15, 1991

By Jack McNally
Business Manager

[July 1, 1983]
March 15, 1991

GUIDELINES FOR THE [GENERAL CONSTRUCTION] ENCON ELECTRIC T&D
APPRENTICE LINEMAN TRAINING PROGRAM

I. Objective of the Apprentice Lineman Training Program

The need for trained and qualified employees to accomplish the duties of a journeyman Lineman in a manner consistent with Company's Construction, Safety and Performance Standards has resulted in this program which coordinates extensive on-the-job experience with related school and academic training. This systematic acquisition of knowledge and skills allows the employees in training to attain necessary self-confidence, and provides the employee with the correct and safe methods of performing Company's work.

II. General Guidelines

- (a) During the 36 months of the apprenticeship, an apprentice will be offered job training divided into six time periods which coincide with the wage steps of the classification. It is essential that uniform and safe practices be followed during the apprenticeship; therefore, assignments of duties and work procedures shall conform to those provided for each wage step in these guidelines and the attached Schedule. The amounts of time or units of work shown in the guidelines and Schedule are considered sufficient to permit an apprentice to develop proficiency in the specified duties and work procedures; however, such time or work units should not be considered inflexible.
- (b) These guidelines and the attached Schedule also specify those training periods in which an apprentice shall receive related academic or class training.
- (c) The amount of on-the-job training in the duties and work procedures specified in the Schedule shall apply to the extent that such duties and procedures are performed by a journeyman at an apprentice's headquarters, and therefore are not available for his training, such unavailability shall be noted in his work record. An apprentice's progression through the apprenticeship and to journeyman and higher classifications shall not be deterred for this reason. If such duties or procedures later become available, the employee shall receive the necessary on-the-job training required to afford him the opportunity to attain expected proficiency in such duties or procedures.
- (d) An employee will not be eligible to enter the Apprentice Lineman classification unless he successfully completes the

II. General Guidelines (con't)

[General Construction] ENCON 3 day climbing course and the Basic Climbing Course at Kettleman.

- (e) It is intended that an apprentice will be assigned the hours specified for on-the-job training as early as practicable in each period of the apprenticeship.
- (f) Hours shown on the attached 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.
- (g) Except where otherwise specified, apprentices shall be trained on the job by being assigned to work with a journeyman.
- (h) The work assignments in each period of the apprenticeship shall afford an apprentice the necessary opportunity to obtain basic knowledge of the equipment and the proper procedures to be used. Work assignments also shall allow an apprentice the necessary opportunity to gain confidence in his ability to do the work. Such work assignments shall increase in complexity as the apprentice attains increased knowledge and capability.
- (i) Assignments of duties and work procedures in any period of training shall be confined to those specified for that period or prior periods.
- (j) An apprentice may be assigned to work without direct supervision as part of a crew only after such apprentice has been instructed and trained in the duties or work procedures required, has performed such work under direct supervision, and is capable of performing such work safely.
- (k) Except in emergency circumstances, an apprentice shall not be temporarily assigned to the classification of Subforeman A. If assigned to such classification, an apprentice shall not be given the responsibility for duties or work assignments beyond his current step of training.
- (l) An apprentice scheduled to attend any of the centralized training programs shall be given notice of such schedule as soon as practicable by supervision.

III. Guidelines for Training Periods

1. 0 to 6 Month Step (First Step)

An apprentice shall learn the use of climbing tools in the performance of line construction work. An apprentice shall

III. Guidelines for Training Periods (con't)

1. 0 to 6 Month Step (con't)

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 elevated positions where such work can be performed safely on the following within the guidelines shown:

- (a) On lines of any voltage not connected to existing circuits.
- (b) On lines of any voltage which are de-energized and grounded. The apprentice may test and ground for installation of personal grounds after master grounds have been installed by others.
- (c) On energized secondary circuits where an apprentice has direct journeyman guidance and where:
 - (i) The apprentice performs such work from below the secondary level on poles where energized primary is on the same pole. (Includes work from aerial lift equipment.)
 - (ii) Such work does not include picking up or dropping of load (other than the charging current of the conductors).

An apprentice shall gain a knowledge of non-lead cable underground work performed by line crews, but shall not work on cables or devices energized in excess of 600 volts, or work in areas where contact can be made with unprotected cable or devices energized in excess of 600 volts.

An apprentice shall become familiar with construction standards, general orders, and regulations applicable to the work he performs. An apprentice shall become capable of handling public contacts regarding clearances, become aware of Company's obligation to the general public regarding safety practices, and learn and practice proper respect for customer's property rights.

An apprentice shall be trained in the duties of a Lineman, to the extent indicated for the 0-6 months period on the attached Schedule. In conjunction with such work, such apprentice may utilize aerial lift equipment when properly trained and instructed in the use of such equipment and when accompanied by a journeyman. Such work will not be performed in positions which allow the apprentice, or the equipment being used, to encroach into the contact area or the safe working distance of primary voltage.

III. Guidelines for Training Periods (con't)

1. 0 to 6 Month Step (con't)

As early as possible in this training period, an apprentice shall be assigned to the Basic Electricity Course in [Emeryville] San Ramon. An agreed-upon test will be given at the end of the course. Should an apprentice fail to receive a passing score on such test, he shall be notified, in writing, of the course areas which caused his failure. Such apprentice may retake the test any time after one month from the date he took the initial test. Two additional retests shall be allowed spaced at least one month apart. An apprentice shall complete the course and pass the agreed-upon test not later than the end of his 9th month of training, regardless of the number of retests requested.

An apprentice will not be allowed to progress to the 7 to 12 Month Step until he has attained a passing score on the Basic Electricity Course test.

2. 7 to 12 Month Step (Second Step)

An apprentice shall continue to perform the functions of the prior step and, in addition, shall learn the duties outlined in the 7-12 Month Step on the attached Schedule. An apprentice shall continue to work on energized secondary circuits under the same conditions specified in the 0-6 Month Step. Additionally, an apprentice may be assigned to pick up or drop loads while being observed by a journeyman.

As early as possible in this training period, an apprentice shall be assigned to the Basic Lineman Course at Kettleman. Agreed-upon tests will be given at the conclusion of the course. If an apprentice fails to receive a passing score on one or more such tests, he shall be notified, in writing, of the reason or reasons for his failure. Such apprentice may retake the test(s). Two additional retests shall be allowed spaced at least one month apart.

After receipt of formal training, an apprentice may be assigned by his supervisor to test and install master grounds on a de-energized circuit. Such activity shall be performed under close supervision of a journeyman.

An apprentice who has demonstrated adequate progress in climbing ability, has performed assigned work functions satisfactorily and has received formal training, may be assigned to work on energized primary conductors. Under the close supervision of, and accompanied by a journeyman, the apprentice shall learn the use of protective equipment and hot sticks. The apprentice working with such tools and equipment shall be assigned to perform only simple tying and untying, transfers, opening and closing jumpers and cutouts, and simple tasks in support of the journeyman on uncongested

III. Guidelines for Training Periods (con't)

2. 7 to 12 Month Step (con't)

poles. Such work may be performed from an aerial lift provided the apprentice is accompanied by a journeyman who operates the lift equipment.

The "formal training" referred to in the preceding two paragraphs consists of a minimum of eight hours of training in a class with an approved curriculum. Such class(es) will thoroughly acquaint the apprentice with safe working procedures and the care and proper use of grounds, tools and equipment. Evidence of the satisfactory completion of such "formal training" shall be entered in the apprentice's record prior to working on energized facilities.

An apprentice will not be allowed to progress to the 13 to 18 Month Step until he has attained a passing score on the Basic Lineman's Course test.

3. 13 to 18 Month Step

An apprentice shall continue to perform the duties specified for prior steps and, in addition, shall learn the duties outlined on the Schedule for this period of the apprenticeship. An apprentice may work without direct supervision as part of a crew on energized secondaries and, as part of the crew, may perform minor switching, (such as opening or closing and refusing of transformer cutouts) by himself using approved live-line tools. Working with a journeyman, the apprentice shall continue to learn all skills connected with the use of protective equipment and hot sticks for work on energized primaries. The apprentice also will learn the use of rubber gloves while working with a journeyman.

As early as possible in this training period, an apprentice shall be assigned to the Advanced Lineman School at Kettleman. If an apprentice fails to achieve a satisfactory rating at this School, he shall be notified, in writing, of the reasons for such rating, and a copy of the notification shall be sent to the apprentice's training headquarters. Upon returning to his work headquarters, such apprentice will be given special training in those matters which caused his failure to attain a satisfactory rating at the School. This training may consist of special work or training assignments, as required for the apprentice to attain a satisfactory rating at the Advanced Lineman School. At the employee's request, but not more frequently than once a month, the apprentice may request a re-evaluation of his performance with respect to those matters which caused his failure at the School. An apprentice shall be allowed three such re-evaluations for this purpose.

III. Guidelines for Training Periods (con't)

3. 13 to 18 Month Step (con't)

X An apprentice cannot perform Rubber Glove work above 5 Kv until s/he has completed the centralized Rubber Gloving School. Therefore, as early as possible in this training period, after attending the Advanced Lineman School, 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] third step apprentice will be required to participate in training exercises with other apprentices in the [fifth] third 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, s/he 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] third 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. S/he shall be allowed a maximum of two (2) retests, spaced at least one month apart. S/he 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] D6b of the [Master Apprenticeship Agreement] ENCON Electric T&D Apprentice Lineman Training Agreement. ~~MASTER Apprenticeship Agreement~~

An apprentice will not be allowed to progress to the 19 to 24 Month Step until he has attained a satisfactory rating at the Advanced Lineman School and has successfully completed the Home Study Course "Rules for Overhead Line Construction (G.O. 95) E-11a and b."

III. Guidelines for Training Periods (con't)

4. 19 to 24 Month Step (Fourth Step)

An apprentice shall continue to perform the duties specified for prior steps and, in addition, will learn the duties outlined on the attached Schedule for this step. An apprentice shall gain proficiency in the use of hot-line tools and equipment and rubber protective equipment on all types of construction while accompanied by a journeyman.

5. 25 to 30 Month Step (Fifth Step)

An apprentice shall continue to work as outlined in the Guidelines for the previous steps, and will continue to learn live-line construction methods on all types of construction while working with a journeyman or Top Step Apprentice Lineman.

6. 31 to 36 Month Step (Sixth Step)

An apprentice will be allowed to perform any work normally performed by a journeyman, under the direction of a journeyman, as required by the job. In addition, an apprentice may serve as a pole partner for any hot work on energized primary voltages with an Apprentice Lineman who is in this or the prior (25 to 30 Month) Step of training.

IV. Records

1. It shall be the responsibility of each apprentice, in collaboration with his foreman, to maintain the "Apprentice Lineman Assignment Chart." Upon completion, such charts shall be submitted to the Foreman for grading and review. Such charts will then be sent to the General Foreman.
2. It shall be the responsibility of each General Foreman to maintain necessary files of records on each apprentice and to assure that each apprentice has the opportunity to meet 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 General Foreman or higher level of supervision, the employee, and representatives of Union.

V. Master Apprenticeship Agreement

[The provisions of the Master Apprenticeship Agreement are applicable to and precedent to this Apprenticeship.]

In addition to and precedent to these guidelines, the provisions of the Master Apprenticeship Agreement are applicable.

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