



# LETTER AGREEMENT

No. 92-82



Pacific Gas and Electric Company  
Industrial Relations Department  
201 Mission Street, 1513A  
San Francisco, California 94105  
[415] 973-3420

International Brotherhood of  
Electrical Workers, AFL-CIO  
Local Union 1245, IBEW  
P.O. Box 4790  
Walnut Creek, California 94596  
[415] 933-6060

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Ronald L. Bailey, Manager or  
David J. Bergman, Director and Chief Negotiator

Jack McNally, Business Manager

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June 9, 1992

Local Union 1245  
International Brotherhood of Electrical Workers  
P.O. Box 4790  
Walnut Creek, CA 94596

Attention: Mr. Jack McNally, Business Manager

Gentlemen:

This letter cancels and supersedes Letter Agreement R1-91-11-PGE. It has come to the attention of the Underground Construction Journeyman Ad-Hoc Committee that there is a need to modify and in some cases change the underground construction crew training guidelines and requirements.

The Company proposes that the attached new training requirements for underground construction crews be adopted. Several of the Advanced Courses for Electric Department Employees have been removed and placed into the Intermediate Course (e.g., Advanced Accounting, Breathing Protection, and First Aid & Accident Prevention). The Advanced Course content has been replaced with: Grade Stake Reading, Joint Trench Installation, Back Hoe/Loader Safety, and Soil Compaction. The Gas Department Employees Intermediate Course content has one addition - Line Truck Overview.

In addition, the Committee recommends providing specialized or refresher training in place of a standardized one week review session. If the participants feel that they need additional training at the conclusion of the twelve month training program, specialized or refresher training will be provided. This specialized/refresher training will be driven and developed based upon the needs and requests of the participants. Any additional training needed by the pilot participants will be provided on-the-job, or in formal classroom training.

As a result of these negotiations and input from the field that preceded this agreement, the Committee believes there is a need to reemphasize a strict adherence to the provisions of Letter Agreement 87-112; which involves appropriate rates of pay for employees engaged in switching assignments and/or holding clearances. Also, strong adherence should be given to CAL-OSHA safety regulations when it becomes necessary to perform switching, holding of clearances, and related operations.

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 & Electric Company

By   
Director and Chief Negotiator

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

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

, 1992/3  
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By   
Business Manager

## UNDERGROUND CONSTRUCTION CREWS

This training is being provided for qualified Gas and Electric Journeymen who will be performing work that involves the installation, repair and replacement of underground electric and gas facilities.

### TRAINING

- o The centralized training will be conducted at the San Ramon Training Center, the Santa Rita Training Center, and the Livermore Apprentice Training Facility.
- o The training program will be a 12 month program and will consist of a combination of centralized training and on-the-job training.
- o Qualified gas department employees will receive six weeks of centralized training and qualified electric department employees will receive four weeks of centralized training. The remaining time will be on-the-job training.
- o If the participants feel that they need additional training at the conclusion of the twelve month training program, specialized or refresher training will be provided. This specialized/refresher training will be driven and/or developed based upon the needs of the participants.
- o A training card will be used for every employee for the purpose of assuring that on-the-job training covers all facets of the work and in the proper sequence.
- o When possible employees will be trained as a team, electric and gas employees from the same headquarters at the same time.
- o Employees that received training during the two year trial period are not required to repeat training. Additional centralized training will be provided to employees that were in the trial program if requested by the employee.
- o If any employee has been out of the Underground Construction Crew program for 12 months, that employee may be assigned to attend selected training classes. The refresher training will not be on a pass or fail basis.
- o Employees who do not maintain a satisfactory level of performance as provided herein will be removed from the classification. Employees who fail any final examination will be given one opportunity to retest within 30 days. Failure on the retest will result in removal from the program and classification.
- o Employee will not have to pass the final examination in the classes pertaining to journeyman classification previously held.

## TRAINING (Continued)

- o An employee demoted from the classification shall not be entitled to re-bid the classification until the Joint Apprenticeship Committee has determined that the employee is qualified and desires to progress. At that time the Joint Apprenticeship Committee may grant consideration to re-enter the classification.

### TRAINING GUIDELINES FOR ELECTRIC DEPARTMENT EMPLOYEES

#### I. Gas Fundamentals Course

##### A. Description

The gas fundamentals course is a two week course located at the San Ramon Training Center. The classroom course curriculum covers the basic fundamentals of gas distribution systems and is designed to reinforce the basic gas fundamentals related to the installation, repair and replacement of gas facilities. A score of at least 70% is required to pass the final exam.

##### B. Content

History of Natural Gas  
Industrial Safety Orders  
Pneumatic Tools/Maintenance  
Materials for Gas Construction  
Equipment Training and Safety  
Plastic Fusion Instruction  
Fittings and Tools  
Static Electricity  
Leak Detection  
Combustible Gas Indicators  
Procedure for Repairing Leaks  
Corrosion Control  
Pipe Locating and USA Program  
Job Planning and Layout  
Meters and Regulators  
Joint Trench Installation  
Mueller Equipment  
Gas Standards and Specifications  
Mechanical Fittings  
Layout and Installation of Sub-structures  
Reading Grade Stakes

### TRAINING GUIDELINES FOR ELECTRIC DEPARTMENT EMPLOYEES

#### II. Intermediate Course

##### A. Description

The intermediate course will be a one week centralized training session located at the San Ramon Training Center. The training will be a balance of classroom and hands-on field exercises and will focus on the construction, mapping and accounting phase of the work. A score of at least 70% is required to pass the final exam.

## II. Intermediate Course (Continued)

### B. Content

Plastic Systems Training  
Mechanical Tools  
Butt Fusion Equipment  
Advanced Accounting  
Interruption of Customer's Service  
Relight of Customer's Equipment  
Distribution Mapping  
Blue Print Reading  
Breathing Protection  
First aid and Accident Prevention

## III. Advanced Course

### A. Description

The advanced course will be a one week centralized training session located at the Santa Rita Training Center. It will focus on accounting, equipment training, safety and job coordination. A score of at least 70% is required to pass the final exam.

### B. Content

Advanced training and review of all subjects covered to date  
Shoring and Excavations  
Grade Stake Reading  
Joint Trench Installation  
Back hoe/Loader Safety  
Soil Compaction

## TRAINING GUIDELINES FOR GAS DEPARTMENT EMPLOYEES

## I. Electric Fundamentals Course

### A. Description

The electrical fundamentals course is a two week course located at the Livermore Training Center. The classroom curriculum covers very basic AC and DC theory and is designed to reinforce basic electrical fundamentals related to the installation, repair and replacement of electric facilities. The course time will be divided equally between lecture and lab. A score of at least 70% is required to pass the final exam.

### B. Content

Polarity  
Phase relationship  
Current and voltage  
Multimeters  
Static electricity  
Nameplate

**I. Electric Fundamentals Course (Continued)**

**B. Content (cont'd)**

Potential Transformers  
Capacitors  
AC Meters  
Magnetism  
Basic AC and DC Ohms Law  
Current Transformers  
Auto-Transformers  
Household Circuits  
Fuses  
Series DC Circuits  
Parallel DC Circuits  
Regulators  
Distribution Transformers  
Circuit Breakers  
Transformer Operation  
Basic AC and DC Theory  
Sinewaves  
Electrical Terms  
Frequency  
Turns Ratio

**TRAINING GUIDELINES FOR GAS DEPARTMENT EMPLOYEES**

**II. Intermediate Course**

**A. Description**

The intermediate course will be a two week centralized training session located at the Livermore Apprentice Training Facility. The training will be a balance of classroom and hands on field exercises and will focus on the construction phase of the work. A score of at least 70% is required to pass the final exam.

**B. Content**

Generation  
Transmission Circuit Design  
Transmission Substation  
Distribution Circuit Design  
Distribution Substation  
Circuit Protection and Sectionalizing  
Circuit Voltage Regulation  
Hazards of Electricity  
Grounding  
WO's and GM's  
Job Planning and Layout  
Accident Prevention  
T&D Bulletins and Standards  
Trenching and Trench Configuration  
Cable Installation

## II. Intermediate Course

### Content (Continued)

- Enclosures
- Cable Training and Racking
- Cable Identification and Marking
- Cable Splicing Tools
- Cable Splicing
- Transformers
- Switches
- Interrupters
- Fault Indicators
- Services
- Metering
- Street Lights
- 600 AMP Overview
- GO 128
- Field Projects
- Line Truck Overview

## TRAINING GUIDELINES FOR GAS DEPARTMENT EMPLOYEES

## III. Advanced Course

### A. Description

The advanced course will be a two week centralized training session located at the Livermore Apprentice Training Facility and will focus primarily on operating work methods and procedures. A balance of classroom and field work is scheduled to provide technical and hands on training. A score of at least 70% is required to pass the final exam.

### B. Content

- Hazards of Electricity
- Clearances
- Forms and Tags
- Switching Procedures
- Accident Prevention
- T&D Bulletins and Standards
- General Operating Procedures
- Sectionalizing Dead Front and Live Front
- Testing and Phasing
- Grounding
- Subsurface Switches
- Pad Mounted Switches
- Load Break Tool
- Protective Equipment
- Field Switching Projects
- Troubleshooting and Fault Locating
- Working Energized Underground Secondary

