



**LETTER AGREEMENT
NO. 97-06-PGE**



PACIFIC GAS AND ELECTRIC COMPANY
INDUSTRIAL RELATIONS DEPARTMENT
375 NORTH WIGET LANE, SUITE 150
WALNUT CREEK, CALIFORNIA 94598
(510) 746-4282

INTERNATIONAL BROTHERHOOD OF
ELECTRICAL WORKERS, AFL-CIO
LOCAL UNION 1245, I.B.E.W
P.O. BOX 4790
WALNUT CREEK, CALIFORNIA 94596
(510) 933-6060

MEL BRADLEY, MANAGER OR
DAVID J. BERGMAN, CHIEF NEGOTIATOR

JACK McNALLY, BUSINESS MANAGER

January 8, 1997

Local Union No. 1245
International Brotherhood of
Electrical Workers, AFL-CIO
P.O. Box 4790
Walnut Creek, CA 94598

Attention: Mr. Jack McNally, Business Manager

Gentlemen:

In conjunction with Letter Agreement 96-44, a joint Company-Union Committee has developed a training program for the Gas System Operator classification and Gas Operator-In-Training classification. A copy of the training guidelines and requirements are attached.

The training program and guidelines have been reviewed and approved by the Joint Apprenticeship and Training Committee and Company is now proposing that they be placed into effect immediately.

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

Very truly yours,

PACIFIC GAS & ELECTRIC COMPANY

By: 
Chief Negotiator

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

Feb 18, 1997

By: 
Business Manager

**GAS SYSTEM OPERATOR
TRAINING GUIDELINES AND REQUIREMENTS**

Introduction

In 1996, The Gas Supply Business Unit in partnership with the International Brotherhood of Electrical Workers negotiated an agreement to consolidate the duties and responsibilities of the Region Gas control Operator and the GSBU Gas Supply Coordinator into a new classification, the Gas System Operator. To ensure continued technical expertise in operating a safe and reliable pipeline, a formalized training program became necessary.

To meet this need, representatives from both the company and the union, along with Gas Control Operators, Gas Supply Coordinators, and Supervisors, collaborated to outline a new training program for the Gas System Operator. The following program is a result of this partnership. The Gas System Operator training program incorporates the latest training technologies available, and provides the employee with the necessary skills and knowledge to safely perform the tasks of a Gas System Operator. The program structure maintains the flexibility necessary to train both the incumbent operators and future Operators In Training.

The following pages include instructions on how to complete the program, the Letter of Agreement between Pacific Gas and Electric Company and the International Brotherhood of Electrical Workers finalizing the creation of the Gas System Operator classification, and a job description of this new classification. Also described are the Relief Operator and Operator-in-Training classifications.

Introduction

GUIDELINES GAS SYSTEM OPERATOR TRAINING PROGRAM

Training time for Incumbent Operators:

This program is designed to be completed in a 12 month period of time. A 6 month extension may be granted by the Company-Union Training Committee. Time begins upon reporting to the newly assigned headquarters or as soon as the training material becomes available, whichever occurs later.

Training time for Operators-in-Training:

This program is designed to be completed in 18 months. Time begins upon reporting to an assigned headquarters.

Section one:

Section one is an introduction to the Gas System Operator Training Program and an explanation of how to complete the training program. Sections two, three, and four contain requirement listings for Operators in Training, Gas System Operators assigned to Brentwood, and Gas System Operators assigned to San Jose respectively. Section five contains Job Aids and section six contains Cross Training Applications. Section seven contains clearance procedure information, and section eight should be used for personal notes.

Section two:

This section is a listing of requirements for the **Gas System Operator-in-Training assigned to Brentwood or San Jose**. Shown in the listing is the method by which each Gas System Operator-in-Training (GSOIT) will accomplish each lesson or course. These are the basic skills needed in order to perform the work of a Gas System Operator. As part of the GSOIT program, completion of one site specific section related to the assigned headquarters (section 3 for Brentwood or section 4 for San Jose) will be required. If a lesson or course is completed as a GSOIT, it does not need to be completed a second time during the site specific training.

Section three:

This section is a listing of requirements for the **Gas System Operators assigned to the Brentwood Gas Control Center**. Shown in the listing is the method by which each "incumbent" operator will complete the program. There are 38 job aids and 24 Cross Training Applications that must be completed and signed off in order to complete the program. There is also a list of 14 Computer Based Training Modules as well as formal classroom courses that must be completed. There are 24 Job-Performance-Measurements (JPMs) and 12 Written Tests. Each operator will be required to successfully complete all JPMs and

Introduction

Written Tests to complete the program. JPMs and Written Tests will be administered by the Training Advisor and/or Supervisor.

Section Four:

This section is a listing of requirements for the **Gas System Operators assigned to the San Jose Gas Control Center**. Shown in the listing is the method by which each "incumbent" operator will complete the program. There are 46 job aids and 29 Cross Training Applications that must be completed and signed off in order to complete the program. There is also a list of 11 Computer Based Training Modules as well as formal classroom courses that must be completed. There are 21 Job-Performance-Measurements (JPMs) and 12 Written Tests. Each operator will be required to successfully complete all JPMs and Written Tests to complete the program. JPMs and Written Tests will be administered by the Training Advisor and/or Supervisor.

Section Five:

This section includes all of the Job Aids specific to the facility to which you are assigned. These job aids are for your use in studying for upcoming Job Performance Measurements or Written Tests.

Section Six:

This section includes all of the Cross Training Applications specific to the facility to which you are assigned. These Cross Training Applications are for your use in studying for upcoming Job Performance Measurements or Written Tests.

Section Seven:

This section contains the Gas System Operations clearance procedures.

Section Eight:

This section is a place for you to keep notes as you learn more about the gas system.

Job Aids and Cross Training Applications

Select a job aid and arrange a time with your Training Advisor to discuss the details of the Job Aid/ Cross Training Application and it's associated station/ topic.

Facility Training Visits

Visits to each of the facilities listed in your training program should be arranged through your Supervisor. Learn anything you can about the facility through Job Aids or Cross Training Applications before making the visit.

Introduction

Computer Based Training

Complete each of the modules assigned and take the test at the end of the module. A score of 70% will be required to pass the test. If you do not pass the test on the first attempt, review the material and take the test again. If on the second attempt you do not pass the test, schedule a time with the Training Advisor to discuss the areas that you are having trouble with. After this discussion, take the test for the third time. If you are still not able to pass the test, schedule a time with your Supervisor and the Training Advisor to discuss the issue. Incumbent operators need only complete the questions missed on the previous test.

Formalized Training

Work with your supervisor to schedule a time to attend any of the formalized training courses listed in your program.

Job Performance Measurements (JPM)

When you have completed a Job Aid or Cross training Application that has an associated JPM, schedule a time with your Supervisor and/or Training Advisor to complete the JPM. You will have three opportunities to complete each JPM. If you have not successfully completed the JPM after three attempts, the Peer Review Committee will meet to discuss the situation.

Written Tests

After completing the training in an area that has an associated written test, schedule a time with your Supervisor and/or Training Advisor to take the written test. You will have three opportunities to complete each test. You should take time to review any questions you miss with your Training Advisor before attempting the test a second or third time. After three attempts, the Peer Review Committee will meet to discuss the situation.

REQUIREMENTS FOR OPERATOR IN TRAINING PROGRAM

Name here

| CROSS TRAINING APPLICATIONS / JOB AIDS | | TRAINEE | TRAINER | DATE COMPLETED |
|--|---------------|---------|---------|----------------|
| ORIENTATION AND HUMAN RESOURCES | | | | |
| GENERAL ORIENTATION | Supervisor | | | |
| JOB DESCRIPTION | Binder | | | |
| ON SITE FACILITY / BUILDING TOUR | Checklist | | | |
| MAJOR AREAS OF RESPONSIBILITY | CTA | | | |
| ROUTINE SHIFT DUTIES | CTA | | | |
| HUMAN RESOURCES | | | | |
| NEW EMPLOYEE CHECKLIST | HR | | | |
| EXPLANATION OF BENEFITS | Supervisor | | | |
| DRUG FREE PIPELINE | Supervisor | | | |
| EMPLOYEE CONDUCT | Supervisor | | | |
| DIVERSITY AWARENESS | HR | | | |
| STANDARD PRACTICES | | | | |
| LOGGING PROCEDURES | Library | | | |
| GSO CLEARANCE PROCEDURES | CTA | | | |
| CURTAILMENT PROCEDURES | Library | | | |
| ALARM SETTING PROCEDURES | Library | | | |
| ON-CALL AND AREAS OF RESPONSIBILITY | CTA | | | |
| MAXIMUM / MINIMUM OPERATING PRESSURES | Library | | | |
| GENERAL ORDERS 112D | Std. Practice | | | |
| COMPUTERS | Std. Practice | | | |
| REPORTING PROCEDURES | | | | |
| INCIDENT REPORTING PROCEDURES | CTA | | | |
| SCADA CHANGE REQUESTS | CTA | | | |
| AIR PATROL REPORTING PROCEDURE | CTA | | | |
| USA REPORTING PROCEDURE | CTA | | | |
| MAINTENANCE MEMO PROCEDURE | CTA | | | |
| BOMB THREAT PROCEDURE | CTA | | | |
| GAS QUALITY NOTIFICATION PROCEDURES | CTA | | | |
| ALARM REPORT PROCEDURE | CTA | | | |
| THERM BILLING REPORT PROCEDURE | CTA | | | |
| THEFT REPORTING PROCEDURE | CTA | | | |
| FIRE PERMITS | CTA | | | |
| MORNING REPORTS | CTA | | | |
| PROCEDURES AND DOCUMENTATION | | | | |
| EMERGENCY MANUALS / EMERGENCY PROCEDURES | CTA | | | |
| COMMUNICATIONS | | | | |
| LAN OPERATION (E-MAIL) | CTA | | | |
| SECURITY EQUIPMENT OPERATION | CTA | | | |
| SCADA SYSTEM | | | | |
| SCADA SYSTEM FUNCTIONS | CTA | | | |
| SCADA WORKBOOK | CTA | | | |
| FACILITY TRAINING VISITS | | | | |
| BRENTWOOD GAS CONTROL CENTER | Visit | | | |
| SAN JOSE GAS CONTROL CENTER | Visit | | | |
| COMPRESSOR STATION IN AREA | Visit | | | |
| DEHYDRATOR STATION IN AREA | Visit | | | |
| REGULATOR STATION | Visit | | | |
| LOW PRESSURE SYSTEM | Visit | | | |
| UNDERGROUND STORAGE FIELD | Visit | | | |
| GAS CONTROL | Visit | | | |

Formalized Training

DATE COMPLETED

CLASSROOM TRAINING

| | | | | |
|--|---------|--|--|--|
| M&C SHORT COURSE | SLRC | | | |
| CHARACTERISTICS OF A SUCCESSFUL EMPLOYEE | SLRC | | | |
| COMMUNICATING FOR RESULTS | SLRC | | | |
| NEW EMPLOYEE ORIENTATION | SLRC | | | |
| THE EFFECTS OF SHIFTWORK | Seminar | | | |

PC TRAINING

| | | | | |
|-----------------------------------|------|--|--|--|
| BEGINNING DOS | SLRC | | | |
| BANYAN/LAN USER TRAINING / E-MAIL | SLRC | | | |
| BEGINNING WINDOWS | SLRC | | | |
| BEGINNING WORD FOR WINDOWS | SLRC | | | |
| BEGINNING EXCEL FOR WINDOWS | SLRC | | | |

COMPUTER BASED TRAINING

DATE ON 1st ATTEMPT DATE ON 2nd ATTEMPT DATE ON 3rd ATTEMPT DATE COMPLETED

| | | | | |
|---|--|--|--|--|
| GAS SYSTEM KNOWLEDGE | | | | |
| NATURE AND PROPERTIES OF NATURAL GAS | | | | |
| INTRODUCTION TO NATURAL GAS SAFETY | | | | |
| NATURAL GAS CONDITIONING | | | | |
| FUND. OF NATURAL GAS DEHYDRATION (PART 1) | | | | |
| FUND. OF NATURAL GAS DEHYDRATION (PART 2) | | | | |
| FUND. OF PRESSURE PIPING | | | | |
| MAIN LINE VALVES | | | | |
| RELIEF VALVES | | | | |
| FUND. OF GAS REGULATORS | | | | |
| PRINCIPALS OF GAS MEASUREMENT | | | | |
| INTRO. TO RECIPROCATING AND CENTRIFUGAL COMP. | | | | |
| CENTRIFUGAL COMPRESSOR OPERATION | | | | |
| UNDERGROUND STORAGE FACILITIES | | | | |
| CLEARANCE PROCEDURES (GSM) | | | | |

WRITTEN TESTS

DATE ON 1st ATTEMPT DATE ON 2nd ATTEMPT DATE ON 3rd ATTEMPT DATE COMPLETED

| | | | | |
|--|--|--|--|--|
| CLEARANCE PROCEDURES | | | | |
| ALARM SETTING PROCEDURES AND POLICIES | | | | |
| ON-CALL AREAS OF RESPONSIBILITY | | | | |
| MINIMUM/ MAXIMUM OPERATING PROCEDURES | | | | |
| INCIDENT REPORTING PROCEDURES | | | | |
| AIR PATROL REPORTING PROCEDURES | | | | |
| USA PATROL REPORTING PROCEDURES | | | | |
| GAS QUALITY REPORTING PROCEDURES | | | | |
| EMERGENCY MANUALS / EMERGENCY PROCEDURES | | | | |
| GAS LOGGING SYSTEM | | | | |
| GAS QUALITY AND NOTIFICATIONS | | | | |

LAST UPDATE ON:

REQUIREMENTS FOR GAS SYSTEM OPERATORS IN SAN JOSE

Name here

| CROSS TRAINING APPLICATIONS/JOB AIDS | | TRAINEE | TRAINER | DATE COMPLETED |
|--|-----------|---------|---------|----------------|
| SITE / FACILITY INTRODUCTION | | | | |
| ON SITE FACILITY / BUILDING TOUR | Checklist | | | |
| SAFETY / SECURITY | CTA | | | |
| COMMUNICATION | | | | |
| ZETRON RADIO SYSTEM | Job aid | | | |
| USA AND AIR PATROL | CTA | | | |
| SCADA SYSTEM OPERATION | | | | |
| SCADA SKILLS | Job aid | | | |
| SCADA SKILLS | CTA | | | |
| ROUTINE VAX BACK-UP AND ARCHIVE | Job aid | | | |
| SCADA / MAJOR STATION OPERATION (job aids) | | | | |
| SAN JOSE SUBSYSTEM OVERVIEW | CTA | | | |
| BAKERSFIELD TAP | CTA | | | |
| BAKERSFIELD TAP | Job aid | | | |
| BUTTON WILLOW (INTERTIE) | Job aid | | | |
| COALINGA NOSE | Job aid | | | |
| ESTRELLA RIVER (L306) | CTA | | | |
| ESTRELLA RIVER (L306) | Job aid | | | |
| HARPER LAKE | Job aid | | | |
| KETTLEMAN COMPRESSOR STATION | Job aid | | | |
| KETTLEMAN INTERTIE | Job aid | | | |
| KERN RIVER (BAKERSFIELD TO SO. CAL.) | CTA | | | |
| KERN RIVER (BAKERSFIELD TO SO. CAL.) | Job aid | | | |
| KERN - DAGGET | Job aid | | | |
| LRCV | CTA | | | |
| LRCV | Job aid | | | |
| LUCERNE VALLEY TAP | Job aid | | | |
| MORRO BAY (L306) | CTA | | | |
| MORRO BAY (PRIMARY REGULATOR SET) | Job aid | | | |
| MORRO BAY (MASTER METER STATION) | Job aid | | | |
| MOSS LANDING REGULATION AND METERING | CTA | | | |
| TRES PINOS | Job aid | | | |
| HOLLISTER | Job aid | | | |
| PISGAH | Job aid | | | |
| PRESSURE LIMITING STATIONS | CTA | | | |
| PRESSURE LIMITING STATIONS | Job aid | | | |
| PANOCHÉ (as operated from San Jose Control Center) | Job aid | | | |
| BLOSSOM HILL | Job aid | | | |
| LAKE MERCED | Job aid | | | |
| LOMITA PARK | Job aid | | | |
| MARTIN STATION | Job aid | | | |
| SULLIVAN AVE. | Job aid | | | |
| MISR AND 17TH | Job aid | | | |
| SAN FRANCISCO GAS LOAD CENTER | CTA | | | |
| SAN FRANCISCO GAS LOAD CENTER | Job aid | | | |
| SANTA CRUZ HOLDER | CTA | | | |
| TULLY ROAD | Job aid | | | |
| CARLSON / ADAMS | Job aid | | | |
| CROCKET STATION | CTA | | | |
| CROCKETT STATION | Job aid | | | |
| FRANKLIN CANYON | Job aid | | | |
| IRVINGTON STATION | CTA | | | |
| IRVINGTON STATION | Job aid | | | |
| EAST BAY GAS LOAD CENTER | Job aid | | | |
| EAST BAY TRANSMISSION LINES | CTA | | | |

| CROSS TRAINING APPLICATIONS/JOB AIDS (CONT.) | | TRAINEE | TRAINER | DATE COMPLETED |
|--|---------|---------|---------|----------------|
| SAN PABLO STATION | Job aid | | | |
| SHERIDAN ROAD | CTA | | | |
| MILPITAS TERMINAL | | | | |
| MIXER OPERATIONS | CTA | | | |
| LINE TO LINE DELIVERY | CTA | | | |
| OPERATE INCOMING LINE IN AUTO CONTROL | CTA | | | |
| OPERATE MONITOR VALVES | Job aid | | | |
| OPERATE LINE 109 REGULATION | Job aid | | | |
| OPERATE LINE ISOLATION VALVES V1 AND V2 | Job aid | | | |
| OPERATE MIXER BYPASS | Job aid | | | |
| OPERATE STATION BYPASS | Job aid | | | |
| OPERATE VALVES VIA MOORE FACEPLATE | Job aid | | | |
| MONITOR LIQUID REMOVAL AND STORAGE | Job aid | | | |
| OPERATE INCOMING LINE IN AUTO CONTROL | Job aid | | | |
| OPERATE MIXER VALVES IN AUTO CONTROL | Job aid | | | |
| OPERATE STATION ROUTING VALVES | Job aid | | | |
| MINIMUM BTU OPERATIONS | CTA | | | |
| BTU CALCULATIONS | Job aid | | | |
| SYSTEM MONITORING | | | | |
| ON-CALL AREAS OF RESPONSIBILITY | CTA | | | |
| ALARM PROCEDURES | CTA | | | |
| CLEARANCE PROCEDURES | | | | |
| CES CLEARANCE PROCEDURES | CTA | | | |
| GSM CLEARANCE PROCEDURES | CTA | | | |
| GSO CLEARANCE PROCEDURES | CTA | | | |
| GAS QUALITY AND NOTIFICATIONS | | | | |
| GAS CONTROL / GAS MAINTENANCE / DIVISIONS | CTA | | | |
| REPORTABLE INCIDENT PROCEDURES TO CPUC | CTA | | | |
| MINIMUM / MAXIMUM OPERATING PRESSURES | | | | |
| WINTER / SUMMER | CTA | | | |
| FACILITY TRAINING VISITS | | | | |
| BRENTWOOD GAS CONTROL CENTER | Visit | | | |
| SAN JOSE GAS CONTROL CENTER | Visit | | | |
| COMPRESSOR STATION IN AREA | Visit | | | |
| DEHYDRATOR STATION IN AREA | Visit | | | |
| REGULATOR STATION | Visit | | | |
| LOW PRESSURE SYSTEM | Visit | | | |
| UNDERGROUND STORAGE FACILITY | Visit | | | |
| GAS CONTROL | Visit | | | |

| COMPUTER BASED TRAINING | DATE ON 1st ATTEMPT | DATE ON 2nd ATTEMPT | DATE ON 3rd ATTEMPT | DATE COMPLETED |
|---|----------------------------|----------------------------|----------------------------|-----------------------|
| NATURE AND PROPERTIES OF NATURAL GAS | | | | |
| INTRODUCTION TO NATURAL GAS SAFETY | | | | |
| NATURAL GAS CONDITIONING | | | | |
| FUND. OF PRESSURE PIPING | | | | |
| MAIN LINE VALVES | | | | |
| RELIEF VALVES | | | | |
| FUND. OF GAS REGULATORS | | | | |
| PRINCIPALS OF GAS MEASUREMENT | | | | |
| INTRO. TO RECIPROCATING AND CENTRIFUGAL COMP. | | | | |
| UNDERGROUND STORAGE FACILITIES | | | | |
| CLEARANCE PROCEDURES (GSM) | | | | |

| Formalized Training | DATE COMPLETED |
|--|-----------------------|
| CLASSROOM TRAINING | |
| CHARACTERISTICS OF THE SUCCESSFUL EMPLOYEE | |
| COMMUNICATING FOR RESULTS | |

| JOB PERFORMANCE MEASURES (JPM) | DATE ON 1st ATTEMPT | DATE ON 2nd ATTEMPT | DATE ON 3rd ATTEMPT | DATE COMPLETED |
|---|----------------------------|----------------------------|----------------------------|-----------------------|
| BAKERSFIELD TAP | | | | |
| CARLSON / ADAMS | | | | |
| CROCKETT STATION | | | | |
| ESTRELLA PLS CONTROL | | | | |
| FRANKLIN CANYON | | | | |
| GAS QUALITY ISSUE / PROCEDURE | | | | |
| IRVINGTON STATION | | | | |
| KERN RIVER - SO CAL DELIVERY | | | | |
| KETTLEMAN COMP. STA. SUPPORT TO LINE 306 | | | | |
| LRCV OPERATION | | | | |
| MILPITAS MIXER REGULATOR / LOAD VALVES | | | | |
| MILPITAS MINIMUM BTU OPERATIONS | | | | |
| MILPITAS LINE TO LINE DELIVERY | | | | |
| MILPITAS OPERATE INCOMING LINES | | | | |
| PANOCHÉ - LRCV CONTROL & 401 to 300 SUPPORT | | | | |
| PRESSURE LIMITING STATIONS | | | | |
| SAN PABLO STATION | | | | |
| SANTA CRUZ HOLDER PROCEDURE | | | | |
| TRES PINOS OPERATION | | | | |
| USE OF SCADA | | | | |
| ZETRON RADIO SYSTEM | | | | |

| WRITTEN TESTS | DATE ON 1st ATTEMPT | DATE ON 2nd ATTEMPT | DATE ON 3rd ATTEMPT | DATE COMPLETED |
|--|----------------------------|----------------------------|----------------------------|-----------------------|
| CLEARANCE PROCEDURES | | | | |
| ALARM SETTING PROCEDURES AND POLICIES | | | | |
| ON-CALL AREAS OF RESPONSIBILITY | | | | |
| MINIMUM/ MAXIMUM OPERATING PROCEDURES | | | | |
| INCIDENT REPORTING PROCEDURES | | | | |
| AIR PATROL REPORTING PROCEDURES | | | | |
| USA PATROL REPORTING PROCEDURES | | | | |
| GAS QUALITY REPORTING PROCEDURES | | | | |
| EMERGENCY MANUALS / EMERGENCY PROCEDURES | | | | |
| GAS LOGGING SYSTEM | | | | |
| GAS QUALITY AND NOTIFICATIONS | | | | |

LAST UPDATE ON:

REQUIREMENTS FOR GAS SYSTEM OPERATORS IN BRENTWOOD

Name here

| CROSS TRAINING APPLICATIONS/JOB AIDS | | TRAINEE | TRAINER | DATE COMPLETED |
|--|-----------|---------|---------|----------------|
| SITE / FACILITY INTRODUCTION | | | | |
| ON SITE FACILITY / BUILDING TOUR | Checklist | | | |
| SAFETY / SECURITY | CTA | | | |
| BRENTWOOD EMERGENCY GENERATOR | Job aid | | | |
| COMMUNICATION | | | | |
| ZETRON RADIO SYSTEM | Job aid | | | |
| JOHNSON RADIO SYSTEM | Job aid | | | |
| USA AND AIR PATROL | CTA | | | |
| SCADA SYSTEM | | | | |
| SCADA SKILLS | Job aid | | | |
| SCADA SKILLS | CTA | | | |
| SCADA / MAJOR STATION OPERATION (job aids/ CTA) | | | | |
| BRENTWOOD | | | | |
| BRENTWOOD SUBSYSTEM OVERVIEW | CTA | | | |
| TIONESTA / GERBER COMPRESSOR STATION | CTA | | | |
| TIONESTA COMPRESSOR STATION | Job aid | | | |
| INDIAN SPRINGS (L400) PLS | Job aid | | | |
| BURNEY COMPRESSOR STATION | CTA | | | |
| BURNEY COMPRESSOR STATION | Job aid | | | |
| SHINGLETOWN PLS | Job aid | | | |
| GERBER COMPRESSOR STATION | Job aid | | | |
| GERBER (L400 to L177) | Job aid | | | |
| DELEVAN COMPRESSOR STATION | CTA | | | |
| DELEVAN COMPRESSOR STATION | Job aid | | | |
| BUCKEYE CREEK (L400) PLS | Job aid | | | |
| CREED STATION | CTA | | | |
| CREED STATION | Job aid | | | |
| ANTIOCH TERMINAL | CTA | | | |
| ANTIOCH TERMINAL (L400 PLS OPERATION) | Job aid | | | |
| ANTIOCH TERMINAL DOWNSTREAM PRESSURE CONTROL 103/103R | Job aid | | | |
| ANTIOCH TERMINAL (V-124 SUPPORT OPERATIONS) | Job aid | | | |
| ANTIOCH HP GAS TO LAS VINAS | CTA | | | |
| BRANNAN ISLAND COMPRESSOR STATION | Job aid | | | |
| BETHANY COMPRESSOR STATION | Job aid | | | |
| BIXLER ROAD | Job aid | | | |
| PANOCHÉ | Job aid | | | |
| OLD RIVER | Job aid | | | |
| BRENTWOOD CONTROL CENTER | CTA | | | |
| BRENTWOOD CONTROL CENTER (303N B/P OPERATIO | Job aid | | | |
| BRENTWOOD CONTROL CENTER (T21, 22, 23, & 24 SUPPORT) | Job aid | | | |
| BRENTWOOD CONTROL CENTER (T 14X15 OPERATION) | Job aid | | | |
| BRENTWOOD CONTROL CENTER (V-26 OPERATION) | Job aid | | | |

| SCADA / MAJOR STATION OPERATION (job aids/ CTA) | | TRAINEE | TRAINER | DATE COMPLETED |
|---|---------|---------|---------|----------------|
| SACRAMENTO | | | | |
| SACRAMENTO SUBSYSTEM OVERVIEW | CTA | | | |
| FELL STATION | Job aid | | | |
| HERSHEY JUNCTION | CTA | | | |
| HERSHEY JUNCTION | Job aid | | | |
| DAVIS METER AND REGULATOR STATION | Job aid | | | |
| NORTH SACRAMENTO HOLDER | CTA | | | |
| NORTH SACRAMENTO HOLDER | Job aid | | | |
| NAPA "Y" | CTA | | | |
| NAPA "Y" | Job aid | | | |
| SANTA ROSA COMPRESSOR STATION | CTA | | | |
| SANTA ROSA COMPRESSOR STATION | Job aid | | | |
| HERRMAN STATION | Job aid | | | |
| FRESNO JUNCTION | Job aid | | | |
| HERNDON JUNCTION | Job aid | | | |
| RAISIN CITY | Job aid | | | |
| FRENCH CAMP | Job aid | | | |
| MERCED V-60 | Job aid | | | |
| SONORA | Job aid | | | |
| SYSTEM MONITORING | | | | |
| ON-CALL AREAS OF RESPONSIBILITY | CTA | | | |
| ALARM PROCEDURES | CTA | | | |
| CLEARANCE PROCEDURES | | | | |
| CES PROCEDURES | CTA | | | |
| GSM CLEARANCE PROCEDURES | CTA | | | |
| GSO CLEARANCE PROCEDURES | CTA | | | |
| GAS QUALITY AND NOTIFICATIONS | | | | |
| GAS CONTROL / GAS MAINTENANCE / DIVISIONS | CTA | | | |
| REPORTABLE INCIDENT PROCEDURES TO CPUC | CTA | | | |
| MINIMUM / MAXIMUM OPERATING PRESSURES | | | | |
| WINTER / SUMMER | CTA | | | |
| FACILITY TRAINING VISITS | | | | |
| BRENTWOOD GAS CONTROL CENTER | Visit | | | |
| SAN JOSE GAS CONTROL CENTER | Visit | | | |
| COMPRESSOR STATION IN AREA | Visit | | | |
| DEHYDRATOR STATION IN AREA | Visit | | | |
| REGULATOR STATION | Visit | | | |
| LOW PRESSURE SYSTEM | Visit | | | |
| UNDERGROUND STORAGE FACILITY | Visit | | | |
| GAS CONTROL | Visit | | | |

| COMPUTER BASED TRAINING | DATE ON 1st ATTEMPT | DATE ON 2nd ATTEMPT | DATE ON 3rd ATTEMPT | DATE COMPLETED |
|---|----------------------------|----------------------------|----------------------------|-----------------------|
| NATURE AND PROPERTIES OF NATURAL GAS | | | | |
| INTRODUCTION TO NATURAL GAS SAFETY | | | | |
| NATURAL GAS CONDITIONING | | | | |
| FUND. OF NATURAL GAS DEHYDRATION (PART 1) | | | | |
| FUND. OF NATURAL GAS DEHYDRATION (PART 2) | | | | |
| FUND. OF PRESSURE PIPING | | | | |
| MAIN LINE VALVES | | | | |
| RELIEF VALVES | | | | |
| FUND. OF GAS REGULATORS | | | | |
| PRINCIPALS OF GAS MEASUREMENT | | | | |
| INTRO. TO RECIPROCATING AND CENTRIFUGAL COMP. | | | | |
| CENTRIFUGAL COMPRESSOR OPERATION | | | | |
| UNDERGROUND STORAGE FACILITIES | | | | |
| CLEARANCE PROCEDURES (GSM) | | | | |
| Formalized Training | | | | DATE COMPLETED |
| CLASSROOM TRAINING | | | | |
| CHARACTERISTICS OF THE SUCCESSFUL EMPLOYEE | | | | |
| COMMUNICATING FOR RESULTS | | | | |
| JOB PERFORMANCE MEASURES (JPM) | DATE ON 1st ATTEMPT | DATE ON 2nd ATTEMPT | DATE ON 3rd ATTEMPT | DATE COMPLETED |
| FRESNO JUNCTION | | | | |
| BRENTWOOD EMERGENCY GENERATOR | | | | |
| ANTIOCH TERMINAL (L400 PLS OPERATION) | | | | |
| ANTIOCH TERMINAL T-14 & 15 OPERATION | | | | |
| ANTIOCH V-124 SUPPORT | | | | |
| BETHANY COMPRESSOR STATION | | | | |
| BRENTWOOD MAXIMUM WITHDRAWAL PLACEMENT | | | | |
| BRENTWOOD CONTROL CENTER (303N B/P OPERATION) | | | | |
| BRENTWOOD CONTROL CENTER (V-26 OPERATION) | | | | |
| BUCKEYE PLS | | | | |
| CREED STATION | | | | |
| DELEVAN COMPRESSOR STATION | | | | |
| GAS QUALITY ISSUE/PROCEDURE | | | | |
| FRESNO JUNCTION | | | | |
| HERRMANN STATION | | | | |
| HERSHEY JUNCTION (DEHYDRATOR) | | | | |
| NORTH SACRAMENTO HOLDER | | | | |
| PANOUCHE 401 to 300 SUPPORT & LRCV CONTROL | | | | |
| ZETRON RADIO OPERATION | | | | |
| JOHNSON RADIO OPERATION | | | | |
| SANTA ROSA COMPRESSOR STATION | | | | |
| USE OF SCADA | | | | |
| NAPA "Y" | | | | |
| FELL STATION | | | | |

WRITTEN TESTS

| | DATE ON 1 ST ATTEMPT | DATE ON 2 ND ATTEMPT | DATE ON 3 RD ATTEMPT | DATE COMPLETED |
|--|---------------------------------|---------------------------------|---------------------------------|----------------|
| CLEARANCE PROCEDURES | | | | |
| ALARM SETTING PROCEDURES AND POLICIES | | | | |
| ON-CALL AREAS OF RESPONSIBILITY | | | | |
| MINIMUM/ MAXIMUM OPERATING PROCEDURES | | | | |
| INCIDENT REPORTING PROCEDURES | | | | |
| AIR PATROL REPORTING PROCEDURES | | | | |
| USA PATROL REPORTING PROCEDURES | | | | |
| GAS QUALITY REPORTING PROCEDURES | | | | |
| EMERGENCY MANUALS / EMERGENCY PROCEDURES | | | | |
| GAS LOGGING SYSTEM | | | | |
| GAS QUALITY AND NOTIFICATIONS | | | | |
| | | | LAST UPDATE ON: | |