



**Pacific Gas and  
Electric Company.**

# LETTER AGREEMENT NO. R1-11-16-PGE

**IBEW**



PACIFIC GAS AND ELECTRIC COMPANY  
LABOR RELATIONS AND HUMAN RESOURCES DEPARTMENT  
MAIL CODE N2Z  
P. O. BOX 770000  
SAN FRANCISCO, CA 94177  
(415) 973-4310

STEPHEN A. RAYBURN,  
DIRECTOR AND CHIEF NEGOTIATOR

INTERNATIONAL BROTHERHOOD OF  
ELECTRICAL WORKERS, AFL-CIO  
LOCAL UNION 1245, I.B.E.W.  
P. O. BOX 2547  
VACAVILLE, CALIFORNIA 95696  
(707) 452-2700

TOM DALZELL,  
BUSINESS MANAGER

July 6, 2011

Mr. Tom Dalzell, Business Manager  
Local Union No. 1245  
International Brotherhood of  
Electrical Workers, AFL-CIO  
P. O. Box 2547  
Vacaville, CA 95696

Dear Mr. Dalzell:

This Letter Agreement cancels and supersedes Letter Agreement 96-31.

The Company proposes to implement an intranet-based sign-up and tracking system and procedure for Contact Center employees that will replace the existing manual Internal Bid Book process. In addition, the Company proposes to also implement this Internal Bid Book process for the Stockton Meter to Cash Credit and Billing Operations Center. In order to expedite the filling of vacancies, Company will offer vacant shifts/schedules to current Contact Center employees in the same classification, status, and headquarters prior to filling a vacancy through the normal job bidding and transfer system. The Company will also offer vacant shift/schedules to current Credit or Billing Operations employees in the same classification, status, headquarters and department prior to filling a vacancy through the normal bidding and transfer system.

The following administrative details will be followed:

1. Each Contact Center/Meter to Cash Credit & Billing Operations Department will utilize the intranet-based sign-up tool that allows employees to indicate their interest in moving to a different schedule. The tool will be organized by classification and headquarters (and department for Meter to Cash) with sign-up lists for each schedule. The tool will be referred to as the IBB and will be used for all Contact Center/Stockton Meter to Cash (Credit or Billing Operations Department) bargaining unit vacancies before referring the vacancy to the Centralized Job Bidding Team to fill under the provisions of Title 18.
2. Vacancies will be offered to employees who have indicated interest by seniority. Employees will be required to provide an immediate response unless there are extenuating circumstances, which will be handled on a case-by-case basis.
3. Employees will be offered an opportunity to move to a new schedule by direct voice contact (face-to-face or via phone conversation) with a Company representative. All decisions to accept or decline a position will be considered final.

Failure to respond to an offer will be considered a decline.

- 4. Employees who have indicated interest in a shift will not be penalized if they decline a schedule change; however, the employee's name will be removed from the list and marked as declined. There will be no restrictions on employees indicating interest at a later time for the schedule that they have declined.
- 5. The Company will maintain a historical record of the date and time an employee indicates interest in a shift or makes changes within the tool. A historical record will also be maintained for when an employee accepts or declines a shift offer.
- 6. The system will allow employees to view the shift interest of other employees within the same classification, status and headquarters.

This proposal has been reviewed with Business Representatives Arlene Edwards and Debbie Mazzanti.

Either party may cancel this agreement by providing the other 60 days written notice of cancellation.

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:   
 \_\_\_\_\_  
 Stephen A. Rayburn  
 Director and Chief Negotiator

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

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

August 31, 2011

By:   
 \_\_\_\_\_  
 Tom Dalzell  
 Business Manager