



LETTER AGREEMENT NO. R1-14-17-PGE

IBEW



PACIFIC GAS AND ELECTRIC COMPANY
LABOR RELATIONS
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STEPHEN 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

April 17, 2014

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:

In Letter of Agreement R1-12-30 the parties recognized the critical nature of the work performed by the Gas Service Department and agreed to establish an ad hoc committee to revise and update the Division Gas Services Job Definitions and Lines of Progression. The ad hoc committee has completed its work and recommends the following:

Pursuant to Section 204.4 and Section 600.1, VI of the Physical Agreement, the joint Union and Company committee proposes to revise the Job Definitions and Lines of Progression for the Gas Service Department by establishing a new beginning level position with the title of **Utility Gas Service Representative** and a new lead position with the title of **Lead Gas Service Representative**. The classifications included in this agreement are covered by the Department of Transportation requirements as outlined in applicable Letter of Agreements, and all provisions that apply under the Pipeline Safety Program, including pre-duty drug testing.

Given the nature of the work, the new positions will also be designated as Service classifications consistent with Sections 3.5 and 202.7 of the Physical Agreement. With respect to the Utility Gas Service Representative positions, Section 3.5 is modified as noted under the Utility Gas Service Representative Job Definition.

Revised job definitions, lines of progression, reverse lines of progression, job qualifications, roles and responsibilities, and wage rates are detailed in Attachment I.

The following will apply to the implementation of this agreement:

1. Staffing Lead Positions

The Company may establish as many lead positions as desired, however the Company will initially fill 50 Lead Gas Service Representative positions under the normal provisions of Title 205 as follows: At least one Lead Gas Service Representative position at a headquarters with 8 or more Gas Service employees. Based on current staffing levels, the initial staffing of Lead positions at a headquarters with 8 or more Gas Service employees is approximately 31. The remaining Lead positions will be filled based on needs determined by the Company. The Company will discuss the locations of these additional Lead positions with the Ad-hoc Committee.

Thereafter, the Company will maintain no less than 35 Lead Gas Service Representative positions in the department.

Upon execution of this agreement and after the initial staffing of the 50 Lead positions, the parties agree that the designated Company/Union sub-committee referenced below will continue to discuss and provide guidance on the implementation of the required training and assessment for the newly created Lead position. Following implementation of the jointly developed training and assessment program, future Lead positions shall be filled under the normal provisions of Title 205 pending successful completion of the jointly developed training and assessment program.

Note: To be eligible for promotion to the Lead Gas Service Representative position an employee must have a minimum of 30 months experience as a Gas Service Representative and/or Service Mechanic.

Lead Gas Service Work Schedules

- 1) During the initial staffing of the 50 Lead positions the Company will establish separate bid codes for workweeks and work hours consistent with current local schedules within each headquarters and based on operational needs. Consistent with the provisions of LA 93-96, work schedules may also include 4/10 hour schedules from Sunday–Wednesday or Wednesday–Saturday. Thereafter, local schedules may be implemented pursuant to Title 202 and Title 202 Hours Clarification.
- 2) In addition, the parties agree to establish three individual 4/10 workweeks from Friday-Monday as follows: One 4/10 Friday-Monday workweek in Oakland, one in San Jose and one in Stockton. The work hours for the 3 individual 4/10 schedules shall be consistent with current local schedules and based on operational needs.
- 3) In the event an individual 4/10 schedule is not filled through the bid process the Company will resubmit an unfilled vacancy as provided for in item 1) above.

The parties have discussed on-going interest within Gas Operations to establish schedules that will allow the needed flexibility to meet changing Company and customer needs, and therefore agree to continue discussing workweek scheduling with the above initial understanding. The parties may also agree to alternate scheduling options based on local area needs and through joint discussion and agreement.

2. Staffing Service Mechanic Positions

Given current and anticipated work plans, Company has identified a need to fill an additional 17 Service Mechanic positions. Upon execution of this agreement, the Company will fill these positions under the normal provisions of Title 205. Thereafter future vacancies will be subject to newly established training requirements as developed by a Joint Company/Union subcommittee as noted in Item 5 below and future Service Mechanic positions shall be filled under the normal provisions of Title 205 pending successful completion of the jointly developed training program.

3. Staffing Beginning Level Utility Gas Service Representative Positions

The Company may staff as many as 100 newly created Utility Gas Service Representative positions to perform beginning level duties as noted in the attached revised Job Definitions and Line of Progression (JDLOP) document. These positions shall only be filled at a headquarters where a Gas Service employee higher in the LOP is located. In no case will the Company staff more than 100 beginning level positions in the department. The Company will determine the headquarters for the Utility Gas Service Representative positions based on operational needs.

The Gas Service Ad hoc committee recognizes that current Hiring Hall GC Installers are experienced and trained to perform most of the duties of the newly created beginning level position, therefore, recommends the following initial staffing agreement.

Group 1 Utility Gas Service Representatives

- I. Pursuant to Section 205.19 and in order to consider existing Hiring Hall GC Installers who have completed training consistent with the duties required of the new Utility Gas Service Representative position, the parties agree that the initial staffing of up to 50 Utility Gas Service Representative positions will be filled at Company's option as unrestricted appointments. When filling unrestricted appointments, to the degree

possible and in accordance with compliance related staffing requirements, the Company will consider Hiring Hall GC Installers.

- II. As referenced above and in order to capitalize on the training and experience of the existing Hiring Hall GC Installers (Group 1) in managing critical workload, the Company will make system-wide unrestricted appointments for up to 50 of the initial Utility Gas Service Representative positions with selected Group 1 GC Installers that meet the hiring requirements and accept and report for a Utility Gas Service Representative position. The Company will be exempted from the requirement that Group 1 employees have one year in the line of progression to qualify for temporary upgrade or promotion to Gas Service Representative. Given training already completed by the Group 1 hires, they will be provided additional training and upon successful completion, will be considered qualified for upgrade to Gas Service Representative.

Upon completion of the initial staffing under this Section of the agreement and after exhausting eligible Group 1 employees who are deemed to be trained and experienced, the Company will utilize the Group 2 process and fill system-wide vacant positions with internal employees through the transfer process. The Group 2 process will provide for an equal number of positions that were filled through the Group 1 process and thereafter the provisions of Section 205.5 (c) and (d) shall apply.

Group 2 Utility Gas Service Representatives

- I. Subsequent to the initial filling of the Utility Gas Service Representative vacancies with Group 1 employees, the Company will fill an equivalent number of vacancies (up to 50) through the transfer process. All future Utility GSR placements are referred to as Group 2 employees.
- II. Group 2 employees will be required to have one year of service in the classification and be fully trained and qualified to be eligible for temporary upgrade or promotion under the provisions of Title 205 except as provided for in Item 4 below and Item 7 under the Utility Gas Service Representative job description.

4. Staffing Gas Service Representative Positions

Pursuant to Section 205.19, the parties also discussed the option for alternative staffing methods when filling Gas Service Representative vacancies as follows:

In the event that a Gas Service Representative vacancy is not filled under the normal provisions of Title 205 and prior to releasing the job as unrestricted, the Company shall give preferential consideration to qualified Utility Gas Service Representatives with less than twelve months in the line of progression.

5. Entry, Training and Administrative Guidelines for Gas Service Department Classifications

Upon execution of this agreement the parties will immediately appoint a Company/Union sub-committee to develop and establish the following new requirements for Gas Service Department classifications, subject to review and approval of the JATC.

- Entry and training requirements and guidelines for the newly created Utility Gas Service Representative position.
- Entry and training requirements and guidelines for the newly created Lead Gas Service Representative position as noted above.
- Establish a new training program for Gas Service Mechanic.
- Reconvene efforts to update the Gas Service Training Program (LA 84-127-PGE Attachment III).
- Review and revise the Gas Service Training Review Program (LA 79-120 Attachment IV).

6. Workweek and Hours for Utility Gas Service Representatives

Schedules will be in accordance with Title 202 of the Physical Agreement and the Hours Clarification. Schedules will normally consist of Monday-Friday, work hours of 8 a.m. to 4:30 p.m. but may include Tuesday-Saturday and Sunday-Thursday. Workweek assignments as described herein shall be governed by the following:

- 1) When only one Utility Gas Service Representative is assigned to a headquarters the Company may assign any workweek noted above.
- 2) When two or more Utility Gas Service Representatives are assigned to a headquarters the Monday-Friday workweek must be the majority or equal to other workweeks as noted above.

Examples:

- 2 employees requires at least one Monday-Friday and either Tuesday-Saturday or Sunday-Thursday
- 3 employees requires at least one Monday-Friday, one Tuesday-Saturday and one Sunday-Thursday
- 4 employees requires at least two Monday-Friday, and no more than two on other workweek
- 5 employees requires at least two Monday-Friday, and no more than two on other workweek

Given continued interest to establish schedules that allow flexibility to meet changing Company and customer needs, the parties agree to continue discussing workweek scheduling with the above initial understanding. In the interim, the parties may agree to alternate scheduling options based on local area needs and through joint discussion and agreement.

7. Job Definitions/Line of Progression Update

The parties will continue joint collaboration via interim negotiations to update job definitions and lines of progression (JDLOP) within Gas Operations (Attachment II). These joint efforts are designed to establish new career opportunities for our Gas employees, establish or update job descriptions, provide for new or improved training, and will ensure that PG&E Gas employees will set the standard for excellence in the industry.

Upon execution of this agreement the parties agree to update the Gas Service JDLOP with respect to obsolete classifications, present incumbent only classifications, Exhibit VII and any other updates as necessary. The committee agrees the following classifications are obsolete based on this agreement and/or previous agreements.

50072944 0190 Chartperson [LA R1-14-17]
50010336 1755 Service Operator (1756 Relief Service Operator) [LA R1-06-20]
50072885 2220 Utility Gas Service Representative – Jackson [LA R1-14-17]

8. Title 206

The Company agrees that Title 206 displacement, demotion or relocation of any Gas Service Representative or higher in the LOP will not occur as a direct result of the filling of the Utility Gas Service Representative classifications. Both parties recognize that there may be other conditions outside of this agreement that may affect the number or location of employees in the Gas Service line of progression. The Company agrees to meet and confer with the Union should changes occur requiring discussion or proposed utilization of Title 206 options.

9. Title 208 and Title 212

Given the additional Service Mechanic positions and newly created Lead positions the Ad Hoc Committee discussed the provisions for pre-arranged overtime and emergency overtime sign up lists and recommends that each individual headquarters review the current practices, local written agreements if any, and further recommends reviewing Sections 208.16 and 212.12 of the collective bargaining agreement.

10. Oversight Committee

The joint Ad-Hoc Committee will remain intact to maintain oversight on the implementation of this agreement and to monitor and address any issues that may arise as a result of this agreement. This includes discussion of any

operational issues or changing business needs to ensure continuing dialogue regarding any unintended omissions or required modifications to this agreement.

The Company and Union recognize that future changes in organizational alignments with respect to Gas Operations work that may impact IBEW-represented employees may require continued negotiations and agree to meet and confer should any issues arise from this agreement.

This agreement cancels and supersedes Letter of Agreement R3-02-08 with the exception of the attached Gas Service Training Program and the Gas Service Training Review Program referenced in Item 5 which will be updated by the assigned joint subcommittee.


This agreement has been discussed with Senior Assistant Business Manager Joe Osterlund.

This agreement is subject to ratification by the Gas Service bargaining unit membership and shall not be effective until the ratification vote is completed and approved by the membership. The Company will provide the Union committee members and other designated Union members time to review this agreement with the affected employees as necessary.

If you agree, 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: 

Stephen A. Rayburn
Director and Chief Negotiator

The Union is in agreement.

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

April 24, 2014

By: 

Tom Dalzell
Business Manager

ATTACHMENT I

JOB DEFINITIONS AND LINES OF PROGRESSION

DIVISION GAS SERVICE DEPARTMENT

EXHIBIT VI AND SECTION 600.1

OF THE AGREEMENT

Revised March 2014

JOB DEFINITIONS AND LINES OF PROGRESSION

GAS SERVICE DEPARTMENT

(New Code) LEAD GAS SERVICE REPRESENTATIVE

A service employee who provides technical support and assists employees within their assigned work area on issues encountered in the course of their day's work within the Gas Service line of progression and performs all classes of work done by employees in the Gas Service Department. Provide support to local leadership for gas service-related training, safety, operator qualifications, in-house training reviews and ride-along; coordination of GSR vehicle inspections and required maintenance; Shall have personal qualifications of leadership and supervisory ability, the craft qualifications of a Gas Service Representative and/or Service Mechanic and a background of experience in Field Service work. Shall be familiar with the Company's safety standards, and other applicable systems, rules, tools and procedures. May be required to perform office functions in support of job tasks.

Job Requirements

- Be responsible for managing same day work.
- Maintain a valid Class "C" California Driver's License and Operator Qualifications.
- Maintain a high standard of public relations and personal appearance.
- Be proficient in supporting Dispatch and local leadership to coordinate area scheduling requirements.
- Work collaboratively with local leadership to monitor training needs for local work group to ensure skills and operator qualifications are maintained as required.
- Oversee calibration and adjustments of Combustible Gas Indicators, and other service work related equipment.
- Keep current on safety issues and adhere to all safety regulations and policies.
- Be proficient in customer and employee communication techniques and technology (phone, radio, computer and written).
- Perform duties and associated office tasks in association with job requirements.
- Perform local reviews, mentoring and leadership for all classifications lower in the LOP.

Training Requirements

Successful completion of the following:

- Gas Service Representative Training Program
- GSR work quality reviewers training/coursework
- Service Mechanic Training program
- Operator Qualification (OQ) for Field Service
- Leadership course as developed by the Company and Union
- Jointly developed Lead Gas Service Skills Assessment
- Must successfully complete one week computer skills training-information technical library research skills assessment and dispatch/FAS skills assessment

In accordance with Section 205.11, employees who do not possess the knowledge, skill, efficiency, adaptability and physical ability required for the job on which the bid is made will be deemed not qualified.

NOTES: Position is covered by the Department of Transportation requirements as outlined in applicable Letter of Agreements, and all provisions that apply under the Pipeline Safety Program, including pre-duty drug testing.

Next Lower Classification	Same or Higher Classifications
2210 (50010373) Gas Service Representative	(New) Lead Gas Service Representative
1405 (50010293) Service Mechanic	

1405 (50010293) SERVICE MECHANIC

An employee who performs all classes of work done by Gas Service Representative and in addition does such work as installation, inspection and adjustment and maintenance of industrial metering equipment, meters and regulator sets. Makes combustion tests and adjustments on customers' gas burning equipment and investigates high gas bill complaints on industrial and large commercial accounts. May also assist in Gas Service Representative's training programs.

Training Requirements

Service Mechanic training requirements will be jointly developed under the direction of the Joint Apprenticeship Training Committee which will establish a Company and Union Subcommittee that will provide updates to the JATC.

Position is covered by the Department of Transportation requirements as outlined in applicable Letter of Agreements, and all provisions that apply under the Pipeline Safety Program, including pre-duty drug testing.

Next Lower Classifications

2210 (50010373) Gas Service Representative

Same or Higher Classification

(New) *Lead Gas Service Representative*
1405 (50010293) Service Mechanic

2210 (50010373) GAS SERVICE REPRESENTATIVE

An employee who performs domestic and commercial service work such as gas and routine electric meter operations, gas regulator and monitor adjustments, appliance and control adjustments, diagnosing appliance problems and, when within the scope of Company's service policy, making recommendations to the customer for correction, routine service to all types of gas burning equipment, electric part-out and complete out calls. May connect and disconnect services at the weatherhead on new business accounts, including panel upgrades, and handle single-phase complete outs and voltage complaints (high/low and flickering lights), provided adequate training is provided. May perform gas appliance parts replacement in conjunction with their regular work. Performs turn-ons/shut-offs up to 2 lbs. Perform installation and alteration of all domestic and commercial gas meter and regulator sets and installation and maintenance of domestic and commercial gas equipment. Provided that the GSR is Operator qualified, may conduct leak survey work and may grade leaks for customer-generated tags, May squeeze off ("pinch-off") ruptured plastic services which are visible (and which can be accessed safely) to protect life and property; and may affix approved dead end fittings to squeezed-off plastic services. Shall maintain a high standard of public relations and personal appearance.

NOTES:

1. In all types of work, Gas Service Representative will not be required to perform any function that would create a hazard to life or property or exceed the capability of manpower, tools or equipment available.
2. Position is covered by the Department of Transportation requirements as outlined in applicable Letters of Agreement, and all provisions that apply under the Pipeline Safety Program, including pre-duty drug testing.

<u>Next Lower Classification</u>	<u>Same or Higher Classifications</u>
XXXX Utility Gas Service Representative(1)(2)	XXXX Lead Gas Service Representative
	1405 (50010293) Service Mechanic
	2210 (50010373) Gas Service Representative
	1763 (50442772) (1764/50442774)W&R Dispatcher – Electric (Relief)(3)*
	1760 (50073351) (1761/50073352)W&R Dispatcher – Gas (Relief)(3) *
	1771 (50486038) (1772)

<u>Next Lower Classification</u>	<u>Same or Higher Classifications</u>
	50486039) W&R Dispatcher – Metering (Relief)(3)*

*Provided the employee previously held the classification of Gas Service Representative or Relief Service Operator.

NOTES:

- (1) Must have minimum of one year in this classification and completed agreed-to training program for consideration under Title 205.
- (2) Utility Gas Service Representative placed during the initial staffing are exempted from the one year requirement noted above if they were hired as part of the Company's unrestricted Group 1 hires.
- (3) Letter Agreement R1-06-20 established the W&R Dispatcher classification and eliminated the Service Operator and Relief Service Operator.

(New Code) UTILITY GAS SERVICE REPRESENTATIVE

The Utility Gas Service Representative duties include Company generated scheduled meter changes, Smart Meter module changes, atmospheric corrosion and non-hazardous leak repair and remediation on gas meters 630 CFH or less. Perform pilot relights as needed in connection with meter changes; Employees who have met the necessary training requirements may assist others in support of other work being performed.

- Identify broken seals, diversion, meter tampering, vandalism, lost meters and other instances of energy theft.
- Identify and report any abnormal operating conditions
- Collect and verify gas meter module information.
- Turn module radios on and off.
- Turn offs and Shut-Off Non Pay (SONP) residential gas only
- Assists others in the Gas Service Department in performing gas metering work, performs necessary paperwork and shop duties. If necessary, may performed meter reads on any gas or electric meter.
- May assist a Gas Service employee higher in the LOP with riser valve replacement.
- Perform atmospheric corrosion inspections as part of their job duties.

- An employee who has completed the necessary training and is qualified to perform framing/pre-build of meter sets for new construction. This does not include the performance of turn-ons and maintenance.

Job Requirements:

1. Adhere to all safety regulations and policies.
2. Maintain a high standard of public relations and personal appearance.
3. Successfully complete all job-related training requirements.
4. Possess valid California Class C Driver's License

Training Requirements:

This classification requires successful completion of a jointly developed training program (to be established under the direction of the Company and IBEW Joint Training Committee (JATC). New entrants must pass the applicable tests at the end of the training and complete field training/observation work.

Entry Test Requirements:

- Applicable tests/test batteries as agreed to by the Company and the Union for existing represented employees, which may include existing tests (e.g., Physical Test Battery, Industrial Skills Test, etc.) or new

tests deemed appropriate. Successful completion of agreed-to training course (employee who fails the training course will be returned to their previous classification and headquarters and must wait 6 months before being eligible for this position under Section 205.5)

- Positions filled at Company's option (Unrestricted Appointment) may include non-negotiated tests.

Beginning Level Position

NOTES:

1. Position is covered by the Department of Transportation requirements as outlined in applicable Letters of Agreement, and all provisions that apply under the Pipeline Safety Program, including pre-duty drug testing.
2. 0524 Fieldperson, 2782 Senior Meter Reader, 2785 Meter Reader, 0930 Utility Worker Gas T&D and 2201 CIP Inspector shall be given Priority One Status for the Utility Gas Service Representative classification as provided for in Section 205.5 and Exhibit VII of the Agreement.
3. The parties may agree to alternate scheduling options based on local area needs and if necessary shall utilize the normal local procedures with respect to Title 202.
4. This classification, when qualified, is expected to take the necessary action consistent with duties they are capable of performing (i.e., assess situation, perform shut-off) to make a field condition safe.
5. Section 3.5 of the Physical Agreement is modified to one hour with respect to residency requirements for the position of the Utility Gas Service Representative.
6. Except for special circumstances as provided for in this Agreement (i.e. Group 1 employees), upon successful completion of the required training and having acquired one year of service, the Utility Gas Service Representative will be considered qualified for upgrade to Gas Service Representative.
7. Notwithstanding any limitations in this agreement with respect to temporarily upgrading a trained and qualified Utility Gas Service Representative to Gas Service Representative, such limitation is waived for seasonal relight work and all hands emergency response. For all hands emergency response the Company must exhaust all available employees higher in the line of progression at the headquarters and adjacent headquarters prior to the utilization of temporarily upgraded Utility Gas Service Representative.

Entry Training requirements for Utility Gas Service Representative may consist of the following:

- Safety, FR clothing fitting and Meter Reading
- Gas Meter – Smart Meter Modules
- Smith Driving
- Working with Nat Gas, Meter Set Repair, Quick Change
- Lab – Quick Change, Meter Set Repair
- Combustion, Pilot light, Appliance basics and Hazards
- Lab – Pilot Lights, Appliances and Quick Change Practice
- Assessments

LA 14-XX
Attachment II
Exhibit X – Wages

Gas Operations Department - Gas Service

2014 Classifications and Wage Rates

(New) Utility Gas Service Representative	Start	\$25.08
	End 6 mos.	\$28.25
	End 1 Yr.	\$31.42
	End 18 mos.	\$35.09
	End 2 Yr.	\$36.89
1405 (50010373) Gas Service Representative	Start	\$37.66
	End 6 mos.	\$38.51
	End 1 Yr.	\$39.90
	End 18 mos.	\$41.67
	End 2 Yr.	\$43.35
	End 30 mos.	\$45.06
2210 (50010293) Service Mechanic	Single Rate	\$46.24
(New) Lead Gas Service Representative	Single Rate	\$48.55

Attachment III

TRAINING

Gas Serviceman Training

(As agreed to in Letter of Agreement 79-120, dated October 26, 1979, signed November 20, 1979.)

A. Tests

1. Before entering the Gas Serviceman classification or receiving temporary upgrades to Gas Serviceman, eligible employees will receive comprehensive formalized training at the Gas Serviceman Training School. To ensure that all appointees to the School possess the necessary capabilities to progress through the training program, employees shall not be entitled to consideration for appointment to the Serviceman Training School unless they have first received a passing score on the following tests:

Arithmetic Computation Test (ACT)

- a) The Arithmetic Computation Test has been prepared in four forms for test purposes and one additional form for refresher purposes. An employee will be given a practice test and a practice test with answers and correct procedures, upon request, by the Human Resources Department. This should enable the employee to determine what review will be necessary to attain a passing score on the formal test.
 - b) The employee shall be allowed a reasonable length of time for such review, and, on the employee's request, the examination date shall be established by the Human Resources Department.
 - c) The minimum passing grade on this test is 75% (30 correct out of 40 problems). Credit will be given only for those problems that are answered completely correct.
2. Qualifying Procedure

An employee who desires to qualify for entry to the Gas Serviceman classification, and who, after prebidding to the classification receives notification regarding the qualifying tests which must be completed, shall apply in writing to the employee's Human Resources Department to be tested. After such application has been made, arrangements will be made for the employee to take the test outlined above, if it has not been passed previously.

3. Testing Procedure

An employee shall not be entitled to take the ACT test more than a total of four (4) times, notwithstanding that one or more of the tests may be common to other classification entrance requirements. Once an employee attains a passing score or better, the employee will not be required to retake such test to be considered for appointment to the Gas Serviceman Training School. An employee who has failed to receive at least the minimum passing score established for the Gas Serviceman classification at the first testing, will be eligible to be retested in the following manner:

2nd Testing - Three (3) months, or thereafter, following the date of the first testing.

3rd Testing - Six (6) months, or hereafter, following the date of the second testing.

4th Testing - Six (6) months, or thereafter, following the date of the third testing provided that the employee is able to show satisfactory evidence that the employee has prepared himself or herself to pass the test.

In addition to the testing schedule provided above, an employee who can provide evidence of successful completion of a remedial arithmetic course, offered by an institution accredited by the Western Association of Schools and Colleges or through an extension course offered by an accredited institution for an adult education program, may be retested on the ACT not less than one year from the date last retested. Failure of an employee to provide appropriate documentation as required above will release the company from any further obligation to retest or to consider the employee for vacancies in the apprentice classification.

An employee who fails will be advised when the employee will be eligible for retest. When again eligible, such employee shall request of the local Human Resources department to be retested, and the employee's retest shall be scheduled within 14 days of the request.

The above qualification test may be revised or additional requirements may be established by written agreement between Company and Union. Additional requirements previously established under the provisions of Section 205.11 of the Agreement shall continue to be applicable.

Tests will be administered during regular work hours and corrected under the direction of the local Human Resources Department. An employee who fails a test may request an interview with a representative of the local Human Resources Department for the purpose of discussing the areas of weakness indicated by failure to pass a test.

Should a complaint arise concerning the fairness of the administration or correction of a test, the Union's member of the Local Investigating Committee may refer it to the Chairman of the Apprenticeship Committee. Any such complaint referred shall be reviewed by the Chairman with a Union member of the Apprenticeship Committee prior to the time Company makes a final decision with respect to the test results.

In the event that a dispute arises concerning the employee's eligibility to take the test a fourth time, such dispute may be submitted to the Local Investigating Committee, as provided for in Section 102.8, as soon as practicable except that in no case will such a grievance be given consideration if it is filed more than thirty calendar days following the date the employee was informed in writing by a representative of the local Human Resources Department that the employee will not be allowed to take the test(s) the fourth time.

B. Gas Serviceman Training School

1. Appointment

a) Prebids

The final selection of the qualified prebidder, who will attend the next scheduled session of the School, will be made as soon after the vacancy occurs as possible, but in no case less than two weeks prior to the beginning of the School. Upon successful completion of the School, the employee shall be awarded the vacancy effective the following Monday.

NOTES:

- a) Awards should be made "pending successful completion of Gas Serviceman Training School"
- b) Successful prebidders remain in their current classifications while attending the school and are not tagged as Gas Serviceman until they report to their new headquarters on the Monday following successful completion of the school.
- c) Notwithstanding the foregoing, Company will make such appointments in accordance with the principles outlined in Section 205.14(a) of the Physical Agreement.

2. Training

The purpose of the School is to provide training in the duties performed by Gas Serviceman. Thus, to determine that the prospective Gas Serviceman will be qualified to advance into the classification of Gas Serviceman, the candidate must complete the Gas Serviceman Training School and receive a passing grade as outlined in Paragraph B.3.

If the appointee is not making satisfactory progress at the School, and the appointee fails to attain and maintain a satisfactory level of performance, the appointee shall be notified of inadequate performance and Company shall immediately notify Union of its action. Thereafter, upon request of Union, a Union and Company member of the Apprenticeship Committee may visit the School to observe the appointee's performance. An appointee who fails to achieve and maintain a standard of performance that denotes the capability of successfully completing the program will be dropped from the School.

3. Requirements for Completion of Training School

Upon completion of the training program, a final examination will be given covering both the academic and shop training received during the period that the appointee attends the School. Fifty points maximum will be given to the written portion of the examination and 70 points maximum will be given to the shop performance portion of the examination in computing the final score.

The "Performance Examination" will be conducted in accordance with the attached "Instructions For Performance Examination."

A total final score of 80 points or more of the available 120 will constitute successful completion of the School.

An employee who fails to attain a score of 80 or more points will be notified of the failure in writing and will be allowed one additional attempt to pass the final examination at the School. Prior to leaving the School, any employee who has failed the final examination will be counseled by an Instructor as to the reasons for such failure. An employee who is, again, the

top bidder to a vacant Gas Serviceman position will be scheduled to return following the next scheduled session, at the time the final exam is to be given, and allowed to retake only the final examination. During the week prior to the beginning of the School, such employee shall be assigned to work under the direction of the Division Trainer or other local Gas Serviceman training supervisor.

Company will not give further consideration, under Section 205.8, to the bid of an employee who has failed to receive a passing score on the retest.

An employee who is dropped from the School, or who has completed the training program provided at the School but who has failed to receive at least 80 points, will not be rescheduled to the School except as above.

A fourth week of School will be scheduled, as soon as practicable, after an employee has accumulated six months' time as a Gas Serviceman. A final grade of 67 or more out of a possible 100 points, during the written and performance testing for this course, constitutes a passing grade. An employee who fails the fourth week of training will remain in such employee's present wage progressive step and be granted a second opportunity to pass the final examination as soon after two months following the date of failure as practicable. An employee who fails the retest will be removed from the classification and demoted in accordance with Title 206 of the Physical Agreement.

4. Administration

If a dispute should arise concerning an employee's appointment to the School, or failure to successfully complete the program, or eligibility to be retested, such dispute may be referred to the Local Investigating Committee as provided for in Section 102.8, provided that the time limits referred to in Section 102.6 are observed.

C. Appointments to Vacancies or Temporary Upgrades

1. An employee who was formerly classified as a Reserve Gas Serviceman or was in a classification higher thereto in the Lines of Progression of the Gas Service Department and who was demoted therefrom for any reason other than incompetence, will not be required to satisfy the entrance requirements or attend the School in order to be re-appointed to the former classification.
2. An employee who has attempted but failed to pass the tests as covered in Paragraph A above or who attended but failed to complete the Gas Serviceman Training School will not be considered:
 - a) For appointments, under the provisions of Title 205 of the Agreement, to vacancies in the Gas Serviceman classification, or
 - b) For temporary upgrades to Gas Serviceman except for short periods of time due to exceptional situations caused by operating requirements.
3. If a dispute should arise concerning Company's application of Sections 205.11 or 205.14 of the Agreement in making an appointment to a vacancy or upgrade in the subject classification, it may be referred by Union to the Local Investigating Committee, and the provisions contained in Section 102.8 of the Agreement will be applicable. Such referral shall be made as soon as practicable after an employee has been notified in writing of disqualification, but in no event later than the time provided for in Section 102.6.

Attachment IV

GAS SERVICEMAN TRAINING REVIEW PROGRAM

84-127-PGE

PACIFIC GAS AND ELECTRIC COMPANY
245 Market Street, San Francisco, California 94106

April 24, 1985

Local Union No. 1245
International Brotherhood of
Electrical Workers, AFL-CIO
P. O. Box 4790
Walnut Creek, California 94596

Attention: Mr. J. K. McNally, Business Manager

Gentlemen:

Pursuant to the Company and Union negotiating committees' understanding on September 7, 1984, this letter cancels and supersedes all other agreements regarding the Gas Serviceman Quality Auditors Manual. The committee agreed to change the title to Gas Serviceman Training Review.

As a result of the 1983 general bargaining, the Company and Union agreed to review the Gas Serviceman Training Review Procedure.

Company and Union agreed, pursuant to Section 600.1, Exhibit VI, to formalize and revise the Gas Serviceman Training Review Procedure and Manual and standardize the reviewing of Gas Servicemen on a system-wide basis as follows.

The Gas Serviceman Training Review Procedure will be used in a positive manner by supervisors and Servicemen to maintain a high level of service to Pacific Gas and Electric Company customers. It is not the intent of the Gas Service Training Review Procedure to be utilized as a disciplinary process; however, recognizing its use as one measure of performance, it may identify areas where there is a need for additional training in the area of Servicemen's work skills and performance.

Further, it was agreed that a committee of equal numbers representing the Union and the Company will be established to audit and analyze an experimental test to be conducted in representative areas of the Company including large and small districts. This test will be conducted to determine the feasibility of having the Serviceman being reviewed accompany the reviewing supervisor during the review of his or her work tags during every review that is being performed on a Serviceman's work tags. The experimental test will run for a period of six months, and the Company and Union committee will analyze the results on a monthly basis. Based upon the results of the experimental test, a decision will then be made as to whether or not this system should be expanded system wide. The committee will commence on the date both Company and Union sign this agreement.

To establish consistency and standardization in the Gas Serviceman Training Review Program, reviewing supervisors will receive formal training in the review procedures. This will be accomplished by having them attend a three-day course at the Gas Servicemen's school, where practicable; or a comparable General Office standardized training program in the division(s).

All reviewing supervisors will have a copy of the Gas Serviceman Training Review Manual in his/her possession during a service review. A copy of the Gas Serviceman Training Review Manual will also be available to Servicemen in every headquarters where Servicemen are headquartered.

There will be a minimum of 200 credits on each Servicemen reviewed. Servicemen will be encouraged to comment on the review, using the back of the review form regarding the work review at the time of the review.

Company and Union agreed to revisions to the Gas Serviceman Training Review Manual as contained in the attached document

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

Yours very truly,

PACIFIC GAS AND ELECTRIC COMPANY

By /s/ I. W. Bonbright
Manager of Industrial Relations

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

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

May 23, 1985

By /s/ Jack McNally
Business Manager

PACIFIC GAS AND ELECTRIC COMPANY
245 Market Street, San Francisco, California 94106

August 7, 1986

Local Union No. 1245
International Brotherhood of
Electrical Workers, AFL-CIO
P. O. Box 4790
Walnut Creek, California 94596

Attention: Mr. J. K. McNally, Business Manager

Gentlemen:

As you are aware, the recently completed Gas Serviceman Training Review Pilot Program was established to determine the feasibility and benefits of having Gas Servicemen and Reserve Gas Servicemen accompany Reviewers as their work is being reviewed for the purpose of training in addition to other training being provided. Following an evaluation of the results of the pilot, Company proposes that the following be adopted as the Gas Serviceman Training Review Program:

- A. For the period between the time Gas Servicemen/Reserve Gas Servicemen pass the three-week Serviceman School and the time they have successfully completed the fourth week of advanced training, all reviews will be conducted in the presence of the Gas Serviceman/Reserve Gas Serviceman being reviewed.
- B. For the period between the time Gas Servicemen/Reserve Gas Servicemen have successfully completed the fourth week of advanced training but have not attained the 30-month pay step:
 - 1) If the Gas Serviceman/Reserve Gas Serviceman did not have an opportunity to ride along on a Regional and/or General Office review, he/she will be required to ride on the next Regional and/or General Office review.
 - 2) Once the Gas Serviceman/Reserve Gas Serviceman has ridden on a Regional and General Office review, and has successfully completed the fourth week of training, subsequent Ride Alongs will be voluntary, except as provided in D and E below, and limited to Division reviews. In the event, the Gas Serviceman/Reserve Gas Serviceman does not receive at least two Division reviews per 12 months worked as a Serviceman, he/she will be scheduled to ride along on other reviews up to a limit of two.
 - 3) Riding on Division reviews is voluntary except as provided in D and E below.
 - a) Upon successful completion of the fourth week of advanced training, the Serviceman/Reserve Serviceman must indicate in writing (see Attachment A) which option he/she prefers. The employee will receive one copy and the Gas Service Supervisor will receive one copy.
 - b) The employee may change his/her selected option by submitting an option change form (see Attachment B). The change will become effective 24 hours from the time the change form is received by the Service Supervisor. The employee will be allowed one change per calendar year.
- C. Servicemen/Reserve Servicemen who have attained, or will shortly attain, the 30-month pay step at the time of implementation of the Training Review Ride Along guidelines will be allowed to make a choice as to whether or not they want to ride with a Reviewer one time per year for two years.

- 1) The Servicemen/Reserve Servicemen must indicate in writing which option he/she prefers (see Attachment C). The Serviceman will receive one copy and the Service Supervisor will receive one copy.
 - 2) The Service Supervisor will have one year from the date the employee turns in the Training Review Ride Along option form to schedule the first Ride Along with a General Office, Regional, or Division Reviewer. The second Ride Along will be scheduled within one year from the date of the first Ride Along.
 - 3) The employee may change his/her selected option once by resubmitting the form and completing the change option section. The change will become effective 24 hours from the time the change form is received by the supervisors.
- D. A Serviceman/Reserve Gas Serviceman may request in writing to his/her supervisor to ride on any additional reviews being conducted on his/her work.
- E. Notwithstanding any of the above, a Gas Service Supervisor may require any Gas Serviceman/Reserve Gas Serviceman to ride along on any review if the supervisor believes that the participation may improve the employee's work performance.

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

Yours very truly,

PACIFIC GAS AND ELECTRIC COMPANY

By /s/ I. W. Bonbright
Manager of Industrial Relations

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

November 21, 1986

By /s/ Jack McNally
Business Manager

EXHIBIT A

Division Training Review Ride Along Option Form

I would/would not like to ride with the Reviewer whenever a Division
(circle choice)

Training Review is conducted on my work.

Date: _____

Employee's Name _____
(print)

Employee's
Signature _____

Date Recd. by Supvr. _____

Supervisor's Name _____
(print)

Supervisor's
Signature _____

EXHIBIT B

Division Training Review Ride Along Option Change Form

I would/would not like to ride with the Reviewer whenever a Division
(circle choice)

Training Review is conducted on my work.

Date: _____

Employee's Name _____
(print)

Employee's
Signature _____

Date Recd. by Supvr. _____

Supervisor's Name _____
(print)

Supervisor's
Signature _____

EXHIBIT C

Training Review Ride Along Option Form

To be completed by employees who have attained the 30-month pay step at the time of implementation of the Training Review Ride Along guidelines.

I would/would not like the opportunity to ride with a Training Reviewer.
(circle choice)

Date: _____

Employee's Name _____
(print)

Employee's
Signature _____

Date Recd. by Supvr. _____

Supervisor's Name _____
(print)

Supervisor's
Signature _____

EXHIBIT D

Training Review Ride Along Option Change

I would/would not like the opportunity to ride with a Training Reviewer.
(circle choice)

Date: _____

Employee's Name _____
(print)

Employee's
Signature _____

Date Recd. by Supvr. _____

Supervisor's Name _____
(print)

Supervisor's
Signature _____