

LOCAL UNION

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IBEW

International
Brotherhood of
Electrical
Workers, AFL-CIO

R1-89-131-PGE

October 26, 1989

Jack McNally
Business Manager

Howard Stiefer
President

Pacific Gas and Electric Company
245 Market Street
San Francisco, California 94106

Attention: Mr. Richard B. Bradford, Manager of Industrial Relations

Gentlemen:

Attached is an update of the Clarification of Title 202 - Hours that reflects Union's understanding of the changes and corrections that have been agreed to by the parties. Changes from the previous Clarification are indicated in italics.

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 Union.

Very truly yours,

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

By

Jack McNally
Business Manager

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

PACIFIC GAS AND ELECTRIC COMPANY

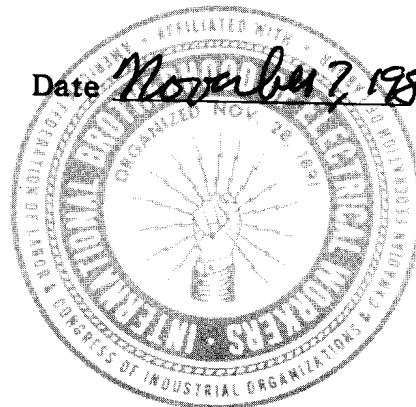
By

Richard B. Bradford
Manager of Industrial Relations

Date

November 7, 1989

DM:kmk
Attachment



LABOR AGREEMENT CLARIFICATION

TITLE 202 HOURS

This clarification is issued to resolve problems which occur with respect to the application of the provisions of Title 202 "Hours". It clarifies, but does not supersede, the provisions of Title 202. It does not apply to emergency relief classifications or to work scheduled under Section 202.17, for which separate clarifications are in effect. The groups of employees generally affected by these provisions and this clarification are shift employees, service employees, and day employees, such as Lineman, Fitter, etc.

I. ESTABLISHMENT OF WORK SCHEDULES

A. General provisions applicable to all work schedules:

1. Each employee has a regular schedule, that is, an employee in a classification has regularly scheduled hours of work and a regularly scheduled basic workweek within a regular scheduled workweek. The type of scheduling arrangement applicable to an employee is determined by the group in which his regular classification is assigned. All schedules, once established, are intended to be fixed, but are subject to change under conditions specified in Titles 202 and 208 of the Agreement and in this clarification. A plant or department schedule shall be planned to cover a *twelve-month* period and shall be subject to change only once in such period, except where the complement of the plant or department is changed. (This limitation does not apply to the transfer of an employee from one schedule to another. See II below.)
2. A plant or department schedule is a predesignated plan of work for all employees within a classification in a department at a headquarters. It may also include the schedules of employees in more than one classification within a normal line of progression.
3. Except for special conditions as specified in Sections 202.5, 202.11 and 202.15 of the Agreement, in the Job Definitions and Lines of Progression contained in Title 600 of the Agreement, or as specified in paragraph IB below, all regular schedules shall provide for hours of work as provided for in Section 202.4 of the Agreement and a basic workweek as provided for in Section 202.2 of the Agreement. Schedules which do not meet such criteria may be established, but must be agreed upon by Company and Union before being placed in effect (Section 202.16).
4. Company and Union will cooperate to develop schedules which provide for adequate public utility service and still meet the needs of employees engaged in rendering such service. Section 202.8 states that the workweek of shift and service employees may start on any day of the week and at any hour of the day and that the work days and non-work days in the workweek may be arranged in

cycles which shall first be agreed upon by Company and Union. Where such agreement is required, Company and Union will diligently endeavor to work out mutually satisfactory schedules.

5. Schedules shall be posted and advance notice of at least 24 hours before a new or revised schedule becomes effective must be given to the employees involved. Posting of the schedule on bulletin boards shall constitute notice to absent employees. Wherever reasonable, such changes will be made at the break of a workweek.
6. Adoption of schedules as provided in Section 202.8 of the Physical Agreement may be discussed and concluded at the Division level between the Personnel Manager or Supervisor and the Union Business Representative (IR Letter 5/9/63).
7. Temporary (for less than six months) changes in hours of work may likewise be executed by the Division Personnel Manager and the Union Representative. Any schedule change proposed to last for more than six months or proposed to recur annually, except as provided in 8 below, will continue to require agreement between the Manager of Industrial Relations and IBEW Business Manager (81-67-PGE).
8. Temporary or permanent change of work hours, for eight (8) hours shifts only, which fall between the hours of 6:00 a.m. to 6:00 p.m. may be executed by the Regional Human Resources Manager and the Union Business Representative (88-21, Item 1).

B. Provisions applicable to shift or service schedules which may be adopted or revised by the Company without prior agreement: (IR Letter 7/31/69)

Such schedules shall:

1. Provide for consecutive days off (except where there is a Tuesday through Saturday basic workweek followed by a Monday through Friday basic workweek).
2. Be either static or provide for rotation of assignments. Where rotation is provided the plant or department schedules shall be arranged to equalize the assignments of employees who rotate to each part of such schedule (except regularly designated relief employees).
3. In the schedules which provide for four consecutive days off, two of such four days off must be Saturday and Sunday. All regular shift schedules must provide 16 hours off between work periods (Section 208.17).
4. Hours of work for rotating schedules shall, in general, start at 8:00 a.m., 4:00 p.m. and 12:00 midnight for power plants and 7:00 a.m., 10:00 a.m., 3:00 p.m. and 11:00 p.m. for substations, transmission and distribution and hydro groups.

5. Shift employees:

- a. The Company and Union agree that changes in the complement of shift personnel at a given location will occur due to changes in jurisdiction and work load. Company and Union further agree that the Company may reschedule under the provisions of B1, B2, B3, and B4 above without prior agreement. Following are some examples of schedules which meet the foregoing criteria but are not intended to cover all future scheduling needs:
- b. This section applies only to Electric Department Operators.

4-man

6 days on - 2 days off, 7 days on - 2 days off, 7 days on - 4 days off

S MT WT F S S MT WT F S S MT WT F S S MT WT F S
X X WWWWWX X WWWWWX X WWWWWX X

5-man

5 days on - 3 days off, 7 days on - 2 days off, 6 days on - 2 days off, 7 days on - 3 days off

S MT WT F S S MT WT F S S MT WT F S S MT WT F S S
X WWWX X X WWWWWX X WWWWWX X WWW

MT WT F S
WWWX X

6-man

3 days off - 7 days on, 2 days off - 6 days on, 2 days off - 7 days on, 3 days off - 5 days on, 2 days off - 5 days on

S MT WT F S S MT WT F S S MT WT F S S MT WT F S S
X X WWWWWX X WWWWWX X WWWWWX X X

MT WT F S S MT WT F
WWWX X WWWWW

7-man

7 days on - 2 days off, 6 days on - 2 days off, 7 days on - 3 days off, 5 days on - 2 days off, 5 days on - 2 days off, 5 days on - 3 days off

S MT WT F S S MT WT F S S MT WT F S S MT WT F
WX X WWWWWX X WWWWWX X X WWWWW

S S MT WT F S S MT WT F S S MT WT F S
X X WWWWWX X WWWWWX X X WWWWW

8-man

7 days on - 4 days off, 7 days on - 2 days off, 6 days on - 2 days off, 7 days on - 4 days off

S MT WT F S S MT WT F S S MT WT F S S MT WT F S S
WWX X WWWWWWX X WWWWWWX X X X WWWWWW

MT WT F S S MT WT F S S MT WT F S S MT WT F S
WX X WWWWWWX X WWWWWWX X X X WWWWWW

9-man

6 days on - 2 days off, 7 days on - 4 days off, 6 days on - 2 days off, 7 days on - 2 days off, 7 days on - 3 days off, 5 days on - 3 days off, 7 days on - 2 days off

S MT WT F S S MT WT F S S MT WT F S S MT WT F
WWWX X WWWWWWX X X X WWWWWWX X WWW

S S MT WT F S S MT WT F S S MT WT F S S MT WT
WWWX X WWWWWWX X X WWWWWWX X X WWW

F S S MT WT F S
WWWX X WWW

10-man

7 days on - 3 days off, 5 days on - 3 days off, 7 days on - 2 days off, 6 days on - 2 days off, 7 days on - 3 days off, 5 days on - 3 days off, 7 days on - 2 days off, 6 days on - 2 days off

S MT WT F S S MT WT F S S MT WT F S S MT WT F
WWWX X X WWWWWWX X X WWWWWWX X WW

S S MT WT F S S MT WT F S S MT WT F S S MT WT
WWWX X WWWWWWX X X WWWWWWX X X WWW

F S S MT WT F S S MT WT F S
WWWX X WWWWWWX X WW

Basic Static Work Weeks

10 days on - 4 days off

S MT WT F S S MT WT F S S MT WT F S S MT WT F S
X X WWWWWWX X X X WWWWWWX X X

5 days on - 2 days off (Monday through Friday workdays)

S MT WT F S S MT WT F S
X WWWX X WWWX

6. Service employees:

- a. Workweeks shall begin on Sunday and basic workweeks shall begin on Monday, except where an assignment is within a department schedule involving rotation of Saturday and/or Sunday work. Individual schedules used in integrating a plant or department schedule shall be composed of a combination of the basic workweeks of Sunday through Thursday, Monday through Friday, Tuesday through Saturday. Each basic workweek in such a schedule is an integral part of the entire schedule. Such parts are as noted below:

	S	M	T	W	T	F	S
A	X	X	X	X	X	O	O
B	O	X	X	X	X	X	O
C	O	O	X	X	X	X	X

These parts are to be arranged as follows:

A and C or B and C may be combined to provide a schedule in which the cycle is completed within two weeks.

For a cycle of three weeks or more:

A must be followed by C
B must be repeated or followed by C
C must be followed by either A or B

In an individual schedule, the starting time of each work day falling between any two non-workdays shall be the same.

- b. Eight-hour work periods on workdays shall be designated as:

- (1) Primary day, starting at 8:00 a.m. with a lunch period of either one-half hour or one hour commencing at 12:00 noon, or (for certain Servicemen) starting at 8:30 a.m. with a lunch period of 30 minutes starting at noon or 12:30 p.m. Initiation of a primary day of 8:30 a.m. to 5:00 p.m. for Servicemen at a headquarters must be by agreement between Company and Union. (Amended by 1979/80 Settlement.)
- (2) Secondary day, starting at any time between 7:00 a.m. and 11:00 a.m., with a scheduled lunch period of one-half hour.
- (3) Afternoon, starting at any time between 12:00 noon and 5:00 p.m., inclusive.
- (4) Night, starting at midnight and to be used only if around-the-clock coverage is required. When used, one of the afternoon work periods must begin at 4:00 p.m.

- (5) Where a department schedule includes a primary work period and secondary, afternoon or night work periods, the lunch period of the primary work period shall be one-half hour. The hours of work for an afternoon or night work period shall be consecutive and the employee shall be allowed to eat at near the midpoint of the work period. Individual schedules which have the same starting time within a department schedule shall have the same lunch time.
 - (6) In lieu of the 4:00 p.m. and midnight schedule for around-the-clock coverage, a schedule may be established for Troublemens which contains a primary day work period from 7:00 a.m. to 3:30 p.m. with a scheduled lunch period of one-half hour, an afternoon work period which starts at 3:00 p.m., and a night schedule which starts at 11:00 p.m. Where such alternative is adopted, a work period beginning at 8:00 a.m. is considered as a secondary day work period.
- c. Within a department schedule, work periods, established in addition to a primary day, shall be limited to no more than four secondary day and/or afternoon work periods in a work group at a headquarters. No more than three of such work periods shall be afternoon work periods. The starting times of such work periods shall be at least one hour apart. More than one employee may be assigned to any of the work periods, but the number of employees assigned to secondary, afternoon or night work periods, as well as Saturday or Sunday work periods, shall be kept to a minimum consistent with the rendition of adequate public utility service.
7. At Union's request, Company will state the reasons for adopting any of the foregoing shift or service schedules. Individual, plant or department schedules for shift or service employees which do not meet the criteria listed in paragraphs 1 through 6 above may be established under the provisions of paragraph IA4 of this clarification, but must be agreed upon between Company and Union before being placed in effect.

II. PROCEDURE AND APPLICABLE RATES OF PAY WHEN EMPLOYEES ARE TRANSFERRED FROM ONE SCHEDULE TO ANOTHER

A. General:

1. Transfers from one regularly established schedule to another shall be made in such manner as to require the least practicable number of changes. When employees classified as relief are available, relief work will be assigned to them in accordance with Sections 205.3 and 208.20 and the applicable Labor Agreement Clarification.
2. A change in an employee's assignment for one day or less is not considered as a transfer (Subsection 208.19(a)) and the applicable provisions of Title 208 (Overtime) shall apply.

B. Shift and service employees:

1. Transfers from one regularly established shift or service schedule of work days or work hours to a different shift or service schedule of work days or work hours shall be made in accordance with the provisions of the Agreement (Section 208.18 and 208.19 (a)) and the notice provisions contained in paragraph 2 below.
2. *Temporary changes of an employee's work hours and/or work days shall only be made after the provisions of Section 205.3 have been applied and exhausted.*
3. For purposes of timely notice of transfer, the starting time of the employee's new shift or work period is the time which the provisions of the new work schedule become applicable to the transferred employee. On a work day, this means the time the employee starts work on the new schedule. On a non-work day, this means the beginning of the calendar day. If advance notice of at least 24 hours is not given, the transferred employee shall be paid at the overtime rate for the first eight hours of work performed on the first work day of the new schedule.

	<u>Example 1</u>							<u>Example 2</u>						
	S	M	T	W	T	F	S	S	M	T	W	T	F	S
Regular shift starts	3	3	3	3	3	X	X	3	3	3	3	3	X	X
Schedule of employee to be relieved	7	7	7	X	X	11	11	7	7	7	X	X	11	11
Change Schedule on	Tuesday							Wednesday						
Starting time of of new schedule	7 a.m. Tuesday							12:01 a.m. Wed.						
Advance notice must be given by	7 a.m. Monday							12:01 a.m. Tues.						

C. Day employees:

1. Temporary transfers from one regularly established schedule of work days or work hours to a different schedule of workdays or work hours which involve an upgrade within the normal line of progression:
 - a. An employee may be assigned to a new schedule of work-days or work hours at the straight rate of pay and shall be considered to be transferred at the beginning of the workweek in which the change is to occur provided that he is given advance notice of the transfer not less than 24 hours in advance of the start of such workweek and such notice is given no later than the end of his last regular work period preceding the beginning of the work week in which the change is to occur.

- b. An employee who is not transferred at the start of the workweek as provided for in a. above may nevertheless be assigned to a new schedule of workdays and work hours. Following notification of such change, he shall report for work at the starting time of the next work day of the new schedule or the next work day of his old schedule, whichever work day occurs first. On the next succeeding workday and for the remainder of the work week he shall work the hours of the new schedule and shall be paid at the overtime rate of pay for all hours outside the hours of the old schedule and for time worked on non-work days of the old schedule. Thereafter, for the duration of the assignment, he shall be considered to have been transferred and he shall be paid at the straight rate of pay for work performed during the regular work hours and work days of the new schedule.
- c. (1) A transferred employee shall be subject to the conditions of the classification to which he has been upgraded.
- (2) When an employee is returned to the schedule for his regular classification such transfer shall be made in accordance with the provisions of Section 208.18, if applicable, but in any case only after he has been given notice before the end of his last regular work period on the work day preceding his return and Section 202.3 of the Agreement shall apply.
- d. When an employee whose regular work hours are 8:00 a.m. to 4:30 p.m. with one-half hour for lunch is upgraded to replace a service employee whose regular work hours are 8:00 a.m. to 5:00 p.m. or 8:30 a.m. to 5:00 p.m., the upgraded employee will work a schedule of 8:00 a.m. to 4:30 p.m. during the first workweek involved in such up grade. If such employee is needed after 4:30 p.m. during such first workweek, he will, nonetheless, work between 12:30 p.m. and 1:00 p.m. and be paid at the over time rate for all time worked after 4:30 p.m. During succeeding workweeks, the upgraded employee will work the scheduled hours of the service employee whom he is relieving. (Subsection 202.8(b), amended 1/1/80.)
- e. When an employee whose regular work hours are 8:00 a.m. to 4:30 p.m. is temporarily upgraded to provide extra help in a service classification, such employee shall normally retain his regular work hours and status as a "Day Employee." If, however, additional temporary help is needed during hours other than 8:00 a.m. to 4:30 p.m., a temporary schedule may be established by agreement between Company and Union under the provisions of Section 202.8(a). Such agreement shall provide whether or not the work periods involved will rotate among all the service employees in the appropriate classifications at the headquarters involved. (Subsection 202.8(c), amended 1/1/80.)

2. Temporary transfers which do not involve an upgrade in the normal line of progression:

- a. An employee may be assigned to a new schedule of work hours and/or workdays at the beginning of a workweek provided that he is given advance notice of the transfer not less than 24 hours in advance of the start of such workweek and such notice is given no later than the end of his last regular work period preceding the beginning of the workweek in which the change is to occur. In such case, he shall be paid at the overtime rate for all work performed outside of his regular hours for the next four workdays of such assignment. Thereafter, for the duration of the assignment he shall be paid at the straight rate of pay for work performed during the regular hours of work on the regular workdays established by the new schedule.
- b. An employee who is not transferred at the start of the workweek as provided for in a. above may nevertheless be assigned to a new schedule of workdays and work hours. Following notice of such change, he shall report for work at the starting time of the next workday on the new schedule or the next workday of his old schedule, whichever workday occurs first. On the next succeeding workday of the new schedule, he shall work the hours of the new schedule and he shall be paid at the overtime rate for all work performed outside of the regular hours of his old schedule for the next four workdays. A non-workday of his old work schedule shall be excluded from the computation of the "next four workdays." Thereafter, for the duration of the assignment he shall be paid at the straight rate of pay for work performed during the regular hours of work on the regular workdays established by the new schedule.
- c. The period which comprises an employee's "next four workdays" commences on the first workday he works only the hours or days under the new schedule.
 - (1) If he is absent from work, except on a holiday, on any of the remaining three workdays which follow the first workday, these workdays shall nevertheless be included in the "next four workday" period of the situation.
 - (2) If an employee is absent by reason of disability or illness on any other of these three remaining work days, compensation for any sick leave to which he may be entitled for any such day shall be at the straight rate of pay.
 - (3) A holiday which falls on any of the "next four workdays" of any situation is not included as one of the workdays in such period.

- d. When an employee is returned to his former schedule at the completion of his temporary assignment, such transfer shall be made in accordance with the provisions of Section 208.18, if applicable, but in any case only after he has been given notice before the end of his last regular work period on the work day preceding his return and Section 202.3 of the Agreement shall apply.
- D. Compensation at the overtime rate of pay as provided for in Section II of this Clarification, but which is not defined as overtime in Section 208.1, shall not be considered as overtime under the definition contained in Section 208.1. This means that the hours worked, regardless of the rate of compensation, are considered as though they were regular hours of work, and that they are a part of the regular 40 hours usually scheduled in a workweek. Thus, if Section 202.3 applied, these days would be considered the same as work days at the straight rate of pay. Also, in the application of Title 104 "Meals" the new scheduled hours would be the same as regular hours. The provisions of Title 208 "Overtime" apply to work performed outside the regular work hours or on non-workdays of the new schedule and to work performed after 8 hours in a workday or 40 hours in a workweek.
- E. Section II of this Clarification shall not be construed to require the payment of the overtime rate to employees effecting a transfer under the provisions of Section 202.24 and the conditions of such a change shall be governed by the conditions established as therein set forth. It is further agreed that employees within the same classification and work group whose schedules are established under the provisions of Sections 202.5, 202.11 or 202.15 may also request an exchange of workdays and/or work hours and when the supervisor in charge gives his approval thereto, such transfers shall be allowed under the same conditions as employees coming under the provisions of Section 202.24 (IR Letter 1/29/70).
- F. In order to provide training for an employee in his normal line of progression, such employee may be transferred from his regular schedule of hours and workdays to another schedule to attend special training formerly scheduled in his headquarters. He also may be transferred from his regular schedule of hours and workdays to another regularly established schedule to work with another employee in the classification for which he is in training, provided that the schedule to which he is transferred provides more training than he would receive on his regular schedule or the duties of the job vary with the different schedules.

To enable an employee to attend training classes, as provided for in Section 201.7 through 201.13 of the current Physical Agreement, he may be transferred from his regularly assigned schedule of work hours and/or workdays for the time he is assigned to a training class.

In any of the above situations, notice of the transfer shall be provided as early as possible but at least prior to the end of the last work day in the workweek preceding the transfer or 24 hours in advance of the break of the workweek, whichever provides the longer notice.

An employee may be scheduled to attend training classes for periods of less than one-week increments without the payment of overtime, provided that the employee is given at least seven days' notice and provided the employee does not work more than five days in the workweek involved or more than eight hours in a workday and further provided that the employee, when applicable, is rescheduled to the day shift for the entire workweek involved (78-44-PGE).

Example 1 - Paragraph II A2

Change of assignment for one day or less (change of days).

Notice: Not relevant.

	<u>Regular</u>	<u>Regular</u>	<u>Revised</u>	<u>Revised</u>	<u>Will</u>	<u>Hours</u>	
	<u>Classification</u>	<u>Schedule</u>	<u>Classification</u>	<u>Schedule</u>	<u>Work</u>	<u>Paid @</u>	<u>ST OT</u>
Friday	Roving Oper.	Off	-	-	Off	0	0
Saturday	Roving Oper.	Off	-	-	Off	0	0
<hr/>							
Sunday	Roving Oper.	Off	-	-	Off	0	0
Monday	Roving Oper.	Off	P.H. Foreman	8-4:30	8-4:30	0	8+TT**
Tuesday	Roving Oper.	8-4:30	*Roving Oper.	8-4:30	8-4:30	8	0
Wednesday	Roving Oper.	8-4:30	-	-	8-4:30	8	0
Thursday	Roving Oper.	8-4:30	-	-	8-4:30	8	0
Friday	Roving Oper.	8-4:30	-	-	8-4:30	8	0
Saturday	Roving Oper.	8-4:30	-	-	-	8	0
<hr/>							
Sunday etc.	Roving Oper.	8-4:30	-	-	8-4:30	8	0

* Returns to regular assignment.

** TT = Travel Time.

Example 2 - Paragraph II A2

Change of assignment for one day or less (change of hours).

Notice: Not relevant.

	<u>Regular</u> <u>Classification</u>	<u>Regular</u> <u>Schedule</u>	<u>Revised</u> <u>Classification</u>	<u>Revised</u> <u>Schedule</u>	<u>Will</u> <u>Work</u>	<u>Hours</u> <u>Paid @</u> <u>ST OT</u>	
Friday	Lineman	8-4:30	-	-	8-4:30	8	0
Saturday	Lineman	Off	-	-	Off	0	0
<hr/>							
Sunday	Lineman	Off	-	-	Off	0	0
Monday	Lineman	8-4:30	Lineman	8-1	8-9	4½	0
			Troubleman	1-9	-	3½	4½+M***
Tuesday	Lineman	8-4:30	*Lineman	8-4:30	8-4:30	8	0
Wednesday	Lineman	8-4:30	-	-	8-4:30	8	0
Thursday	Lineman	8-4:30	-	-	8-4:30	8	0
Friday	Lineman	8-4:30	-	-	8-4:30	8	0
Saturday	Lineman	Off	-	-	Off	0	0

* Returns to regular assignment.

** Plus meals.

Example 3 - Paragraph II C1(a) - Day Employees

Upgrade in the normal line of progression. Employee's schedule changed at the break of the workweek. Lineman on 5 & 2 relieves Troubleman on 10 & 4.

Notice: Before 4:30, Friday afternoon.

	<u>Regular</u>	<u>Regular</u>	<u>Revised</u>	<u>Revised</u>	<u>Will</u>	<u>Hours</u>	
	<u>Classification</u>	<u>Schedule</u>	<u>Classification</u>	<u>Schedule</u>	<u>Work</u>	<u>Paid @</u>	<u>ST OT</u>
Friday	Lineman	8-4:30	-	-	8-4:30	8	0
Saturday	Lineman	Off	-	-	Off	0	0
<hr/>							
Sunday	Lineman	Off	Troubleman	1-9	1-9	8	0
Monday	Lineman	8-4:30	Troubleman	1-9	1-9	8	0
Tuesday	Lineman	8-4:30	Troubleman	1-9	1-9	8	0
Wednesday	Lineman	8-4:30	Troubleman	1-9	1-9	8	0
Thursday	Lineman	8-4:30	Troubleman	1-9	1-9	8	0
Friday	Lineman	8-4:30	Troubleman	Off	Off	0	0
Saturday	Lineman	Off	Troubleman	Off	Off	0	0

etc.

Example 4 - Paragraph II Cl(b) - Day Employee

Upgrade in normal line of progression. Employee's schedule changed at the break of workweek. Equipment Mechanic working Tuesday through Saturday to Garage Subforeman working Sunday through Thursday.

Notice: Before the end of the work period on Saturday, but after 8:00 a.m., Saturday. (Insufficient)

	<u>Regular Classification</u>	<u>Regular Schedule</u>	<u>Revised Classification</u>	<u>Revised Schedule</u>	<u>Will Work</u>	<u>Hours Paid @</u>	
						<u>ST</u>	<u>OT</u>
Friday	Equipment Mechanic	1-10	-	-	1-10	8	0
Saturday	Equipment Mechanic	1-10	-	-	1-10	8	0
Sunday	Equipment Mechanic	Off	Garage Subfrmn.	8-5	8-5	0	8
Monday	Equipment Mechanic	Off	Garage Subfrmn.	8-5	8-5	0	8
Tuesday	Equipment Mechanic	1-10	Garage Subfrmn.	8-5	8-5	4	4
Wednesday	Equipment Mechanic	1-10	Garage Subfrmn.	8-5	8-5	4	4
Thursday	Equipment Mechanic	1-10	Garage Subfrmn.	8-5	8-5	4	4
Friday	Equipment Mechanic	1-10	Garage Subfrmn.	Off	Off	0	0
Saturday	Equipment Mechanic	1-10	Garage Subfrmn.	Off	Off	0	0
Sunday etc.	Equipment Mechanic	Off	Garage Subfrmn.	8-5	8-5	8	0

Comments

Employee received less than 24 hour's notice, hence is entitled to overtime during the first workweek for time worked on the non-work days and outside of regular hours of his Equipment Mechanic schedule. Starting with the 2nd Sunday, he works the Garage Subforeman schedule at straight time.

Example 5 - Paragraph II Cl(b) - Day Employee

Upgrade in normal line of progression. Employee's schedule changed at the middle of the workweek. Reserve Gas Serviceman working Monday through Friday, 8-4:30 p.m., to Serviceman working Tuesday through Saturday, 10-6:30 p.m.

Notice: At 10:00 a.m., Tuesday.

	<u>Regular</u>	<u>Regular</u>	<u>Revised</u>	<u>Revised</u>	<u>Will</u>	<u>Hours</u>	
	<u>Classification</u>	<u>Schedule</u>	<u>Classification</u>	<u>Schedule</u>	<u>Work</u>	<u>Paid @</u>	<u>ST OT</u>
Friday	Res. Gas Svcmn.	8-4:30	-	-	8-4:30	8	0
Saturday	Res. Gas Svcmn.	Off	-	-	Off	0	0
Sunday	Res. Gas Svcmn.	Off	-	-	Off	0	0
Monday	Res. Gas Svcmn.	8-4:30	-	-	8-4:30	8	0
Tuesday	Res. Gas Svcmn.	8-4:30	Serviceman	10-6:30	8-6:30	8	2+M
Wednesday	Res. Gas Svcmn.	8-4:30	Serviceman	10-6:30	8-6:30	8	2+M
Thursday	Res. Gas Svcmn.	8-4:30	Serviceman	10-6:30	10-6:30	6	2
Friday	Res. Gas Svcmn.	8-4:30	Serviceman	10-6:30	10-6:30	6	2
Saturday	Res. Gas Svcmn.	Off	Serviceman	10-6:30	10-6:30	0	8+TT
Sunday	Res. Gas Svcmn.	Off	Serviceman	Off	Off	0	0
Monday	Res. Gas Svcmn.	8-4:30	Serviceman	Off	Off	0	0
Tuesday etc.	Res. Gas Svcmn.	8-4:30	Serviceman	10-6:30	10-6:30	8	0

+TT - Travel Time

+M - Plus Meals

Comments

Employee reports on the workday after notification at regular time for his Reserve Gas Serviceman schedule. Works as Reserve Gas Serviceman until 10:00 a.m., then assumes Serviceman classification for rest of workweek. Saturday is sixth day as well as day off under Reserve Gas Serviceman schedule.

Example 6 - Paragraph II Cl(c) - Day Employee

An employee upgraded from Lineman to Troubleman with a change in schedule is returned to his regular schedule during the first workweek.

Notice: At 10:00 a.m., Thursday.

	<u>Regular</u> <u>Classification</u>	<u>Regular</u> <u>Schedule</u>	<u>Revised</u> <u>Classification</u>	<u>Revised</u> <u>Schedule</u>	<u>Will</u> <u>Work</u>	<u>Hours</u> <u>Paid @</u> <u>ST OT</u>	
Monday	Lineman	8-4:30	-	-	8-4:30	8	0
Tuesday	Lineman	8-4:30	Troubleman	1-9	1-9	3½	4½
Wednesday	Lineman	8-4:30	Troubleman	1-9	1-9	3½	4½
Thursday	Lineman	8-4:30	Troubleman	1-9	1-9	3½	4½
Friday	Lineman	8-4:30	Troubleman	1-9	1-9	3½	4½
			or Lineman	8-4:30	8-4:30*	0	8
Saturday etc.	Lineman	Off	Troubleman	1-9	Off*	0	0

Comments

If the employee is returned to Lineman, overtime for the full day is paid as Section 208.18 applies.

* As a Lineman.

Example 7 - Paragraph II Cl(c) - Day Employee

An employee upgraded from Lineman to Troublemán with a change in schedule is returned to his regular schedule with notice before he has worked five days.

Notice: 4:30 p.m. on first Friday to assume Troublemán's schedule, 4:30 p.m. on second Friday evening to return to Lineman.

	<u>Regular</u>	<u>Regular</u>	<u>Revised</u>	<u>Revised</u>	<u>Will</u>	<u>Hours</u>	
	<u>Classification</u>	<u>Schedule</u>	<u>Classification</u>	<u>Schedule</u>	<u>Work</u>	<u>Paid @</u>	<u>ST OT</u>
Friday	Lineman	8-4:30	-	-	8-4:30	8	0
Saturday	Lineman	Off	-	-	Off	0	0
<hr/>							
Sunday	Lineman	Off	Troublemán	Off	Off	0	0
Monday	Lineman	8-4:30	Troublemán	Off	Off	0	0
Tuesday	Lineman	8-4:30	Troublemán	8-4:30	8-4:30	8	0
Wednesday	Lineman	8-4:30	Troublemán	8-4:30	8-4:30	8	0
Thursday	Lineman	8-4:30	Troublemán	8-4:30	8-4:30	8	0
Friday	Lineman	8-4:30	Troublemán	8-4:30	8-4:30	8	0
Saturday	Lineman	Off	Troublemán or Lineman	8-4:30 8-4:30	8-4:30 8-4:30	8	0
<hr/>							
Sunday	Lineman	Off	Lineman	Off	Off	0	0
Monday	Lineman	8-4:30	Lineman	8-4:30	8-4:30	8	0
etc.							

Comments

Employee works Saturday in order to comply with Section 202.3 and obtain 10 days at straight time in the pay period.

Employee's hours remain 8 to 4:30 in accordance with Subsection 202.8(b) even though Troublemán regularly works 8 to 5. If the employee's hours are changed to 8 to 5, one-half hour overtime each day for the first four days must be paid.

Example 8 - Paragraph II C2(a) - Day Employee

Temporary transfer, not an upgrade in the normal line of progression. Employee's schedule change at the break of the workweek. Groundman to Pony Express Driver.

Notice: Before 4:30 PM, Friday.

	<u>Regular</u> <u>Classification</u>	<u>Regular</u> <u>Schedule</u>	<u>Revised</u> <u>Classification</u>	<u>Revised</u> <u>Schedule</u>	<u>Will</u> <u>Work</u>	<u>Hours</u> <u>Paid @</u> <u>ST OT</u>	
Friday	Groundman	8-4:30	-	-	8-4:30	8	0
Saturday	Groundman	Off	-	-	Off	0	0
Sunday	Groundman	Off	-	-	Off	0	0
Monday	Groundman	8-4:30	Truck Driver-L	5-1:30	5-1:30	0	8
Tuesday	Groundman	8-4:30	Truck Driver-L	5-1:30	5-1:30	0	8
Wednesday	Groundman	8-4:30	Truck Driver-L	5-1:30	5-1:30	0	8
Thursday	Groundman	8-4:30	Truck Driver-L	5-1:30	5-1:30	0	8
Friday	Groundman	8-4:30	Truck Driver-L	5-1:30	5-1:30	8	0
Saturday	Groundman	8-4:30	Truck Driver-L	Off	Off	0	0

etc.

Comments

Overtime paid during first four workdays.

Example 9 - Paragraph II C2(b) - Day Employee

Temporary transfer, not an upgrade in the normal line of progression. Employee's schedule changed at break of workweek.

Notice: Before the end of Saturday work period, but after 8:00 a.m. Saturday.

	<u>Regular</u>	<u>Regular</u>	<u>Revised</u>	<u>Revised</u>	<u>Will</u>	<u>Hours</u>	
	<u>Classification</u>	<u>Schedule</u>	<u>Classification</u>	<u>Schedule</u>	<u>Work</u>	<u>ST</u>	<u>OT</u>
Friday	Comm. Tech.	8-4:30	-	-	8-4:30	8	0
Saturday	Comm. Tech.	8-4:30	-	-	8-4:30	8	0
Sunday	Comm. Tech.	Off	Comm. Tech.	Off	Off	0	0
Monday	Comm. Tech.	8-4:30	Comm. Tech.	Off	8-4:30	8	0
Tuesday	Comm. Tech.	8-4:30	Comm. Tech.	7-3:30	7-3:30	7	1
Wednesday	Comm. Tech.	8-4:30	Comm. Tech.	7-3:30	7-3:30	7	1
Thursday	Comm. Tech.	8-4:30	Comm. Tech.	7-3:30	7-3:30	7	1
Friday	Comm. Tech.	8-4:30	Comm. Tech.	7-3:30	7-3:30	7	1
Saturday	Comm. Tech.	Off	Comm. Tech.	7-3:30	7-3:30	0	8+TT

etc.

+TT = Travel Time

Comments

Employee reports on first workday of regular or revised schedule after notice, hence Saturday is sixth day. The "next four workdays" in this example are Tuesday through Friday.

Example 10 - Paragraph II C2(b) - Day Employee

Temporary transfer, not an upgrade in the normal line of progression. Employee's schedule changed in the middle of the week.

Notice: Tuesday afternoon.

	<u>Regular</u>	<u>Regular</u>	<u>Revised</u>	<u>Revised</u>	<u>Will</u>	<u>Hours</u>	
	<u>Classification</u>	<u>Schedule</u>	<u>Classification</u>	<u>Schedule</u>	<u>Work</u>	<u>Paid @</u>	<u>ST OT</u>
Friday	Materialsman	8-5	-	-	8-5	8	0
Saturday	Materialsman	Off	-	-	Off	0	0
Sunday	Materialsman	Off	-	-	Off	0	0
Monday	Materialsman	8-5	-	-	8-5	8	0
Tuesday	Materialsman	8-5	-	-	8-5	8	0
Wednesday	Materialsman	8-5	Materialsman	10-7	8-7	8	2+M
Thursday	Materialsman	8-5	Materialsman	10-7	10-7	6	2
Friday	Materialsman	8-5	Materialsman	10-7	10-7	6	2
Saturday	Materialsman	Off	Materialsman	Off	Off	0	0
Sunday	Materialsman	Off	Materialsman	Off	Off	0	0
Monday	Materialsman	8-5	Materialsman	10-7	10-7	6	2
Tuesday	Materialsman	8-5	Materialsman	10-7	10-7	6	2
Wednesday etc.	Materialsman	8-5	Materialsman	10-7	10-7	8	0

+M = Plus Meals

Comments

The four workdays in which penalty overtime is paid at 1½ times the straight rate of pay are Thursday, Friday, Monday, and Tuesday.

Example 11 - Paragraph II C2(d) - Day Employee

Temporary transfer, not an upgrade in the normal line of progression. Employee returned to regular schedule.

Notice: First Friday by 3:30 p.m. of change the next week. Thursday at 1:00 p.m. of return to original hours.

	<u>Regular</u>	<u>Regular</u>	<u>Revised</u>	<u>Revised</u>	<u>Will</u>	<u>Hours</u>	
	<u>Classification</u>	<u>Schedule</u>	<u>Classification</u>	<u>Schedule</u>	<u>Work</u>	<u>Paid @</u>	<u>ST OT</u>
Friday	Garageman	7-3:30	-	-	7-3:30	8	0
Saturday	Garageman	Off	-	-	Off	0	0
Sunday	Garageman	Off	-	-	Off	0	0
Monday	Garageman	7-3:30	Garageman	Off	Off	0	0
Tuesday	Garageman	7-3:30	Garageman	10-6:30	10-6:30	5	3
Wednesday	Garageman	7-3:30	Garageman	10-6:30	10-6:30	5	3
Thursday	Garageman	7-3:30	Garageman	10-6:30	10-6:30	5	3
Friday	Garageman	7-3:30	Garageman*	7-3:30	7-3:30	8	0
Saturday	Garageman	Off	Garageman	7-3:30	7-3:30	8	0

Comments

Employee scheduled to work Saturday to meet requirements of Section 202.3.

+TT = Plus Travel Time

+M = Plus Meals

*Returns to original schedule.