



LETTER AGREEMENT No.



Pacific Gas and Electric Company
Industrial Relations Department
215 Market Street
San Francisco, California 94106
[415] 973-1125

R1-91-151-PGE

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

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

Jack McNally, Business Manager

October 30, 1991

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

Attention: Mr. Jack McNally, Business Manager

Pursuant to Section 19.17 of the Clerical Agreement, Company proposes to place 14 Data Entry Operators in a special re-training pool. Because of changes in technology there will be a displacement of 14 Data Entry Operators from the VP Computer and Telecommunications Services Department. For the purpose of enabling these Data Entry Operators to develop the skills necessary to find and to be successful in clerical positions inside or outside the Company. The Company proposes to place 14 employees in a special training pool where they will receive accelerated training. This program is possible because the training resources necessary to develop such a program have recently come available.

The essential components of this accelerated program for the 14 employees are as follows:

1. The employees will be voluntarily transferred into the retraining pool for six months beginning November 25, 1991. During this six month time period they will receive intensive training on all aspects of clerical skills.
2. Company's career management center is available as part of the retraining program. An outplacement service and interviewing skills training will also be included in the program. Company and Union agree that every effort shall be made to place these employees in PG&E positions and employees will be provided all available options.
3. The retraining program will involve both classroom and on-the-job experiences, some of which may not be IBEW-represented classifications. On-the-job experiences in IBEW-represented classifications will be limited to beginning classification work unless otherwise specifically agreed to by Company and Union.
4. The employee's current salary will continue to be paid by the department.

- 5. The employees may elect to take the clerical pre-employment test battery at any point during the retraining period.
- 6. If by the conclusion of the six-month retraining period, the employee has not passed the appropriate pre-employment test battery, the employee will be laid off from the Company in accordance with Title 19 of the Clerical Agreement.
- 7. At any time during this retraining period, the employee may elect to bid and post for jobs within the Company. Upon placement, the employee will be reclassified and his/her salary will be adjusted accordingly.
- 8. At the conclusion of this retraining period, any employee who has not found alternative employment will be offered their Title 19 options as outlined in the collective agreement which will include any appropriate vacancies within the Company.
- 9. An employee laid off due to lack of work shall be entitled to preferential rehire under the provisions of Section 19.13.

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

Very truly yours,

PACIFIC GAS AND ELECTRIC COMPANY

By 
Director and Chief Negotiator

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

LOCAL UNION 1245 INTERNATIONAL
BROTHERHOOD OF ELECTRICAL WORKERS
AFL-CIO

, 1991

By 
Business Manager