



LETTER AGREEMENT NO. R1-98-79-PGE

IBEW



PACIFIC GAS AND ELECTRIC COMPANY
INDUSTRIAL RELATIONS DEPARTMENT
2850 SHADELANDS DRIVE, SUITE 100
WALNUT CREEK, CALIFORNIA 94598
(510) 974-4282

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

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

JACK McNALLY, BUSINESS MANAGER

September 23, 1998

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

Attention: Mr. Jack McNally, Business Manager

Dear Mr. McNally:

The Call Center 94-53 Committee has proposed the following Staffing Procedures for the Friday After Thanksgiving be implemented in the Company's Call Centers.

1. Scheduling of Employees

- a. *Six weeks* before the holiday, Call Center Operations will determine the required staffing level in each Call Center. A volunteer list will be posted in each center. The Company will communicate to employees how an in lieu day is earned and the process that will be used for the early release of employees.
- b. *Five weeks* before the holiday, Call Center Operations will assign volunteers to their base regular shift. Employees who volunteer to work on Friday will not be mandated to work outside their base shift. If there are insufficient volunteers, prior to making any mandatory assignments, the Company will offer volunteers an opportunity to extend their shifts or accept an overtime assignment. Any remaining unfilled shifts would then be filled by mandatory assignment of employees in reverse seniority regardless of their status (full-time or part-time).
- c. *Four weeks* before the holiday, Call Center Operations will post the holiday schedule and employee assignments, including all mandatory assignments.
- d. Employees who did not originally volunteer to work the Friday After Thanksgiving may continue to volunteer up until the day before Thanksgiving. As any additional employees volunteer, the most senior employee from those employees scheduled for mandatory assignments may (at the employee option) be removed from the list.

2. Releasing of Employees

- a. Voluntary releases will be offered first to those employees on mandatory assignments in order of their seniority.

- b. After all employees on mandatory assignments have been given the option to be released, employees who volunteered to work on the holiday will be offered an opportunity to be released, in order of their seniority.
- c. Upon exhausting all volunteers, mandatory release will be done based on reverse seniority of all remaining employees.

3. Employees Ineligible for Mandatory Assignments

Employees on vacation, floating holiday, jury duty, leave of absence, or who were sick on the Wednesday prior to Thanksgiving and/or their next scheduled workday cannot be mandated to work on Friday.

4. In Lieu Days

Full time employees who are scheduled to work straight time (ST) on Friday will receive an 8 hour in lieu day, regardless of whether they were released early or not.

Part-time employees who work less than 8 hours may take an in lieu day on any regularly scheduled day (e.g. Employees who work 4 hours (ST) on Friday may take an in lieu day on a day they are regularly scheduled to work 8 hours and be paid for 8 hours). Employees taking an in lieu day on a day they are regularly scheduled to work less than the number of hours worked on Friday will be paid for at least as many (ST) hours as they were scheduled to work on Friday.

5. In Lieu Time Off

In lieu time off is not intended to exceed 8 hours or to include hours paid at the overtime (1½x, 2x, 2½x) rate.

6. Overtime Provisions

This letter is not intended to alter the provisions of Title 12 (Overtime) of the Clerical Agreement.

7. Cancellation Clause

Either party may cancel this agreement by providing the other party 75 days written notice. If you are in accord with the foregoing and agree thereto, please so indicate in the space provided and return one executed copy of this letter to the Company.

Very truly yours,

PACIFIC GAS & ELECTRIC COMPANY

By: 
Chief Negotiator

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

Oct 2, 1998

By: 
Business Manager