

C O P Y

PACIFIC GAS AND ELECTRIC COMPANY

C O P Y245 Market Street
San Francisco 6

February 14, 1963

FILE COPY
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Mr. Ronald T. Weakley
Business Manager
Local 1245, IBEW, AFL-CIO
1918 Grove Street
Oakland 12, California

Dear Mr. Weakley:

Enclosed is a copy of the "Labor Agreement Interpretation" relating to the use of additional sick leave as provided for in Sections 209.3B and 7.3B of the respective Agreements which has been signed by both the Union and the Company.

Sorry there was such a delay in returning it to you, but somehow it was overlooked.

Yours very truly,

/s/ V. J. Thompson

V. J. THOMPSON
Manager of Industrial Relations.

VJT:MMC
Encl.

NOTE: "EXAMPLES OF APPLICATION OF SICK LEAVE
AT THE END OF A CALENDAR YEAR"

The above will be furnished you as soon
as they are available.

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LABOR AGREEMENT INTERPRETATION

SUBJECT: Additional Sick Leave Allowance

TITLE 209 - SICK LEAVE - Physical Agreement
TITLE 7 - SICK LEAVE - Clerical Agreement

Sections 209.3B and 7.3B

An employee must first perform services during a calendar year before current or additional sick leave will be allowed; except that

1. An employee who is using current or accumulated sick leave on the last work day of any calendar year, and whose absence by reason of sickness continues and extends into the next following year, shall, after exhausting his accumulated sick leave, be allowed additional sick leave in accordance with the formula in the Sections cited above if he qualifies therefor in such following calendar year.
2. An employee who is using additional sick leave on the last work day of any calendar year, and whose absence by reason of sickness continues and extends into the next following year, shall be allowed further additional sick leave, in accordance with the formula in the Sections cited above if he qualifies therefor in such following calendar year. Such additional sick leave shall be allowed effective the first work day of such following calendar year that an employee is absent by reason of sickness.

For Union /s/ RONALD T. WEAKLEY
Its Business Manager

For Company /s/ V. J. THOMPSON
Its Manager of
Industrial Relations

Date January 31, 1963

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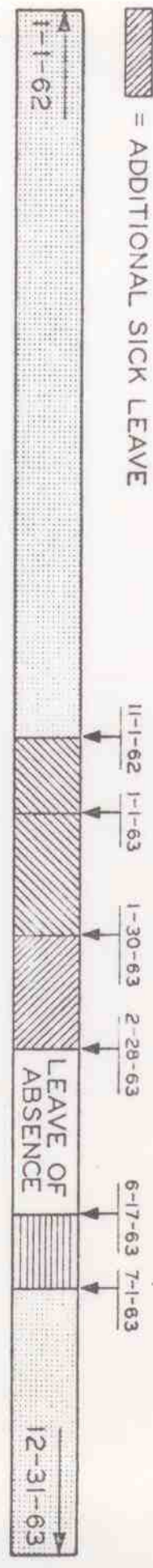
EXAMPLES OF APPLICATION OF SICK LEAVE
AT THE END OF A CALENDAR YEAR

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EXAMPLE - A

EMPLOYEE OFF ON ACCUMULATED
SICK LEAVE AT END OF YEAR.
QUALIFIES FOR ADDITIONAL
SICK LEAVE.

- [Pattern: Dotted] = TIME WORKED
- [Pattern: Diagonal lines /] = ACCUMULATED SICK LEAVE
- [Pattern: White] = LEAVE OF ABSENCE
- [Pattern: Horizontal lines] = CURRENT ANNUAL SICK LEAVE
- [Pattern: Diagonal lines \] = ADDITIONAL SICK LEAVE



Employee with more than 10 years service, is absent due to sickness, commencing 11-1-62.

Has 50 days Accumulated Sick Leave due in 1962.

Is allowed these 50 days, bringing him up to 1-16-63, plus 10 days Accumulated from 1962, extending him up to 1-30-63.

A review of his sick leave usage for the 8 years, 1955-1962 inclusive, indicates that he qualifies for 20 days Additional Sick Leave in 1963 under the applicable formula.

He is allowed these 20 days, extending him up to 2-28-63, when he goes on leave of absence.

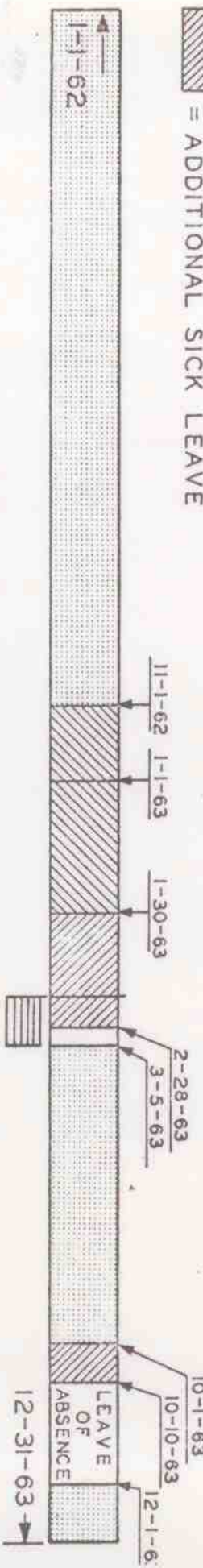
He physically returns to work on 7-1-63, thereupon qualifying for Current Annual 1963 sick leave.

His return is back-dated 10 work days, to 6-17-63, to pick up these 10 days Current Annual Sick Leave for which he qualified upon his return to active employment.

EXAMPLE-B

EMPLOYEE OFF ON ACCUMULATED SICK LEAVE AT END OF YEAR. QUALIFIES FOR ADDITIONAL SICK LEAVE.
RETURNS TO WORK 3 DAYS AFTER EXPIRATION OF ADDITIONAL SICK LEAVE, AT WHICH TIME HE QUALIFIES FOR 10 DAYS CURRENT ANNUAL 1963 SICK LEAVE.

- [Pattern: Dotted] = TIME WORKED
- [Pattern: Diagonal lines /] = ACCUMULATED SICK LEAVE
- [Pattern: Horizontal lines] = LEAVE OF ABSENCE
- [Pattern: Vertical lines] = CURRENT ANNUAL SICK LEAVE
- [Pattern: Cross-hatch] = ADDITIONAL SICK LEAVE



Same general situation as Example A, except that instead of returning in June-July, employee returns in March, 3 days after the expiration of his Additional Sick Leave in 1963.

Upon returning on 3-5-63 his return is back-dated to pick up 10 days Current Annual 1963 Sick Leave for which he qualifies upon his return to the payroll.

Seven of these days of Current Sick Leave overlap a like number of days (7) for which he was previously paid Additional Sick Leave.

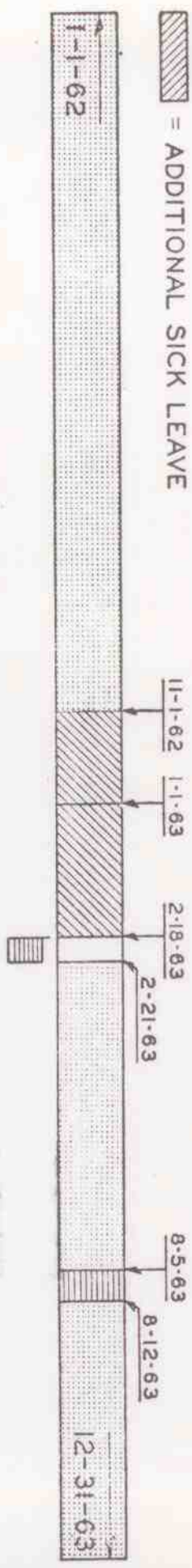
The full 10 days Current Annual 1963 Sick Leave will be charged, and his Additional Sick Leave credited with 7 days.

Later that same year, he is again off due to illness, when he will receive the balance from his Additional Sick Leave (7 days) after which he will go on leave of absence to 12-1-63, when he returns.

EXAMPLE - C

EMPLOYEE IS OFF SICK COMMENCING 11-1-62. ACCUMULATED SICK LEAVE GRANTED, CARRIES HIM UP TO 2-18-63. DOES NOT QUALIFY FOR ADDITIONAL SICK LEAVE. RETURNS TO WORK 3 DAYS AFTER EXHAUSTING HIS ACCUMULATED SICK LEAVE, AT WHICH TIME HE QUALIFIES FOR CURRENT ANNUAL 1963 SICK LEAVE.

- [Pattern: Dotted] = TIME WORKED
- [Pattern: Diagonal lines /] = ACCUMULATED SICK LEAVE
- [Pattern: Horizontal lines] = LEAVE OF ABSENCE
- [Pattern: Vertical lines] = CURRENT ANNUAL SICK LEAVE
- [Pattern: Cross-hatch] = ADDITIONAL SICK LEAVE



Upon qualifying for Current Annual Sick Leave when he returns to work on 2-21-63, he is allowed 3 days of such Current Sick Leave, back to, but not overlapping the date on which his Accumulated Sick Leave was used up.

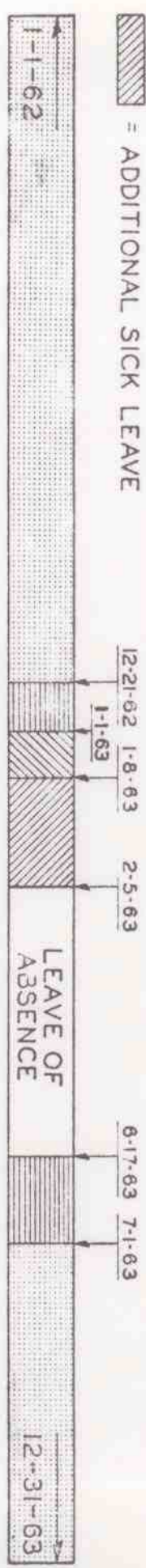
He is off again 5 days due to sickness in August 1963, using up 5 days (3 in February, 5 in August) for a total of 8 days Current Sick Leave used in 1963.

He loses no more time in 1963, and Accumulates 2 days of sick leave for the year.

EXAMPLE-D

EMPLOYEE IS OFF ON CURRENT
ANNUAL SICK LEAVE AT END
OF YEAR.

- [Pattern: Dotted] = TIME WORKED
- [Pattern: Diagonal lines /] = ACCUMULATED SICK LEAVE
- [Pattern: Horizontal lines] = LEAVE OF ABSENCE
- [Pattern: Vertical lines] = CURRENT ANNUAL SICK LEAVE
- [Pattern: Cross-hatch] = ADDITIONAL SICK LEAVE



Employee is sick commencing 12-21-62. Has no Accumulated Sick Leave due. (Used it all in 1961, plus his 10 days Current Annual Sick Leave in 1961).

Has used no sick leave so far in 1962. Is allowed 6 days Current Annual 1962 Sick Leave, from 12-21 to 12-31-62 inclusive. He accumulates 4 days unused sick leave from 1962.

These 4 days are paid to him on January 2, 3, 4, 7, 1963 at which time his sick leave usage is reviewed for the 1955-62 inclusive, and he is found to qualify for Additional Sick Leave. He is then allowed 20 days Additional Sick Leave to cover the period 1-8-63 to 2-5-63, when he goes on Leave of Absence.

Upon his return to the payroll on 7-1-63, his return is back-dated 10 work days to 6-17-63, to pick up Current Annual 1963 Sick Leave.

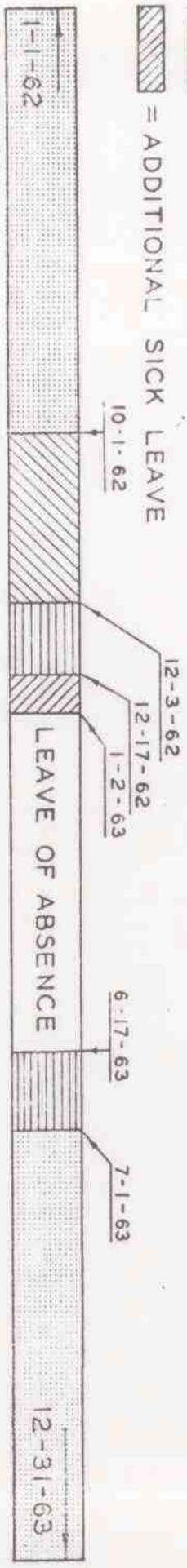
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EXAMPLE - E

EMPLOYEE IS DRAWING ADDITIONAL SICK LEAVE AT YEAR END, ON 12-31-62, BUT HAS USED ONLY 10 DAYS OF IT. DOES NOT QUALIFY FOR FURTHER ADDITIONAL SICK LEAVE IN 1963.

- [Pattern: Dotted] = TIME WORKED
- [Pattern: Diagonal lines /] = ACCUMULATED SICK LEAVE
- [Pattern: White] = LEAVE OF ABSENCE
- [Pattern: Horizontal lines] = CURRENT ANNUAL SICK LEAVE
- [Pattern: Diagonal lines \] = ADDITIONAL SICK LEAVE



An employee is off sick commencing 10-1-62.

He is allowed all Accumulated Sick Leave due, ending 12-2-62.






He is allowed 10 days Current Annual 1962 Sick Leave, for the period 12-3-62 to 12-14-62 inclusive.

His Sick Leave record for the 8 years 1954-1961 is reviewed, and he is found to qualify for Additional Sick Leave, under the formula.

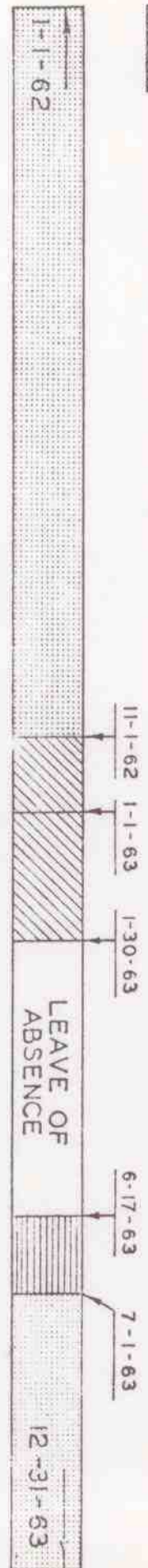
He is paid 10 days of this Additional Sick Leave, from 12-17-62 to 12-31-62 inclusive.

His record for the 8 years 1953-1962 is then reviewed, to determine whether he is eligible for further Additional Sick Leave in 1963. He is found not to qualify, and goes on Leave of Absence. When he returns on 7-1-63, his return is back dated 10 work days, to 6-17-63, to pick up Current Annual 1963 Sick Leave.

EXAMPLE - F

-  = TIME WORKED
-  = ACCUMULATED SICK LEAVE
-  = LEAVE OF ABSENCE
-  = CURRENT ANNUAL SICK LEAVE
-  = ADDITIONAL SICK LEAVE

EMPLOYEE OFF ON ACCUMULATED SICK LEAVE AT END OF YEAR. DOES NOT BASICALLY QUALIFY FOR ADDITIONAL SICK LEAVE BECAUSE LESS THAN 10 YRS. SERVICE.



Employee with less than 10 years service is absent due to sickness, commencing 11-1-62.

Has 50 days Accumulated Sick Leave due in 1962.

Is allowed these 50 days, bringing him up to 1-16-43, plus 10 days Accumulated Sick Leave from 1962, extending his time with pay to 1-30-63.






Has no further sick leave due, because he does not qualify for Additional Sick Leave. Goes on Leave of Absence.

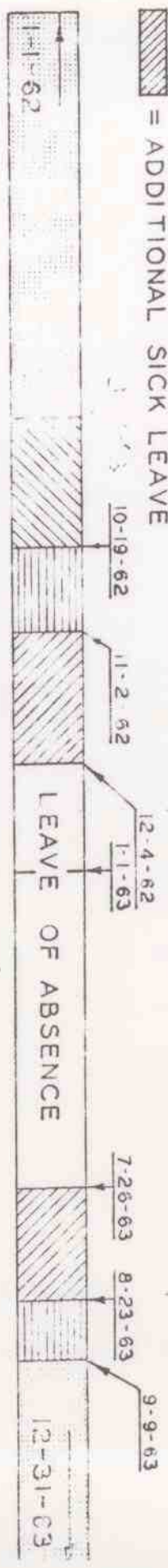
Physically returns to work on 7-1-63, thereupon qualifying for Current Annual 1963 Sick Leave.

His return is back-dated 10 work days, to 6-17-63, to pick up these 10 days Current Annual 1963 Sick Leave which he qualified for upon his return to active employment.

EXAMPLE - G

EMPLOYEE RUNS OUT OF
ALL FORMS OF SICK LEAVE
PRIOR TO END OF YEAR, AND
GOES ON LEAVE OF ABSENCE

-  = TIME WORKED
-  = ACCUMULATED SICK LEAVE
-  = LEAVE OF ABSENCE
-  = CURRENT ANNUAL SICK LEAVE
-  = ADDITIONAL SICK LEAVE



Employee goes on leave on 12-4-62, after using up all Sick Leave (Accumulated, Current and Additional). His Additional Sick Leave was based on a review of the 8 years, 1954-1961 inclusive.

He returns on 9-9-63.

Date of return is back-dated to pick up 10 days Current Annual Sick Leave for 1963, for which he qualifies upon his return.

His Sick Leave record for the 8 years 1955-1962 inclusive is reviewed.

He is found to qualify for further Additional Sick Leave in 1963. These 20 days of Additional Sick Leave are then applied to cover the period 7-26-63 to 8-23-63.