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**FOR INTRA - COMPANY USES**

DIVISION OR  
DEPARTMENT  
FILE NO  
RE LETTER OF  
SUBJECT

INDUSTRIAL RELATIONS  
SAFETY, HEALTH AND CLAIMS  
741  
Workplace Monitoring  
Ms. Juliann J. Sum, IBEW Business Representative

	DC	dc
	WRS	
	MAW	
	JJW	
	JNF	
	TM	
	FQ	
Copy	all Staff members	
	U/R	
	NA	
	CG	
		May 29, 1980
	LBRY	
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|---------------------|-------------------|
| MESSRS. G. S. BATES | C. A. MILLER      |
| R. P. BENTON        | M. J. STONE       |
| T. R. FERRY         | DIVISION MANAGERS |
| P. C. HEILMANN      |                   |

Local 1245, IBEW, has hired Ms. Juliann Sum as a Business Representative. Ms. Sum's background is in Industrial Hygiene, and her primary interests will be in the field of employee exposures to noise, toxic materials, and similar industrial hygiene matters. Ms. Sum's status with regard to access to Company property will be that of any other IBEW Business Representative. Under no circumstances will an operation be stopped or a piece of equipment be shut down or started at Ms. Sum's request.

Since Ms. Sum is headquartered at the Union's Walnut Creek office and most of her assignments will be scheduled in advance, Local 1245 has indicated that, whenever practical, Ms. Sum will notify the Safety, Health and Claims Department in San Francisco at least three working days before she visits a Company facility for the purpose of monitoring, taking samples or making other tests. In such cases, it is Company's intent that she will be accompanied by a representative from the Safety, Health and Claims Department who will make similar tests and/or inspections for verification purposes.

However, it is expected that at other times Ms. Sum will decide on the spur-of-the-moment that in her professional judgment she needs to make a test on the spot. In such cases, Company and Union have agreed that Ms. Sum will notify the supervisor in charge of exactly what she intends to do and describe the testing procedures to be followed. Following the completion of the test the Union has further indicated that, as a courtesy, it is their intention to provide the Safety, Health and Claims Department with a duplicate sample with all pertinent data as to where the samples were taken, at what time, etc. In the case of a noise measurement test where the results are immediately available, Union agreed to leave a copy of her results with the supervisor. The supervisor should then contact the Safety Engineering Representative or Mr. P. C. Boettcher, Mr. R. W. Hall, or Mr. R. D. Fagg for instructions as to where to forward the results and any written documents accompanying them.

*I. Wayland Bonbright*  
I. WAYLAND BONBRIGHT

*Bruce P. Sadler*  
BRUCE P. SADLER

IWB/BPS(3425/3161):RS

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|--------------------|-------------------------------|----------------------------------|
| cc: EBlangley, Jr. | Central Safety Advisory Comm. | Div. Personnel Mgrs.             |
| JSCooper           | Managers - G.C.               | Members, Safety, Health & Claims |
| MHFurbush          | MEBadella                     | Members, Industrial Relations    |
| FAPeter            | WTPeterson                    | CDCofer, IBEW                    |
| HPPrudhomme        | CPTaylor                      |                                  |