

PG and E
FOR INTRA-COMPANY USES

From Division or Department **INDUSTRIAL RELATIONS**
FILE No. **701**
RE LETTER OF SUBJECT **Employee's Inspection of Personnel File**
To Division or Department **SAN JOAQUIN DIVISION**

RECEIVED FEB 22 1983
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106.11
17.11C
2-22-83 24.1C
RECEIVED FEB 23 1983

February 22, 1983

MR. D. S. SOLBERG:

This is in response to the settlement of Fact Finding Case No. 2398-82-234, which concerned several questions with regard to an employee's inspection of his personnel file. Since legal requirements have changed, the Company is obligated to make the file available for an employee's inspection at his reporting headquarters. We recommend that files be taken to headquarters by Personnel Representatives and that employees review their records in the presence of their supervisor and a Personnel Representative.

I. WAYLAND BONBRIGHT

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cc: Mr. L. N. Foss, IBEW ✓

2-1-83 - LN 7 - ON COMPANY TIME -