

INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS, AFL-CIO
Box 4790, Walnut Creek, CA 94596 (3063 Citrus Circle) • (415) 933-6060

IBEW LOCAL
UNION

2-27-85
1245

JACK McNALLY, Business Manager

7.1
HOWARD STIEFER, President

24.1C

February 27, 1985

I. W. Bonbright
Manager of Industrial Relations
Pacific Gas and Electric Company
245 Market Street, Rm. 444
San Francisco, California 94106

Attn: Mr. Bud Brown

Gentlemen:

We are in receipt of your proposed Drug Prevention Policy and cover letter dated March 1, 1985 over Mr. Frederick W. Mielke's signature along with a note from Mr. Brown asking for our comments.

We are in agreement with the policy with the exception of Item 3. It is our understanding with respect to Item 3 that each incident would be evaluated on its individual merits to determine if disciplinary action is appropriate.

Inasmuch as we consider this policy a change of condition of employment, we request that the policy not be put into effect until both parties have a chance to meet on a mutually agreeable date and time. Also, at this meeting we would like to discuss the East Bay Trial Drug Rehabilitation Program.

Further, there is a typo in paragraph 3, last word and the following paragraph should be numbered 4.

Thank you for your attention in this matter.

Very truly yours,

Ron Fitzsimmons

Ronald G. Fitzsimmons
Assistant Business Manager

RGF/lhb

xc: All Staff

CO/union
2-27-85 letter
7.1

PG&E DRUG PREVENTION POLICY

On December 14, 1984, PG&E contacted the Local Union with regard to adopting a drug prevention and education program. Both parties met on January 10, 1985, to discuss a draft of a drug policy that PG&E felt would be appropriate to send to all employees. At this meeting the Union voiced some disagreement with parts of the drafted policy. The major disagreement was concerning the Company supervisors' unrestricted right to require an employee suspected of being under the influence of an illegal drug to be examined by a medical professional. Refusal to undergo medical examination would result in immediate suspension and possible termination. Other objections raised were with regard to off-the-job activity, employers responsibility to prove employee possessed, offered, furnished, sold or used drugs and the right of the employee to use the grievance procedure.

As a result of this meeting PG&E sent us a redrafted policy (see accompanying Policy). The Union still had some concern regarding paragraph 3. On March 1, 1985 a letter signed by Mr. John S. Cooper, Senior Vice President - Personnel, addressed Union's concerns (See accompanying letter).

The Union is in full support of this policy with the understanding that any resulting discipline will be administered consistent with with past Review Committee and arbitration decisions dealing with this subject matter.

(more)

2-27-51 Co/union
letter 7.1

The Union feels strongly that we must address major social problems that effect the health and safety of all our members.

The PG&E Employees' Assistance Program is developing an East Bay Trial Drug Rehabilitation Program. We have requested a meeting in the future to discuss the details and we will have an article in the Utility Reporter when the program is in effect.

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Pacific Gas and Electric Company's Drug Prevention Policy

The Pacific Gas and Electric Company is committed to protecting the health, well-being, and safety of individual employees, their co-workers, and the public at large from the hazards caused by the misuse of drugs by employees.

Because of the importance of this commitment and the addictive and secretive nature of drug abuse, accomplishing this goal will require the full support of all levels of management and supervision as well as that of each employee.

The following policy on drug abuse is adopted as an initial step toward reaching this goal:

1. Employees must not possess, use, furnish, sell, or offer illegal drugs or other controlled substances (as defined under Federal or California Law) while on the job or on Company premises. Proof that an employee furnished, sold, or offered illegal drugs or controlled substances while on the job or on Company premises will result in termination of employment. Proof of possession or use of illegal drugs or controlled substances while on the job or on Company premises will be cause for disciplinary action up to and including termination of employment.
2. Evidence of employees who possess, use, or are involved in furnishing, selling, or offering illegal drugs while on the job or on Company premises must be reported by the employee's supervisor to the Security Department of the Company for referral to the appropriate law enforcement agencies.
3. Employees who engaged in off-the-job or off-premises illegal drug activity that impairs their work performance, causes damage to Company or public property, jeopardizes their own safety or that of co-workers, Company customers or the general public, or undermines the public's confidence in PGandE to provide service will also be subject to disciplinary action up to and including termination of employment.
4. ~~X~~ Employees are required to perform their duties in a safe and efficient manner, and supervisors have a responsibility to assure that this is done. If a supervisor becomes aware that an employee is working in an unsafe manner, the supervisor is responsible for taking those actions necessary to assure that safe work conditions are maintained.
5. Employees who are using prescription drugs or other medication which may affect their ability to work safely are responsible for bringing the matter to their supervisor's attention. Supervisors should be alert to the effects of medication or illness on an employee's capabilities to perform work safely and efficiently.
6. Employees and supervisors are encouraged to seek assistance before drug abuse affects job performance. The Company's Employee Assistance Program is available to help employees and their families with drug-related problems. Participation in the Program is voluntary, and the help is provided on a confidential basis. Program counselors will not disclose information on illegal drug activity of employees who participate in the Program. However, participation in the Employee Assistance Program does not relieve employees of their responsibility to meet work performance requirements.

This policy is included within Standard Practice No. 735.6-1—Employee Conduct.

RECEIVED MAR 4 1985

2-27-85 column
Letter 7.1

PACIFIC GAS AND ELECTRIC COMPANY

PG&E +

245 MARKET STREET • SAN FRANCISCO, CALIFORNIA 94106 • (415) 781-4211 • TWX 910-372-6587

JOHN S. COOPER
SENIOR VICE PRESIDENT PERSONNEL

March 1, 1985

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

Dear Mr. McNally:

Thank you for the letter of February 27, 1985, concerning Pacific Gas and Electric Company's Drug Prevention Policy, and specifically, the wording in Paragraph #3.

We want to assure you and the membership of IBEW Local No. 1245 that any disciplinary action taken because of off-the-job or off-the-premises illegal drug activity will be the result of individual review. Each incident will be evaluated on its particular merits to determine if disciplinary action is appropriate. If it is determined that disciplinary action is appropriate, then a decision will be made concerning the degree of discipline which may be up to and including termination. The Company's action will, of course, be subject to review through the grievance procedure.

If you have any other concerns or questions about the Drug Prevention Policy, please call me or Mr. I. W. Bonbright. Thank you for your support in this important drug prevention effort.

Sincerely,

John S. Cooper

3-1-85
7.1 (2-27-85)

PACIFIC GAS AND ELECTRIC COMPANY

+ 77 BEALE STREET • SAN FRANCISCO, CALIFORNIA 94106 • (415) 972-2583

FREDERICK W. MIELKE, JR.
CHAIRMAN OF THE BOARD

March 1, 1985

Dear PGandE Employee:

I enlist your help in correcting a serious problem that affects your Company, your family, your friends and co-workers, and the public we serve. The problem is drug abuse.

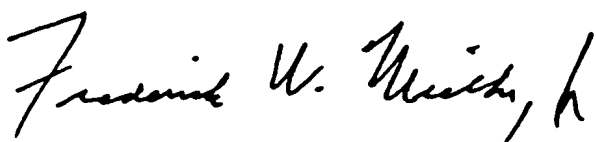
The American workplace is suffering a silent epidemic of drug abuse. PGandE's workplace, unfortunately, is no exception. This is especially distressing when we reflect on PGandE's tradition of providing a safe and wholesome work environment for our employees and safe and reliable service to our customers.

This problem must be corrected.

As a first step, we have adopted a clear statement of Company-wide policy on drug use in the workplace. A copy is enclosed. Please read it carefully and discuss it with your co-workers, your supervisor, and your family. Many people at PGandE joined in developing this policy statement -- officers, supervisors, regional and division managers, and bargaining unit representatives. It states unequivocally what our policy is and what will be done if that policy is violated.

If you know someone who is using drugs on the job, please let him or her know your concern about your safety and theirs. If you are using drugs yourself, now is the time to take corrective action. PGandE's Employee Assistance Program will help you or a family member deal with drug dependency or other personal problems on an entirely confidential basis.

I ask for your support in working together to make PGandE a drug-free workplace.



FWM:mm
Enclosure

INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS, AFL-CIO
Box 4790, Walnut Creek, CA 94596 (3063 Citrus Circle) • (415) 933-6060

IBEW LOCAL UNION **1245**

JACK McNALLY, Business Manager

2-27-85
Col Union Ltr
7.1
HOWARD STIEFER, President

March 6, 1985

I. W. Bonbright
Manager of Industrial Relations
Pacific Gas and Electric Company
245 Market Street, Rm. 444
San Francisco, California 94106

Re: Mr. John Cooper's Letter dated March 1, 1985

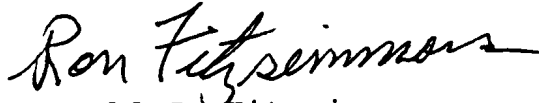
Dear Mr. Bonbright:

We would like to thank you for the timely manner in which you responded to our request for an interpretation of the wording in paragraph #3 of Pacific Gas and Electric Company's Drug Prevention Policy.

With respect to the entire Policy it is our understanding that any discipline will be administered consistent with Review Committee and arbitration decisions dealing with this subject matter.

Please call if you have any questions.

Very truly yours,



Ronald G. Fitzsimmons
Assistant Business Manager

RGF/lhb

xc: Adm. Staff