

MEMORANDUM OF UNDERSTANDING

between

The Designated Representatives of

SOUTH FEATHER WATER AND POWER AGENCY



and

The Designated Representatives of

LOCAL UNION 1245

of

**INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS
AFL-CIO**

for the

HYDROPOWER GENERATION EMPLOYEES UNIT

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Statement of Purpose

1. The South Feather Water and Power Agency, hereinafter referred to as Agency, is a public agency within the meaning of Section 3501 (c) of the Government code of the State of California.
2. International Brotherhood of Electrical Workers Local 1245 hereinafter referred to as I.B.E.W., has been formally recognized by the Board of Directors of Agency as the exclusive representatives of employees in the Hydropower Generation Unit in all matters of employer - employee relations regarding wages, hours and other terms and conditions of employment, subject to the provisions of the Meyers-Milias Brown Act at Government Code § 3500 *et seq.*, of the State of California.
3. The Labor Committee of Agency (Agency's designated representatives) has met and conferred in good faith with designated representatives of I.B.E.W. regarding wages, hours and other terms and conditions of employment and the parties have freely exchanged information, opinions and proposals and have endeavored to reach agreement on matters within the scope of representation.

General

The following employment policies and rules and regulations for the administration of employer-employee relations, hereinafter referred to as "Memorandum of Understanding," or "MOU" and all additions thereto and amendments and revisions thereof that may be hereafter made are for the guidance of the management and supervisory staff and for employees of the Agency and their employee organizations and are subject to the following limitations, conditions, constructions and interpretations:

- (a) They may be changed at any time and from time to time as specified in this Memorandum of Understanding between the Board of Directors of the Agency and the I.B.E.W. Local 1245.
- (b) They shall not be construed as a contract with any union or employee organization.
- (c) They shall not be construed as an unalterable relationship with any employee.

Employee Representation

The Agency recognizes the employees' rights of self-organization and to be represented by organizations of their own choosing as set forth in Chapter 10, Division IV of Title I of the Government Code of the State of California. To that end, the Board of Directors has appointed the General Manager or his/her designee to meet and confer with Union representatives on all matters of employer-employee relations, including but not limited to wages, hours and other terms and conditions of employment. Sections 3500 through 3509 of the Government Code and Section 923 of the Labor Code are cited herein for reference.

ARTICLE 1

Preamble

- 1.1 The parties acknowledge the provisions of Chapter 10 (section 3500 et. seq.) of Division 4 Title I of the Government Code of the State of California.
- 1.2 It is the policy of Agency not to interfere with, intimidate, restrain, coerce or discriminate against any employee because of race, age, creed, religion, sex, sexual orientation, disability, color or national origin.
- Any gender specific changes or eliminations made to the memorandum of Understanding, effective January 1, 1993, are not intended to change the context of the genders. Any remaining masculine gender references shall be understood to include the feminine gender and vice versa, but not to be construed to be sex limitations.
- 1.3 Agency is engaged in rendering public utility services to the public and Agency and Union recognize their mutual obligation for the continuous rendition and availability of uninterrupted services.

ARTICLE 2

Recognition

- 2.1 The scope of representation shall include all matters relating to employment conditions and employer-employee relations, including, but not limited to wages, hours, and other terms and conditions of employment. Except, however, the scope of representation shall not include consideration of the merits, necessity, or organization of any service or activity provided by law or executive order.
- 2.2 Official representatives of recognized employee organizations will be permitted access to Agency property to confer with Agency employees on matters of employer-employee relations but such representatives shall not interfere with work in progress, and shall request and receive the authorization of the Agency's manager or his representative before entering the premises. At times when authorization card and/or election procedures are in progress, Agency may prohibit all access to Agency property that relates to the authorization card or election procedures. Provided, however, access for purposes of discussing these procedures with management and for the purposes of processing grievances shall be permitted during this period.
- 2.3 The Agency recognizes the right of recognized employee organizations to appoint a shop steward. The recognized employee organization shall notify the Agency in writing as to such shop steward's identity and of subsequent appointments, if any. An employee appointed as shop steward shall, nevertheless, be required to and shall work full time in his/her respective classification and shall not interrupt the work of other employees. A steward may, with the permission of his/her supervisor, leave his/her work during working hours for reasonable periods to investigate pending grievances and to present said grievances to representatives of the Agency. No steward shall leave his/her job without first obtaining the permission of his/her supervisor, which permission may be withheld by the supervisor if, in the sole discretion of the supervisor, his/her presence is necessary for the safe conduct and efficiency of the operations.

- 2.4 Agency will provide the recognized employee organization with board space for the purpose of posting thereon matters relating to organization affairs.
- 2.5 Agency will not interfere with, intimidate, restrain, coerce or discriminate against any employee because of his/her membership in a recognized employee organization.
- 2.6 Any employee, at his/her request, will be permitted representation by a recognized employee organization. The foregoing will apply to cases such as disciplinary actions, formal investigations, hearings, etc. An employee will not be required to participate without representation. An employee may choose to represent himself at his/her own discretion.
- 2.7 (a) Agency shall deduct from their wages the regular membership dues of employees who are members of the Union and who individually and voluntarily authorize such deductions in writing in accordance with the provisions of Section 1157.3 or the Government Code of the State of California (Added 1988). Attached hereto and made a part hereof is Exhibit "F," titled "Payroll Deduction Form". Union Dues and Fair Share Fees: An Employee may join the Union or may pay the Union a fair share service fee in an amount not to exceed the standard initiation fee, periodic dues, and general assessments of the organization. (Amended 2020).
- (b) The Union shall notify the Agency of any employee who (i) is a member of the Union, who has applied for membership, or who elects to pay a fair share service fee, and (ii) has given the Union written authorization for deduction of unified membership dues, initiation fees and general assessments to the Union. The Union certifies that it shall collect and will maintain records of individual employee authorizations for deductions of said dues or fees. [Added 2020]
- (c) Upon Union notification to the Agency of written authorization by an employee, Deductions shall be made from the first payroll period of each month and the total deductions shall be submitted to the recognized employee organization, within five (5) working days of the date the dues are withheld from the employee's check. The Union agrees to notify the Agency of any membership status changes. The Agency shall rely on the information provided by the Union regarding canceling or changing deductions. At least every 120 days, the Agency will provide the Union with a master list of all bargaining unit employees. [Amended 2020]

The list will include the following information: Name, Address, Social Security Number, Classification, Agency Seniority, Birth Date, Wage Rate and Amount of Union Dues withheld if the employee is a member of Union and has authorized Union dues withholding. The Agency will provide the Union with not less than 10 calendar days' advanced notice of the time, date, and location of a new hire orientation session of any new employee (except that a shorter notice may be provided in a specific instance where there is an urgent need critical to the Agency's operations that was not reasonably foreseeable). Subsequent to receipt of the master list, Agency will notify Union each month at the time of the dues transmittal to Union of any changes in the master list and the reasons therefore. [Added 1988]

(d) The provisions of Article 2.7 will not apply to an employee that is separated from the unit because of transfer, promotion, demotion, lay-off, or leave of absence for more than 30 days. Upon the employee's return to the unit, the provisions of this section will apply to the employee. [Added 2020]

(e) The Union must indemnify the Agency against any liability arising from any claims, demands, or actions made by any employee for deductions made in reliance on information provided by the Union. [Added 2020]

2.8 Whenever, as approved by the General Manager, any employee is absent from work as a result of a formal request by the Union's Business Manager or designee and is engaged in official Union business, the Agency shall pay for all regular time lost and shall be reimbursed therefore by the Union.

2.9 (a) Union Leadership and Steward Leave Time is stand-alone leave time which is not subject the requirements of the other forms of Leave Time within Article 12.

(b) Upon the request of the Union and with the approval of the General Manager, the Agency shall grant employees a leave of absence without loss of compensation or other benefits to serve as stewards, officers, or delegates of the Union, or of any statewide or national employee organization with which the Union is affiliated. The Union request may be for full-time, part-time, periodic, or on an intermittent basis, and shall be specified in the request. Requests shall be made at least two weeks in advance and directed to the General Manager unless otherwise agreed to between the Agency and the Union.

(c) A regular employee appointed or elected to office in the Union which requires all the employee's time shall be granted a Union Leave of Absence, upon request of the union, for a period not more than four (4) years.

(d) During the leave, the Agency shall fund the retirement contributions required of the Agency as an employer and as specified in the Memorandum of Understanding (MOU). The employee shall earn full-service credit during the leave of absence and shall pay his or her contributions as specified in the MOU.

(e) The Union shall reimburse the Agency for all compensation paid to the employee on leave unless otherwise specified by the MOU. Reimbursement by the Union shall be made within 30 days after receipt of the Agency's certification of payment of compensation to the employee.

(f) The leave provided under this section shall be in addition to any leave to which public employees may be entitled by other laws or by this MOU and shall not serve to invalidate any provision of this MOU.

(g) At the conclusion or termination of the leave, the Agency shall reinstate the employee to the same position and work location held prior to the leave, or, if not feasible, a substantially similar position without loss of seniority, rank, or classification.

(h) The Agency shall not be liable for any acts committed or omitted, or injuries suffered by the employee which occur during the course and scope of the employee's leave under this section. If held liable, the Union shall indemnify and hold the Agency harmless for any such acts.

(i) The Union has no obligation to use leave under this section for an employee and may terminate that leave at any time, for any reason.

ARTICLE 3

Grievance Procedure

- 3.1 A grievance is defined as a claim or dispute arising between an employee or employees and the Agency. A grievance will include claims or disputes of employees regarding the interpretation or application of any of the terms and conditions of the Memorandum of Understanding, and will include such matters as alleged discriminatory and/or arbitrary discipline, demotion, or discharge of an employee or employees. A dispute over whether a particular claim of any employee or employees is subject to the grievance procedure shall be considered and resolved under the procedures established by this Article.
- 3.2 Step I, Preliminary Informal Resolution. Any employee who believes they have a grievance shall present the evidence thereof orally to their Division Manager, at a meeting which may be attended by the Shop steward, within seven (7) calendar days after the employee knew, or reasonably should have known, of the circumstances which form the basis for the alleged grievance. The Division Manager shall hold discussions and attempt to resolve the matter within five (5) calendar days after such presentation of such evidence. It is the intent of this informal meeting that at least one personal conference be held between the employee and the Division Manager.
- 3.3 Step II, General Manager. If the grievance has not been resolved at Step I, the grievant must present their grievance in writing on a form provided by the Agency to the General Manager within fourteen (14) calendar days after the occurrence of the act or omission giving rise to the grievance. Attached hereto and made a part hereof is Exhibit "D", titled "Employee Grievance Form".

(a) The Statement shall include the following:

- (1) A concise statement of the grievance including specific reference to any specific MOU provision, law, policy, rule, regulation, and/or instruction deemed to be violated, misapplied or misinterpreted;
- (2) The circumstances involved;
- (3) The decision rendered by the Division Manager at Step I;

- (4) The specific remedy sought.
 - (b) The General Manager shall communicate his decision within seven (7) calendar days after receiving the grievance. Decisions will be in writing setting forth the decision and the reasons therefore, and will be transmitted promptly to all parties in interest. If the General Manager does not respond within the time limits, the grievant may appeal to the next step. Time limits for appeal shall begin the day following the receipt of the written decision by the General Manager. Within the above time limits, either party may request a personal conference with the other.
- 3.4 Step III, Labor Committee. In the event the grievant is not satisfied with the decision at Step II, the grievant may appeal the decision in writing on a form provided by the Agency (attached hereto and made a part hereof of as Exhibit D) to the Labor Committee within seven (7) calendar days. The statement shall include a copy of the original grievance; a copy of the written decision by the General Manager; and a clear, concise statement of the reasons for the appeal to Step III.
- (a) Said Labor Committee shall be composed of: one member of the Agency's Board of Directors, the General Manager, the grievant, the grievant's Division Manager, the grievant's representative, and the Shop Steward.
 - (1) The Labor Committee shall have the obligation and authority to obtain such factual information for its deliberations as is necessary and proper.
 - (2) The Labor Committee has the authority to decide, and its decision is binding upon the Agency, grievant, and grievant's representative.
 - (3) The Division Manager and the grievant shall not participate in the vote on the decision.
 - (4) To become binding, the decision vote shall be unanimous.
 - (5) Any member of the Labor Committee, other than the grievant, may nominate an alternate, if unable to attend a particular Labor Committee meeting, by notice, prior to the meeting, to all members and the grievant. Notice may be verbal. Absence from a Labor Committee meeting by any member or alternate, shall not cancel any decision of those of the committee in attendance. Attendance by the grievant is mandatory.
- 3.5 Step IV, Mediation. Upon failure of the Labor Committee to resolve the grievance, the grievant or grievant's representative may request mediation of the grievance. Such request shall be in writing within seven (7) calendar days after failure by the Labor Committee to resolve the grievance. The Agency shall grant the request for mediation. A mediator shall be requested through the Division of Conciliation of the Department of Industrial Relations of the State of California. Both parties shall cooperate in availability of a mediator in regard to location and time, etc.

- 3.6 Step V, Arbitration. Upon failure of mediation to resolve the grievance, the grievant's representative may file a letter with the Agency requesting referral of the matter to arbitration. The letter shall be filed within fourteen (14) calendar days after the conclusion of mediation proceedings. Arbitration shall be accepted by both the grievant's representative and the Agency prior to initiating the following and the decision shall be binding on all parties:
- (a) Arbitration shall be conducted by the American Arbitration Association or any other agent that is mutually accepted by the grievant and the Agency;
 - (b) Each party shall pay one-half (1/2) of the arbitration fee in advance of the proceedings.
 - (c) Proceedings shall be conducted according to the California Evidence Code and California Code of Civil Procedure to the extent they are compatible with the arbitration proceedings.
 - (d) Arbitration shall be accepted only upon completion of mediation proceedings.
- 3.7 The time periods and limits stated above shall be consecutive. Failure by the Agency to meet any of the aforementioned time limits will result in forfeiture, and all demands made by the grievant will be met. Failure by grievant and/or their representative to meet any of the aforementioned time limits will result in forfeiture of all demands made by the grievant. The aforementioned time limits may be extended by mutual agreement in writing.
- 3.8 Where written notice is specified, such notice shall be sent by certified mail, return receipt requested.
- 3.9 Nothing prevents a grievance from being withdrawn or settled at any time prior to any steps of this procedure.
- 3.10 The purpose of this procedure is to expedite the process in a manner that will provide both the employee and the Agency with a satisfactory resolution to the problem in the shortest time span.
- 3.11 A copy of all formal grievance decisions shall be placed in the employee's permanent personnel file.

ARTICLE 4

Safety

- 4.1 The Board of Directors desires to maintain a safe place of employment for Agency employees and to that end Agency management shall make all reasonable provisions necessary for the safety of employees in the performance of their work.
- 4.2 Regular "tailgate" meetings will be held on all jobs to plan and emphasize safety in their performance.
- 4.3 Regular safety meetings will be held bimonthly for the purpose of reviewing accidents and preventing their recurrence, eliminating hazardous conditions and familiarizing employees with safe work procedures and applicable State Safety orders and for training in first aid. Agency will notify

recognized employee organizations of the date, time and place of such meetings, in order that representatives may attend and participate.

- 4.4 In the event of an accident, resulting in serious injury or death of an employee of Agency, Agency will notify recognized employee organizations immediately in order that they may conduct an investigation of the accident.
- 4.5 All employees not adhering to all Agency safety orders shall be subject to disciplinary action.

ARTICLE 5

Disability and Unemployment

- 5.1 (a) Worker's Compensation: Injuries or disabilities arising out of and in the course of employment with Agency are and will continue to be within the application of the Worker's Compensation and Insurance Chapters of the State Labor Code.
- (b) When an employee is absent by reason of injury arising out of and in the course of his/her employment with the Agency that comes within the application of Workers' Compensation and State Disability Insurance, he/she shall be eligible for sick leave for the duration of temporary disability. The amount of sick leave payable for each day of absence shall be one hundred percent (100%) of an employee's basic wage rate less the sum of any payments to which he may be entitled under Workers' Compensation and State Disability Insurance. Sick leave is payable from and only insofar as an employee has accrued sick leave credits as provided in Article 14, but will be reduced by the amount of Workers' Compensation and/or State Disability Insurance paid.
- 5.2 State Unemployment and Disability Insurance: All Agency employees will continue to be covered by the California Unemployment Insurance Code.
- 5.3 Social Security: All Agency employees are and will continue to be covered by the United States Social Security Act.

ARTICLE 6

Employee Status

- 6.1 Employees will be designated as regular, probationary, or temporary depending upon the purpose for which they were hired and their length of continuous service with the Agency.
- 6.2 A regular employee is defined as an employee who has twelve (12) months, or more, of continuous employment with the Agency.
- 6.3 A probationary employee is defined as an employee hired for a position that has been regularly established and is of indeterminate duration. A probationary employee will receive not less than the minimum rate for the job and will be eligible for sick leave pay, holiday pay, vacation pay, insurance coverage or items of a similar nature, as he becomes eligible, but will not be eligible for a leave of

absence. Upon completion of twelve (12) months of continuous service with the Agency, a probationary employee will be given the status of a regular employee.

- 6.4 A temporary employee is defined as an employee hired by the hour for occasional or seasonal work for a period not to exceed one hundred eighty (180) days. Employees hired to replace a regular employee who is on a leave of absence shall be hired as temporary employees unless said leave of absence is in excess of 180 days in which case it shall be filled by the bidding procedure at the location where the position is available. A temporary employee will receive not less than the minimum rate for the job, but will not be eligible for holiday pay, vacation pay, insurance coverage or items of a similar nature, nor will he/she accrue seniority or leave of absence rights. A temporary employee will be entitled to sick leave as provided in Labor Code sections 245, et seq., and set forth in Article 14. If a temporary employee is reclassified to probationary or regular status he/she will be credited with all continuous service in determining eligibility for such benefits that may accrue to him in his/her new status. Upon completion of 180 days as a temporary employee the employee will be placed as a probationary employee.

ARTICLE 7

Wages and Classifications

- 7.1 Employees shall be paid a wage within the range established for their classification. Upon initial appointment to a classification, an employee shall normally be paid the lowest wage rate for that classification. A new employee may, however, receive a starting wage rate above the lowest rate if the General Manager determines that circumstances warrant the higher rate. When an employee is appointed to a classification that has a wage range overlapping the wage range of the employee's previous classification, the employee shall be paid at a wage rate that is at least 5% greater than their previous wage rate, but not more than the top wage rate of the classification to which the employee is appointed.
- (a) When employees who were unit members prior to 2009 are appointed to an apprenticeship program, they shall be paid the PG&E-parity rate (see Exhibit A) for each step in the apprenticeship program and, upon successful completion of the apprenticeship program and appointment to the journeyman position, shall be paid the PG&E-parity rate for the journeyman position.
 - (b) Employees who became unit members after 2008 and who are appointed to an apprenticeship program after occupying a journeyman position in which their wage rate was less than the PG&E-parity rate for the journeyman position, shall be paid a wage rate at each step of the apprenticeship program that is the same percentage of the PG&E-parity rate for each step as the percentage their wage rate was of the PG&E-parity rate for the journeyman position they previously occupied. Upon successful completion of the apprenticeship program and appointment to the journeyman position, the employee shall be paid a wage rate that is the same percentage of the PG&E-parity rate for the journeyman position as the percentage their wage rate was of the PG&E-parity rate for the journeyman position they previously occupied.

(Example – An electrical machinist who earns \$33.88/hour, which is 90% of the \$37.64/hour PG&E-parity rate for the position (in 2008), applies for and is appointed to an apprenticeship program for Roving Operator, Step 1 which has a PG&E-parity rate of \$29.95/hour (in 2008). As a Step 1 Operator-in-Training, he will be compensated 90% of \$29.95, or \$26.96/hour. At each new step in the apprenticeship his wage rate will be 90% of the PG&E-parity rate for the step. Upon successful completion of the apprenticeship program he will become a journeyman Roving Operator and will start at a wage rate of \$35.94/hour, which is 90% of the \$39.93/hour PG&E-parity rate for the position (in 2008).

[Added 2009]

- 7.2 Wages shall be paid at biweekly intervals on Fridays for a week's payroll period ending not less than 4 nor more than 10 days prior to the pay date, provided that if the regular pay date falls on a holiday payment shall be made on the preceding work day.
- 7.3 When an employee is temporarily assigned to work in a classification which has a wage range higher than their regular classification, they shall be paid at a wage rate which is at least 5% greater than their regular wage rate, but not more than the top wage rate of the classification to which the employee is temporarily assigned, with a minimum of one hour and time computed to the next full hour.
- 7.4 When an employee is temporarily assigned to work in a classification lower than their regular classification, their rate of pay will not be reduced.
- 7.5 For purposes of wage rate progression in a temporary classification, the time worked by an employee in other than their regular classification shall also be accrued in such temporary classification.
- 7.6 Attached hereto and made a part hereof is Exhibit "A", titled "PG&E-Parity Rates". Attached hereto and made a part hereof is Exhibit "B", titled "Schedule of Wage Rates". The top rate of the wage range for each classification in Exhibit "B" shall be 10% greater than the PG&E-parity rate for that classification shown in Exhibit "A". The beginning rate will be 20% less than the PG&E-parity rate.

Employees shall have one hundred percent (100%) parity, in wages only, including Sunday Shift Premiums, with Pacific Gas and Electric Company (PG&E) for like classifications beginning January 1, 1993 and continuing thereafter. Retroactivity will be granted if granted to PG&E employees in any year affected.

Effective June 29, 2008, each incumbent employee will receive a 3.58% wage-rate increase. The top rate of the wage range for employees who were unit members prior to June 30, 2008 shall be 3.58% higher than the top rate of the respective ranges shown in Exhibit "B".

- 7.7 The Agency and the Employees Representative may, from time to time during the year establish new and/or revise existing classifications and/or wage rates as a result of changes in operations or requirements of the Agency in accordance with the "Meet and Confer Process" as provided in the Government Code of the State of California. Attached hereto a made a part hereof is Exhibit "B", titled "Classification Specifications."

7.8 When an employee is permanently reclassified to a lower classification they shall be paid at a wage rate which is equal to their previous wage rate, but not more than the top wage rate of the classification to which the employee is permanently reclassified.

7.9 Lead Person Assignment and Compensation.

- (1) A lead person provides leadership to a work crew. A “work crew” is defined as being two or more employees that have been assigned to a specific task or project that necessitates, in the estimation of a foreman and/or division manager, cooperative and interdependent efforts by crew members, such that a leader is necessitated to ensure optimal safety, teamwork, efficiency, and productivity. A lead person shall not be assigned when two or more employees, working at the same site and outside the supervision of a foreman or division manager, have non-dependent tasks, or have dependent tasks but supervision is not required to maintain organization and orderliness of work. Also, the lead person stipend will not be authorized for training or assisting in the training of another employee. Responsibilities of a Lead Person include the following, when applicable:
 - (a) Determining and implementing the most efficient work plan;
 - (b) Assigning crew members to specific tasks within their classification;
 - (c) Determining and implementing a safe and efficient traffic control plan when the work site is within a traveled area;
 - (d) Determining potential safety hazards and implementing appropriate safeguards;
 - (e) Ensuring the utilization of specific safety procedures where applicable (e.g., locking and tagging electrical circuits, chocking wheels of equipment parked on inclines, implementing confined space protocols, wearing hardhats, etc.);
 - (f) Coordinating with foremen or division manager for the scheduling and utilization of equipment and tools; and,
 - (g) Coordinating with warehouse personnel, foremen, and/or division manager for the delivery to a job site of necessary supplies and materiel.
- (2) Employees who accept lead-person assignments will receive a 5% increase in pay for the duration of the assignment. Foremen or division managers make lead-person assignments on a daily basis, or for the duration of a specific job or project. Employees accepting lead-person assignments may claim the 5% stipend on their time sheet for the actual period of time they perform lead-person duties.
- (3) A lead person is to be assigned whenever a foreman or the division manager is not available to perform the functions itemized above. However, if a foreman or the division manager can be present at the work site periodically throughout the day and frequently enough, in their estimation, to provide adequate supervision, they shall perform said functions. Otherwise, they will designate an on-site lead person. Once a lead person is assigned for a specific

job, they shall maintain said assignment for the duration of the job, unless a foreman or the division manager is available to provide supervision, or until another lead person is assigned.

- (4) Assignment of lead-person responsibilities is the exclusive responsibility of the foremen and/or division manager. Said assignment is to be made on the basis of competency and qualifications, with seniority a consideration if all else is equal. Assignment of lead-person responsibilities does not impose any new or additional legal liability on the employee. An employee may decline a lead-person assignment if another employee who is qualified for the assignment is available and willing to accept the assignment.

- 7.10 When an employee is appointed to fill a vacancy in an apprentice classification, such employee shall normally be placed at the beginning rate. Notwithstanding the foregoing, the Agency and Union by written letter agreement consistent with the apprentice program will place or advance an employee to an appropriate wage step. Such appointments shall be based on the employee's knowledge, skill, efficiency, adaptability and physical ability demonstrated by prior performance duties that supplant the need for training in an apprenticeship.

ARTICLE 8

Hours and Overtime

- 8.1 All regular employees will receive full time employment for each workweek employed, provided they report for duty and are capable of performing their work. This is not to be interpreted that the Agency does not retain the right to lay off or release employees on account of lack of work or other valid reason.
- 8.2 Employees shall report for work at their regularly established Agency headquarters and shall return thereto at the conclusion of the day's work and the time spent in traveling between such headquarters and the job site shall be considered as time worked.
- 8.3 A workweek is defined to consist of seven (7) consecutive calendar days, Sunday through Saturday, and, except as otherwise provided herein, a basic workweek is defined to consist of five (5) consecutive work days of eight (8) hours each, Monday through Friday. The regular work hours shall be 8:00 a.m. to 4:30 p.m. with one-half (1/2) hour off for lunch. A majority of employees may ratify a change of regular work hours, for their division, with the consent of the General Manager and the Union, occurring within the approximate designated daylight saving time period. The regular work hours shall then be 7:00 a.m. to 3:30 p.m. with one-half (1/2) hour off for lunch.
 - (a) A three-fourths (3/4) majority of the employees within a division may ratify a change of regular work hours for their division to affect a "9-80s" schedule (i.e., employees would work eight nine-hour days and one eight-hour day during a pay period), subject to the consent of the General Manager and the Union. A simple majority (>50%) may ratify returning the regular work hours for a division to a traditional "10-80s" schedule (ten eight-hour days in a pay period).

- 8.4 Employees classified as Roving Operator or shall have a regularly scheduled basic workweek, which will provide for nine (9) consecutive workdays and five (5) consecutive non-workdays with two (2) of the non-workdays being Saturday and Sunday. The regular hours of work will be 7:00 a.m. to 12:00 noon and 12:30 p.m. to 4:30 p.m., with one day of eight (8) hours.
- 8.5 Occasionally, because of the need to operate a plant on a twenty-four (24) hour basis, employees may be assigned to shift work. After a minimum twenty-four-hour notification, the employee's regular hours and days of work will be that of the shift to which they are assigned and any overtime compensation paid will be on the basis of the new shift. Upon completion of the work necessitating the change in shift, and subsequent to a minimum twenty-four-hour notification, employees will be returned to their previous shift. All time worked outside of a regular shift shall be paid at the overtime rate.
- 8.6 Overtime is defined as:
- (a) time worked in excess of forty (40) hours in a workweek,
 - (b) time worked in excess of eight (8) hours on a scheduled workday,
 - (c) time worked in excess of nine (9) hours on a 9-80s workweek schedule.
 - (d) time worked on a non-workday,
 - (e) time worked outside of regular hours on a workday, or
 - (f) time worked on a holiday.

Overtime shall be computed to the nearest one-quarter (1/4) hour.

[Amended 2003]

- 8.7
- (a) Overtime compensation shall be paid at a rate equivalent to one and one-half (1½) times the regular rate of pay.
 - (b) The time worked in excess of 16 consecutive hours and continuing until the employee is dismissed from such work shall be paid at the rate of two (2) times the employee's straight rate of pay, or
 - (c) If, following an employee's dismissal from work or on an employee's non-workday, the employee is called out for work, he shall be paid at two (2) times his/her straight rate of pay for work performed either after accumulation of twelve (12) hours and/or in the eight (8) hours preceding his/her next regular work hours.
 - (d) Overtime compensation shall be paid at a rate equivalent to two (2) times the regular rate of pay for all overtime worked on Sundays, Holidays, and on the second non-workday during four (4) consecutive non-workdays.
- 8.8 Employees who are required to report to work on their non-workdays, or on holidays they are entitled to have off, or outside of their regular hours on workdays, when called away from their residence, will be paid overtime compensation for the actual time worked, including travel time, but for not less than two (2) hours. If an employee who is called out for such work outside of his/her regular hours on a workday continues to work into his/her regular hours, he will be paid overtime compensation

only for the actual time worked outside of his/her regular hours and travel time one way. Employees who have not left the Agency yard prior to being asked to work, and have completed their regular shift, shall be paid for the actual time worked outside the regular hours. For purpose of this section only one (1) two-hour minimum call will be paid, subsequent calls will require pay for actual time worked plus any travel time and one hour meal time. The maximum of only one (1) two-hour minimum call will apply during any twenty-four (24) hour period of midnight to midnight.

- 8.9 Overtime will be distributed as equally as is practicable among those employees who are qualified and available and the Agency will not require employees who have worked overtime to take equivalent time off during the workday, without pay.
- 8.10 [Deleted 2003]
- 8.11 Except where a hazard to life or property exists, employees will not be required to work more than three consecutive weeks (21 consecutive days) without having two (2) consecutive days off. If mandated to work more than twenty-one (21) consecutive days, all hours worked until a rest period of two (2) consecutive days is taken shall be paid at the applicable overtime rate.
- 8.12 Regularly scheduled employees whose workweek includes Saturday, Sunday, and Holiday workdays shall work eight (8) consecutive hours and be permitted to eat their meals during working hours on Saturday, Sunday, and Holidays only.
- 8.13 [Deleted 2003]

ARTICLE 9

Continuity

- 9.1 Continuity is defined as total length of continuous service with the Agency. In determining an employee's continuity his/her service will be deemed to be broken by termination of employment by reason of:
 - (a) Resignation;
 - (b) Discharge for cause;
 - (c) Layoff for more than six (6) consecutive months;
 - (d) Failure to return immediately on the expiration of a Leave of Absence or acceptance of other employment while on leave; or,
 - (e) Absence without pay for two (2) days without notifying the Agency, without a leave of absence.
- 9.2 Continuity of service will not be broken when an employee is:

- (a) Inducted, enlists, or is called to active duty in the Armed Forces of the United States, or service in the Merchant Marine, under any Act of congress which provides that the employee is entitled to re-employment rights;
- (b) On duty with the National Guard;
- (c) Absent due to industrial injury;
- (d) On leave of absence; and,
- (e) Absent due to layoff for a period of less than one (1) year [Amended 1993].

9.3 Authority for Leave of Absence is as outlined in Article 12.6.

ARTICLE 10

Promotion and Transfer

- 10.1 When new jobs or additional jobs are created or vacancies, other than temporary occur within the Agency, regardless of bargaining unit, which Agency intends to fill, the Agency shall post vacancy notices on all bulletin boards and a copy shall be mailed to recognized employee organization. Vacancy notices shall be posted for a period of five (5) days and shall set forth the date of posting, the classification and location of the job, its duties, qualifications required and the rate of pay. Employees may submit bids on such vacancies by United States mail to the Office of the Agency and the Agency shall not consider any bids postmarked more than five (5) days from the date of posting.
- 10.2 The Agency shall within not less than seven (7) nor more than twelve (12) days from the original date of posting, post on all bulletin boards, a notice regarding the disposition of the posted vacancy with the name of the applicant, if any, awarded the job, and mail a copy of such notice to all recognized employee organizations together with a list of all bidders on the job.
- 10.3 In filling vacancies, the Agency will give preferential consideration to the applicant's length of service with Agency and will consider the applicant's knowledge, skill, efficiency, adaptability and the physical ability required for the job. Notwithstanding anything contained herein, Agency need not consider the bid of any employee who does not possess the knowledge, skill, efficiency, adaptability and physical ability required for the job on which the bid is made.
- 10.4 All positions filled by promotion of an Agency employee shall be subject to a twelve (12) month probationary period, provided that any such employee who the Agency determines cannot successfully perform the duties of the new position during the probationary period will be returned to their former position that they would have received had they not accepted the promotion.
- 10.5 Employees who complete an Agency apprenticeship program will not be eligible to apply for another apprenticeship program until they have completed a time equal to the length of the apprenticeship in the journeyman position subsequent to their training.

The Apprenticeship Committee shall make recommendation to the Labor Committee where a natural line of progression would supercede the proceeding provision.

ARTICLE 11

Demotion and Layoff

- 11.1 Should it become necessary for the Agency to lay off regular employees, the Agency will give employees involved as much notice as possible; but in no event will such employees receive less than two (2) weeks' notice prior to layoff. Where probationary or temporary employees are to be laid off, no notice of layoff need be given.
- 11.2 An employee whose job is being eliminated will be considered to displace an employee in a lower paid classification if qualified to perform the duties of the lower paid classification with consideration given to length of service with the Agency.
- 11.3 Regular employees who are laid off will be given preference in filling future vacancies for a period up to one (1) year, providing they keep the Agency advised of their current address.

ARTICLE 12

Leave of Absence

- 12.1
 - (a) Leave of absence may be granted to regular employees for urgent and substantial reasons, providing satisfactory arrangements can be made to perform the employee's duties without undue interference with the normal routine of work.
 - (b) In cases of extended illness or injury, an employee's inability to return to work (verified in writing by an attending physician) after sick leave has been exhausted will be considered as an urgent and substantial reason and in such cases a leave of absence will be granted of up to one (1) year.
- 12.2 A leave of absence will commence on and include the first workday on which the employee is absent and terminates on and includes the workday preceding the day the employee returns to work.
- 12.3 All applications for leave of absence shall be made in writing except when the employee is unable to do so. The conditions under which an employee will be restored to employment on the termination of leave of absence shall be clearly stated by the Agency in conjunction with the granting of a leave of absence. Upon an employee's return to work after a leave of absence, he will be reinstated to his/her former position and working conditions, except that if there has been a reduction of forces or his/her position has been eliminated during said leave, he will be returned to his/her position he would be in, had he not been on a leave of absence.

- 12.4 An employee's status as a regular employee will not be impaired by such leave of absence and his/her continuity will accrue. However, an employee on a leave of absence will not earn compensation for sick leave, vacation, or holidays.
- 12.5 If an employee fails to return immediately on the expiration of his/her leave of absence or if he accepts other employment while on leave, he/she will thereby forfeit the leave of absence and terminate his/her employment with the Agency.
- 12.6 Leave of absence shall be granted under the following authority:
- (a) One day - Division Manager.
 - (b) More than one day - General Manager or his designated representative.
- 12.7 In the event of the death of the mother, father, step-mother, step-father, brother, sister, step-brother, step-sister, son, daughter, step-son, step-daughter, wife, husband, father-in-law, mother-in-law, son-in-law, daughter-in-law, grandfather, grandmother, grandchild, or any relative or ward residing in the same home as the employee, funeral leave of three (3) days with pay may be taken.

ARTICLE 13

Expenses

- 13.1 Whenever an employee uses his/her personal vehicle with authorization by the Division Manager or the General Manager for the Agency's convenience, he/she will be reimbursed therefore at the maximum IRS rate allowable for mileage.
- 13.2 Employees who are assigned to temporary work at such distance from their regular headquarters that it is impractical for them to return thereto each day, or to their regular place of abode, will be allowed actual personal expenses for board and lodging for the duration of such assignment, provided they board and lodge at places to be designated by the Agency. The time spent by such employees in traveling to such temporary job at its beginning, to and from home on holidays and weekends, and from such temporary job at its conclusion and any reasonable expense incurred thereby will be paid by the Agency. Employees attending schools, seminars, training, etc. shall have arrangements including fees, meals, lodging, travel and miscellaneous expenses approved by the General Manager or his designated representative at the time attendance is approved.
- 13.3 If Agency requires an employee to perform work for two (2) hours or more beyond regular work hours, it will provide him with a meal and with meals at intervals of approximately four (4) hours, but not more than five (5) hours insofar as it is possible for the Agency to do so. The cost of any meal and one hour to consume it will be at Agency's expense. The Agency will pay up to \$4.50 for breakfast, \$5.00 for lunch, and \$8.00 for dinner.
- 13.4 If Agency requires an employee to perform work on non-workdays or outside of regular hours on workdays, and the employee does not have sufficient time to prepare a meal, the Agency will provide meals at intervals of approximately four (4) hours, but not more than five (5) hours insofar as it is possible for Agency to do so and for as long as the work continues. The cost of any such meals and one hour to consume same will be at Agency's expense. Where any such work extends into regular work hours on workdays, the foregoing provisions shall be operative until such time as the employee is released from work for the day.
- 13.5 When work is to be performed during regular work hours on non-workdays and the employee is given time to prepare a lunch, the normal lunch practices will be followed on such days.
- 13.6 Agency shall pay the cost of any meal which it is required to provide, in accordance with this Article, and shall consider as hours worked one hour to consume such meal, except, however, that when a meal is taken at Agency's expense following dismissal from work the time allowance therefore shall be one-half (1/2) hour. If an employee who is entitled to a meal under the provisions of this Article upon dismissal from work does not accept such meal he shall nevertheless be entitled to such time allowance of one-half (1/2) hour.
- 13.7 The foregoing provisions relating to meals are applicable, except, where it is not possible for the Agency to provide meals on the job for such employees, they shall either provide their own meals or forego the meals and the Agency shall reimburse them at the rate of 80% of the maximum allowed in Section 13.3.

- 13.8 Employees requested by the Agency to relocate their permanent residence for the convenience of Agency operations shall have normal moving expenses paid by the Agency.
- 13.9 Coveralls shall be provided, at Agency expense to operators, mechanics, and others when needed.
- 13.10 The allowance for work pants (maximum of three pair annually) shall be \$38.00 per pair (plus sales tax), and the allowance for work boots shall be \$190 annually. These amounts shall be adjusted annually based on the U.S. Department of Labor's Consumer Price Index for All Urban Consumers (West – B/C).
- 13.11 Work shirts shall be provided to each regular employee as follows: (a) five "button-down" shirts with sleeve style (short or long) to be at each employee's discretion; or, (b) ten tee-shirts; or (c) and equivalent combination of "a" and "b".
- 13.12 Work coats shall be provided on an as-needed basis. Employees may be required to return a used coat to verify need.

ARTICLE 14

- 14.1 Sick leave with pay shall be accumulated for each employee at the rate of one (1) day for each calendar month worked with accrual effective at the conclusion of each pay period.
- 14.2 The General Manager, or the Division Manager under the General Manager's direction, may require satisfactory evidence of sickness or disability before payment for sick leave will be made.
- 14.3 If a holiday which an employee is entitled to have off with pay occurs on a workday during the time an employee is absent on sick leave he shall receive pay for the holiday as such, and it shall not be counted as a day of sick leave.
- 14.4 Agency shall notify each employee as to his/her sick leave status in January of each year.
- 14.5 Agency shall pay for one-half (½) of all unused accumulated sick leave to any employee upon separation of employment or termination for just cause, at the then current rate of pay. In the event of layoff the Agency will pay for 100% of all accumulated sick leave at the then current rate of pay. In the event of death 100% of all accumulated sick leave will be paid to the beneficiary.
- 14.6 Any employee who in any calendar year uses four days or less of sick leave shall be entitled, at their option, to trade two (2) days of unused sick leave for one day paid vacation, up to a maximum of four such additional days of vacation. Employees will normally utilize these additional days from May through August. After an employee has accumulated more than thirty (30) days of sick leave, Agency shall pay, at the employee's option, for one-half (½) of accumulated sick leave beyond said thirty (30) days, up to a maximum of twelve (12) days in any calendar year at the current rate of pay.

- 14.7 Each employee may use accrued sick leave, up to half the time accrued per calendar year, as kin care leave, to care for sick immediate family members. Kin care leave time will not accumulate from year to year. It is provided for those circumstances where the employee must take time off to care for a sick immediate family member, regardless of the seriousness of the illness. Immediate family members covered include parents, children and spouses or domestic partners and are defined as follows:

- (a) A "child" means a biological, adopted or foster child, a stepchild, a legal ward or a child for which an employee has accepted the duties and responsibilities of raising, such as where a grandmother raises her grandchild.
- (b) A "parent" means a biological, foster or adoptive parent, a stepparent or a legal guardian. Mothers-in-law, fathers-in-law and grandparents are considered "parents" for purposes of this provision.

Employees should notify their supervisor to the extent feasible in order to avoid disruptions in work schedule as a result of use of kin care time.

ARTICLE 15

Holidays

- 15.1 Regular employees, except as otherwise provided herein, will be entitled to the following holidays off with pay when they fall on a workday in the basic workweek:

New Year's Day
Martin Luther King, Jr. Day
Presidents Day
Memorial Day
Independence Day
Labor Day
Veterans' Day
Thanksgiving Day
Day after Thanksgiving Day
Day before Christmas Day
Christmas Day
New Year's Eve
Employee's Birthday

NOTE: The Employee's birthday holiday shall be the work day immediately preceding the employee's next non-work day, or, if desired by the employee, may be any other work day agreed to by the employee's Division Manager.

- 15.2 In addition to the holidays listed above, employees will be entitled to one floating holiday if the average amount of sick leave usage was not greater than 1.50 hours per employee per pay period

in the prior calendar year. Evaluation of sick leave usage will not include sick leave used for long-term (greater than 10 days) illnesses, recuperation from accidental injuries or after major surgery.

Floating holidays may be taken at each employee's discretion, subject to the prior approval of their Division Manager. Approval may be withheld if the employee's absence from work on the day requested significantly impairs work production or the provision of service.

- 15.3 When any of the above holidays fall on a Saturday, the Friday preceding will be observed as the holiday. When any of the above holidays fall on a Sunday, the Monday following will be observed as the holiday.
- 15.4 When any of the above holidays fall on a non-workday, either a workday in conjunction with the holiday or a workday in conjunction with the employee's vacation will be observed as the holiday. The foregoing selection to be at the option of the employee, subject to management approval.
- 15.5 If an employee is absent from work on either the workday prior to the holiday or the workday following the holiday, without permission or a bona fide reason, he will not receive pay for the holiday.
- 15.6 Notwithstanding the foregoing, employees may be scheduled to work on holidays, in which event any such employee will, in addition to his/her holiday pay, be compensated therefore at the overtime rate of pay for all time worked on such days. The maximum combination of salary shall not exceed three (3) times the base rate in any event.
- 15.7 In addition to the holidays listed above, two days of personal necessity leave may be taken by employees in the position of Hydro Maintenance Foreman and Operations Foreman.
- 15.8 Whenever a "9-80s" schedule is in effect in accordance with Article 8.3(a), holidays will be counted as a nine-hour day when they fall on a day that the employee was scheduled to work a nine-hour day.

ARTICLE 16

Vacations

- 16.1 Employees may take vacation as it accrues, with the approval of their Division Manager. Vacation accrues monthly at a rate of:

- (a) 3.077 hours/pay period for 10 days vacation
4.615 hours/pay period for 15 days vacation
6.154 hours/pay period for 20 days vacation
7.692 hours/pay period for 25 days vacation.

Vacation accrual is effective at the conclusion of each pay period.

- (b) Employees in the positions of Powerhouse Foreman and Hydro Maintenance Foreman will accrue ten (10) days vacation with pay from employment and on each anniversary date thereafter through three (3) years of continuity. Employees in all other positions will accrue ten (10) days vacation with pay from employment and on each anniversary date thereafter through six (6) years of continuity.
 - (c) Employees in the positions of Powerhouse Foreman and Hydro Maintenance Foreman will accrue fifteen (15) days vacation with pay after completing three (3) years of continuity and on each anniversary date thereafter through twelve (12) years of continuity. Employees in all other positions will accrue fifteen (15) days vacation with pay after completing six (6) years of continuity and on each anniversary date thereafter through fourteen (14) years of continuity.
 - (d) Employees in the positions of Powerhouse Foreman and Hydro Maintenance Foreman will accrue twenty (20) days vacation with pay after completing twelve (12) years of continuity and on each anniversary date thereafter through twenty-two (22) years of continuity. Employees in all other positions will accrue twenty (20) days vacation with pay after completing fourteen (14) years of continuity and on each anniversary date thereafter.
 - (e) Employees will accrue twenty-five (25) days vacation with pay after completing twenty-two (22) years of continuity and on each anniversary date thereafter.
- 16.2 Vacation will be scheduled throughout the year by the full basic workweek or taken in increments of a full workday. Vacations of less than a full basic workweek may be scheduled in unusual circumstances such as urgent or substantial personal reasons, illness, disabilities, etc., with approval of the Agency's Power Division Manager. Employees with greater continuity will be given preference over those with less continuity in the selection of a vacation period.
- 16.3 The Agency will not require an employee to take his/her vacation in lieu of sick leave on account of illness.
- 16.4 If a holiday which an employee is entitled to have off with pay occurs on a workday during the employee's vacation period, such employee will be entitled to an additional day of vacation and will be compensated for same.
- 16.5 A maximum entitlement of twenty-four (24) months of vacation allowance may be accumulated by the Routine Hydro Clerk, Powerhouse Foreman, and Hydro Maintenance Foreman on a rolling calendar year anniversary basis. A maximum entitlement of eighteen (18) months of vacation allowance may be accumulated by all other employees on a rolling calendar year anniversary basis.

Forfeiture of additional vacation accrual under normal circumstances shall occur provided a minimum offset allowance is not utilized. With prior written approval by the Agency's General Manager, additional vacation accumulation may nevertheless be allowed in unusual circumstances such as urgent or substantial personal reasons, extended trips, illness, disabilities, etc.

- 16.6 Employees whose employment with the Agency is terminated for any reason, will, at the time of termination, receive any unused vacation previously earned. Earned vacation from the employee's anniversary date to the time of termination shall be based on the schedule in 16.1.
- 16.7 On January 1 of the fifth (5th) calendar year following their date of employment, and on January 1 of each fifth (5th) calendar year thereafter through 20 years of employment, Agency shall grant each employee a quinary-bonus vacation of five (5) work days with pay. A quinary-bonus vacation shall be in addition to the annual vacation set forth in section 16.1, above. Each of the four years in which a quinary-bonus vacation is granted shall be referred to, herein, as a "quinary-bonus year."
- (a) New employees hired on any date during or before 1988, or on any date before July 1 of any year after 1988, shall have the calendar year in which they were hired count as a completed year of service for future quinary bonus vacation benefit determination.
 - (b) New employees hired on or after July 1 of any year after 1988, shall not have that calendar year in which they were hired count as a completed year of service for the purpose of future quinary bonus vacation benefit determination.
 - (c) The five (5) days of quinary bonus vacation shall not accrue to the employee's vacation accumulation for the purpose of determining the maximum vacation entitlement (as discussed in Section 16.5 hereof) during the quinary bonus year. However, any quinary bonus vacation not used during the quinary bonus year shall accrue to the employee's vacation accumulation on January 1 of the year following the quinary bonus year.
- 16.8 An employee will be entitled to add one "Bonus Day" of vacation whenever a minimum of five vacation days are taken sequentially. An employee working a "9-80s" schedule will be entitled to add two Bonus Days of vacation whenever a minimum of nine vacation days are taken sequentially. Another Bonus Day of vacation may be taken for each five sequential days of vacation thereafter. Bonus Days may only be added to a vacation when such vacation and Bonus Day(s) are requested by the employee and subsequently approved in advance by the Division Manager. The Division Manager may approve said vacation and Bonus Day request when: (1) the request is received at least 30 days in advance of the commencement date of the vacation; and, (2) when such vacation is scheduled for a time that will not impact facility outages or other high-priority work requiring a maximum number of staff to be present (e.g., during storm season, special projects, etc.). Fractional bonus days will not be granted for vacations taken in increments less than five successive work days.
- 16.9 Approvals for vacations, including those with an added Bonus Day, may be rescinded by the Division Manager if conditions change that necessitate the employees involvement in outages, projects, or other high-priority work requiring a maximum number of staff to be present. In the event of a vacation approval being rescinded, the employee will be permitted to reschedule their vacation within a reasonable time and will not forfeit additional vacation accrual (see Article 16.5, above) when the

maximum accrual is reached before the rescheduled vacation occurs. Decisions to rescind vacation approval will be made with reasonable consideration for the fiscal impact on the affected employee.

ARTICLE 17

Inclement Weather Practice

- 17.1 Regular or probationary employees who are unable to work in the field because of inclement weather or other similar causes will receive pay for the full day, provided they have reported for duty. During such day they may be held pending emergency calls, may be given first aid, safety or other instruction, or they may be assigned to perform miscellaneous duties in sheltered locations.
- 17.2 Temporary employees who are unable to work in the field because of inclement weather or other similar causes will be paid only for the time they work or are held by the Agency, except however, that they will be paid for not less than two (2) hours.
- 17.3 Agency supervisors will be responsible for determining whether weather conditions warrant cessation of outside work. In arriving at a decision with respect to weather conditions, the Supervisor shall taken into account such factors as:
- (a) Employee health and safety.
 - (b) Undue hazards.
 - (c) Operating requirements.
 - (d) Service to the public.
 - (e) Job site working conditions.
 - (f) Anticipated duration of time required to leave unfinished job in a safe condition.
 - (g) Anticipated duration of inclement weather.
 - (h) Distance from job site to operating headquarters.
- 17.4 If employees are required to work during inclement weather, Agency shall provide rain gear for such work.

ARTICLE 18

Miscellaneous

- 18.1 A regular or probationary employee who is summoned for jury duty and is thus unable to perform his/her regular duties will be paid for the time lost at his/her regular rate of pay. All fees received for jury service shall be deducted from the employee's regular rate of pay.
- 18.2 All employees will reside within a 30-minute travel-time radius (under normal driving conditions) of their normal base of operations. This requirement will not affect any regular employee hired prior to January 1, 1999 whose residence is beyond the 30-minute radius, unless they request a promotion to a position for which the travel-time requirement applies.

ARTICLE 19

Employee Benefit Program

- 19.1 Defined contribution retirement programs (i.e., 401a and 457 deferred compensation plans) and a defined benefit retirement program (i.e., PERS) have been established by the Agency for all employees. Agency shall make no contributions to any retirement plan other than the PERS plan. The employee's share of the PERS contract payment shall be the percentage (8% as of January 1, 2017) of each employee's reportable compensation as defined in the Public Employee Retirement Law (Government Code §20636) with Agency responsible for the balance as calculated by PERS. In addition to their PERS payment, each employee may make additional contributions to available deferred compensation plans.
- 19.2 (a) The Agency shall continue to provide and maintain the State of California Public Employees Retirement System Health Benefit Plans. The Agency will contribute to the health benefit plan premium for each employee and their eligible dependents an amount equal to the average of the premiums of all the PERS plans available - excluding the plan with the lowest premium and the plan with the highest premium - in any given year.
- (b) The Agency will contribute 100% of the health insurance premium for retirees, as defined in Section 19.2(c), below, up to the maximum contribution for active employees and dependents.
- (c) To qualify as a retiree from the Agency for coverage in the PERS Health Plan, the employee has to meet the following criteria:
1. Terminate his/her employment with the Agency with a minimum age of 55 years.
 2. Notify the Agency within 120 days prior to their retirement date if they desire to be covered by the PERS Health Plan after retiring.
 3. Have 10 years of employment with the Agency to be eligible to participate in the PERS Health Plan.
- (d) Employees retiring for health reasons, and are eligible for social security benefits, are exempt from the requirements of section 19.2 (c) 1 through 3.
- (e) Employees presently covered by the Agency's health insurance plan under COBRA are eligible to participate in the PERS Health Plan as retirees.
- 19.3 Where it is assured by the attending physician that the duration of an illness or disability will require the employee's absence from work in excess of ninety (90) calendar days, the Agency will at its expense pay the employees required medical insurance premiums (including his/her dependent's coverage) for the two (2) month period following the last deducted payment made by the employee. In addition, for each completed five (5) years of service, the Agency will pay an additional one (1) month's premium.
- 19.4 The Agency will pay prescribed costs of dental coverage by the present policy under present policy and premium.

- 19.5 Vision Care will be provided to the employees at no cost to the employees.
- 19.6 The Agency shall provide to each regular employee a life insurance policy of \$30,000, together with life insurance coverage for each employee's spouse and dependents in the amount of \$3,000 per person.
- 19.7 The Agency shall not, by reason of the execution of this Memorandum of Understanding, abrogate or reduce the scope of any present plan or rule beneficial to its employees, such as, but not limited to, the retirement plan, group health, life insurance, vision and dental program, or reduce the wage rate of any employee covered hereby (unless demoted), or change the conditions of employment to such employee's disadvantage. The intent of this provision is not to restrict management rights as provided for in 22.1, but is intended to provide for certain past practices which are of value, have been previously considered by the Union during the Meet and Confer Meetings but were not included in the Memorandum of Understanding.
- 19.8 To promote the physical fitness of employees and to reduce the risk of illness and injury, it is the desire of both parties hereto to pursue a physical fitness program. Regular employees who participate in a verifiable exercise regimen at a physical-fitness facility within Butte County will be reimbursed for their individual monthly membership expense up to a maximum of \$60 per month. A verifiable exercise regimen at a physical fitness facility can include yoga, massage therapy, swimming, etc.

ARTICLE 20

Training

- 20.1 Enabling Clause: A joint training/apprenticeship committee shall be established and meet as required on set dates. The function of the committee shall be to discuss any relative training requirement and analysis of such subjects as job specifications, job numbers, qualifications, progression, testing, methods of grading, training periods, termination of training, pay schedule, relative training, previous experience, etc. By written agreement, the Agency and the Union may adopt additional training programs recommended by the training/apprenticeship committee. Adopted programs and job definitions shall be attached and made a part of the Memorandum of Understanding as an appendix.

ARTICLE 21

Management Rights

- 21.1 The management of the Agency and its business and the direction of its working forces are vested exclusively in Agency, and this includes, but is not limited to, the following: to direct and supervise the work of its employees; to hire, promote, demote, transfer, suspend, and discipline or discharge employees for just cause; to plan, direct and control operations; to lay off employees because of lack of work or for other legitimate reasons; to introduce new or improved methods or facilities, except to

the extent that all of the foregoing shall be subject to the provisions of this Memorandum of Understanding, or letters of agreement interpreting this Memorandum of Understanding.

ARTICLE 22

Performance Evaluations

- 22.1 The Division Manager, with input from supervising foremen, shall conduct a scheduled performance review of each employee annually. In the event the Division Manager is on a long-term leave (in excess of 30 days), or in the event the Division Manager's position is vacant, the General Manager shall conduct the scheduled performance review for the foremen, and the supervising foreman shall conduct the scheduled performance review for all other employees.
- 22.2 Performance evaluations shall be in writing on forms provided by the Agency. Said evaluation shall provide recognition for effective performance and also identify areas that need improvement. Attached hereto and made a part hereof is Exhibit "C" titled "Employee Performance Appraisal".
- 22.3 The performance evaluation shall be signed by the evaluator and shall be discussed with the employee. The employee's supervising foreman shall be present during the Division Manager's discussion of the evaluation with the employee. If the supervising foreman is unavailable, the employee may request the presence of a shop steward during the Division Manager's discussion of the evaluation with the employee. Foremen may also request the presence of a shop steward during the Division Manager's discussion of their evaluation.
- 22.4 Unscheduled performance evaluations may be made at the discretion of the General Manager and the Division Manager.
- 22.5 The General Manager, at his/her discretion, may initiate a merit increase to employees based on their annual performance appraisal. If a merit increase is warranted, the General Manager shall have the prerogative to increase an individual's compensation rate within their respective wage range. Based on the ten-point performance scoring system prescribed on the employee performance appraisal form (Exhibit D) where a score of "5" or "6" is within the "satisfactory" range, an employee whose average score for all the performance categories in Section A of Exhibit D is at least 6.0 will be guaranteed a minimum annual merit increase of 2%. Any such increase, however, will not result in the employee's compensation rate being higher than the top of the range (see Exhibit B) for his/her position.

ARTICLE 24

Disciplinary Process

- 24.1 The General Manager may discipline any employee for just cause. The following measures are part of the disciplinary process: warning, reprimand, suspension with or without pay, dismissal, demotion, or reduction in pay.
- 24.2 Grounds for Discipline:
 - (a) Discourteous treatment of the public or fellow employees.

- (b) Drinking of intoxicating beverages or use of controlled substances on the job, or arriving on the job under the influence of such controlled substances.
- (c) Habitual absence or tardiness.
- (d) Abuse of sick leave.
- (e) Disorderly conduct.
- (f) Incompetence or inefficiency.
- (g) Being wasteful of material, property, or working time.
- (h) Violations of any lawful or reasonable regulation or order made or given by an employee's supervisor.
- (i) Insubordination.
- (j) Neglect of duty.
- (k) Dishonesty.
- (l) Misuse of Agency property.
- (m) Willful disobedience.
- (n) Conduct unbecoming an Agency employee.

24.3 All acts of discipline will be accompanied by a letter of warning to the employee stating the reasons and grounds for such discipline. The employee must acknowledge receipt of the warning by signing the letter at the time of presentation; this signature signifies only receipt of the document, not necessarily agreement to the contents. The employee may, before the conclusion of five (5) working days, respond in writing to the contents of the letter of warning.

24.4 All negative evaluations or letters of warning shall remain part of the employee's personnel file. Negative evaluations shall not be used by the General Manager in decisions to dismiss if the performance has improved.

24.5 Any disciplinary action which may result in suspension without pay shall be set forth in writing to the employee at least five (5) working days before the proposed effective date or dates. This notice shall be prepared by the General Manager and shall contain the following:

- (a) A description of the proposed action and its effective date or dates, and the ordinance, regulation, or rule violated.
- (b) A statement of the acts or omissions upon which the action is based.

- (c) A statement that a copy of the material upon which the action is based is attached or available for inspection upon request.
 - (d) A statement advising the employee of the right to request a "Skelly" hearing.
 - (e) A date by which time the employee must respond in writing if they wish to contest the action.
- 24.6 All notices of proposed action shall be personally served, or if personal service is not possible, then by certified mail, return receipt requested, to the last known address of the employee.

ARTICLE 25

Term

- 25.1 This "Memorandum of Understanding" shall remain in full force and effect until changed by mutual agreement between the Agency and the recognized employee organization in accordance with the provisions of the Government Code of the State of California.
- 25.2 This Memorandum of Understanding, having taken effect as of January 1, 1993, and having thereafter been amended from time to time shall continue in full force and effect until the first day of January 2012, and thereafter from year to year unless written notice of change or termination is submitted with written proposals by either party during the period of August 1 to September 1 of any year. All amendments hereto shall only become effective with the approval of the Board of Directors.
- 25.3 Whenever notice is given for changes, the general written nature of the changes desired shall be specified in the notice, and until a satisfactory conclusion is reached in the matter of such changes, the original provision shall remain in full force and effect.
- 25.4 This Memorandum of Understanding shall not be amended or supplemented except by agreement of the parties hereto, reduced to writing and duly signed by each.
- 25.5 Annually negotiations shall reopen for one item. In consideration for the amendments ratified during the annual negotiations for 2005, no reopeners will be submitted by Union for 2006.
- 25.6 Notwithstanding anything contained in the Memorandum of Understanding, the Agency and Union, by written agreement on a case-by-case basis, may substitute alternative provisions for Americans with Disabilities Act compliance.
- 25.7 Any provision of this Memorandum of Understanding which may be in conflict with any Federal or State law, regulation or executive order shall be suspended and inoperative to the extent of and for the duration of such conflict; the balance of the Memorandum of Understanding, however, shall remain in full force and effect.

In the event any provision of this Memorandum of Understanding is suspended or declared inoperative by reason of the operation of this section, the parties shall meet and confer within thirty


(30) days to negotiate a substitute provision which will, as nearly as possible, reflect the intent of the suspended clause in a lawful manner.

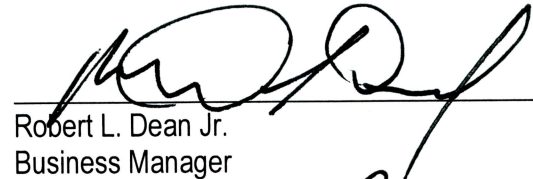
WHEREAS, in conclusion of annual negotiations for 2021, this MEMORANDUM OF UNDERSTANDING has been amended by the parties hereto, effective March 23, 2021, for the term of January 1, 2021 through December 31, 2022.

IN WITNESS THEREFORE, the parties below have executed this amended Memorandum of Understanding:

South Feather Water and Power Agency

International Brotherhood of Electrical
Electrical Workers Local 1245, AFL-CIO:



Rath Moseley
General Manager
6-21-21
Date


Robert L. Dean Jr.
Business Manager
Date


Steve Wong
Finance Division Manager
6/24/2021
Date


Dylan Gottfried
Assistant Business Manager
Date


Dan Leon
Power Division Manager
6/22/21
Date


Dominic McCurtain
Business Representative
6/28/2021
Date


Brian Howerton
Hydro Maintenance Foreman/Shop Steward
6/23/21
Date



EXHIBIT "A"
PG&E-Parity Rates

CLASSIFICATION		PG&E Job No.	2020	2021	2022
Communication Technician	B-1	2390	\$60.83	\$62.65	\$65.00
Electrical Technician	B-2	2387	\$65.22	\$67.18	\$69.70
Electrical Machinist	B-3	1140	\$54.70	\$56.34	\$58.45
Equipment Mechanic/Operator	B-4	1255	\$54.70	\$56.34	\$58.45
Heavy Tractor Driver	B-5	0442	\$47.65	\$49.08	\$50.92
Roving Operator	B-6	1740	\$58.03	\$59.77	\$62.01
Electrician	B-7	0467	\$54.70	\$56.34	\$58.45
Hydro. Plant O-I-T	B-8	1825	+	+	+
Hydro Maintenance Foreman	B-9	0751	\$64.84	\$66.79	\$69.29
Operations Foreman	B-10	3933	\$70.03	\$72.13	\$74.83
Routine Hydro Clerk	B-11	0265	\$45.21	\$46.57	\$48.32
Utility Worker	B-12	0925	\$41.38	\$42.62	\$44.22

- + Progressive – Refer to latest edition of "Exhibit X, Schedule of Wage Ranges of Agreement to Operation, Maintenance and Construction Employees between Pacific Gas & Electric Company and Local Union No. 1245 of International Brotherhood of Electrical Workers."
All apprentices who were unit members prior to 2009: 100% of PG&E rate for each apprentice step.
All apprentices who were not unit members prior to 2009: see Article 7.1(b).

EXHIBIT "B"
Schedule of Wage Rates

			PG&E Exhibit "X"		Top + 3.58%		
Position	PG&E #		Start	<u>PG&E Parity</u>	Top	(Article 7.6)	Year
Communication Technician	2390	B-1	\$33.48	\$41.85	\$46.04	\$47.68	2008
			\$34.74	\$43.42	\$47.76	\$49.47	2009
			\$36.04	\$45.05	\$49.56	\$51.33	2010
			\$37.48	\$46.85	\$51.54	\$53.38	2011
			\$38.51	\$48.14	\$52.95	\$54.85	2012
			\$39.57	\$49.46	\$54.41	\$56.36	2013
			\$40.66	\$50.82	\$55.90	\$57.91	2014
			\$41.78	\$52.22	\$57.44	\$59.50	2015
			\$43.03	\$53.79	\$58.96	\$61.11	2016
			\$44.32	\$55.41	\$60.72	\$62.94	2017
			\$45.76	\$57.21	\$62.70	\$64.99	2018
			\$47.25	\$59.07	\$64.74	\$67.10	2019
			\$48.67	\$60.84	\$66.92	\$69.32	2020
			\$50.13	\$62.66	\$68.93	\$71.40	2021
			\$52.01	\$65.01	\$71.51	\$74.07	2022
Electrical Technician	2387	B-2	\$33.48	\$41.85	\$46.04	\$47.68	2008
			\$34.74	\$43.42	\$47.76	\$49.47	2009
			\$36.04	\$45.05	\$49.56	\$51.33	2010
			\$37.48	\$46.85	\$51.54	\$53.38	2011
			\$38.51	\$48.14	\$52.95	\$54.85	2012
			\$41.19	\$51.49	\$56.64	\$58.67	2013
			\$42.32	\$52.91	\$58.20	\$60.28	2014
			\$43.49	\$54.36	\$59.80	\$61.94	2015
			\$44.79	\$55.99	\$61.37	\$63.61	2016
			\$47.52	\$59.40	\$65.34	\$67.68	2017
			\$49.06	\$61.33	\$67.46	\$69.88	2018
			\$50.66	\$63.32	\$69.66	\$72.15	2019
			\$52.18	\$65.22	\$71.74	\$74.31	2020
			\$53.74	\$67.18	\$73.89	\$76.54	2021
			\$55.76	\$69.70	\$76.66	\$79.41	2022
Electrical Machinist	1140	B-3	\$30.11	\$37.64	\$41.40	\$42.89	2008
			\$31.24	\$39.05	\$42.96	\$44.49	2009

			\$32.41	\$40.51	\$44.56	\$46.16	2010
			\$33.70	\$42.13	\$46.34	\$48.00	2011
			\$34.63	\$43.29	\$47.62	\$49.32	2012
			\$35.58	\$44.48	\$48.93	\$50.68	2013
			\$36.56	\$45.70	\$50.27	\$52.07	2014
			\$37.57	\$46.96	\$51.65	\$53.50	2015
			\$38.70	\$48.37	\$53.02	\$54.95	2016
			\$39.86	\$49.82	\$54.61	\$56.60	2017
			\$41.15	\$51.44	\$56.38	\$58.44	2018
			\$42.49	\$53.11	\$58.21	\$60.34	2019
			\$43.87	\$54.71	\$60.18	\$62.33	2020
			\$45.30	\$56.35	\$61.98	\$64.20	2021
			\$46.77	\$58.46	\$64.31	\$66.61	2022
Equipment Mechanic/Operator	1255	B-4	\$30.11	\$37.64	\$41.40	\$42.89	2008
			\$31.24	\$39.05	\$42.96	\$44.49	2009
			\$32.41	\$40.51	\$44.56	\$46.16	2010
			\$33.70	\$42.13	\$46.34	\$48.00	2011
			\$34.63	\$43.29	\$47.62	\$49.32	2012
			\$35.58	\$44.48	\$48.93	\$50.68	2013
			\$36.56	\$45.70	\$50.27	\$52.07	2014
			\$37.57	\$46.96	\$51.65	\$53.50	2015
			\$38.70	\$48.37	\$53.02	\$54.95	2016
			\$39.86	\$49.82	\$54.61	\$56.60	2017
			\$41.15	\$51.44	\$56.38	\$58.44	2018
			\$42.49	\$53.11	\$58.21	\$60.34	2019
			\$43.77	\$54.71	\$60.18	\$62.33	2020
			\$45.08	\$56.35	\$61.98	\$64.20	2021
			\$46.77	\$58.46	\$64.31	\$66.61	2022
Heavy Tractor Driver	442	B-5	\$26.22	\$32.77	\$36.05	\$37.34	2008
			\$27.20	\$34.00	\$37.40	\$38.74	2009
			\$28.22	\$35.28	\$38.81	\$40.20	2010
			\$29.35	\$36.69	\$40.36	\$41.80	2011
			\$30.16	\$37.70	\$41.47	\$42.95	2012
			\$30.99	\$38.74	\$42.61	\$44.13	2013
			\$31.84	\$39.80	\$43.78	\$45.35	2014
			\$32.72	\$40.90	\$44.98	\$46.60	2015

\$33.70	\$42.13	\$46.17	\$47.86	2016
\$34.71	\$43.39	\$47.56	\$49.29	2017
\$35.84	\$44.80	\$49.10	\$50.89	2018
\$37.01	\$46.26	\$50.70	\$52.55	2019
\$38.12	\$47.64	\$52.41	\$54.29	2020
\$39.26	\$49.07	\$53.98	\$55.91	2021
\$40.73	\$50.91	\$56.01	\$58.01	2022

Top + 3.58%

Position			Start	PG&E Parity	Top	(Article 7.6)	Year
Roving Operator	1740	B-6	\$31.94	\$39.93	\$43.92	\$45.50	2008
			\$33.14	\$41.43	\$45.57	\$47.20	2009
			\$34.38	\$42.98	\$47.28	\$48.97	2010
			\$35.76	\$44.70	\$49.17	\$50.93	2011
			\$36.74	\$45.93	\$50.52	\$52.33	2012
			\$37.75	\$47.19	\$51.91	\$53.77	2013
			\$38.79	\$48.49	\$53.34	\$55.25	2014
			\$39.86	\$49.82	\$54.81	\$56.77	2015
			\$41.06	\$51.32	\$56.25	\$58.30	2016
			\$42.29	\$52.86	\$57.93	\$60.05	2017
			\$43.66	\$54.58	\$59.82	\$62.00	2018
			\$45.08	\$56.35	\$61.76	\$64.01	2019
			\$46.43	\$58.04	\$63.85	\$66.13	2020
			\$47.83	\$59.78	\$65.76	\$68.12	2021
			\$49.62	\$62.02	\$68.23	\$70.67	2022
Electrician	467	B-7	\$30.12	\$37.65	\$41.42	\$41.56	2008
			\$31.24	\$39.05	\$42.96	\$44.49	2009
			\$32.41	\$40.51	\$44.56	\$46.16	2010
			\$33.70	\$42.13	\$46.34	\$48.00	2011
			\$34.63	\$43.29	\$47.62	\$49.32	2012
			\$35.58	\$44.48	\$48.93	\$50.68	2013
			\$36.56	\$45.70	\$50.27	\$52.07	2014
			\$37.57	\$46.96	\$51.65	\$53.50	2015
			\$38.70	\$48.37	\$53.02	\$54.95	2016
			\$39.86	\$49.82	\$54.61	\$56.60	2017
			\$41.15	\$51.44	\$56.38	\$58.44	2018

			\$42.49	\$53.11	\$58.21	\$60.34	2019	
			\$43.77	\$54.71	\$60.18	\$62.33	2020	
			\$45.08	\$56.35	\$61.98	\$64.20	2021	
			\$46.77	\$58.46	\$64.31	\$66.61	2022	
Hydro Maintenance Foreman	751	B-9	\$34.74	\$43.42	\$47.76	\$49.47	2008	
Electric Maintenance Crew Leader (Helms)			\$36.04	\$45.05	\$49.56	\$51.33	2009	
			\$37.39	\$46.74	\$51.41	\$53.25	2010	
			\$38.89	\$48.61	\$53.47	\$55.38	2011	
			\$39.96	\$49.95	\$54.94	\$56.91	2012	
			\$41.06	\$51.32	\$56.45	\$58.47	2013	
			\$42.18	\$52.73	\$58.00	\$60.08	2014	
			\$43.34	\$54.18	\$59.60	\$61.73	2015	
			\$44.64	\$55.80	\$61.16	\$63.39	2016	
			\$47.24	\$59.05	\$64.96	\$67.28	2017	
			\$48.78	\$60.97	\$67.07	\$69.47	2018	
			\$50.36	\$62.95	\$69.25	\$71.72	2019	
			\$51.87	\$64.84	\$71.32	\$73.88	2020	
			\$53.43	\$66.78	\$73.46	\$76.09	2021	
			\$55.43	\$69.29	\$76.22	\$78.95	2022	
Operation Foreman	1805	B-10	\$34.06	\$42.57	\$46.83	\$48.50	2008	
			\$36.35	\$45.44	\$49.98	\$51.77	2009	
			\$37.72	\$47.14	\$51.86	\$53.71	2010	
			\$39.22	\$49.03	\$53.93	\$55.86	2011	
			\$40.30	\$50.38	\$55.42	\$57.40	2012	
			\$41.41	\$51.76	\$56.94	\$58.98	2013	
			\$42.55	\$53.19	\$58.51	\$60.60	2014	
			\$43.72	\$54.65	\$60.11	\$62.27	2015	
			\$45.03	\$56.29	\$61.69	\$63.94	2016	
			\$46.38	\$57.98	\$63.54	\$65.86	2017	
			\$47.89	\$59.86	\$65.61	\$68.00	2018	
			\$49.45	\$61.81	\$67.74	\$70.17	2019	
			\$54.39	\$67.99	\$74.79	\$77.47	2019	Effective April 24, 2019
System Operator	3393		\$56.02	\$70.03	\$77.03	\$79.79	2020	
			\$57.70	\$72.13	\$79.34	\$82.18	2021	
			\$59.87	\$74.83	\$46.87	\$48.55	2022	

Routine Hydro Clerk	265	B-11	\$24.88	\$31.10	\$34.21	\$35.43	2008
			\$25.82	\$32.27	\$35.50	\$36.77	2009
			\$26.78	\$33.48	\$36.83	\$38.15	2010
			\$27.86	\$34.82	\$38.30	\$39.67	2011
			\$28.62	\$35.78	\$39.36	\$39.50	2012
			\$29.41	\$36.76	\$40.44	\$41.89	2013
			\$30.22	\$37.77	\$41.55	\$43.04	2014
			\$31.05	\$38.81	\$42.69	\$44.22	2015
			\$31.98	\$39.98	\$43.81	\$45.41	2016
			\$32.94	\$41.18	\$45.13	\$46.78	2017
			\$34.01	\$42.51	\$46.60	\$48.30	2018
			\$35.12	\$43.90	\$48.11	\$49.87	2019
			\$36.17	\$45.21	\$49.73	\$51.51	2020
			\$37.26	\$46.57	\$51.23	\$53.06	2021
			\$38.65	\$48.32	\$53.15	\$55.05	2022
Utility Worker	925	B-12	\$22.77	\$28.46	\$31.31	\$32.43	2008
			\$23.62	\$29.53	\$32.48	\$33.65	2009
			\$24.51	\$30.64	\$33.70	\$34.91	2010
			\$25.49	\$31.86	\$35.05	\$36.30	2011
			\$26.19	\$32.74	\$36.01	\$37.30	2012
			\$26.91	\$33.64	\$37.00	\$38.32	2013
			\$27.65	\$34.56	\$38.02	\$39.38	2014
			\$28.41	\$35.51	\$39.06	\$40.46	2015
			\$29.26	\$36.58	\$40.09	\$41.55	2016
			\$30.14	\$37.68	\$41.29	\$42.80	2017
			\$31.12	\$38.90	\$42.63	\$44.19	2018
			\$32.13	\$40.16	\$44.02	\$45.63	2019
			\$33.10	\$41.37	\$45.51	\$47.13	2020
			\$34.09	\$42.61	\$46.87	\$48.55	2021
			\$35.37	\$44.21	\$48.63	\$50.37	2022

EXHIBIT "C" - CLASSIFICATION SPECIFICATIONS

HYDROPOWER GENERATION EMPLOYEES UNIT

EXHIBIT C-1 Classification Specification

Job Title: **Communication Technician (PG&E Classification No. 2390)**

General Job Description

Under the direction of the Power Division Manager:

as a journeyman, installs, operates and maintains data acquisition and control (SCADA), radio telemetry, microwave radio and mobile radio equipment;

performs a wide variety of skilled and semi-skilled manual and automated tasks.

Prerequisite Qualifications

High school diploma or the equivalency thereof.

Completion of a recognized three-year apprenticeship program, or equivalent college courses or military training.

Five years of experience in the maintenance and operation of communications and control equipment.

FCC First Class radio telephone license, FCC Second Class radio telephone license, or FCC General Radio telephone license.

Valid California drivers license and satisfactory driving record.

Basic Work Hours: 7:00 AM to 3:30 PM, Monday through Friday.

Hourly Compensation Range: See Exhibit "A" of the MOU between Agency and Union.

Essential Job Duties:

1. Task: Installs, repairs and maintains all communication equipment (telephone, microwave, etc.), electronic control equipment, telemetry, mobile radio equipment and associated antennae.

Physical Demand: Sitting; standing; stooping; kneeling; bending; squatting; walking over uneven ground and objects; climbing stairs; close and distance vision; speaking; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls; upper and lower body flexibility; standing; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs.; infrequently up to 100 lbs.); driving vehicle; climbing towers up to 200 feet in height.

2. Task: Operates manual and power hand tools (drills, saws, benders, etc.).

Physical Demand: Sitting; standing; close vision; use of hands to finger, handle, or feel objects, tools or controls.

3. Task: Designs complicated electronic circuits.

Physical Demand: Sitting; standing; close vision; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls.

4. Task: Operates meters and test equipment.

Physical Demand: Sitting; standing; stooping; kneeling; bending; walking; close and distance vision; use of hands to write and to finger, handle, or feel objects, tools or controls; driving vehicle.

5. Task: Layout and planning of jobs for contractors and SFWP crews.

Physical Demand: Sitting; standing; walking; close and distance vision; hearing; speaking; use of hands to write and to finger, handle, or feel objects, tools or controls; driving vehicle.

6. Task: Directs SFWP crews in the installation of towers, antennae and communication equipment.

Physical Demand: Sitting; standing; walking; close and distance vision; hearing; speaking; use of hands to write and to finger, handle, or feel objects, tools or controls; driving vehicle.

7. Task: Trains other employees in the use of equipment or new techniques, including training operators in the use of the SCADA system.

Physical Demand: Sitting; standing; walking; close and distance vision; hearing; speaking; use of hands to write and to finger, handle, or feel objects, tools or controls; driving vehicle.

8. Task: Operates various electronic equipment (radios, computers, meters, calculators, test equipment, etc.).

Physical Demand: Sitting; standing; walking; close and distance vision; hearing; speaking; use of hands to write and to finger, handle, or feel objects, tools or controls; driving vehicle; climbing towers.

Tools and Equipment Used:

Computer, calculator, manual and power hand tools, forklift, painting equipment, chain saw, test meters, small hand tools (soldering iron, wire wrap gun, small pliers, wire cutters, etc.), and safety belts and lanyards.

Marginal Job Duties:

1. Task: Driving vehicles in adverse weather conditions (e.g., heavy rain, snow, ice); installing snow chains on tires; clearing fallen trees (including operating chain saws) from roadways and facilities.

Physical Demand: Sitting; standing; walking on slippery and uneven ground, snow and ice; close and distance vision; hearing; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle; lifting, pushing, pulling and carrying (regularly up to 50 lbs. for a distance of up to 200 feet).

Environmental Demands:

Outside: Regularly works outside in a variety of weather conditions ranging from below freezing and snow to +100° F.

Inside: Frequently works indoors in temperature-controlled environment, as well as in confined spaces where temperature is not controlled.

Fumes/Gases: Exposure to fumes and gases from solvents, lubricants, paints, carbon dioxide, nitrogen, oxygen and acetylene.

Noise/Vibration: Moderate exposure to loud noise and vibration from large rotating equipment, air compressors and falling water.

Mental Requirements:

Reading: Reads instructions, work orders, technical reports and operation procedures, safety manuals, letters, reports, memos and messages.

Writing: Reports, procedures, logs, messages and instructions. Should have touch typing and/or keyboarding skills.

Math: Ability to perform basic math calculations, including percentages, algebra and trigonometry.

Attention to Detail: Above average level concentration and attention to detail. Must be accurate and precise.

Repetition: Routine daily work practices, especially relating to data collection.

Judgment: Ability to work independently with little supervision, prioritize work and make decisions regarding correct formatting of work and implementation of same. Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to work with others to achieve desired goals.

Social Skills: Ability to relate cooperatively with members of the public, PG&E personnel and Agency personnel.

Communication Skills: Ability to quickly organize and communicate thoughts orally and written. Ability to understand communications from others.

ADOPTED: 3/25/97

EXHIBIT C-2

Classification Specification

Job Title: **Electrical Technician (PG&E Classification No. 2387)**

General Job Description

Under the direction of the Hydro Maintenance Foreman:

as a journeyman, performs all types of skilled testing and calibration of relays, meters and control systems on hydroelectric plants and related facilities, and other Agency electrical facilities;

performs a wide variety of skilled and semi-skilled manual and automated tasks.

Prerequisite Qualifications

High school diploma or the equivalency thereof.

Completion of a recognized apprenticeship program for utility industry electrical technicians.

Valid California drivers license and satisfactory driving record.

Basic Work Hours: 7:00 AM to 3:30 PM, Monday through Friday.

Hourly Compensation Range: See Exhibit "A" of the MOU between Agency and Union.

Essential Job Duties:

1. Task: Installation, field testing and maintenance of protective relay equipment, relay carriers, supervisory equipment, station apparatus, instruments, remote and local control devices, and associated wiring.

Physical Demand: Sitting; standing; stooping; kneeling; bending; squatting; walking over uneven ground and objects; climbing stairs; close and distance vision; speaking; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls; driving vehicle.

2. Task: Operates meters and test equipment.

Physical Demand: Sitting; standing; walking; climbing stairs; close and distance vision; speaking; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls; driving vehicle.

3. Task: Operates and maintains vehicles and equipment, including checking of wiring, computer chips or control circuits on vehicles and equipment.

Physical Demand: Sitting; standing; stooping; kneeling; bending; walking; close and distance vision; use of hands to write and to finger, handle, or feel objects, tools or controls; driving vehicle.

4. Task: Planning work assignments and directing other Agency employees as Lead Person or while assuming the responsibilities of the Hydro Maintenance Foreman as assigned by the Power Division Manager in the Foreman's absence.

Physical Demand: Sitting; standing; walking; close and distance vision; hearing; speaking; use of hands to write and to finger, handle, or feel objects, tools or controls; driving vehicle.

5. Task: Training others, including print reading classes for Electricians and Electrical Machinist, and assisting in the training of Apprentice Electrical Technicians.

Physical Demand: Sitting; standing; walking; climbing stairs; close and distance vision; speaking; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls; driving vehicle.

6. Task: Inspects, maintains, and operates water conveyance facilities, including cleaning "grizzlies".

Physical Demand: Sitting; standing; stooping; kneeling; bending; squatting; walking over uneven ground and objects; climbing; close and distance vision; speaking; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls; upper and lower body flexibility; standing; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); driving vehicle.

Tools and Equipment Used:

Computer, typewriter, calculator, power hand tools, forklift, painting equipment, test meters, computer, small cranes, lifting equipment, chain saw.

Marginal Job Duties:

1. Task: Operates various pieces of equipment, including computers, meters, radios, typewriters and calculators.

Physical Demand: Sitting; close vision; use of hands to finger, handle, or feel objects, tools or controls.

2. Task: Driving vehicles in adverse weather conditions (e.g., heavy rain, snow, ice); installing snow chains on tires; clearing fallen trees (including operating chain saws) from roadways and facilities.

Physical Demand: Sitting; standing; walking on slippery and uneven ground, snow and ice; close and distance vision; hearing; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle; lifting, pushing, pulling and carrying (regularly up to 50 lbs. for a distance of up to 200 feet).

Environmental Demands:

Outside: Regularly works outside in a variety of weather conditions ranging from below freezing and snow to +100°F.

Inside: Frequently works indoors in temperature-controlled environment, as well as in confined damp spaces where temperature is not controlled.

Fumes/Gases: Exposure to fumes and gases from solvents, lubricants, paints, carbon dioxide, nitrogen, oxygen and acetylene.

Noise/Vibration: Moderate exposure to loud noise and vibration from large rotating equipment, air compressors and falling water.

Mental Requirements:

Reading: Reads instructions, work orders, technical reports and operation procedures, safety manuals, letters, reports, memos and messages.

Writing: Reports, messages and instructions.

Math: Ability to perform advanced math calculations, including algebra and trigonometry.

Attention to Detail: Above average level concentration and attention to detail. Must be accurate and precise.

Repetition: Routine daily work practices, especially relating to data collection.

Judgment: Ability to work independently with little supervision, prioritize work and make decisions regarding correct formatting of work and implementation of same. Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to work with others to achieve desired goals.

Social Skills: Ability to relate cooperatively with members of the public, PG&E personnel and Agency personnel.

Communication Skills: Ability to quickly organize and communicate thoughts orally and written. Ability to understand communications from others.

ADOPTED: 3/25/97

EXHIBIT C-3

Classification Specification

Job Title: **Electrical Machinist (PG&E Classification No. 1140)**

General Job Description

Under the direction of the Hydro Maintenance Foreman:

as a journeyman, repairs, installs and maintains all types of mechanical and electrical equipment in hydroelectric plants and related facilities, and other Agency electrical facilities;

performs a wide variety of skilled and semi-skilled manual and automated tasks, including operating machining tools, welding, and rigging.

Prerequisite Qualifications

High school diploma or the equivalency thereof.

Completion of a recognized apprenticeship program for hydroelectric machinists.

Journeyman level welding skills utilizing TIG, MIG, acetylene and arc systems.

Valid California drivers license and satisfactory driving record.

Basic Work Hours: 7:00 AM to 3:30 PM, Monday through Friday.

Hourly Compensation Range: See Exhibit "A" of the MOU between Agency and Union.

Essential Job Duties:

1. Task: Repairs, installs and maintains mechanical and electrical equipment.

Physical Demand: Sitting; standing; stooping; kneeling; bending; squatting; walking over uneven ground and objects; climbing stairs; close and distance vision; speaking; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls; upper and lower body flexibility; standing; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); driving vehicle.

2. Task: Operates precision machining tools and equipment, including lathe, drill press, milling machine, and grinders.

Physical Demand: Sitting; standing; walking; climbing stairs; close and distance vision; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls.

3. Task: Welding and metal fabrication.

Physical Demand: Sitting; standing; walking; climbing stairs; close and distance vision; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls.

4. Task: Operates and maintains vehicles and equipment.

Physical Demand: Sitting; standing; stooping; kneeling; bending; walking; close and distance vision; use of hands to write and to finger, handle, or feel objects, tools or controls; driving vehicle.

5. Task: Planning work assignments and directing other Agency employees as Lead Person ("Safety Man") or while assuming the responsibilities of the Hydro Maintenance Foreman as assigned by the Power Division Manager in the Foreman's absence.

Physical Demand: Sitting; standing; walking; close and distance vision; hearing; speaking; use of hands to write and to finger, handle, or feel objects, tools or controls; driving vehicle.

6. Task: Training other in the operation of outlying facilities (including valves on dams and gates on intake structures), assisting in the training of Apprentice Electrical Machinists, and providing periodic safety meetings regarding electrical devices and their operation.

Physical Demand: Sitting; standing; walking; climbing stairs; close and distance vision; speaking; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls; driving vehicle.

7. Task: Inspects, maintains, and operates water conveyance facilities, including cleaning "grizzlies".

Physical Demand: Sitting; standing; stooping; kneeling; bending; squatting; walking over uneven ground and objects; climbing; close and distance vision; speaking; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls; upper and lower body flexibility; standing; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); driving vehicle.

Tools and Equipment Used:

Computer, typewriter, calculator, air compressor, small cranes, lifting equipment, and metal machining power hand tools, forklift, painting equipment, chain saw, weed eater, test meters, welding equipment (TIG, MIG, acetylene, arc), tools.

Marginal Job Duties:

1. Task: Operates various pieces of equipment, including computers, meters, radios, typewriters and calculators.

Physical Demand: Sitting; close vision; use of hands to finger, handle, or feel objects, tools or controls.

2. Task: Driving vehicles in adverse weather conditions (e.g., heavy rain, snow, ice); installing snow chains on tires; clearing fallen trees (including operating chain saws) from roadways and facilities.

Physical Demand: Sitting; standing; walking on slippery and uneven ground, snow and ice; close and distance vision; hearing; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle; lifting, pushing, pulling and carrying (regularly up to 50 lbs. for a distance of up to 200 feet).

Environmental Demands:

Outside: Regularly works outside in a variety of weather conditions ranging from below freezing and snow to +100° F.

Inside: Frequently works indoors in temperature-controlled environment, as well as in confined damp spaces where temperature is not controlled.

Fumes/Gases: Exposure to fumes and gases from solvents, lubricants, paints, carbon dioxide, nitrogen, oxygen and acetylene.

Noise/Vibration: Moderate exposure to loud noise and vibration from large rotating equipment, air compressors and falling water.

Mental Requirements:

Reading: Reads instructions, work orders, technical reports and operation procedures, safety manuals, letters, reports, memos and messages.

Writing: Reports, messages and instructions.

Math: Ability to perform basic math calculations, including algebra and geometry.

Attention to Detail: Above average level concentration and attention to detail. Must be accurate and precise.

Repetition: Routine daily work practices, especially relating to data collection.

Judgment: Ability to work independently with little supervision, prioritize work and make decisions regarding correct formatting of work and implementation of same. Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to work with others to achieve desired goals.

Social Skills: Ability to relate cooperatively with members of the public, PG&E personnel and Agency personnel.

Communication Skills: Ability to quickly organize and communicate thoughts orally and written. Ability to understand communications from others.

ADOPTED: 3/25/97

EXHIBIT C-4

Classification Specification

Job Title: **Equipment Mechanic/Operator (PG&E Classification No. 1255)**

General Job Description

Under the direction of the Hydro Maintenance Foreman:

as a journeyman mechanic, performs all types of repairs and maintenance on gasoline and diesel powered trucks and equipment;

as a journeyman heavy equipment operator, operates backhoe, articulated loader, road grader, boom truck, dump truck, and snow cat;

works as a mechanic in the maintenance of powerhouses;

operates and maintains outlying facilities, including gauging stations, intake structures, canals, gates, etc.;

performs a wide variety of skilled and semi-skilled manual and automated tasks.

Prerequisite Qualifications

High school diploma or the equivalency thereof.

Completion of a recognized three-year apprenticeship program, or certification of completion of courses regarding hydraulics, brakes, ignition, smog systems, air conditioning, vehicle/equipment electrical systems, carburetion, fuel injection, transmissions, and diesel engines.

Five years of experience as a full-time operator of the equipment listed herein.

Valid California Class A driver license and satisfactory driving record.

Valid crane operator certification, or ability to acquire within 12 months after appointment.

Basic Work Hours: 7:00 AM to 3:30 PM, Monday through Friday.

Hourly Compensation Range: See Exhibit "A" of the MOU between Agency and Union.

Essential Job Duties:

1. Task: Operates heavy equipment (as listed herein) in the construction and maintenance projects of the South Feather Power Project.

Physical Demand: Sitting; standing; stooping; kneeling; bending; squatting; walking over uneven ground and objects; climbing stairs; close and distance vision; speaking; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls; upper and lower body flexibility; standing; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs.; infrequently up to 100 lbs.); driving vehicle.

2. Task: Repairs and maintains South Feather Power Project vehicles and equipment.

Physical Demand: Sitting; standing; stooping; kneeling; bending; squatting; walking over uneven ground and objects; close and distance vision; speaking; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls; upper and lower body flexibility; standing; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs.; infrequently up to 100 lbs.); driving vehicle.

3. Task: Operates manual and power hand tools (chain saws, sprayers, weed eaters, mechanic's tools, chipper, etc.).

Physical Demand: Sitting; standing; stooping; kneeling; bending; squatting; walking over uneven ground and objects; climbing stairs; close and distance vision; speaking; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls; upper and lower body flexibility; standing; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs.; infrequently up to 100 lbs.); driving vehicle.

4. Task: Operates precision machining tools and equipment.

Physical Demand: Sitting; standing; walking; close and distance vision; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls.

5. Task: Operates computer and engine analysis devices.

Physical Demand: Sitting; standing; walking; close and distance vision; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls.

6. Task: Inspects, maintains, and operates water conveyance facilities, including cleaning "grizzlies".

Physical Demand: Sitting; standing; stooping; kneeling; bending; squatting; walking over uneven ground and objects; climbing; close and distance vision; speaking; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls; upper and lower body flexibility; standing; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); driving vehicle.

7. Task: Assists in mechanic work in powerhouses and outlying facilities.

Physical Demand: Sitting; standing; stooping; kneeling; bending; walking over uneven ground and objects; climbing stairs; close and distance vision; speaking; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls; upper and lower body flexibility; standing; lifting, pushing, pulling

and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); driving vehicle.

8. Task: Planning work assignments and directing other Agency employees as Lead Person or while assuming the responsibilities of the Hydro Maintenance Foreman as assigned by the Power Division Manager in the Foreman's absence.

Physical Demand: Sitting; standing; walking; close and distance vision; hearing; speaking; use of hands to write and to finger, handle, or feel objects, tools or controls; driving vehicle.

Tools and Equipment Used:

Manual and power hand tools, forklift, paint equipment, chain saw, weed eater, test meters, computer, welding equipment, air compressor, small cranes, lifting devices, backhoe, articulated loader, road grader, snow cat, dump truck, boom truck.

Marginal Job Duties:

1. Task: Driving vehicles in adverse weather conditions (e.g., heavy rain, snow, ice); installing snow chains on tires; clearing fallen trees (including operating chain saws) from roadways and facilities.

Physical Demand: Sitting; standing; walking on slippery and uneven ground, snow and ice; close and distance vision; hearing; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle; lifting, pushing, pulling and carrying (regularly up to 50 lbs. for a distance of up to 200 feet).

Environmental Demands:

Outside: Regularly works outside in a variety of weather conditions ranging from below freezing and snow to +100°F.

Inside: Occasionally works indoors in temperature-controlled environment, as well as in confined spaces where temperature is not controlled.

Fumes/Gases: Exposure to fumes and gases from solvents, lubricants, paints, carbon dioxide, nitrogen, oxygen and acetylene.

Noise/Vibration: Moderate exposure to loud noise and vibration from large rotating equipment, gasoline and diesel engines, air compressors and falling water.

Mental Requirements:

Reading: Reads instructions, work orders, operation logs, technical reports and operation procedures, repair manuals, safety manuals, letters, reports, memos and messages.

Writing: Reports, procedures, logs, and messages.

Math: Ability to perform basic math calculations, including percentages.

Attention to Detail: Above average level concentration. Must be accurate and precise.

Repetition: Routine daily work practices.

Judgment: Ability to work independently with little supervision, prioritize work and make decisions regarding correct formatting of work and implementation of same. Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to work with others to achieve desired goals.

Social Skills: Ability to relate cooperatively with members of the public, PG&E personnel and Agency personnel.

Communication Skills: Ability to quickly organize and communicate thoughts orally and written. Ability to understand communications from others.

ADOPTED: 3/25/97

AMENDED: 1/27/09

EXHIBIT C-5

Classification Specification

Job Title: **Heavy Tractor Driver (PG&E Classification No. 0442)**

General Job Description

Under the direction of the Hydro Maintenance Foreman:

as a journeyman heavy equipment operator, operates backhoe, articulated loader, road grader, boom truck, dump truck, and snow cat;

works as a mechanic in the maintenance of powerhouses;

works as a mechanic in the maintenance of heavy equipment;

operates and maintains outlying facilities, including gauging stations, intake structures, canals, gates, etc.;

performs a wide variety of skilled and semi-skilled manual and automated tasks.

Prerequisite Qualifications

High school diploma or the equivalency thereof.

Completion of a recognized apprenticeship program or five years of experience as a journeyman operator of the equipment listed herein;

Valid California Class A driver license and satisfactory driving record.

Valid crane operator certification, or ability to acquire within 12 months after appointment.

Basic Work Hours: 7:00 AM to 3:30 PM, Monday through Friday.

Hourly Compensation Range: See Exhibit "A" of the MOU between Agency and Union.

Essential Job Duties:

1. Task: Operates heavy equipment (as listed herein) in the construction and maintenance projects of the South Feather Power Project.

Physical Demand: Sitting; standing; stooping; kneeling; bending; squatting; walking over uneven ground and objects; climbing stairs; close and distance vision; speaking; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls; upper and lower body flexibility; standing; lifting, pushing,

pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs.; infrequently up to 100 lbs.); driving vehicle.

2. Task: Operates manual and power hand tools (chain saws, sprayers, weed eaters, mechanic's tools, chipper, etc.).

Physical Demand: Sitting; standing; stooping; kneeling; bending; squatting; walking over uneven ground and objects; climbing stairs; close and distance vision; speaking; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls; upper and lower body flexibility; standing; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs.; infrequently up to 100 lbs.); driving vehicle.

3. Task: Light maintenance and repair of heavy equipment.

Physical Demand: Sitting; standing; stooping; kneeling; bending; squatting; walking over uneven ground and objects; climbing stairs; close and distance vision; speaking; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls; upper and lower body flexibility; standing; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs.; infrequently up to 100 lbs.); driving vehicle.

4. Task: Inspects, maintains, and operates water conveyance facilities, including cleaning "grizzlies".

Physical Demand: Sitting; standing; stooping; kneeling; bending; squatting; walking over uneven ground and objects; climbing; close and distance vision; speaking; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls; upper and lower body flexibility; standing; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); driving vehicle.

5. Task: Assists in mechanic work in powerhouses and outlying facilities.

Physical Demand: Sitting; standing; stooping; kneeling; bending; walking over uneven ground and objects; climbing stairs; close and distance vision; speaking; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls; upper and lower body flexibility; standing; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); driving vehicle.

6. Task: Planning work assignments and directing other Agency employees as Lead Person ("Safety Man") or while assuming the responsibilities of the Hydro Maintenance Foreman as assigned by the Power Division Manager in the Foreman's absence.

Physical Demand: Sitting; standing; walking; close and distance vision; hearing; speaking; use of hands to write and to finger, handle, or feel objects, tools or controls; driving vehicle.

Tools and Equipment Used:

Manual and power hand tools, forklift, paint equipment, chain saw, weed eater, test meters, computer, welding equipment, air compressor, small cranes, lifting devices, backhoe, articulated loader, road grader, snow cat, dump truck, boom truck.

Marginal Job Duties:

1. Task: Driving vehicles in adverse weather conditions (e.g., heavy rain, snow, ice); installing snow chains on tires; clearing fallen trees (including operating chain saws) from roadways and facilities.

Physical Demand: Sitting; standing; walking on slippery and uneven ground, snow and ice; close and distance vision; hearing; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle; lifting, pushing, pulling and carrying (regularly up to 50 lbs. for a distance of up to 200 feet).

Environmental Demands:

Outside: Regularly works outside in a variety of weather conditions ranging from below freezing and snow to +100° F.

Inside: Occasionally works indoors in temperature-controlled environment, as well as in confined damp spaces where temperature is not controlled.

Fumes/Gases: Exposure to fumes and gases from solvents, lubricants, paints, carbon dioxide, nitrogen, oxygen and acetylene.

Noise/Vibration: Moderate exposure to loud noise and vibration from large rotating equipment, heavy construction equipment, air compressors and falling water.

Mental Requirements:

Reading: Reads instructions, work orders, operation logs, technical reports and operation procedures, safety manuals, letters, reports, memos and messages.

Writing: Reports, messages and instructions.

Math: Ability to perform basic math calculations, including percentages.

Attention to Detail: Above average level concentration.

Repetition: Routine daily work practices, especially relating to data collection.

Judgment: Ability to work independently with little supervision, prioritize work and make decisions regarding correct formatting of work and implementation of same. Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to work with others to achieve desired goals.

Social Skills: Ability to relate cooperatively with members of the public, PG&E personnel and Agency personnel.

Communication Skills: Ability to quickly organize and communicate thoughts orally and written. Ability to understand communications from others.

ADOPTED: 3/25/97

AMENDED: 1/27/09

EXHIBIT C-6

Classification Specification

Job Title: **Roving Operator (PG&E Classification No. 1740)**

General Job Description

Under the direction of the Operations Foreman and Power Division Manager:

operates and performs minor routine maintenance of hydroelectric powerhouses, reservoirs, diversions, intakes, tunnels, canals, and miscellaneous equipment and facilities;

performs a wide variety of skilled and semi-skilled manual and automated tasks;

trains, or assists in training of subordinates.

Prerequisite Qualifications

High school diploma or the equivalency thereof.

Completion of recognized apprenticeship program for hydroelectric system operators.

Valid California driver license and satisfactory driving record.

Basic Work Hours: 7:00 AM to 3:30 PM, Monday through Friday

Hourly Compensation Range: See Exhibit "A" of M.O.U. between Agency and Union.

Essential Job Duties:

1. Task: Operates all power plant generation, transmission equipment and ancillary facilities, and does related work.

Physical Demand: Sitting; standing; stooping; kneeling; bending; walking; climbing stairs; close and distance vision; speaking; hearing; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle.

2. Task: Directs switching in accordance with established procedures, isolates equipment and places "Man On Line" tags.

Physical Demand: Sitting; standing; walking; climbing stairs; close and distance vision, speaking; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls.

3. Task: Performs routine tests on automatic equipment.

Physical Demand: Sitting; standing; walking; climbing stairs; close and distance vision; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls.

4. Task: Records all pertinent generation and water data, and changes recording charts as required.

Physical Demand: Sitting; standing; walking; close and distance vision; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls.

5. Task: Receives and dispatches calls by telephone and radio.

Physical Demand: Sitting; standing; close vision; hearing; speaking; use of hands to finger, handle, or feel objects, tools or controls.

6. Task: Performs routine maintenance and inspection of generators, auxiliary equipment and outlying stations.

Physical Demand: Sitting; standing; stooping; bending; kneeling; walking; climbing stairs; close and distance vision; hearing; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle; lifting, pushing, pulling and carrying (regularly up to 50 Lbs. for a distance of up to 200 feet).

7. Task: Attends PG&E refresher operating courses and completes course assignments.

Physical Demand: Sitting; standing; close and distance vision; hearing; speaking; use of hands to write and to finger, handle, or feel objects, tools or controls; driving vehicle.

8. Task: Inspects water conveyance facilities and cleans trash racks.

Physical Demand: Sitting; standing; stooping; bending; kneeling; walking over uneven ground; climbing; close and distance vision; hearing; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle; lifting, pushing, pulling and carrying (regularly up to 50 Lbs., frequently up to 75 Lbs., and infrequently up to 100 Lbs.).

9. Task: Trains Hydroelectric Plant Operator-in-Training.

Physical Demand: Sitting; standing; walking; close and distance vision; hearing; speaking; use of hands to write and to finger, handle, or feel objects, tools or controls, driving vehicle.

10. Task: Driving vehicles in adverse weather conditions (e.g., heavy rain, snow, ice); installing snow chains on tires; clearing fallen trees (including operating chain saws) from roadways and facilities.

Physical Demand: Sitting; standing; walking on slippery and uneven ground, snow and ice; close and distance vision; hearing; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle; lifting, pushing, pulling and carrying (regularly up to 50 Lbs. for a distance of up to 200 feet).

Tools and Equipment Used:

Computer, typewriter, calculator, multimeter test meter, hydroelectric powerhouse switchboards, power hand tools, forklift, painting equipment, chain saw, weed eater.

Marginal Job Duties:

1. Task: Operates various pieces of equipment, including computers, radios, typewriters and calculators.

Physical Demand: Sitting; close vision; use of hands to finger, handle, or feel objects, tools or controls.

Environmental Demands:

Outside: Regularly works outside in a variety of weather conditions ranging from snow to +100° F.

Inside: Frequently works indoors in temperature-controlled environment.

Fumes/Gases: Exposure to fumes and gases from solvents, lubricants, paints, carbon dioxide, nitrogen, oxygen and acetylene.

Noise/Vibration: Moderate exposure to noise and minimal vibration from large rotating equipment, air compressors and falling equipment.

Mental Requirements:

Reading: Reads instructions, work orders, technical reports, safety manuals, letters, reports, memos and messages.

Writing: Reports, messages and instructions.

Math: Ability to perform basic math and algebra calculations.

Attention to Detail: Above average level concentration and attention to detail.

Repetition: Routine daily work practices, especially relating to data collection.

Judgment: Ability to work independently, prioritize work and make decisions regarding correct formatting of work and implementation of same. Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to work with others to achieve desired goals.

Social Skills: Ability to relate cooperatively with members of the public, PG&E personnel and Agency personnel.

Communication Skills: Ability to quickly organize and communicate thoughts orally and written. Ability to understand communications from others.

ADOPTED: 4/26/94

EXHIBIT C-7

Classification Specification

Job Title: **Electrician (PG&E Classification No. 0467)**

General Job Description

Under the direction of the Hydro Maintenance Foreman:

as a journeyman, performs all types of skilled electrical work on hydroelectric plants and related facilities, and other Agency electrical facilities;

performs a wide variety of skilled and semi-skilled manual and automated tasks.

Prerequisite Qualifications

High school diploma or the equivalency thereof.

Completion of a recognized apprenticeship program for hydroelectric system electricians.

Valid California drivers license and satisfactory driving record.

Basic Work Hours: 7:00 AM to 3:30 PM, Monday through Friday.

Hourly Compensation Range: See Exhibit "A" of the MOU between Agency and Union.

Essential Job Duties:

1. Task: Installs, repairs and maintains electrical equipment.

Physical Demand: Sitting; standing; stooping; kneeling; bending; squatting; walking over uneven ground and objects; climbing stairs; close and distance vision; speaking; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls; upper and lower body flexibility; standing; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); driving vehicle.

2. Task: Operates meters and test equipment.

Physical Demand: Sitting; standing; walking; climbing stairs; close and distance vision; speaking; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls; driving vehicle.

3. Task: Operates and maintains vehicles and equipment, including the forklift and Bobcat loader.

Physical Demand: Sitting; standing; stooping; kneeling; bending; walking; close and distance vision; use of hands to write and to finger, handle, or feel objects, tools or controls; driving vehicle.

4. Task: Planning work assignments and directing other Agency employees as Lead Person ("Safety Man") or while assuming the responsibilities of the Hydro Maintenance Foreman as assigned by the Power Division Manager in the Foreman's absence.

Physical Demand: Sitting; standing; walking; close and distance vision; hearing; speaking; use of hands to write and to finger, handle, or feel objects, tools or controls; driving vehicle.

5. Task: Training others.

Physical Demand: Sitting; standing; walking; climbing stairs; close and distance vision; speaking; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls; driving vehicle.

6. Task: Inspects, maintains, and operates water conveyance facilities, including cleaning "grizzlies".

Physical Demand: Sitting; standing; stooping; kneeling; bending; squatting; walking over uneven ground and objects; climbing; close and distance vision; speaking; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls; upper and lower body flexibility; standing; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); driving vehicle.

Tools and Equipment Used:

Computer, typewriter, calculator, power hand tools, forklift, Bobcat loader, painting equipment, computer, lifting equipment, chain saw.

Marginal Job Duties:

1. Task: Operates various pieces of equipment, including computers, radios, typewriters and calculators.

Physical Demand: Sitting; close vision; use of hands to finger, handle, or feel objects, tools or controls.

2. Task: Driving vehicles in adverse weather conditions (e.g., heavy rain, snow, ice); installing snow chains on tires; clearing fallen trees (including operating chain saws) from roadways and facilities.

Physical Demand: Sitting; standing; walking on slippery and uneven ground, snow and ice; close and distance vision; hearing; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle; lifting, pushing, pulling and carrying (regularly up to 50 lbs. for a distance of up to 200 feet).

Environmental Demands:

Outside: Regularly works outside in a variety of weather conditions ranging from below freezing and snow to +100°F.

Inside: Frequently works indoors in temperature-controlled environment, as well as in confined damp spaces where temperature is not controlled.

Fumes/Gases: Exposure to fumes and gases from solvents, lubricants, paints, carbon dioxide, nitrogen, oxygen and acetylene.

Noise/Vibration: Moderate exposure to loud noise and vibration from large rotating equipment, air compressors and falling water.

Mental Requirements:

Reading: Reads instructions, work orders, technical reports and operation procedures, safety manuals, letters, reports, memos and messages.

Writing: Reports, messages and instructions.

Math: Ability to perform advanced math calculations, including algebra and trigonometry.

Attention to Detail: Above average level concentration and attention to detail. Must be accurate and precise.

Repetition: Routine daily work practices, especially relating to data collection.

Judgment: Ability to work independently, prioritize work and make decisions regarding correct formatting of work and implementation of same. Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to work with others to achieve desired goals.

Social Skills: Ability to relate cooperatively with members of the public, PG&E personnel and Agency personnel.

Communication Skills: Ability to quickly organize and communicate thoughts orally and written. Ability to understand communications from others.

ADOPTED: 3/25/97

EXHIBIT C-8

Classification Specification

Job Title: **Hydroelectric Plant Operator-in-Training (PG&E Classification No. 1825)**

General Job Description

Under the direction and training of the Operations Foreman, and training by Roving Operators:

learns the operation and maintenance of hydroelectric powerhouses, reservoirs, diversions, intakes, tunnels, canals, and miscellaneous equipment;

performs a wide variety of unskilled and semi-skilled manual and automated tasks.

Prerequisite Qualifications

High school diploma or the equivalency thereof.

Valid California driver license and satisfactory driving record.

Basic Work Hours: 7:00 AM to 3:30 PM, Monday through Friday.

Hourly Compensation Range: See Exhibit A of the M.O.U. between Agency and Union.

Essential Job Duties:

1. Task: Learns to operate all power plant generation and transmission equipment and related works.

Physical Demand: Sitting; standing; walking; stooping; bending; kneeling; squatting; close and distance vision; hearing; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle.

2. Task: Learns to direct switching and isolate equipment in accordance with established procedures.

Physical Demand: Standing; walking; close and distance vision; hearing; use of hands to finger, handle, or feel objects, tools or controls.

3. Task: Learns to perform routine tests on automatic equipment.

Physical Demand: Standing; walking; close and distance vision; hearing; use of hands to finger, handle, or feel objects, tools or controls.

4. Task: Learns to record all pertinent generation and water data on recording charts as required.

Physical Demand: Close vision; use of hands to write data on charts; use of hands to finger, handle, or feel objects, tools or controls.

5. Task: Learns to receive and dispatch calls by telephone and radio.

Physical Demand: Sitting; close vision; speaking; hearing; use of hands to finger, handle, or feel objects, tools or controls.

6. Task: Learns minor maintenance and inspection of generators, auxiliary equipment and outlying stations.

Physical Demand: Standing; walking; stooping; bending; squatting; bending; kneeling; close and distance vision; hearing; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs.).

7. Task: Attends PG&E operator-in-training sessions and successfully completes assignments.

Physical Demand: Sitting; standing; close and distance vision; speaking; hearing; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle.

8. Task: Inspects water conveyance facilities and cleans trash racks.

Physical Demand: Standing; walking over uneven ground; climbing; stooping; bending; kneeling; upper and lower body flexibility; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); driving vehicle.

Marginal Job Duties:

1. Task: Operates various pieces of equipment including computers, radios, typewriters, and calculators.

Physical Demand: Sitting; close vision; use of hands to finger, handle, feel objects, tools or controls.

Environmental Demands:

Outside: Frequently works outside in a variety of weather conditions ranging from snow to +100° F.

Inside: Frequently works indoors in temperature-controlled environment.

Fumes/Gases: Exposure to fumes and gases from solvents, lubricants, paints, carbon dioxide, nitrogen, oxygen and acetylene.

Noise/Vibration: Large rotating equipment, air compressors, falling water.

Mental Requirements:

Reading: Reads construction plans and details, instructions, work orders, technical reports, magazine and journal reports, safety manuals, letters, reports, memos and messages.

Writing: Reports, messages and instructions.

Math: Ability to perform basic math and algebra calculations.

Attention to Detail: Above average level concentration and attention to detail.

Repetition: Routine daily work practices, especially relating to data collection and recording.

Judgment: Ability to work independently, prioritize work and make decisions regarding correct formatting of work and implementation of it. Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to work with others to achieve desired goals.

Social Skills: Ability to relate cooperatively with members of the public, and PG&E and Agency personnel.

Communication Skills: Ability to quickly organize and communicate thoughts orally and written. Ability to understand communications from others.

ADOPTED: 8/24/93

EXHIBIT C-9

Classification Specification

Job Title: **Hydro Maintenance Foreman (PG&E Classification No. 0751)**

General Job Description

Under the direction of the Power Division Manager:

as a working foreman, supervises the Power Division's maintenance crew performing civil, mechanical and electrical maintenance on all facilities of the South Feather Power Project;

performs a wide variety of skilled and semi-skilled manual and automated tasks;

trains, or assists in training of subordinates.

Prerequisite Qualifications

High school diploma or the equivalency thereof.

Five (5) years minimum experience as a journeyman in the maintenance of hydroelectric projects, with increasing responsibilities in operations, maintenance and supervision.

Valid California Class B driver license and satisfactory driving record.

Basic Work Hours: 7:00 AM to 3:30 PM, Monday through Friday.

Hourly Compensation Range: See Exhibit A of the M.O.U. between Agency and Union.

Essential Job Duties:

1. Task: Coordinates with the Power Division Manager in the maintenance of the South Feather Power Project, including delegation of work assignments.

Physical Demand: Sitting; standing; walking over uneven ground and objects; climbing stairs; close and distance vision; speaking; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls; driving vehicle.

2. Task: Supervises Electrical Machinist, Electrician, Electrical Technician, Mechanic and Equipment Operator.

Physical Demand: Sitting; standing; walking; climbing stairs; close and distance vision; speaking; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls; driving vehicle.

3. Task: Performing journeyman-level work in the civil, mechanical and electrical maintenance of all facilities of the South Feather Power Project.

Physical Demand: Sitting; standing; stooping; kneeling; bending; walking over uneven ground and objects; climbing stairs; close and distance vision; speaking; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls; upper and lower body flexibility; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); driving vehicle.

4. Task: Operation of vehicles and equipment (backhoe, loader, road grader).

Physical Demand: Sitting; standing; walking; climbing stairs; close and distance vision; hearing; speaking; use of hands to write and to finger, handle, or feel objects, tools or controls.

5. Task: Inspection, maintenance and operation of water conveyance facilities.

Physical Demand: Sitting; standing; stooping; kneeling; bending; walking over uneven ground and objects; climbing stairs; close and distance vision; speaking; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls; upper and lower body flexibility; lifting, pushing, pulling and carrying (regularly up to 25 lbs., frequently up to 50 lbs., and infrequently up to 100 lbs.); driving vehicle.

6. Task: Operate PG&E OHMS computer maintenance program.

Physical Demand: Sitting; close vision; use of hands to write and to finger, handle, or feel objects, tools or controls.

Tools and Equipment Used:

Computer, typewriter, calculator, power hand tools, forklift, painting equipment, chain saw, weed eater, test meters, welding equipment, air compressor, small cranes, lifting equipment, metal machining tools, backhoe, loader, and road grader.

Marginal Job Duties:

1. Task: Operates various pieces of equipment, including computers, radios, typewriters and calculators.

Physical Demand: Sitting; close vision; use of hands to finger, handle, or feel objects, tools or controls.

2. Task: Driving vehicles in adverse weather conditions (e.g., heavy rain, snow, ice); installing snow chains on tires; clearing fallen trees (including operating chain saws) from roadways and facilities.

Physical Demand: Sitting; standing; walking on slippery and uneven ground, snow and ice; close and distance vision; hearing; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle; lifting, pushing, pulling and carrying (regularly up to 50 lbs. for a distance of up to 200 feet).

Environmental Demands:

Outside: Regularly works outside in a variety of weather conditions ranging from below freezing and snow to +100°F.

Inside: Frequently works indoors in temperature-controlled environment, as well as in confined spaces where temperature is not controlled.

Fumes/Gases: Exposure to fumes and gases from solvents, lubricants, paints, carbon dioxide, nitrogen, oxygen and acetylene.

Noise/Vibration: Moderate exposure to loud noise and vibration from large rotating equipment, air compressors and falling water.

Mental Requirements:

Reading: Reads instructions, operation logs, work orders, technical reports and operation procedures, safety manuals, letters, reports, memos and messages.

Writing: Reports, procedures, logs, messages and instructions.

Math: Ability to perform basic math calculations, including percentages.

Attention to Detail: Above average level concentration and attention to detail. Must be accurate and precise.

Repetition: Routine daily work practices, especially relating to data collection and logging.

Judgment: Ability to work independently, prioritize work and make decisions regarding correct formatting of work and implementation of same. Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to work with others to achieve desired goals.

Social Skills: Ability to relate cooperatively with members of the public, PG&E personnel and District personnel.

Communication Skills: Ability to quickly organize and communicate thoughts orally and written. Ability to understand communications from others.

ADOPTED: 2/25/97

EXHIBIT C-10

Classification Specification

Job Title: **Operations Foreman (PG&E "System Operator No.1", Class. No. 1805)**

General Job Description

Under the direction of the Power Division Manager:

operates and maintains hydroelectric powerhouses, reservoirs, diversions, intakes, tunnels, canals, and miscellaneous appurtenant equipment and facilities;

performs a wide variety of skilled and semi-skilled manual and automated tasks;

trains, or assists in training of subordinates.

Prerequisite Qualifications

High school diploma or the equivalency thereof

Completion of recognized apprenticeship program for hydroelectric system operators.

Five (5) years minimum experience working in the South Feather Power Project, with increasing responsibilities in operations, maintenance and supervision.

Valid California driver license and satisfactory driving record.

Basic Work Hours: 7:00 AM to 3:30 PM, Monday through Friday.

Hourly Compensation Range: See Exhibit A of the M.O.U. between Agency and Union.

Essential Job Duties:

1. Task: Coordinates with the Power Division Manager and PG&E's Operations Center in the operation of the South Feather Power Project.

Physical Demand: Sitting; standing; stooping; kneeling; bending; walking; climbing stairs; close and distance vision; speaking; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls; driving vehicle.

2. Task: Supervises Roving Operators.

Physical Demand: Sitting; standing; walking; climbing stairs; close and distance vision; speaking; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls; driving vehicle.

3. Task: Operates all power plant generation and transmission equipment and does related work.

Physical Demand: Sitting; standing; walking; climbing stairs; close and distance vision; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls; driving vehicle.

4. Task: Directs switching in accordance with established procedures, isolates equipment, and places "Man on Line" tags.

Physical Demand: Sitting; standing; walking; close and distance vision; hearing; speaking; use of hands to write and to finger, handle, or feel objects, tools or controls.

5. Task: Performs routine tests on automatic equipment.

Physical Demand: Sitting; standing; walking; climbing stairs; close and distance vision; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls.

6. Task: Records all pertinent generation and water data, and changes recording charts as required.

Physical Demand: Sitting; standing; walking; close and distance vision; hearing; use of hands to write and to finger, handle, or feel objects, tools or controls.

7. Task: Receives and dispatches calls by telephone and radio.

Physical Demand: Sitting; standing; close vision; hearing; speaking; use of hands to finger, handle, or feel objects, tools or controls.

8. Task: Performs routine maintenance and inspection of generators, auxiliary equipment and outlying stations.

Physical Demand: Sitting; standing; stooping; bending, kneeling; walking; climbing stairs; close and distance vision; hearing; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle; lifting, pushing, pulling and carrying (regularly up to 50 Lbs. for a distance of up to 200 feet).

9. Task: Trains Hydroelectric Plant Operator-in-Training and Roving Operators.

Physical Demand: Sitting; standing; walking; close and distance vision; hearing; speaking; use of hands to write and to finger, handle, or feel objects, tools or controls; driving vehicle.

10. Task: Attends PG&E refresher operating courses and completes course assignments.

Physical Demand: Sitting; standing; close and distance vision; hearing; speaking; use of hands to write and to finger, handle, or feel objects, tools or controls; driving vehicle.

11. Task: Inspects water conveyance facilities and cleans trash racks.

Physical Demand: Sitting; standing; stooping; bending; kneeling; walking over uneven ground; climbing; close and distance vision; hearing; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle; lifting, pushing, pulling and carrying (regularly up to 50 Lbs., frequently up to 75 Lbs., and infrequently up to 100 Lbs.).

Tools and Equipment Used:

Computer, typewriter, calculator, multimeter test meter, hydroelectric powerhouse switchboards, power hand tools, forklift, painting equipment, chain saw, weed eater.

Marginal Job Duties:

1. Task: Operates various pieces of equipment, including computers, radios, typewriters and calculators.

Physical Demand: Sitting; close vision; use of hands to finger, handle, or feel objects, tools or controls.

2. Task: Driving vehicles in adverse weather conditions (e.g., heavy rain, snow, ice); installing snow chains on tires; clearing fallen trees (including operating chain saws) from roadways and facilities.

Physical Demand: Sitting; standing; walking on slippery and uneven ground, snow and ice; close and distance vision; hearing; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle; lifting, pushing, pulling and carrying (regularly up to 50 Lbs. for a distance of up to 200 feet).

Environmental Demands:

Outside: Regularly works outside in a variety of weather conditions ranging from snow to +100° F.

Inside: Frequently works indoors in temperature-controlled environment.

Fumes/Gases: Exposure to fumes and gases from solvents, lubricants, paints, carbon dioxide, nitrogen, oxygen and acetylene.

Noise/Vibration: Moderate exposure to noise and minimal vibration from large rotating equipment, air compressors and falling equipment.

Mental Requirements:

Reading: Reads instructions, work orders, technical reports, safety manuals, letters, reports, memos and messages.

Writing: Reports, messages and instructions.

Math: Ability to perform basic math and algebra calculations.

Attention to Detail: Above average level concentration and attention to detail.

Repetition: Routine daily work practices, especially relating to data collection.

Judgment: Ability to work independently, prioritize work and make decisions regarding correct formatting of work and implementation of same. Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to work with others to achieve desired goals.

Social Skills: Ability to relate cooperatively with members of the public, PG&E personnel and District personnel.

Communication Skills: Ability to quickly organize and communicate thoughts orally and written. Ability to understand communications from others.

[Adopted 4/26/94]

EXHIBIT C-11

Classification Specification

Job Title: **Routine Hydro Clerk**

General Job Description

Under the direction of the Power Division Superintendent and with a minimum of supervision:

serves as secretary and administrative assistant to Power Division Superintendent;

serves as receptionist and dispatcher;

serves as material acquisition coordinator for Power Division, including preparing and processing requests-for-bids and vendor responses;

processes accounting, payroll, purchase orders, billing and work orders;

prepares miscellaneous documents including correspondence, reports, forms, etc.;

Prerequisite Qualifications

High school diploma with business emphasis, or the equivalency thereof.

Knowledge of policies, procedures, physical operation, maintenance and scheduling of Power Division.

Knowledge of, or ability to quickly learn regulations and requirements of federal, state and county agencies, and of P.G. & E., relating to the Power Division.

Knowledge of elementary accounting principles;

Ability to accurately type at a minimum speed of 40 words per minute.

Ability to proficiently use, or quickly learn the word processing software used by the Agency.

Valid California driver license and satisfactory driving record.

Basic Work Hours: 7:00 AM to 3:30 PM, Monday through Friday.

Hourly Compensation Range: See Exhibit "A".

Essential Job Duties:

1. Task: Typing correspondence, legal documents, forms, etc.; operates adding machine, FAX machine, cash register, postage machine, mail opening machine, forms burster, stapler, copy machine, hole punch, document binding machine.

Physical Demand: Sitting; standing; close vision; use of hands to finger, handle, or feel objects, tools or controls.

2. Task: Assistance of and interaction with customers, vendors, contractors, consultants, etc. in office and by telephone.

Physical Demand: Sitting; standing; walking; kneeling; stooping; bending; squatting; close vision; speaking; hearing; use of hands to write, type and use telephone.

3. Task: Filing.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (up to 25 lbs.); kneeling; stooping; bending; squatting; close vision; use of hands to finger, handle, or feel objects, tools or controls.

4. Task: Operation of radio in emergency and non-emergency situations.

Physical Demand: Sitting; speaking; hearing; use of hands to finger, handle, or feel controls.

Environmental Demands:

Outside: Seldom, if never, works outside in a variety of weather conditions ranging from snow to +100° F.

Inside: Almost always works indoors in temperature-controlled environment.

Fumes/Gases: Exposure to various colognes/perfumes and fumes/dust from printing cartridges.

Mental Requirements:

Reading: Reads letters, reports, memos, messages; complex financial documents, operating manuals for office equipment.

Writing: Writes reports, letters, memos, messages; fills out forms and documents.

Math: Ability to perform basic math calculations. Ability to apply concepts such as fractions, percentages, ratios and proportions to practical situations.

Attention to Detail: High-level concentration and attention to detail for extended periods of time required to produce reports, correspondence, and documents.

Repetition: Routine daily work practices, including keyboarding and operation of other office machines, filing,

posting, etc.

Judgment: Ability to work independently, prioritize work and make decisions regarding correct formatting of work and implementation of same. Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to work with others and formulate appropriate instructions to achieve desired goals.

Social Skills: Ability to relate cooperatively with members of the public, and District personnel.

Communication Skills: Ability to quickly organize and communicate thoughts orally and written. Ability to understand communications from others.

[Added 3/23/04]

EXHIBIT C-12
CLASSIFICATION SPECIFICATION

Job Title: **Utility Worker**
 (PG&E Classification No. 0925)

Division: **Power**

General Job Description

Under the direction of the Hydro Maintenance Foreman or Power Division Manager:

Works independently or as a member of a crew to efficiently and productively provide assistance as needed in the repair, replacement, operations and maintenance of Agency facilities including powerhouses, dams, gauging stations, intake structures, canals, gates, etc.;

Performs a wide variety of unskilled and semi-skilled manual and automated tasks.

Prerequisite Qualifications

High school diploma or the equivalency thereof.

Knowledge of basic tools and equipment; basic knowledge of Power Division operations and facilities.

Valid Class B California driver license (or ability to obtain within 6 weeks of appointment) and satisfactory driving record.

Basic Work Hours: 7:00 AM to 4:30 PM, Monday through Friday.

Hourly Compensation Range: See Exhibit A of the M.O.U. between Agency and Union.

Essential Job Duties:

1. Task: Assists in the maintenance of roads to Power Division facilities.

Physical Demand: Sitting; standing; walking over uneven ground and objects; lifting, pushing, pulling and carrying (regularly up to 25 Lbs., frequently up to 50 Lbs., and infrequently up to 100 Lbs.); kneeling; stooping; bending; squatting; close vision; distance vision; speaking; hearing; use of hands to finger, handle, or feel objects, tools or controls; driving vehicle.

2. Task: Assists in the maintenance of dams, tunnels and canals.

Physical Demand: Sitting; standing; walking over uneven ground and objects; lifting, pushing, pulling and carrying (regularly up to 25 Lbs., frequently up to 50 Lbs., and infrequently up to 100 Lbs.); climbing stairs and/or ladders; crawling in confined spaces; wearing a respirator; kneeling; stooping; bending;

squatting; close vision; distance vision; speaking; hearing; use of hands to finger, handle, or feel objects, tools or controls, writing; driving vehicle.

3. Task: Assists in the maintenance of powerhouses.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 Lbs., frequently up to 50 Lbs., and infrequently up to 100 Lbs.); climbing stairs and/or ladders; crawling in confined spaces; wearing a respirator; kneeling; stooping; bending; squatting; close vision; speaking; hearing; use of hands to finger, handle, or feel objects, tools or controls; writing; driving vehicle.

4. Task: Applies herbicides to roads and road banks and algaecides to Miners Ranch Conduit.

Physical Demand: Standing; walking; lifting and carrying (regularly up to 25 Lbs., frequently up to 50 Lbs.); climbing ladders; wearing a respirator; distance and close vision; use of hands to finger, handle, or feel objects, tools, or controls; driving vehicle.

5. Task: Maintains grounds and buildings, and assists in maintenance of equipment and tools, at Forbestown headquarters.

Physical Demand: Sitting; standing; walking; lifting, pushing, pulling and carrying (regularly up to 25 Lbs., frequently up to 50 Lbs., and infrequently up to 100 Lbs.); climbing ladders and stairs; kneeling; stooping; bending; squatting; close vision; distance vision; use of hands to finger, handle, or feel objects, tools or controls; writing; driving vehicle; operating forklift.

6. Task: Collects routine readings and adjusts flow releases at outlying facilities.

Physical Demand: Sitting; standing; walking over slippery or uneven ground and objects; climbing ladders and stairs; turning manually operated valves; kneeling; stooping; bending; squatting; close vision; distance vision; use of hands to finger, handle, or feel objects, tools or controls; writing; driving vehicle.

Marginal Job Duties:

1. Task: Assists in conducting snow surveys.

Physical Demand: Sitting; standing; walking over slippery or uneven ground, snow and ice; wearing snowshoes; close and distance vision; use of hands to handle measuring equipment; writing; driving vehicle.

2. Task: Driving vehicles in adverse weather conditions (e.g., heavy rain, snow, ice, fog); installing snow chains on tires; clearing fallen trees (including operating chain saws) from roadways and facilities.

Physical Demand: Sitting; standing; stooping; walking over slippery or uneven ground, snow and ice; close and distance vision; hearing; use of hands to finger, handle or feel objects, tools or controls; upper and lower body flexibility; lifting, pushing, pulling and carrying (regularly up to 50 lbs. for a distance of up to 200 feet).

Environmental Demands:

Outside: Regularly works outside in a variety of weather conditions ranging from below freezing to +100° F.

Inside: Occasionally works indoors in temperature-controlled environment.

Confined Spaces: Occasionally works in spaces subject to confined space or tunnel entry procedures.

Fumes/Gases: Exposed occasionally to fumes and gases from solvents, lubricants, paint, pesticides, carbon dioxide, nitrogen, oxygen, acetylene and other materials. Must be capable of wearing a respirator when appropriate.

Noise/Vibration: Regularly exposed to loud noise and vibration from road maintenance equipment, large rotating equipment, air compressors and falling water.

Mental Requirements:

Reading: Reads road maps, instructions, work orders, safety manuals, letters, reports, memos and messages.

Writing: Writes logs, records, hours worked, and descriptions of work done.

Math: Ability to perform basic math calculations. Ability to count and measure.

Attention to Detail: Medium level concentration and attention to detail to produce an acceptable level of workmanship.

Repetition: Routine daily work practices.

Judgment: Works under direct supervision in powerhouses; may work alone at outlying facilities; average judgment required.

Social Skills: Ability to relate cooperatively with members of the public, consultants, regulatory personnel and Agency personnel.

Communication Skills: Ability to understand communications from others. Ability to communicate all hand signals related to construction and crane operations.

[Adopted 1/24/05]

EXHIBIT "D"
EMPLOYEE PERFORMANCE APPRAISAL
South Feather Water and Power Agency

Average Score, All Factors =

Name	Position:
Division:	Status: Regular <input type="checkbox"/> Probationary <input type="checkbox"/> Evaluation Period:
Appraisal Date:	Employment Date: Date Assigned to this Position:
Vacation time used during this evaluation period (hrs.): Sick leave used during this evaluation period (hrs.):	

SECTION A Careful consideration must be given in answering the following.

1. Quality of Work	1	2	3	4	5	6	7	8	9	10
Appraise the success in controlling errors, waste, etc.	Quality of work below desired minimum.		Quality meets minimum requirements; some errors, waste, etc.		Quality is satisfactory. Only minimum amount of errors and waste.		Quality exceeds normal requirements.		Consistently turns out highest quality of satisfactory work.	
Consider accuracy, work produced under pressure, etc.	Comments:									
2. Quantity of Work	1	2	3	4	5	6	7	8	9	10
Appraise the output of acceptable work.	Quantity falls below minimum requirements.		Quantity meets minimum requirements.		Quantity is satisfactory.		Generally turns out superior quantity of satisfactory work.		Consistently turns out superior quantity of work.	
Indicate how pressure affects quantity, etc.	Comments:									
3. Industry	1	2	3	4	5	6	7	8	9	10
Indicate willingness to work and assume responsibility.	Often late. No energy. Never assumes responsibility. Needs prodding.		Occasionally late. Seldom assumes responsibility.		Satisfactory attendance. Generally assumes responsibility.		Superior attendance. Unusual energy, drive. Readily assumes responsibilities.		Maximum industry, energy, drive. Seeks responsibilities.	
Indicate reasons for lack of energy, high absenteeism, etc.	Comments:									
4. Dependability	1	2	3	4	5	6	7	8	9	10
	Cannot be depended on to do assigned tasks. Needs constant supervision.		Occasionally completes assigned tasks. Not very dependable. Needs close supervision.		Can be depended on for routine tasks. Needs average amount of supervision.		Can be depended on in most cases. Needs little supervision.		Can be depended on regardless of task. Needs no supervision.	
Indicate conscientiousness & other such explanations.	Comments:									
5. Aptitude/Ability	1	2	3	4	5	6	7	8	9	10
Indicate how well equipped individual is in the skills necessary for his/her job.	Considerable training needed. Know-how limited to mere essentials of job.		Has minimum experience and skills. Needs improvement, additional experience & training.		Satisfactory know-how to perform most aspects of job. Some knowledge of related work.		Has superior skills. Capable of filling in. Helps others in related tasks. Flexible.		Has mastery of skills. Capable of filling in all phases within his/her grade.	
Indicate teachability.	Comments:									
6. Cooperation	1	2	3	4	5	6	7	8	9	10
How well does individual blend with co-workers. Indicate willingness to work, etc.	Frequently at odds with others. Ignores feelings of others.		Sometimes fails to recognize personal role in cooperative efforts. Occasionally overlooks person's feelings.		Satisfactory participation. Cooperative efforts. Well-accepted by others.		Superior acceptance by others, and good participation in cooperative efforts.		Outstanding acceptance by others. Highest level in cooperative effort.	
Indicate any other cooperative characteristics & examples.	Comments:									

7. Personality	1	2	3	4	5	6	7	8	9	10
What impression has this employee created among fellow employees.	Employee is despised and disliked by fellow employees.		Frequently has quarrels and misunderstandings with fellow employees.		Seldom has any disputes with fellow employees.		Very seldom has disputes with others.		Never has trouble with others. Well-liked.	
Indicate characteristics or practices that facilitate disputes.	<i>Comments:</i>									
Sections B & C to be completed only when applicable. For example, this portion should be completed for any supervisory personnel. Section D is to be completed for all employees.										
SECTION B	1	2	3	4	5	6	7	8	9	10
1. Leadership	Secures limited cooperation of subordinates. Has little or no control.		Has fair degree of respect and confidence of subordinates. Methods get results.		Success in getting respect & confidence of subordinates & others. Gets results without undue friction.		Leads people very capably. Results consistently good. Inspires confidence.		Outstanding, superior, inspiring, and forceful.	
To what extent does he/she hold the respect & confidence of his/her associates.	Exceptional.									
	<i>Comments:</i>									
2. Utilization of Personnel Resources	1	2	3	4	5	6	7	8	9	10
Consider success in delegation of authority and proper placement.	Seldom delegates authority. Sometimes delegates authority to wrong people.		Does not always recognize and take advantage of opportunities.		Successful in making assignments and delegating authority under normal conditions.		Successful under normal and unusual conditions. Superior ability.		Shows outstanding powers of delegation.	
	Exceptional.									
	<i>Comments:</i>									
3. Development of Subordinates	1	2	3	4	5	6	7	8	9	10
Consider to what extent he/she recognizes & develops the possibilities of others.	Sometimes fails to recognize potential in subordinates. Displays no interest in developing them.		Makes a fair effort to improve subordinates and is moderately successful.		Recognizes potential in subordinates and is successful in their training and development.		Shows superior ability in developing subordinates for advancement. Quickly recognizes latent abilities.		Usually successful in recognizing latent abilities of subordinates. Advances them in own group.	
	Exceptional.									
	<i>Comments:</i>									
SECTION C										
4. Creativity	1	2	3	4	5	6	7	8	9	10
Consider the number and the quality of new & original ideas that relate to his/her job and the District.	Ideas usually not practical or useful.		Contributes some good ideas.		Ideas generally good and usually adopted.		Has advanced many superior ideas and occasionally some outstanding ones.		Exceptionally prolific concerning practical and useful ideas, most of which are very good.	
Indicate examples of creativity and innovative ideas.	Exceptional.									
	<i>Comments:</i>									
SECTION D										
1. In areas where employee scored less than 5, indicate what measures are being taken to improve his/her performance.										
a. Quality of Work										
b. Quantity of Work										
c. Industry										
d. Dependability										
e. Aptitude										
f. Cooperation										
g. Personality										
2. Do you consider this employee capable of future advancement? If Yes, give reasons.										
3. What is employee doing to prepare for advancement?										
4. Have you formulated plans for helping this employee improve his/her performance? If so, please indicate.										
Evaluator _____ Date _____ General Manager _____ Date _____ Employee Comments: _____ _____ I certify that this report has been discussed with me. I understand that my signature does not necessarily indicate agreement. My comments regarding this appraisal have been annotated above, and on attached sheets, if necessary. _____ Employee _____ Date _____										

EXHIBIT "E"

Employee Grievance Form

SOUTH FEATHER WATER AND POWER AGENCY Hydropower Generation Unit

Employee's Name:

Date:

Statement of grievance, including specific reference to any specific MOU provision, law, policy rule, regulation and/or instruction deemed to be violated, misapplied, or misinterpreted:

Circumstances involved:

Decision rendered by the informal conference:

Specific remedy sought:

Signature:

EXHIBIT "F"
Payroll Deduction Form

**AUTHORIZATION FOR SALARY OR WAGE DEDUCTIONS
FOR LOCAL 1245 IBEW DUES**

In accordance with Section 1157.3 of the Government Code of the State of California, I hereby authorize the South Feather Water and Power Agency to deduct from my wages or salary the sum of \$ _____ per month or such other sum as Local Union 1245, International Brotherhood of Electrical Workers, may from time to time vote as such membership dues, and to transmit the same to the Financial Secretary of Local Union 1245, IBEW, P.O. Box 4790, Walnut Creek, California 94596 from and after the date hereof.

I understand this authorization may be terminated by me on written notice to the South Feather Water and Power Agency Accounting Department, during the 10-day period beginning July 1, through July 10, of any year.

Dated this day of ,20____

Signed Address

S/S No. City

Classification State Zip code
(AGENCY COPY)