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PACIFIC GAS AND ELECTRIC COMPANY

COPY245 Market Street  
San Francisco 6

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July 16, 1962

Local Union No. 1245  
International Brotherhood of  
Electrical Workers, AFL-CIO  
1918 Grove Street  
Oakland 12, California

Attention Mr. Ronald T. Weakley, Business Manager

Gentlemen:

Confirming the information given to you during the 1962 Negotiations, the following is a list of those areas in which on June 30, 1962, it was the established practice to require employees to report for work at other than regularly established Company headquarters:

1. Certain resident employees use their homes or other designated locations as their headquarters.
2. San Francisco Division
  - a. Certain Gas Department crews are designated as trailer based crews and report to work at the job site. Certain equipment operators in this department occasionally report to the Potrero Service Center to pick up equipment or trucks.
  - b. Cable splicing crews in the Electric Underground Department are designated to report directly to carts at the job site, provided that such job site is within the City and County of San Francisco. Crews who perform splicing work on 110 kv underground cables also report directly to the work site.
  - c. The substation maintenance employees report directly to the job site at which they are presently working, provided such site is within the City and County of San Francisco.
  - d. Emergency relief operators report to any of the substations at which they are designated to relieve.
  - e. Certain employees covered by our letter to you dated December 7, 1955, report as indicated in that letter.

July 16, 1962

3. East Bay Division

- a. The electrical maintenance employees in Central District are assigned to work out of one of the following substations: C, D, J, L, X, and H. If any of these employees are required to work at a substation other than the one normally designated as their headquarters, they are directed to report to their regular headquarters on the first day of such assignment and then proceed to the temporary work assignment on Company time. If such assignment continues for two days or more, such employees report directly to the temporary headquarters rather than to the regularly established headquarters. The foregoing also applies to Communication Technicians and their apprentices who are normally assigned to the Company office at 17th and Clay Streets.
- b. Emergency relief operators at Substations D, J, L, X, and K report at the beginning of their shift to the substation at which they are assigned to relieve that day.

Yours very truly,

/s/ V. J. THOMPSON  
V. J. THOMPSON  
Manager of Industrial Relations

VJT:RS

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