



# LETTER AGREEMENT NO. 10-05-PGE



PACIFIC GAS AND ELECTRIC COMPANY  
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INTERNATIONAL BROTHERHOOD OF  
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TOM DALZELL  
BUSINESS MANAGER

January 20, 2010

Mr. Tom Dalzell, Business Manager  
Local Union No. 1245  
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The parties recently met regarding process changes and resulting need for clerical reductions in the Customer Billing Department. Due to changes in work processes and automation of work that resulted in the reduction and elimination of work in the Non-Energy Billing, Gas Billing and Special Projects groups (previously defined as Major Billing and Miscellaneous Billing Sections), the Company will be making the following reductions:

Non-Energy Billing Unit

- 1 - Sr. Accounting Clerk II
- 2 - Accounting Clerks

Gas Billing Solutions

- 1 - Sr. Accounting Clerk II

Special Projects

- Reduce by 1

Company proposes, pursuant to Section 19.12 of the Clerical Agreement, the following to address the needed reduction.

Employees in the Customer Billing groups, Accounting Line of Progression, will be given the opportunity to request voluntary severance by indicating such on their Employee Election Form. The Company will accept up to five volunteers. Employees will be given seven calendar days from notification to complete/update their form. The Company will grant severance by seniority, to the employees in these sections, until the needed number of reductions has been met. Such employees shall be notified of a targeted lay-off date effective March 1, 2010. Actual date of lay-off is at Company's discretion.

Any vacancies created by the voluntary layoffs of employees performing the eliminated work will be captured thereby reducing the number of employees affected. Any vacancy needing to be filled will be filled in accordance with Title 18 and will be subject to the Position Evaluation Questionnaire (PEQ) process prior to filling. These steps will begin with any Sr. Accounting Clerk II vacancies and continue with vacancies lower in the line of progression.

