



**Pacific Gas and
Electric Company.**

LETTER AGREEMENT NO. 19-34-PGE



PACIFIC GAS AND ELECTRIC COMPANY
LABOR RELATIONS
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WALNUT CREEK, CA 94598
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MATTHEW LEVY
DIRECTOR

INTERNATIONAL BROTHERHOOD OF
ELECTRICAL WORKERS, AFL-CIO
LOCAL UNION 1245, I.B.E.W.
P.O. BOX 2547
VACAVILLE, CALIFORNIA 95696
707.452.2700

TOM DALZELL
BUSINESS MANAGER

December 23, 2019

Mr. Tom Dalzell, Business Manager
Local Union No. 1245
International Brotherhood of
Electrical Workers, AFL-CIO
P.O. Box 2547
Vacaville, CA 95696

Dear Mr. Dalzell:

The Master Apprenticeship Agreement (MAA) requires the Joint Apprenticeship and Training Committee (JATC) to establish an Administrative Procedures Manual for each apprenticeship training program.

The Company and Union have agreed that the Administrative Procedures Manual shall consist of specific standards for all apprenticeship training programs. Variations within the program are represented below:

- Eligibility requirements for internal PG&E employees through job bidding
- Length of apprenticeship training program
- Successful completion of the training program
- Apprentice Roles, Responsibilities, and Standards of Achievement
- Failure to progress in the training program, (failure to meet the Standards of Achievement)
- Wage step progression structure
- Other special provisions that may be applicable

For each newly indentured apprentice, advancement to the next step requires successful completion of the Standards of Achievement as specified in the jointly agreed to Administrative Procedures Manual. The protocol for progression and failure to advance will be consistent with the specifics as identified in this agreement and in the Administrative Procedures Manual.

In no event shall the Administrative Procedures Manual supersede this letter of agreement or the Master Apprenticeship Agreement. Typographic errors and omissions or minor edits to the Administrative Procedures Manual that have no material effect shall be made and reported to the JATC.

The JATC has agreed that the curriculum and associated qualifications can be updated by the sub-committee as needed, to ensure the program reflects current work practices and procedures. These JATC approved updates will be documented and captured in an Apprentice Committee (AC) letter.

Pursuant to Section 109.2 of the Physical Collective Bargaining Agreement (CBA) and the Master Apprenticeship Agreement (MAA), the Company and Union established a joint training subcommittee to update the Apprentice Station Operator T200 Training Program. On November 14, 2019, the JATC approved the Administrative Procedures Manual and training curriculum in AC Decision #NOV-19-99.

Eligibility for Apprenticeship through Job bidding

- Pass the Physical Test Battery and Industrial Skills Test or new tests by Company and Union agreement
- Possess a High School Diploma or General Education Diploma (GED)
- Pass DOT drug and alcohol testing
- Possess a valid Class “C” driver’s license
- Must pass the COBRA test

Eligibility for Apprenticeship through Recruiting

- Pass the Physical Test Battery and Industrial Skills Test or new tests by Company and Union agreement
- Possess a High School Diploma or General Education Diploma (GED)
- Pass DOT drug and alcohol testing
- Possess a valid Class “C” driver’s license
- Must pass the COBRA test

Wage Rates

<u>PROGRESSION</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Start	\$42.00	\$43.26	\$44.56
End 6 Mo	\$44.65	\$45.99	\$47.37
End 1 Yr.	\$46.61	\$48.01	\$49.45
End 18 Mo	\$48.57	\$50.03	\$51.53

Apprentice wages per step will be added to Exhibit X of the Collective Bargaining Agreement, located on the Labor Relations Intranet webpage.

Specifics for the Apprentice Station Operator Training Program Will Include the Following:

1) Length of Training Program

- The duration of this program is 24 months, divided into 4, six-month steps with step and wage progressions every 6 months. Step and wage progressions are contingent upon successful completion of program requirements per step.
- Section F.10.c. and E9.d of the Division and General Construction Master Apprenticeship Agreement (MAA) will not apply to new apprentices who do not come from within the line of progression for this program.

2) Successful Completion of the Training Program

- The apprentice will become a Journeyman Unassigned Station Operator upon successful completion of all the Standards of Achievement, including the length in program. No temporary upgrades, advanced placement, or early promotion permitted.

****Notes:**

- 1) There are currently two incumbent employees in the Apprenticeship program. These incumbents will be grandfathered under the previous Apprenticeship program, with a duration of 18 months. The incumbent employees are identified as Ryan Edziak and Chris Abeyta. Future entrants into the Apprenticeship will be subject to the 24-month training program.

2) Pursuant to Letter Agreement 14-40, upon successful completion of the apprenticeship, Apprentice Station Operators will automatically progress to the Unassigned Station Operator classification and will be required to remain in the Station Operator line of progression for three years. This does not preclude the employee from bidding to the Senior Station Operator, Relief Senior Station Operator, or a Station Operator classification at a different headquarters.

3) Apprentice Roles, Responsibilities, and Standards of Achievement

In order to be eligible progress to the next step, the apprentice must meet the Standards of Achievement as defined below.

- Satisfy the required time in each step (six months per step); and
- Accurately complete and record Self-Reported Activities (SRA's) including task repetitions (OJT), hours spent doing the task (OJE), Job Performance Measures (JPMs), etc., specified for each step; and
- Successfully complete all formal training specified for each step, to include all relevant qualifications; and
- Successfully complete the Step Progression Test (SPT) specified for each step; and
- Continually display positive attitude and behaviors; and
- Continually comply with safety rules and work procedures; and
- Satisfy the Apprentice Roles and Responsibilities as defined in the Administrative Procedures Manual.

4) Failure to Progress

If an apprentice does not meet the Standards of Achievement, and/or fails to follow the Apprentice Roles and Responsibilities as defined in the Apprentice Administrative Procedures Manual, he or she will be placed on an Action Plan. The Action Plan will:

- Begin on the day a deficiency is presented to the Apprentice and Supervisor by the Apprentice Coordinator and be scheduled to end no later than 90 consecutive days unless special provisions have been approved by the JATC.
- End on the day the Action Plan requirements are fulfilled

All Action Plans must be submitted to the JATC for review and approval. The JATC has the final authority to:

- Approve / extend an Action Plan
- Remove an apprentice from the program

Time Period	Number of Action Plans Permitted	Subject to JATC Removal If:
First Step (0 mo. – 6 mo.)	1 Action Plan during the first step.	If there is a need for a 2 nd Action Plan in the first step, the apprentice is subject to be removed by the JATC.

First Step – fourth Step (0 mo. – 24mo)	Up to 1, total Action Plans during the entire program, 4steps.	If there is a need for a 2 nd Action Plan at any point in time during the four-step program, the apprentice is subject to be removed by the JATC.
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If an apprentice has exhausted his or her allotment of Action Plans, the apprentice will have their apprentice training program suspended by the Apprentice Station Operator program leader/LRC committee members pending review by the JATC. All apprentice removals are subject to review and approval by the JATC.

The JATC will rely on PG&E leaders (Supervisors) to use the Positive Discipline (PD) process to address apprentices' attitude, behavior and attendance.

This proposed agreement has been reviewed by Assistant Business Manager Lloyd Cargo.

If you agree, please so indicate in the space provided below and return one executed copy of this letter to the Company.

Very truly yours,

PACIFIC GAS AND ELECTRIC COMPANY



By: _____
Matthew Levy
Director

The Union is in agreement.

LOCAL UNION NO. 1245, INTERNATIONAL
BROTHERHOOD OF ELECTRICAL WORKERS, AFL-CIO



By: _____
Tom Dalzell
Business Manager

December 31st, 2019