

**EXHIBIT P**

**ALTERNATE WORK SCHEDULES**

**93-11-  
ESC**

June 1, 1993

Engineers and Scientists of  
California, MEBA  
1182 Market Street,  
Suite 204 San  
Francisco, CA 94102

Attention: Mr. Ben Hudnall, Business Manager

Gentlemen:

In order to provide a consistent approach to ten-hour, four-day workweek schedules for employees, the Union proposes, pursuant to Subsection 7.4(e) of the Agreement, that the following provisions will be applicable to such schedule:

**Meals**

Lunch period will normally be five hours after start time. However, consistent with Section 7.3, the regular lunch period may be advanced or delayed up to one-half hour by the supervisor without the payment of overtime.

**Overtime Meals**

No employee shall be required to work more than five hours without a meal except as provided above (i.e., assuming a schedule of 6:30 a.m. through 5:00 p.m., any paid overtime prior to 5:30 a.m. or after 5:00 p.m. qualifies for meals and the employee shall be compensated pursuant to Sections 16.5 and 16.6, whichever is applicable).

**Overtime**

No overtime will be paid for hours worked during regularly scheduled hours on regularly scheduled workdays. Overtime at time-and-a-half rate shall be paid for time worked in excess of ten hours on a workday. Double time will be paid for time worked in excess of 12 consecutive hours on a workday or for call-outs. Provisions of Subsections 17.7(c) and (d) will apply for time worked on a non-workday or holiday.

**Upgrades**

The normal practice shall prevail Tuesday through Thursday. On Mondays and Fridays upgrades will be made among all personnel working the same hours including those working prearranged overtime, if applicable.

Sick Leave, Vacation, Holidays, Jury Duty, and Funeral Leave

Sick leave, jury duty, funeral leave, and vacation will be converted to hours. An employee who is off for either will be charged for ten hours, subject to the four ten hours, subject to the following conditions:

(1) Sick leave - Employees shall be charged in increments of one hour.  
(2) Vacation - An employee, upon returning to the regular eight-hour workday, may elect to have Company purchase any fractions of less than four hours vacation remaining, or may elect to take a day off and be paid for that amount of fractional vacation allowance due. Employees remaining on the ten-hour day at the end of a year will automatically have any fractional vacation allowance deferred to the following year, subject to the provisions of Subsection 9.10(a).

(3) Holidays -  
(a) Ten hours pay will be paid for holidays. The provisions of Section 8.4 shall apply to holidays on an employee's non-workday (utilizing the ten-hour credit as applied in Item No. 2 above).

(b) For schedules which begin or continue into a new calendar year, ten hours pay will be paid for the following Holidays:

New Year's Day (January 1)  
Martin Luther King, Jr. Day (Third Monday in Jan)  
Washington's Birthday (Third Monday in Feb)  
Memorial Day (Last Monday in May)  
Independence Day (July 4)  
Labor Day (First Monday in Sept)  
Veteran's Day (November 11)  
Thanksgiving Day (Fourth Thursday in Nov)  
Friday After Thanksgiving  
Christmas Day (December 25)  
Three Floating Holidays

(c) Schedules which begin at other than the beginning of a calendar year will result in the employees maintaining their current number of holidays for that year.

Administration

This four-day, ten-hour per day schedule is voluntary by employee. Employees electing not to work this schedule will remain on a five-day, eight-hour per day schedule.

Mutual agreement for the four-day, ten-hour per day schedule will be executed at the local level between the Business Unit or Region Human Resources

Manager and the Union Business Representative for the involved location.

A letter agreement will be required between the Manager of Industrial Relations and the Union Business Manager for deviation from this letter agreement.

Either the Company or Union reserves the right to return to the five-day, eight-hour shift schedule

by giving a 30 days written notice.

If you are in accord with the foregoing and agree thereto, 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 /s/ Ronald L. Bailey

Manag

er of Industrial Relations The Union  
is in accord with the foregoing and it  
agrees thereto as of the date hereof.

ENGINEERS AND SCIENTISTS OF

CALIFORNIA, MEBA August 11,

1993 By /s/ Ben Hudnall Business

Manager

**93-12-ESC**

June 1, 1993

Engineers and Scientists of  
California, MEBA  
340 Fremont Street  
San Francisco, CA  
94105

Attention: Mr. Ben Hudnall, Business Manager

Gentlemen:

This letter cancels and supersedes Letter Agreement R1-90-34.

Pursuant to Subsection 26.1(a) of the Agreement, Company proposes to allow the establishment of nine-hour per day work schedules by the execution of local letters of agreement. Such agreements which are in accordance with the following, may be executed by the Division Human Resources Manager and the ESC Business Representative responsible for the area establishing such schedules.

### Schedule

The "nine-hour" schedule is based on a two workweek cycle and is voluntary by employee. Employees electing not to work this schedule will remain on an eight hour per day/five days per week schedule which is within the time/band day established by the nine-hour schedule.

1. Week 1: Four nine-hour days, one eight-hour day:  
44 hours Week 2: Four nine-hour days, one day  
off: 36 hours

### Example

Sun Mon Tues Wed Thurs Fri Sat

Week 1 X 9 9 9 9 8 X Week 2 X 9 9 9 9 X X Repeat Week 1 Repeat Week 2

- 1 In this example, every other Friday is a non-scheduled day. The non-scheduled day off will be the same day every other week. Time card employees must turn in a time card on scheduled days off using an "X" in the hour column with "Regular Day Off" in the description column.
- 2 Work hours may be scheduled within the 7:00 a.m. - 7:00 p.m. band with a half-hour lunch.
- 3 Schedules may be established using the 44/36-hour workweek cycle with other designated non-scheduled and non-workdays, provided such days are consecutive.

### Meals

Lunch period will normally be five hours after start. However, consistent with Section 7.3, the regular lunch period may be advanced or delayed up to one-half hour by the supervisor without the payment of overtime.

### Overtime Meals

No employee shall be required to work more than five hours without a meal except as provided above.

### Overtime

No overtime will be paid for hours worked during regularly scheduled hours on regularly scheduled workdays. Overtime at the time and a half rate shall be paid for time worked in excess of nine hours on a nine-hour workday or eight hours on an eight-hour workday. Double time will be paid for time worked in excess of 12 consecutive hours on a workday or for callouts. Provisions of Subsections 17.2(c) and (d) will apply for time worked on a non-workday or holiday.

### Upgrades

In the "Schedule" example, the normal practice shall prevail Monday through Thursday. On Fridays, upgrades will be made among all personnel working the same hours including those working prearranged overtime, if applicable.

### Sick Leave, Vacation Holidays, Jury Duty and Funeral Leave

Sick leave, jury duty, funeral leave and vacation will be converted to hours. An employee who is off for either will be charged for eight or nine hours (as appropriate for the individual's schedule), subject to the following conditions:

- 1) Sick Leave - Employees shall be charged in increments of one hour.
- 2) Vacation - An employee, upon returning to the regular eight-hour workday, may elect: to have Company purchase any fractions of less than four hours vacation remaining; or may elect to take a full day off and be paid only for that amount of fractional vacation allowance due. Employees remaining on eight/nine hour day at the end of a year will automatically have any fractional vacation allowance deferred to the following year, subject to the provisions of Subsection 9.10(a).
- 3)a. Holidays - Eight or nine hours' pay will be paid for holidays. The provisions of Section 8.4 shall apply to holidays on an employee's non-workday (utilizing the eight/nine hour credit as applied in Item No. 2 above).
- b. For schedules which begin or continue into a new calendar year, eight or nine hours pay will be paid for the following holidays (depending on the employee's work schedule and date of holiday):

New Year's Day (January 1)  
Martin L. King, Jr. Day (Third Mon in Jan)  
President's Day (Third Mon in Feb)  
Memorial Day (Last Monday in May)  
Independence Day (July 4)  
Labor Day (First Mon in Sept)  
Veteran's Day (November 11)  
Thanksgiving Day (Fourth Thu in Nov)

Friday after Thanksgiving  
Christmas Day (December 25)  
Floating Holiday

In order to maintain the same total number of hours of pay for holidays, two of the three Floating Holidays have been eliminated, and the Company will purchase the remaining hours of fractional holiday pay each year.

- c. Schedules which begin at other than the beginning of a calendar year will result in the employees maintaining their current number of holidays for that year.

Either the Company or Union reserves the right to return to the five-day, eight-hour shift schedule by giving a 30-day written notice.

Copies of all locally executed agreements shall be forwarded to Company's Manager of Industrial Relations and Union's Business Manager in order to be valid. Proposed agreements which deviate from the foregoing provisions require execution by the Manager of Industrial Relations and Union's Business Manager.

If you are in accord with the foregoing and agree thereto, 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 /s/ Ronald L. Bailey `  
Manager of Industrial Relations

The Union is in accord with the foregoing and it agrees thereto as of the date hereof.

ENGINEERS AND SCIENTISTS OF  
CALIFORNIA, MEBA

August 11, 1993 By /s/ Ben Hudnall Business  
Manager

**93-13-ESC**

June 1, 1993

Engineers and Scientists of  
California, MEBA  
340 Fremont Street  
San Francisco, CA  
94105

Attention: Mr. Ben Hudnall, Business Manager

Gentlemen:

This letter cancels and supersedes Letter Agreement R1-92-18-ESC.

The purpose of this letter is to further clarify holiday pay of employees under the "nine-80" schedule as described in Letter Agreement 93-12. The Company proposes, in certain situations, employees be allowed to forfeit only one floating holiday instead of the two floating holidays currently specified in Letter Agreement 93-12.

Currently, all employees are entitled to 104 hours of holiday pay, which is the equivalent to 13 eight-hour holidays. In an eight-hour pay schedule, floating holidays are split up into three holidays and the 10 fixed holidays listed below:

New Year's Day (January 1)  
Martin L. King, Jr. Day (Third Monday in January)  
President's Day (Third Monday in Feb)  
Memorial Day (Last Monday in May)  
Independence Day (July 4)  
Labor Day (First Monday in Sept)  
Veteran's Day (November 1)  
Thanksgiving Day (Fourth Thursday in Nov)  
Friday after Thanksgiving  
Christmas Day (December 25)

Broken up into hours the holiday pay amounts to 104 hours:

10 Fixed Holidays x 8 hours a day =  
80 Hours 3 Floating Holidays x 8  
hours a day = 24 Hours 104 Hours  
Total Holiday Pay

The above holiday schedule does not accommodate workers under the "nine-80" work week because, under this schedule, most days are nine hours instead of

the above example of eight hours. The "nine-80" work week has both nine and eight-hour work days, as a result, the Company and Union have decided, in Letter Agreement 93-12, that the employee under the "nine-80" work week must forfeit two of the three floating holidays and be paid for the remaining hours at the end of the year. An example of an all nine-hour holiday schedule is listed below:

10 Fixed Holidays x 9 hours  
 a day = 90 Hours 1 Floating  
 Holiday x 9 hours a day = 9  
Hours 99 Hours Total  
 Holiday Pay 5 Hours Back  
 Pay

Under this agreement the employee is entitled to only one floating holiday even if they have more than one full day of back pay.

The Company proposes, as soon as an employee has secured eight or more hours of back pay, they may opt to convert this holiday pay into an additional second floating holiday.

The accumulation of additional holiday pay will occur only when the employees fixed or floating holidays fall on eight-hour days. The following is an example of an employee who works eight hours every other Monday, while alternate Mondays are non-work days. In this example five fixed holidays land on eight-hour Mondays:

Holiday Date / Day Holiday Pay

New Year's Day (January 1) 9 hours  
 Martin L. King, Jr. Day (Third Monday in January) 8 hours  
 Washington's Birthday (Third Monday in February) 8 hours  
 Memorial Day (Last Monday in May) 8 hours  
 Independence Day (July 4, Saturday, 8 hours

becomes floating holiday taken on Monday)  
 Labor Day (First Monday in Sept) 8 hours  
 Veterans Day (November 11) 9 hours  
 Thanksgiving Day (Fourth Thur in Nov) 9 hours  
 Friday after Thanksgiving 9 hours  
 Christmas Day (December 25) 9 hours  
 Floating Holiday 9 hours

In this example the employee receives a total of ninety-four holiday hours. Therefore, the employee will receive ten hours of back pay. This broken down further below:

5 Fixed Holidays x 9 hours a day = 45 Hours 1 Floating Holiday x 9  
 hours a day = 9 Hours 5 Fixed Holidays x 8 hours a day = 40 Hours  
 94 Hours Total Holiday  
 Pay 10 Hours Back Pay

In this example the employee has the option to either receive ten hours of back pay or take an

additional floating holiday of either eight or nine hours and receive the remaining time (one or two hours) as back pay.

The employee may exercise this option as soon as it is apparent they will have the sufficient hours to enable them to take the additional floating holiday.

Proposed agreements which deviate from the foregoing provisions require execution by the Manager of Industrial Relations and the Union's Business Manager.

If you are in accord with the foregoing  
and agree thereto, 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 /s/ Ronald L. Bailey  
Manager of Industrial Relations

The Union is in accord with the foregoing and it agrees thereto as of the date hereof.

ENGINEERS AND SCIENTISTS OF CALIFORNIA,

MEBA

August 11, 1993 By /s/ Ben Hudnall Business  
Manager