

## **Exhibit Q**

### **Distribution Engineers**

*(Amended 6/01/03)*

For the purpose of collective bargaining with respect to rates of pay, wages, hours of employment, and other conditions of employment, the Company recognizes the Union, certified by the National Labor Relations Board in Case No. 20 - RC - 17430, dated September 10, 1998, as the exclusive representative of employees in the classifications of Distribution Engineer (3267 & 3269) and Distribution Engineer, Associate (3266 & 3268). Pursuant to the November 18, 1999, Settlement Agreement, these classifications will be incorporated in the ESC Agreement pursuant to the conditions provided for in the Company's last, best and final offer of October 28, 1999. Those conditions are described in the remainder of this exhibit.

*(Added 1/1/200)*

**Attachment A**  
**Distribution Engineers Amended Company Proposal**  
**Last, Best and Final Offer**  
**October 28, 1999**

Job Descriptions

The Job Descriptions are attached as Exhibit A.

**Annual Wage Rates Effective 1/1/2000**

<b>Classification</b>	<b>Minimum</b>	<b>Maximum</b>
Distribution Engineer, Associate	\$51,500	\$57,680
Electric Distribution Engineer	\$57,680	\$72,000
Gas Distribution Engineer	\$57,680	\$72,000

The base salaries of Distribution Engineers and Distribution Engineer, Associates will be adjusted by the negotiated 3% general wage increase (GWI) not to exceed the salary range maximum, effective 1/1/2000. Should an employees current salary be such that the application of the 1/1/2000 GWI exceed the range maximum, the balance of the GWI beyond the maximum will be applied as a lump sum payment. The Company will grant general wage increases of three percent (3%), effective January 1, 2001, and three percent (3%), effective January 1, 2002.

Annual progressive wage increases will be in accordance with Section 15.4 b (2) of the agreement.

Jurisdiction Of Work Engineer Trainees may perform bargaining unit work as part of the Engineer Trainee Program for a period not to exceed one year.

To address specific staffing situations in the gas distribution organization, Company proposes to establish two additional Gas Distribution Engineer positions, one position in Concord and one in Chico. With the establishment of such positions, the Distribution Engineer duties will be transitioned from the existing Sr. Distribution Engineer positions. In locations where a Distribution Engineer has and continues to perform the duties of the Senior Distribution Engineer, they shall receive a 5% premium as a Present Incumbent Only. The employees covered by this provision are Keith Gockel, Dave Rymers, Joe Bernal and Anthony Thompson.

Project Management Distribution Engineers will have exclusive jurisdiction over capacity and reliability projects of \$100,000 or less.

Certification And Registration

Employees in these classifications shall be reimbursed by Company for costs incurred in successfully obtaining Engineer In Training certification and Professional Engineer registration, and subsequent renewals.

Construction Supervisor On-Call Duty Distribution Engineers who were assigned construction supervisor on-call responsibilities as of 9/10/98, will have an

opportunity to volunteer to remain in the rotation for the 1999 on-call schedule. Beginning in the year 2000, at the Company's request Distribution Engineers may volunteer to serve in the local construction supervisor on-call capacity during the annual on-call scheduling period. When standing on-call and required to act in a supervisory capacity in the field directing crews, compensation will be at 1 ½ the straight time rate.

Benefits Effective 1/1/2000, or the first of the month (but no sooner than 15 workdays) following ratification, all Distribution Engineers and Distribution Engineer, Associates in DCS, will be converted to the bargaining unit medical, dental and vision, savings fund plan and life insurance provisions. Effective upon ratification of this agreement, Distribution Engineers and Distribution Engineer, Associates will be converted to the bargaining unit pension provisions. Vacation granted for 2000 will be in accordance with the provisions of Section 9.2 of the ESC Agreement.

ESC Agreement Incorporate the Distribution Engineers and Distribution Engineer, Associates into the existing ESC Collective Bargaining Agreement and Benefit Agreement, with the following noted exceptions:

The attached modifications (Exhibit B) to Titles 7, 8, 9, 10, 11, 13, 16, and 17, are intended to recognize the different applications to Distribution Engineers and Distribution Engineer, Associates, including their status as exempt employees.

The execution of this agreement does not waive, in whole or in part, any rights under federal or state wage and hour law regarding the payment of overtime to any employees covered by this agreement. Should any court determine that any of the provisions of this agreement in regard to the exempt status of the employees be determined to be invalid under federal or state law, then the Employer and Union agree to abide by all terms of any such decision. Should either party choose to exercise its right to appeal any determination regarding this issue, the determination will not be final and binding upon the parties until the appeal is resolved.

Settlement Proposal PG&E proposes the referenced wages, terms and working conditions be applicable to the current Distribution Engineers and Distribution Engineer, Associates in the DCS organization. It is further recognized that as a condition of this agreement, ESC will take all appropriate action to obtain the dismissal of any and all ULP complaints and the withdrawal of the pending Unit Clarification appeal, with prejudice.

Implementation A Distribution Engineer Implementation Committee will be established as a subcommittee of the DCS Labor Management Committee to provide oversight and assist in implementation of this Agreement, including issues related to the transition between benefit plans. Any issues arising from implementation of this Agreement during the first six months following execution of this Agreement shall be forwarded to this committee for consideration and resolution prior to utilization of the grievance procedure.

**EXHIBIT A****Job Duties for Electric Distribution Engineer****SAFETY:**

- 1 Attends all mandated safety meetings
- 2 Works safely at all times and works with supervisor to resolve identified issues.

**BUDGET MANAGEMENT:**

- 1 Submits long term and short term reconstruction, capacity and reliability plan recommendations.
- 2 Responsible for project management duties for capacity and reliability projects within their local area of \$100,000 or less. The tasks outlined in the project management guidelines will apply to work managed by this position.
- 3 Reviews and recommends job estimates within DPA for capacity and reliability.

**COMPLIANCE:**

1. Ensure own personal planning work including design and recommendations is done in compliance with standards and guidelines.

**DIVISION PLANNING:**

- 1 Monitor area substation and circuit capabilities and track corresponding loads. Prepares proposals, including justification, for appropriate corrective actions to address deficiencies found.
- 2 Perform planning studies to correctly model the electric distribution system in DEDSA (or replacement system) and work with Mapping to ensure discrepancies are corrected in associated records system.
- 3 Analyze historical loads and project future growth.
- 4 Prepare long term and short term plans to identify and correct area deficiencies.
- 5 Prepare draft Preliminary Planning Reviews (PPR's)
- 6 Identify alternatives to address deficiencies for Project Analysis (PA's)
- 7 Review and analyze area distribution systems and take appropriate actions to maintain power factor and primary voltage within established standards.
- 8 Determine circuit and associated equipment capabilities within the assigned DPA
- 9 Prepare and initiate switching plans to alleviate normal and minimize emergency deficiencies
- 10 Prepare settings for load tap changers and other line equipment.
- 11 Prepare necessary documentation about distribution needs for estimating to complete job packages.
- 12 Review requests for new large customer load additions or increases in voltage and recommend actions to correct any deficiencies.
- 13 Provide direction and review primary designs proposed by estimating to ensure adequate capacity and reliability

**DISTRIBUTION PROTECTION:**

- 1 Prepare settings for distribution protective devices
- 2 Perform circuit protection reviews and make recommendations for corrections.
- 3 Determine protection requirements for rule 20, WRO projects and other major distribution projects which could impact the existing protective scheme
- 4 Prepare settings for Distribution Automation (DA) devices affecting distribution protection, voltage or emergency switching.

**OPERATIONS:**

- 1 Initiate service dependability solutions
- 2 Actively participate in local reliability / root cause meetings
- 3 Work closely with construction to prioritize outage prevention work within DPA
- 4 Address customer complaints (Help Tickets) for recurring outages as assigned.
- 5 Prepare initial responses for CPUC complaints for recurring outages.
- 6 Support local DO's, DEC, construction, or storm room in emergency restoration efforts as required.
- 7 Provide technical support for estimating, construction, and other departments as required
- 8 Review, modify, and recommend switching clearances for feeders, banks and stations as requested by DO's.
- 9 Address customer voltage complaints caused by primary voltage problems.
- 10 When requested, assist E&M and OM&C personnel to address customer voltage complaints caused by secondary voltage problems.
- 11 Address customer EMF requests involving distribution facilities as assigned.
- 12 Review switching arrangements, equipment settings, voltage levels, power factor needs, etc. to ensure the distribution system is operated in the most efficient manner.

**OTHER WORK:**

- 1 Prepare EASOP (economic analysis) for projects in DPA
- 2 Prepare other engineering analysis as assigned.
- 3 Provide supervisor on-call support as required
- 4 Maintain equipment records as assigned.

**Requirements:**

A BSEE from a college or university accredited by the Accreditation Board of Engineering and Technology is required for Electrical Distribution Engineers. Distribution Engineers employed in that classification who do not hold these qualifications shall continue in the classification (i.e. Grandfathered) without negative impact.

## Job Duties for Gas Distribution Engineer

### Safety:

- 1 Attends all mandated safety meetings.
- 2 Works safely at all times and works with supervisor to resolve identified issues.
- 3 Incorporates safety in jobs where planners provide specifications or review.

### Budget Management:

- 1 Submits various capital and expense items for the annual and 5 year budgets to the senior engineer.
- 2 Responsible for project management duties for capacity and reliability projects within their local area of \$100,000 or less. The tasks outlined in the project management guidelines will apply to work managed by this position.

### Compliance:

1. Assists senior engineer in reviewing gas system compliance issues as assigned.

### Capacity Planning:

1. Use gas planning workstation and associated software to prepare distribution system models. This includes:
  - digitizing
  - loading
  - validating
  - analyzing results
  - preparing recommendations
  - preparing documentation
  - future growth planning
- 1 Update models.
- 2 Recommends distribution main and service line sizing for new business, reconstruction, WRO, and pipeline replacement (GPRP) jobs.
- 3 Prepares annual and 5 year capacity planning recommendations within assigned area.
- 4 Establishes regulator station design criteria, inlet and outlet pressures and flow rates.
- 5 Prepares and reviews request for calculations (RFC) for new large customer load additions and approves elevated pressure requests within delegated authority.
- 6 Reviews requirements for large meter sets i.e. piping size, equipment as requested for unusual situations (ADE's also perform this task).
- 7 Use planning workstation to provide recommendations for distribution system operation i.e. throttle valves, regulator settings, curtailments, emergency, bypass sizing, etc., to ensure adequate pressure and capacity for normal seasonal operations and during emergency operations.

### Other technical work:

- 1 Prepare EASOP (economic analysis) for assigned projects. Other classifications also provide economic analysis.
- 2 Prepare relief valve and low pressure flow analysis calculations, BTU analysis.
- 3 Review shutdown plans to ensure gas capacity.
- 4 Prepare other engineering analysis as assigned.
- 5 Develop, recommend and communicate winter operating plan for facilities.
- 6 Gas loss calculations (also provided by estimating).
- 7 Miscellaneous as assigned i.e. live insertion analysis.
- 8 Assist in investigating customer pressure complaints.
- 9 Dig-in Reporting (IGIS) (not sure what this involves?)
- 10 Provide technical support to I other departments

11. Winter chart planning and monitoring

Other work:

1. Provide construction supervisor on-call support as required.

**Requirements:**

A BSME or BSCE from a college or university accredited by the Accreditation Board of Engineering and Technology is required for Gas Distribution Engineers. Distribution Engineers employed in that classification who do not hold these qualifications shall continue in the classification (i.e. Grandfathered) without negative impact.

## **EXHIBIT B**

### **Title 7. Hours**

Since Distribution Engineer's and Distribution Engineer, Associate's hours of work on a given day may vary, it is expected that they may be required to work for more than eight hours on a workday or to work on a non-workday as the occasion demands without additional compensation, with the exception of situations covered by the Additional Time Worked policy and as noted above in Construction Supervisor On-Call Duty.

The provisions for overtime pay in Section 7.3 are not applicable to Distribution Engineers and Distribution Engineer, Associates.

### **Title 8. Holidays**

The provisions for overtime pay in Section 8.5 are not applicable to Distribution Engineers and Distribution Engineer, Associates.

### **Title 9. Vacations**

#### 9.14 Unanticipated Vacation

Distribution Engineers and Distribution Engineer, Associates may schedule vacation in increments of four hours, up to 16 per year at an employees option.

### **Title 10. Expenses**

#### 10.20 General Provisions for Employees Attending Company Training Programs

The provisions of payment for travel time noted in sections 10.20 (a), (b) (2), (d) and (f), shall not be applicable to Distribution Engineers and Distribution Engineer, Associates.

### **Title 11. Sick Leave**

#### 11.6 Hourly Increments

Distribution Engineers and Distribution Engineer, Associates shall be charged sick leave in four (4) hour increments, with no charge made for increments of less than four (4) hours. No deduction shall be made for an increment of less than four (4) hours from the wages of an Distribution Engineer or Distribution Engineer, Associate who has exhausted his/her sick leave.

### **Title 13. Status of Employees and Service**

#### 13.5 Regular Status

(c) The provisions of 13.5 (a) shall not be applicable to a newly hired Distribution Engineer or Distribution Engineer, Associate. They shall be hired at a monthly rate of pay not less than the minimum rate established for the classification of work to be performed. During their first six months of employment, they shall not acquire any Service or seniority rights. On the completion of their first six months of Service which, notwithstanding the provisions of Section 13.3 above, is uninterrupted by absence for more than a cumulative total of thirty days due to (1) layoff, (2) sickness or disability, or (3) any other reason, they shall acquire their Service and/or seniority rights.

### **Title 16. Meals**

The provisions of Section 16.4 and 16.6 shall not be applicable to Distribution Engineers and Distribution Engineer, Associates.

(a) Meals are reimbursable if required for:

- 1) a business need to host customers or guests
- 2) out of town or overnight travel
- 3) business related circumstances that prevent normal meal practice
- 4) conferences or training sessions
- 5) business meetings
- 6) group or individual recognition

Approval for reimbursement is required by an employee's supervisor. Meals involving only PG&E employees conducting internal PG&E business or staff related meetings (i.e., items 5 and 6 above) are discouraged and are only reimbursable if approved by the employee's manager or VP.

Employees are expected to use good judgment in selecting moderately priced meals.

(b) Groceries or the cost of meals prepared at home are not usually eligible for reimbursement. Exceptions may include meals prepared when on extended assignment away from home and home prepared meals when hosting clients on Company business. When such meals are reimbursable, reimbursement is limited to the actual cost of food and beverages purchased and consumed, or the catering costs if applicable.

#### **Title 17. Overtime**

The provisions of this section shall not be applicable to Distribution Engineers and Distribution Engineer, Associates. Further, provisions for overtime payment contained elsewhere in this agreement, including its exhibits or any other agreements between the parties, shall not be applicable to Distribution Engineers and Distribution Engineer, Associates unless otherwise specifically agreed to.

#### **Additional Time Worked for Monthly Paid Employees**

a) Distribution Engineers and Distribution Engineer, Associates will be eligible for compensation at the straight-time rate of pay for work beyond normal work schedules, subject to the conditions contained below:

- 1 Employee receives prior authorization from a director within the department to work beyond normal daily work schedule or on a non-workday to meet critical work requirements. (Examples of appropriate situations include: storms or similar operating events; or significant projects with unusual and pressing time constraints.)
- 2 Employee works at least one hour beyond normal daily work schedule, or works on a non-workday. On normal workdays, only the time beyond the initial one hour beyond the normal work schedule will be compensated.
- 3 Employee is not eligible for any other type of special incentive to offset additional time worked.
- 4 When serving as Construction Supervisor on-call capacity and required to act in a supervisory capacity in the field directing crews, compensation will be at 1 ½ the straight time rate.

#### **Title 27. Management of Company**

Engineer Trainees may perform bargaining unit work as part of the Engineer Trainee Program for a period not to exceed one year.