



**Pacific Gas and  
Electric Company**

**Jeffrey M. Delaney**  
Principal Negotiator  
Labor Relations and  
Human Resources

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**10-18-ESC**

June 22, 2010

**RECEIVED**  
**JUL 09 2010**  
**ESC, LOCAL 20, IFPTE**

Mr. Joshua Sperry, Sr. Union Representative  
Engineers and Scientists of California  
Local 20, IFPTE, AFL-CIO & CLC  
835 Howard Street, 2<sup>nd</sup> Floor  
San Francisco, CA 94103

Dear Mr. Sperry:

The Company and ESC Local 20 met to discuss the creation of a new Land Planning Analyst position. The position would be included in the terms negotiated for the then Corporate Real Estate organization in Letter Agreement 06-06, as updated by subsequent negotiations.

The Land Planning Analyst would be a beginning level classification, in its own line of progression and will be exempt, monthly paid with a salary range of \$4,333 per month to \$6,633 per month. The position description is attached.

If you are in accord with the foregoing and agree thereto, please so indicate in the space provided and return one executed copy of this letter to the Company.

Very truly yours,

PACIFIC GAS AND ELECTRIC COMPANY

By: \_\_\_\_\_

  
Jeffrey M Delaney  
Principal Negotiator

ENGINEERS AND SCIENTISTS OF CALIFORNIA  
LOCAL 20, IFPTE, AFL-CIO & CLC

By: \_\_\_\_\_

  
Joshua Sperry  
Sr. Union Representative

\_\_\_\_\_  
7-19-2010

**Position Description: Land Services**

Factor	Land Planning Analyst
<p><b>Summary</b></p>	<p>The Land Planning Analyst position supports programs of environmental compliance and project permitting where environmental guidelines are established between PG&amp;E and various state and federal agencies. The primary role is one of project screening, environmental permitting support and documentation. Project screening utilizes PG&amp;E computerized information management systems (MapGuide GIS, HCP Portals, SAP) and other standard office communication formats (e-mail, teleconferencing). Program/Project screening and documentation may include daily data entries and assessment of standard permitting requirements. Program data will support development of programmatic reports and audits. Project screening determines project permitting requirements. Communicating with other Land team members and LOB project teams verbally and in writing is another key requirement of this job.</p>
<p><b>Job Duties:</b></p>	<ol style="list-style-type: none"> <li>1. <b>Safety</b> <ul style="list-style-type: none"> <li>• Performs all work in accordance with PG&amp;E safety goals and practices:               <ul style="list-style-type: none"> <li>– Completes all required safety training</li> <li>– Promotes safety awareness</li> </ul> </li> </ul> </li>   <li>2. <b>Project Screening and Documentation/Research &amp; Review</b> <ul style="list-style-type: none"> <li>• Reviews new projects received through the various portals and SAP.</li> <li>• Forwards projects that may require additional field review to the appropriate environmental technical specialist</li> <li>• Uses the appropriate SAP portal (HCP, E-Screen) to record project-specific information</li> <li>• Responsible for maintaining the project databases and updating them frequently</li> <li>• Research through GIS, PG&amp;E records, public records, etc. to determine ownerships, land rights, land uses, constraints, regulatory jurisdictions, local, state, and federal regulatory requirements on gas and electric projects.</li> </ul> </li>   <li>3. <b>Support to Audits and Other Business Processes</b> <ul style="list-style-type: none"> <li>• Provides project data to appropriate project managers for use in development of scheduled reports and/or audits</li> <li>• May communicate with project managers to identify dependencies and schedules for completion of pre-activity surveys, planning and permitting</li> <li>• May assist in tracking and documenting project related costs</li> </ul> </li>   <li>4. <b>Technical Quality Assurance</b> <ul style="list-style-type: none"> <li>• Annually ensures that complete and technically accurate information is provided in the project database for each project completed</li> <li>• Continuously updates project information</li> </ul> </li> </ol>

<b>Factor</b>	<b>Land Planning Analyst</b>
	<p><b>5. Cost/ Schedule Management</b></p> <ul style="list-style-type: none"> <li>• May be asked to keep summary cost data for contracted work</li> <li>• Uses the SAP portal to document environmental compliance requirements for project leads.</li> </ul>
<b>Interaction</b>	Interacts with other technical and administrative members of the Land team as well as staff from other lines of business.
<b>Job Qualifications:</b>	
<b>Education</b>	BS/BA degree or its equivalent in relevant experience.
<b>Licenses / Certifications</b>	Valid driver's license required.
<b>Experience</b>	Familiarity with utility activities desired; experience with standard office computer applications including Excel, Word and SAP required.