



**Pacific Gas and  
Electric Company**



PACIFIC GAS AND ELECTRIC COMPANY  
LABOR RELATIONS  
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MATTHEW LEVY  
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JOSHUA SPERRY  
SR. UNION REPRESENTATIVE

## **Memorandum of Understanding**

### **Alternative Work Schedules and Start Times**

This MOU applies to all Estimators and ADE's in Service Planning & Design, and to Estimators and ADE's in the GDPM&E organization.

These schedules will be effective no earlier than July 9, 2018.

1. All offices will have a 7:00am base start time.
2. Based upon the preference of the majority of the employees reporting to the same supervisor, the company will also offer either a 6:00am or 8:00am start time. Once the alternative start time is established, each employee may choose between those two options.
3. Employees may elect either a half hour or hour lunch.
4. Employees who can demonstrate a hardship (child care, kin care, school start times, commute, etc) may request an alternative start time not chosen by the majority of employees not starting at 7am. Such a request will not be denied without a valid business reason. If the supervisor and employee cannot agree on the hardship request, the issue will be escalated to the local Union Representative and Labor Relations Specialist.
5. Employees may change their start times to the alternative agreed to time with supervisor approval to accommodate life changes (such as end of school year for children, parents being placed in assisted living, etc.). Such a request will not be denied without a valid business reason.
6. Employee requests to change supervisor assignments at their assigned headquarters will be considered where practical.
7. In order to accommodate training needs or all-hands meetings, once per calendar quarter, the Company may require all employees at one worksite to report to work at 7:00 am, without triggering the payment of travel time, overtime or missed meals. Company will provide employees with at least two weeks notice, and hardship requests will be considered if practical and if submitted by the employee in advance.

8. In accordance with Letter Agreement No. 18-02, Company will offer the 9-80 alternative work schedule with either a half hour or hour lunch to Electric and Gas Estimator and ADE employees who do not primarily have customer contact or are not in a Permit Facilitator position. All schedules will require that Friday be the designated regular day off and that the opposing Friday consist of the eight-hour day. Starting with calendar year 2019, employees may elect either the 5/8 schedule or 9/80's schedule on an annual basis. Employees may also elect to change their AWS option when reporting to a new HQ. All other provisions of the 9-80 schedule will follow the generic provisions of Letter Agreement No. 93-12.
9. Job Owners (meaning NBR's, SNBR's and IPE's) will have a base 7:00am start time and will be offered an 8:00am start time option only. They may elect either a half hour or hour lunch. Item 7 above will also apply to Job Owners.

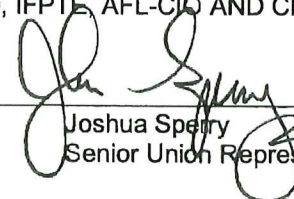
August 7, 2018

PACIFIC GAS & ELECTRIC COMPANY

By:   
Matthew Levy  
Director

8/1, 2018

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

By:   
Joshua Sperry  
Senior Union Representative