



February 27, 2023

LA SJO-23-27

ENGINEERS & SCIENTISTS OF CALIFORNIA, Local 20  
IFPTE, AFL-CIO, CLC  
810 Clay Street  
Oakland, CA 94607

Attention: Carl Harland, ESC Assistant Executive Director

Dear Carl:

In accordance with LA 93-12-ESC, Company proposes to establish a nine-hour work schedule based on a two-week work cycle, with the Regular Day Off (RDO) on alternating Fridays for the FLSA Exempt Electric Contract Administrators in the Contract Administration and Order Management group currently headquartered at the Edenvale Service Center.

The hours of work during the first week will be nine (9) hours, Monday through Thursday, and eight (8) hours on Friday. The following week will be nine (9) hours, Monday through Thursday, and Friday will be the RDO. Start and end times are at management's discretion.

Employees will have the option to select a five (5)-day, eight (8)-hour, Monday through Friday work schedule. To provide adequate coverage, RDO's will be staggered on alternating Fridays to support business needs.

This alternative work schedule will become effective as soon as practicable.

PG&E management reserves the right to alter any individual's alternative work schedule based on performance and/or business needs. Due to future staffing changes or other factors, the Company may adjust the assignment of RDO's based on operational needs. Either the Company or Union may cancel this agreement and return Electric Contract Administrators to the five (5)-day, eight (8)-hour work schedule by providing 30 days written notice.

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

Sincerely,

A handwritten signature in blue ink, appearing to read 'Christine Brown', is written over a light blue horizontal line.

Christine Brown, Sr. Labor Relations Specialist  
Pacific Gas and Electric Company

The Union is in agreement.

ENGINEERS & SCIENTISTS OF CALIFORNIA, Local 20  
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*Carl E. Harland*

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Carl Harland, ESC Assistant Executive Director

28th February 2023

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Date