



San Diego Gas & Electric

INTERNAL CORRESPONDENCE

DISCARD

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SAN DIEGO GAS & ELECTRIC

MAR 20 1991

LABOR RELATIONS

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PUT INTO JAC

TO Distribution

DATE March 18, 1991

FROM R. Robinson

FILE NO.

SUBJECT Special JAC Meeting 3/14/91

The JAC took the following action at a special meeting on March 14, 1991:

- Adopted the revised training schedule outlined on the attached page; and,
- Incorporated UG training as part of the Apprentice Program. The standards will be revised accordingly.

The revisions to the training schedule will have to be explained to the Apprentices at the next regular JAC meeting on April 2, 1991. Any reassignments for training purposes will be effective Monday, April 8, 1991.

If you feel there is a need to discuss this further with the JAC, contact me so a special meeting can be arranged prior to April 2, 1991.

R. Robinson
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ADMINISTRATION OF APPRENTICESHIP TRAINING PROGRAM

INITIAL APPRENTICE ASSIGNMENT

Apprentice lineman, are indentured, in numbers estimated to reflect future needs for apprentice lineman and journeymen.

The number and department allocations will be determined by consensus agreement among Operating & Construction Managers prior to indenturing a group of apprentices.

At the conclusion of climbing school, apprentices will be assigned to either the Metro Region or Northern Region consistent with the Managers original requests.

TRAINING ASSIGNMENTS

During their apprenticeship, apprentices may be periodically reassigned within their region, these training reassignments will occur at the conclusion of the Skills Training schools.

As apprentices are temporarily assigned to other headquarters or to the Skills Training School, for additional training, these apprentices shall be compensated in accordance with the Collective Bargaining Agreement between I.B.E.W. Local 465 and San Diego Gas & Electric.

APPRENTICES THAT ARE HELD BACK

In the event that the decision is made to hold back an apprentice, that apprentice will not be reassigned until the performance deficiency is overcome.

APPRENTICES DROPPED FROM THE PROGRAM

Apprentices dropped from the program will normally be reassigned as laborers/helpers, where openings exist. Exceptions, however, could occur if a vacancy in their previous position exists at the time they are dropped.

APPRENTICE ASSIGNMENT UPON COMPLETION OF APPRENTICESHIP

Upon the completion of the apprenticeship program graduating apprentices will be assigned to the Regular Headquarters consistent with the Managers original request.

3/14/91

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SELECTION PROCEDURES FOR LOCAL JOINT APPRENTICESHIP COMMITTEE
OF SAN DIEGO GAS & ELECTRIC COMPANY AND LOCAL 465, I.B.E.W.

The above named Committee, in accordance with Title 8, Chapter 2, California Administrative Code, Article 5, declare the following to be their selection procedures, which meet objective standards. Such procedures will be applied uniformly so as to afford all applicants fair and impartial treatment.

PREAMBLE

The San Diego Gas & Electric Company has made a commitment, in the form of an Affirmative Action Program as required by Order No. J1 of the Office of Federal Contract Compliance, to achieve ethnic parity in the various job categories comprising the Company's work force. Local 465, International Brotherhood of Electrical Workers, recognizes that the Company is required, by law, to establish an Affirmative Action Program.

In accordance with the employer's Affirmative Action Program and the Union's desire to cooperate with that Program, the parties agree to make a good faith effort to increase the number of minority journeymen by first increasing the number of minority apprentices.

Further, recognizing that it would be a disservice to the individual as well as to the industry, to develop second-rate journeymen, the sponsors of this program will maintain their high standards in training apprentices to become high quality tradesmen.

This program will consist of the following affirmative acts. It may at a later date be altered and/or supplemented as experience and personnel indicate.

I. DISSEMINATION OF INFORMATION:

Openings to apprenticeship are posted on the employer bulletin boards at such times as vacancies exist.

II. WRITTEN APPLICATIONS:

All applicants will be required to complete a written application when seeking entry into the program. Applications will be received at the employer's Employment Office (1310 Second Avenue, San Diego, California) whenever job openings are posted on the bulletin boards.

III. HANDLING OF APPLICATIONS:

The Employer's Personnel Division will inform the Joint Apprenticeship Committee which of the recommended bidders are members of specified minority groups. The Personnel Division will also, from time to time, inform the Committee of the ethnic group representation in the various journeyman classifications.

Selection of applicants is made from a restricted pool from present employees on the basis of seniority and qualifications. First consideration is given to employees of the department or division in which the apprenticeship opening exists. For example, employees in the line division will be given first consideration for apprentice lineman openings. However, overriding these provisions is the stipulation that 1/3 of the successful candidates for apprenticeship shall be members of minority groups until racial parity for each minority group is attained at the journeyman level.

IV. AGE LIMITATIONS:

Applicants shall be at least 18 years, and not more than ~~26~~ ^{28 1/2 years} years of age.

V. FORMAL EDUCATION REQUIREMENT:

There are no minimum education requirements, but applicants must be able to successfully complete a prescribed course of night school study.

VI. PHYSICAL EXAMINATION:

When required, will be at no cost to the applicant.

VII. TESTS AND ORAL INTERVIEWS:

All applicants will be required to take written and manual tests. The employer will conduct an oral interview. Applicants will be notified of date, time and place to appear for tests and/or oral interview.

VIII. REQUIRED TESTS AND BY WHOM ADMINISTERED:

The employer gives each applicant the Bennett Mechanical Comprehension Test Form RB; Minnesota Paper Board Test Form AA; and the Science-Research Associates, Furdue-Pegboard Test. These tests have been validated. The employer also gives a pole-climbing test when appropriate, and a test to qualify the applicant for a Company Driver's Permit.

IX. SUBJECTS CONSIDERED AT ORAL INTERVIEW:

Attendance record, safety record, driver license, and general performance. Unsatisfactory attendance, poor safety record, lack of a valid California Driver License or unsatisfactory job performance will disqualify applicants.

X. RELATIVE WEIGHT GIVEN FOR TESTS AND/OR ORAL INTERVIEW ON OVERALL EVALUATION OF APPLICANT:

Written or manual test - pass or fail. Oral interview - see Section IX above.

XI. ACCEPTANCE, REJECTION AND REFERRAL OF APPLICANTS TO JOB OPENINGS AND HOW NOTIFIED:

Accepted applicants will be recommended by the employer and indentured by the Joint Apprenticeship Committee within 30 days. Disputes concerning selection process may be resolved through the grievance procedure set forth in the Amended Agreement between the San Diego Gas & Electric Company and Local 469, I.B.E.W.

XII. TESTING, RATING AND PLACING APPLICANTS WITH PREVIOUS EXPERIENCE:

Applicants who claim previous experience will be evaluated by the Committee and considered for placement in a higher wage bracket when they provide proof of skill and prior on-the-job experience.

These selection procedures are submitted for filing with the Secretary of the California Apprenticeship Council, as adopted this 2nd day of March, 1972.

SIGNED FOR THE COMMITTEE:

J. P. Wilkin
Chairman

Robert E. Carley
Secretary

H. B. Smith
DAS Consultant