



**Pacific Gas and  
Electric Company.**

**Robert Joga**  
Senior Director  
Labor Relations

375 N. Wiget Lane, Suite 130  
Walnut Creek, CA 94598  
925.974.4461

**18-32-ESC**

December 11, 2018

Joshua Sperry, Senior Union Representative  
Engineers and Scientists of California, Local 20  
IFPTE (AFL-CIO & CLC)  
810 Clay Street  
Oakland, CA 94607

Dear Mr. Sperry:

The Company and Union have concluded negotiations for newly represented employees in the Supplier Quality Engineering unit. The agreed upon contract language and job descriptions are included as attachments to this agreement.

**1. Implementation Date**

All these employees will be included in the general ESC-PG&E contract as of the implementation date of December 1, 2018.

**2. Classification Groups**

All Classifications will be part of one Line of Progression and one Classification Group in the Contract, to be called "Supplier Quality Engineering."

**3. Seniority**

Seniority shall be determined per Title 13 using each employee's date of hire at PG&E.

**4. Salary Ranges**

The salary ranges for the Supplier Quality Engineering group are shown in Attachment 1.

There is one employee whose current pay is above the 2018 maximum salary range for the classification, Rigoberto Ruiz, Senior Supplier Quality Engineer. On Jan 1, 2019, he will not receive the General Wage Increase; however, he will receive a base pay increase up to level of the 2019 maximum salary range. In addition, on March 1, 2019, he will receive a one-time lump sum payment of \$3,500.

**5. Recognition Clause**

The parties agree to modify Title 3 of the Contract to reflect the inclusion of these groups by referring to the NLRB case numbers as shown below and adding the next number to the list in section 3.1:

**TITLE 3. RECOGNITION**

**3.1 RECOGNITION**

##. NLRB Case 20-RC-183467, October 31, 2016, Supplier Quality Engineers

**6. Work Locations**

All employees shall report to the regularly scheduled work location for that work group, currently defined as the General Office for Electric personnel and Bishop Ranch for Gas personnel.

**7. Exhibit A, Exhibit D and Appendix 1**

All classifications will be added to Exhibit A. Bid codes will be established for all positions. Classification-specific working conditions will be added to Exhibit D and job descriptions will be added to Appendix 1.

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

Very truly yours,


PACIFIC GAS AND ELECTRIC COMPANY

By:   
Robert Joga  
Senior Director

The Union is in agreement.

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

12/12, 2018

By:   
Joshua Sperry  
Senior Union Representative

**Attachment 1: New Classification Group**

Ranges shown are for 2018

<b>Supplier Quality Engineers</b>				
	Min monthly	Max monthly	Min annual	Max annual
Supplier Quality Engineer, Associate (52232191)	6,083	7,905	73,000	94,854
Supplier Quality Engineer (52232192)	7,500	10,008	90,000	120,100
Supplier Quality Engineer, Senior (52232193)	8,333	11,648	100,000	139,774
Supplier Quality Engineer, Senior Advising (52213194)	10,167	13,083	122,000	157,000

Note: The Supplier Quality Engineer, Associate (52232191) is a beginning-level classification.

Ranges shown are for 2019

<b>Supplier Quality Engineers</b>				
	Min monthly	Max monthly	Min annual	Max annual
Supplier Quality Engineer, Associate (52232191)	6,281	8,162	75,373	97,937
Supplier Quality Engineer (52232192)	7,744	10,333	92,925	124,003
Supplier Quality Engineer, Senior (52232193)	8,604	12,027	103,250	144,317
Supplier Quality Engineer, Senior Advising (52232194)	10,497	13,508	125,965	162,103

Note: The 2019 Ranges shown above already include the General Wage Increase of 3.25%, effective 1/1/19.

**Attachment 2: Additions to Exhibit D**

**A. Travel Time**

Business travel for SQE monthly employees is an integral part of their job duties; therefore, the parties agree that Supplier Quality Engineers are not eligible for pay for additional time worked when travelling outside the PG&E service territory, visiting supplier facilities or making field visits to support M&C at field sites within the service territory. This travel or work shall be considered part of the normal work day and/or normal work week, regardless if the time spent traveling exceeds a normal work day and/or normal work week. Management will make a reasonable effort to schedule business travel to occur on scheduled work days.

**B. Telecommuting and Remote Access**

Time worked via remote access or telecommuting while outside the PG&E service territory shall be considered as part of the normal work day and/or normal work week. All other time worked via remote access or telecommuting will be in compliance with Section 7.9.

**C. Overtime**

SQE monthly employees will be eligible for Overtime as defined in Section 17.11, with the exception of travel time, telecommuting and remote access as described above.

**Attachment 3: Job Descriptions**

<b>Associate Supplier Quality Engineer (52232191)</b>	
<b>Summary</b>	The Associate level engineer job works under the general technical direction of more experienced engineers and/or supervisor. This position is responsible for providing guidance and managing assigned supplier quality duties. Participates in focused, quality driven data analysis projects in the continuous support of Quality Improvement and the reduction of cost of poor quality. The responsibility level of this position increases with experience. Note: this position requires up to 25% travel time (domestic and international).
<b>Job Duties:</b>	<p>Depending on previous experience, initial assignments from the tasks below will require direction and supervision; with experience, the independence and responsibility will expand and the need for supervision will decrease:</p> <ol style="list-style-type: none"> <li>1. Participates in Quality Audits of suppliers</li> <li>2. Writes or contributes to supplier visit reports</li> <li>3. Participates in supplier quality reviews with procurement and more senior members of quality staff</li> <li>4. Assists in the gathering of information or data for submittal to regulatory agencies.</li> <li>5. Prepares notes for documenting process flows and control points.</li> <li>6. Performs basic analysis as directed (Graphs, Flowcharts, Pareto Charts, Histograms, Run Charts, etc.).</li> <li>7. Prepares metrics monthly reports</li> <li>8. Prepares and reviews SCARS for suppliers</li> <li>9. Prepares inspection plans for materials</li> <li>10. Trains and interfaces with inspectors</li> <li>11. Reviews MPR's and dispositions less complex MPR's</li> <li>12. Assist in, edit or draft procedures with oversight</li> <li>13. Prepares presentations for quality team</li> <li>14. Work with suppliers on process changes or functional changes or quality issues (with oversight of more senior quality engineers or supervisor/managers).</li> <li>15. Shall work in accordance with all Supplier Quality Standards and Procedures in addition to any applicable corporate procedures and standards.</li> </ol>
<b>Scope</b>	Resolves problems of limited scope and complexity. Assignments are regularly reviewed. As experience increases, greater independence of judgment is expected with respect to standard solution problems.
<b>Interaction</b>	<p>Work typically requires direction from more senior engineers and the supervisor. Interaction with Suppliers should be accompanied with a more senior engineer until comfortable with processes. Attends selected trade and association meetings as approved by leadership. May be assisted by Source Inspectors or Auditors in conducting supplier visits or supplier follow-up, when the following conditions are met:</p> <ol style="list-style-type: none"> <li>1. it is an issue that requires a site visit and the Auditor/Inspector was already planning to visit the site; and</li> <li>2. it is not affordable for the SQE to travel to the site; and</li> <li>3. the Auditor/Inspector is qualified to perform the duties required, as determined by management.</li> </ol>
<b>Knowledge / Abilities</b>	<ol style="list-style-type: none"> <li>1. Able to apply basic engineering principles and theory.</li> <li>2. Able to apply basic problem solving and process evaluation</li> <li>3. Assess and recommend solutions for routine projects.</li> <li>4. Effective written and oral communications.</li> <li>5. Prioritize, plan and perform assigned work in an organized manner.</li> <li>6. Demonstrates good judgment.</li> <li>7. Shows initiative and is proactive.</li> </ol>
<b>Job Qualifications:</b>	
<b>Education</b>	A 4-year BS Degree in Electrical, Civil, Mechanical or other related Engineering degree as appropriate from an accredited curriculum in the US or the equivalent from outside the US.
<b>Licenses / Certifications</b>	
<b>Experience</b>	

<b>(Journey level) Supplier Quality Engineer (52232192)</b>	
<b>Summary</b>	The Journey level engineer job requires mastery of an Associate Engineer skills and duties. The position is responsible for providing guidance and managing assigned supplier quality duties. Handles complex problems, issues and addresses special projects. Participates in focused, quality driven data analysis projects in the continuous support of Quality Improvement and the reduction of cost of poor quality. The responsibility level of this position increases with experience. Note: this position requires up to 25% travel time (domestic and international).
<b>Job Duties:</b>	<p>May perform all duties of the Associate Engineer and in addition:</p> <ol style="list-style-type: none"> <li>1. Identifies problems suppliers and documents supplier visits in well-written reports and action lists. Manages action items in conjunction with supplier.</li> <li>2. Responsible for driving DPPM (Defective Parts per Million) on a targeted downward trend for their assigned commodities by identification of problems and concerted work with key suppliers.</li> <li>3. Issues and reviews SCARs (Supplier Corrective Action Requests) for their assigned suppliers. Responsible for ensuring action completion including management of long term process enhancement projects.</li> <li>4. Drafts procedures or new processes and manages them through the approval process to completion with little supervision.</li> <li>5. Collects, analyzes, charts and presents metrics related to suppliers.</li> <li>6. Implements quality improvements, process mapping, process validations, software validations, production efficiency improvements, and process controls based on trend analysis.</li> <li>7. Knows key issues in the supplier's commodity and works through others to solve problems and improve their processes.</li> <li>8. Leads basic cross functional projects involving safety issues or other quality concerns</li> <li>9. Assist with the development of internal quality control inspections and implementation of appropriate measurement methods and test equipment.</li> <li>10. Identifies system problems and opportunities for enhanced processes and with some support will drive cross functional improvements to completion</li> <li>11. Manages the closure of a large volume of defect reports (Material Problem Reports - MPR's) and supplier SCAR's, and ensures accuracy, timeliness, and the correct actions were taken.</li> <li>12. Reviews defective materials with inspectors and Standards Engineers and others to understand failure modes and causal factors.</li> <li>13. Supports the development and the testing of the SAP architecture for a Quality Management System.</li> <li>14. Reviews a wide variety of hardware (cable, power electrical equipment, pipe, structures) for technical compliance to drawings.</li> <li>15. Provides training as required to internal or external personnel. May create training materials to support that training.</li> <li>16. Shall work in accordance with all Supplier Quality Standards and Procedures in addition to any applicable corporate procedures and standards.</li> </ol>
<b>Scope</b>	Resolves problems of moderate scope. Generally works independently with limited feedback from other engineers and supervisor. Demonstrates increasing technical and communication skills.
<b>Interaction</b>	<p>Work sometimes requires direction from more senior engineers and the supervisor. Works with internal and external personnel. Significant external contact with vendors, PG&amp;E contractors and customers. Governmental contacts only as assigned by supervisor. Attends selected trade and association meetings as approved by leadership.</p> <p>May be assisted by Source Inspectors or Auditors in conducting supplier visits or supplier follow-up, when the following conditions are met:</p> <ol style="list-style-type: none"> <li>1. it is an issue that requires a site visit and the Auditor/Inspector was already planning to visit the site; and</li> <li>2. it is not affordable for the SQE to travel to the site; and</li> <li>3. the Auditor/Inspector is qualified to perform the duties required, as determined by management.</li> </ol>

<b>Knowledge / Abilities</b>	<ol style="list-style-type: none"> <li>1. Ability to read standards and drawings and make reasoned judgments on the "quality of the designs"</li> <li>2. Knowledge of a mature ISO-9000 system</li> <li>3. Knowledge of Quality Management Systems and applications in a supplier -customer relationship</li> <li>4. Knowledge of a mature Supplier Quality and Procurement systems and processes and the ability to work closely with Engineering and Procurement personnel to achieve supplier qualification and improvements</li> <li>5. Knowledge of a variety of manufacturing processes and good internal business controls and procedures</li> <li>6. Ability to demonstrate application of "root cause analysis" in working with supplier problems</li> <li>7. Ability to make reasoned decisions regarding part and system compliance when drawings are not clear</li> <li>8. Ability to work in a rapid pace with incomplete information; making decisions about products while juggling multiple problems and tasks</li> <li>9. Knowledge of variety of non-destructive testing and basic electrical and mechanical inspection techniques</li> </ol>
<b>Job Qualifications:</b>	
<b>Education</b>	A 4-year BS Degree in Electrical, Civil, Mechanical or other related Engineering degree as appropriate from an accredited curriculum in the US or the equivalent from outside the US.
<b>Licenses / Certifications</b>	Desired: <ul style="list-style-type: none"> <li>• American Society of Quality – Certified Quality Engineer</li> <li>• Lean Six Sigma Green Belt</li> </ul>
<b>Experience</b>	Mastery of the Associate level Engineer job duties or equivalent and demonstrated knowledge and ability to perform the basic duties of the Journey level Engineer. Meets specific technical requirements gained through a minimum of 3 years of work experience in a supplier quality and/or manufacturing environment.

### Senior Supplier Quality Engineer (52232193)

The Senior level engineer job requires mastery of the Journey level engineer skills and duties. This position is responsible for providing technical standards, strategy and implementation support for assigned supplier quality duties. Handles complex problems and issues. Leads focused quality driven data analysis projects in the continuous support of Quality Improvement and the reduction of cost of poor quality. Note: this position requires up to 25% travel time (domestic and international).

May perform functions of Journey level Engineers and in addition:

1. Develops internal quality control inspections and implementation of appropriate measurement methods and test equipment.
2. Leads complex cross functional projects involving safety issues or other quality concerns
3. Identifies and implements system problems and opportunities for enhanced processes and drive cross functional improvements to completion
4. Performs root cause analysis and identifies linkages to business objectives.
5. Designs, reviews, and/or approves verification and validation strategy, protocols, and testing. (e.g.: part qualification, and supplier change request processes)
6. Communicates results to various levels of management and follow-up on corrective action activities.
7. Recognize and respond to opportunities to improve work product and process to move the organization forward.
8. Supports the development of the SAP architecture for a Quality Management System. Supports testing of that system and training of peers, inspectors and Engineers.
9. Communicates and convinces peers and other functional team members in writing and spoken conversation to take actions in keeping with support of good supplier management systems.
10. Prepares written presentations on quality related subject matter and presents to management personnel and peers.
11. Develops and generates metrics to rate suppliers, and shares and explains metrics to suppliers.
12. Shall work in accordance with all Supplier Quality Standards and Procedures in addition to any applicable corporate procedures and standards.

<b>Scope</b>	Resolves problems of complex scope. Assignments may require complex solutions. Works independently with limited feedback from other engineers and supervisor.
<b>Interaction</b>	<p>Work sometimes requires direction from more senior engineers and the supervisor. Works with internal and external personnel. External contacts include vendors, PG&amp;E contractors, customers and regulatory agencies.</p> <p>May be assisted by Source Inspectors or Auditors in conducting supplier visits or supplier follow-up, when the following conditions are met:</p> <ol style="list-style-type: none"> <li>1. it is an issue that requires a site visit and the Auditor/Inspector was already planning to visit the site; and</li> <li>2. it is not affordable for the SQE to travel to the site; and</li> <li>3. the Auditor/Inspector is qualified to perform the duties required, as determined by management.</li> </ol>
<b>Knowledge / Abilities</b>	<ol style="list-style-type: none"> <li>1. Ability to read standards and drawings and make reasoned judgments on the "quality of the designs"</li> <li>2. Knowledge of a mature ISO-9001 system</li> <li>3. Knowledge of Quality Management Systems and applications in a supplier -customer relationship</li> <li>4. Knowledge of a mature Supplier Quality and Procurement systems and processes and the ability to work closely with Engineering and Procurement personnel to achieve supplier qualification and improvements</li> <li>5. Knowledge of a variety of manufacturing processes and good internal business controls and procedures</li> <li>6. Ability to demonstrate application of "root cause analysis" in working with supplier problems</li> <li>7. Ability to make reasoned decisions regarding part and system compliance when drawings are not clear</li> <li>8. Ability to work in a rapid pace with incomplete information; making decisions about hardware while juggling multiple problems and tasks</li> <li>9. Proven ability to pull together and lead cross-functional teams to solve discrete problems and systems problems as they are defined</li> <li>10. Knowledge of variety of non-destructive testing and basic electrical and mechanical inspection techniques</li> </ol>
<b>Job Qualifications:</b>	
<b>Education</b>	A 4-year BS Degree in Electrical, Civil, Mechanical or other related Engineering degree as appropriate from an accredited curriculum in the US or the equivalent from outside the US. MS in Engineering desired.
<b>Licenses / Certifications</b>	<p>Desired:</p> <ul style="list-style-type: none"> <li>• Lean Six Sigma Black Belt</li> <li>• American Society of Quality – Certified Quality Engineer</li> </ul>
<b>Experience</b>	Mastery of the Associate and Journey level Engineer job duties and demonstrated knowledge and ability to perform the basic duties of the Senior level Engineer. Meets specific technical requirements gained through a minimum of 8 years of work experience in a supplier quality and/or manufacturing environment.



<b>Knowledge / Abilities</b>	<ol style="list-style-type: none"><li>1. Ability to read standards and drawings and make reasoned judgments on the "quality of the designs"</li><li>2. Expert technical knowledge of the products he or she is responsible for</li><li>3. Knowledge of a mature ISO-9001 system</li><li>4. Knowledge of Quality Management Systems and applications in a supplier -customer relationship</li><li>5. Knowledge of a mature Supplier Quality and Procurement systems and processes and the ability to work closely with Engineering and Procurement personnel to achieve supplier qualification and improvements</li><li>6. Knowledge of a variety of manufacturing processes and good internal business controls and procedures</li><li>7. Ability to demonstrate application of "root cause analysis" in working with supplier problems</li><li>8. Ability to make reasoned decisions regarding part and system compliance when drawings are not clear</li><li>9. Ability to work in a rapid pace with incomplete information; making decisions about hardware while juggling multiple problems and tasks</li><li>10. Proven ability to pull together and lead cross-functional teams to solve discrete problems and systems problems as they are defined</li><li>11. Knowledge of variety of non-destructive testing and basic electrical and mechanical inspection techniques</li></ol>
<b>Job Qualifications:</b>	
<b>Education</b>	A 4-year BS Degree in Electrical, Civil, Mechanical or other related Engineering degree as appropriate from an accredited curriculum in the US or the equivalent from outside the US. MS in Engineering desired.
<b>Licenses / Certifications</b>	Desired: <ul style="list-style-type: none"><li>• Lean Six Sigma Black Belt</li><li>• American Society of Quality – Certified Quality Engineer</li></ul>
<b>Experience</b>	Mastery of the Associate, Journey and Senior level engineer job duties and demonstrated knowledge and ability to perform the basic duties of the Senior Advising Engineer. Meets specific technical requirements gained through a minimum of 13 years of work experience in a supplier quality and/or manufacturing environment

<b>Senior Advising Supplier Quality Engineer (52232194)</b>	
<b>Summary</b>	The Senior Advising level engineer job requires mastery of the Senior level engineer skills and duties. This position is responsible for providing technical standards, strategy and implementation support for assigned supplier quality duties. Handles highly complex problems and issues. Leads focused, quality driven data analysis projects in the continuous support of Quality Improvement and the reduction of cost of poor quality. The Senior Advising Engineer is a recognized expert within their area of responsibility, identifies opportunities and brings in ideas to help improve company performance and applies extensive knowledge of concepts, principles, and practices to resolve complex problems with only general direction. Note: this position requires up to 25% travel time (domestic and international).
<b>Job Duties:</b>	<p>May perform functions of Senior Engineers and in addition:</p> <ol style="list-style-type: none"> <li>1. Represents Supplier Quality Assurance across functional boundaries within PG&amp;E.</li> <li>2. Attends meetings with a variety of levels of employees, including executives, customers and suppliers and can lead actions and identify key engagement points for supplier quality and acts to drive those engagements to a successful conclusion</li> <li>3. Identifies root cause problems, derives solutions for those problems, and leads a multi-disciplinary team to form a solution.</li> <li>4. Leads other Engineers through complex technical and business issues to complex technical or political issues with minimal direction or oversight.</li> <li>5. Creates new procedures or new processes that cross functional boundaries as needed and manages them through the approval process to completion with little or no supervision.</li> <li>6. Responds to key issues in the supplier's commodity and works to solve problems and improve their processes.</li> <li>7. Develops and generates metrics to rate suppliers, and shares and explains metrics to suppliers.</li> <li>8. Shall work in accordance with all Supplier Quality Standards and Procedures in addition to any applicable corporate procedures and standards.</li> </ol>
<b>Scope</b>	Resolves problems of complex scope. Assignments may require complex solutions. Works independently with limited feedback from supervisor. Expected to apply creative solutions, techniques and approaches to work assignments. Customarily and regularly uses discretion and independent judgment in fulfilling these job functions.
<b>Interaction</b>	<p>Assists lower classification engineers and works with the supervisor. Externally, establishes and maintains good relations with counterparts and higher level representatives in third party organizations, e.g., governmental, regulatory, business partner or community entities, using skilled negotiation, tact and diplomacy. Internal contacts include project team members and company management across various departments. May have specialized technical expertise and provides information and training as appropriate in the assigned specialized area.</p> <p>May be assisted by Source Inspectors or Auditors in conducting supplier visits or supplier follow-up, when the following conditions are met:</p> <ol style="list-style-type: none"> <li>1. it is an issue that requires a site visit and the Auditor/Inspector was already planning to visit the site; and</li> <li>2. it is not affordable for the SQE to travel to the site; and</li> <li>3. the Auditor/Inspector is qualified to perform the duties required, as determined by management.</li> </ol>