

AGREEMENT FOR THE CREATION OF A NEW WORKING UNIT, "CUSTOMER SERVICE OPERATIONS DIVISION" AND NEW TECHNICIAN AND CLERICAL CLASSIFICATIONS

August 14, 2003

The purpose of this agreement is to create a new working unit and to create nine new classifications. The new working unit is known as "Customer Service Operations Division (CSOD)". There are six meter technicians and three clerical positions. The agreement includes the items below and the attachments.

1. All employees who are represented by IBEW, Local 47 who are in the Shop Services and Instrumentation Department (SSID) and the employees who are transferred to CSOD have dual seniority. Such dual seniority shall be limited only to those employees who are in SSID and CSOD as of the date of this agreement. Please refer to Attachment b.
 - a. All employees who remain in the SSID working unit as of the date of this agreement will be in Working Unit 5D rather than Working Unit 5. They will have bid, transfer and reduction in forces (RIF) rights as though SSID and CSOD were the same working unit.
 - b. All employees who are transferred to the CSOD working unit will be in Working Unit 4D. They will have bid, transfer and RIF rights as though SSID and CSOD were the same working unit.
 - c. Any employee who is hired into SSID or CSOD on or after the signing date of this agreement will be in Working Unit 5 or 4 respectively and will not have dual seniority rights.
 - d. Job bids and awards will be posted in both working units as long as employees have dual seniority rights.
2. The following items refer to the meter shop positions. Please see Attachment c for further clarification.
 - a. Four shop positions are created, Meter Technician 1/1A and 2/2A. The "A" positions are created to ensure movement through the shop for field positions. The Meter Technician 1 and 2 positions do not require employees to advance to the next higher positions.
 - b. Employees in the field positions are not eligible to sign the "A" positions as they are used for training.

- c. All applicants are required to sign a statement that they understand Meter Technician 2A's are subject to assignability to Meter Technician 3 or 4 positions at any location within the company.
 - d. All Helper Testmen as of the date of this agreement will not be reclassified to Meter Technician 1/1A upon ratification. They will progress to Meter Shop Testmen, assuming satisfactory progress. They will not be subject to assignability. They remain eligible for general increases.
 - e. A current Helper Testman who advances to Meter Shop Testman and who is awarded a Meter Technician 3 or 4 position, will have his/her pay "red circled."
 - f. The Helper Testman and the Meter Shop Testman classifications will be closed as each becomes vacant.
3. The following items refer to the field positions, Meter Technician 3, 4, 5 and 6.
- a. Meter Technicians 3, 4 and 5 will be awarded based upon qualifications and unit seniority.
 - b. Meter Technician 6 will be awarded in accordance with the Exhibit F procedures outlined in the document titled, "Letter of Understanding Exhibit F" dated August 14, 2003. This document replaces the May 23, 1991 Letter of Understanding in the collective bargaining agreement and applies only to the Meter Technician 6 and not to any other Exhibit F position.
 - c. Incumbent Single Phase Testmen will be converted to top step Meter Technician 4.
 - d. Incumbent Polyphase Testmen will be converted to top step Meter Technician 5.
 - e. Incumbent Primary Testmen will be converted to top step Meter Technician 6.
 - f. The Single Phase, Polyphase and Primary Testman classifications will be closed upon ratification.

4. Clerical Classifications

- a. The Meter Support Clerk is an entry level position. It will have two steps with an automatic progression to Meter Support Specialist.
- b. Meter Support vacancies will first be posted for the specialist position. The senior, qualified bidder will be awarded the position. Ineligible bidders are

first step Meter Support Clerks, and second step Meter Support Clerks, who are not meeting standards.

- c. The Supervising Meter Support Specialist will be an Exhibit E position.
- d. The incumbent Records Clerks will be reclassified to top step Meter Support Specialist.
- e. The incumbent Division Accounting Clerk will be reclassified to Meter Support Specialist and will be "gold circled." The term "gold circle" means that she will receive general increases until any new wage she receives equals or exceeds her "gold circle" wage.

5. Stewards

The parties agree to add the new working unit to Exhibit B (Stewards).

6. Grievance Procedure

The parties agree that CSOD will follow the procedure currently used by the Distribution Business Unit.

7. Job Site Reporting

The job site reporting provisions for CSOD employees will be consistent with other Customer Service Business Line employees as outlined in the current collective bargaining agreement.

8. Reduction In Forces

In the event of a reduction in forces, an employee is eligible to bump down into the Meter Shop. If an employee bumps a Meter Technician 1A or 2A, the reduced employee will not have the "A" designation.

9. Voluntary or Involuntary Demotions

Field employees who wish to voluntarily demote themselves or employees who are demoted due to disciplinary action, will be considered eligible by management to return to the Meter Shop on a case-by-case basis.

10. Moving Expenses

Employees who are promoted remain eligible for moving expenses in accordance with the collective bargaining agreement.

11. Leadman Pay

Article XII, Section B, paragraph 6 will be revised. "Polyphase Testman" will be replaced with "Meter Technician 5."

12. Attachments

- a. Signature Page
- b. Dual Seniority Explanation
- c. Meter Shop Classifications Meter Technician 1/1A and 2/2A (Two pages)
- d. Meter Technician 6 Exhibit F Letter of Understanding
- e. Conversion Chart for Old to New Classifications
- f. Six Meter Technician Job Classifications – Not Labeled
- g. Three Meter Support Job Classifications – Not Labeled
- h. Wages for The New Classifications
- i. CSOD Employees With Dual Seniority
- j. SSID Employees With Dual Seniority

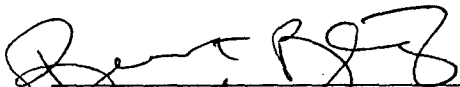
Attachment a

The effective date of this agreement is August 25, 2003.

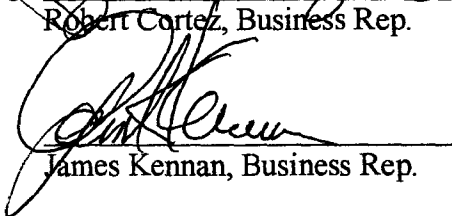
For the Union:



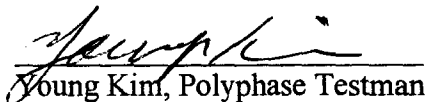
Edward Caldwell, Polyphase Testman



Robert Cortez, Business Rep.



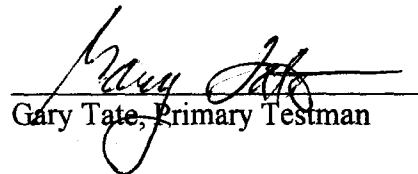
James Kennan, Business Rep.



Young Kim, Polyphase Testman

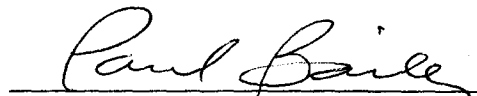


Michael Moore, Sr. Asst. Bus. Mgr.



Gary Tate, Primary Testman

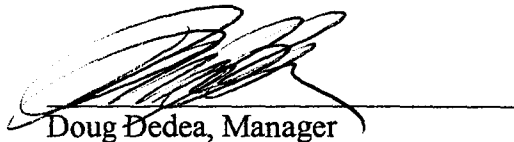
For the Company:



Paul Bailey, Technical Specialist/Scientist



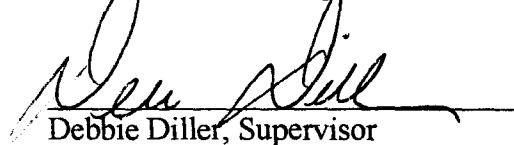
Dave Bernaudo, Manager



Doug Dedeo, Manager



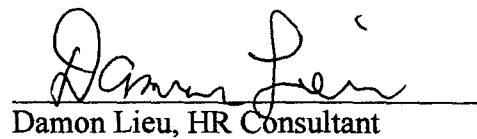
Basil Dedman, Manager



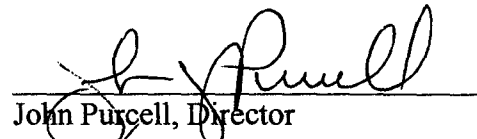
Debbie Diller, Supervisor



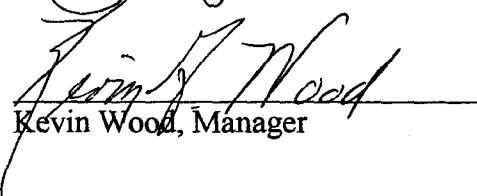
Mike Flenniken, Project Manager



Damon Lieu, HR Consultant



John Purcell, Director



Kevin Wood, Manager

2003
IBEW DUAL SENIORITY
SSID and CSOD

METER TECHNICIAN 1 & 1A AND METER TECHNICIAN 2 & 2A

August 14, 2003

1. Meter Technician 1 and 1A are entry level positions.
2. Advancement to Meter Technician 2 or 2A will be through the bid procedure.
3. Meter Technician 1 and 1A will be on the same overtime list.
4. Meter Technician 2 and 2A will be on the same overtime list.
5. Qualified Meter Technicians 1 and 1A are eligible, if qualified, to be awarded bids higher than Meter Technicians 2 and 2A.
6. A Meter Technician 1A has a maximum qualifying period to become a qualified bidder or assigned to a Meter Technician 2A. The maximum qualifying period is defined as the time the latest of:
 - a. When he/she completes the second six months (top step);
 - b. When he/she becomes the senior Meter Technician 1A; or
 - c. When a vacancy for Meter Technician 2A is posted.

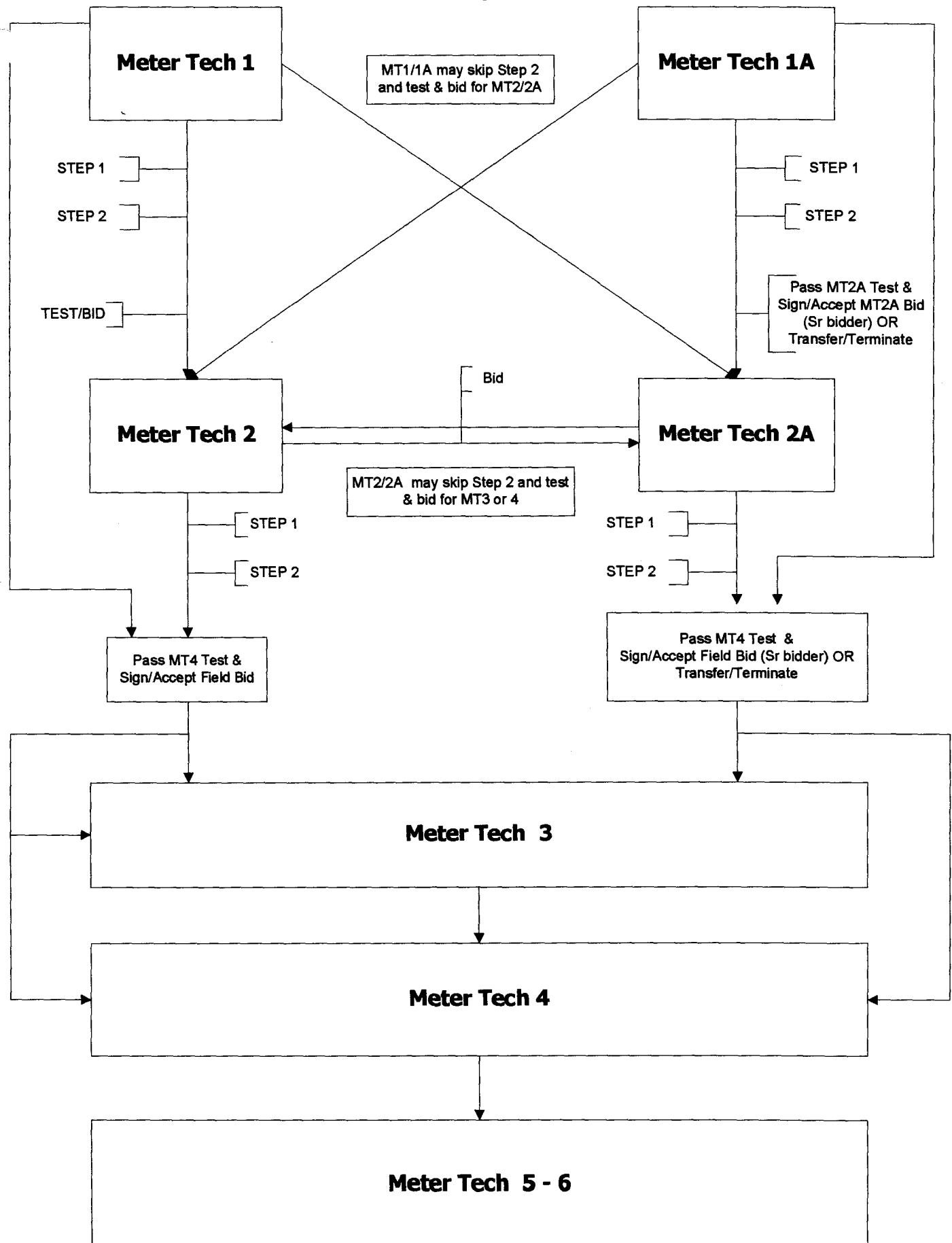
A Meter Technician 1A who does not become qualified during this time frame will be required to transfer or he/she will be terminated.

7. If there are no qualified bidders for a Meter Technician 2A, the senior, qualified Meter Technician 1A will be assigned the vacancy.
8. A Meter Technician 2A has a maximum qualifying period to become a qualified bidder or assigned a Meter Technician 3 or Meter Technician 4. The qualifying period is defined as the latest of:
 - a. When he/she completes the second six months (top step);
 - b. When he/she becomes the senior Meter Technician 2A; or
 - c. When the next vacancy posted is either a Meter Technician 3 or Meter Technician 4.

A Meter Technician 2A who does not become qualified during this time frame will be required to transfer or he/she will be terminated.

9. If a bid is posted for either a Meter Technician 3 vacancy or a Meter Technician 4 vacancy and there are no qualified bidders, the senior, qualified Meter Technician 2A will be assigned the vacancy.

Attachment C
July 30, 2003
Meter Shop Classifications
Non-Automatic Progression (Bid)



Attachment d

Letter of Understanding

August 14, 2003

Exhibit F Modification For Selection of Meter Technician 6

- A. This agreement replaces the May 23, 1991 Letter of Understanding in the collective bargaining agreement and applies only to the selection of Meter Technician 6, not to any other classification.
- B. Selection of Meter Technician 6 will be made as follows:
 - 1. When an existing Meter Technician 6 is the senior bidder for a Meter Technician 6 position, the employee will automatically be awarded the position.
 - 2. When an existing Meter Technician 6 is the second senior bidder for a Meter Technician 6 position, the Meter Technician 6 and the most senior Meter Technician who has passed the Meter Technician 6 examinations will be interviewed for the position and the senior, qualified applicant will be selected following the interview.
 - 3. If an existing Meter Technician 6 is the third, or lower, senior bidder for a Meter Technician 6 position, the three (3) most senior bidders (Meter Technician and/or Meter Technician 6 who have passed the Meter Technician 6 examinations) will be interviewed for the position and the senior, qualified applicant will be selected following the interview.
- C. In determining what constitutes sufficient ability and qualifications to meet the standards of this new "Exhibit F" position, due consideration will be given to (1) the quality of the employee's performance on his current job, (2) his background of education and experience in similar or related work, (3) the amount of special preparation for the new job, if any is necessary, which the employee has completed at the time the promotion is made, (4) leadership qualifications, and ability to progress.
- D. It is understood that in determining qualifications written, performance, and oral examinations may be utilized by the Company.

Attachment e

July 30, 2003

CUSTOMER SERVICE OPERATIONS DIVISION
CONVERSION TO NEW CLASSIFICATIONS

CURRENT CLASSIFICATIONS

NEW CLASSIFICATIONS

SINGLE PHASE TESTMAN

METER TECHNICIAN 4

POLYPHASE TESTMAN

METER TECHNICIAN 5

PRIMARY TESTMAN

METER TECHNICIAN 6

RECORDS CLERK

METER SUPPORT SPECIALIST

DIVISION ACCOUNTING CLERK

METER SUPPORT SPECIALIST

Job Title: Meter Technician 1/1A

Code: 9449/9450

Department: Customer Service

Division: CSOD

Indicative Duties:

Repairs, tests and calibrates all types and classes of single phase and non-IDR (interval data recording) polyphase meters in the shop. Checks internal/external connections and tests for continuity and grounds. Inspects mechanical, electrical, electronic, and communication components. Cleans reconditions, repairs or replaces defective parts. Verifies register ratios and meter constants. Performs testing and evaluation of associated metering equipment and load survey devices. Tests insulation of meters, associated metering equipment, such as, but not limited to test switches, phasing transformers, and load survey devices at high potential. Performs meter tests using various types of test and computes meter error. Makes adjustments as needed to bring accuracy within prescribed limits. Checks, verifies and updates as necessary meter nameplate data and meter programs. Records test results in SCE systems. Tabulates test results and performs computations for statistical analysis of test data.

Qualifications

Knowledge of: Principles of electricity, physics, algebra and trigonometry. Use of nomenclature of tools and apparatus. Basic PC skills. Safety precautions.

Ability to: Understand and follow written instructions and directions. Learn to test and repair single phase and polyphase meters, associated metering equipment and load survey devices. Use tools and equipment provided. Compute percentage of error and prepare test reports.

The knowledge, skills and abilities required for this job are of a level comparable with those normally acquired through high school education, supplemented by technical study and a general mechanical aptitude. Hold and maintain a valid California Driver's License.

JULY 15, 2003

Job Title: Meter Technician 2/2A

Code: 9451/9452

Department: Customer Service

Division: CSOD

Indicative Duties:

Repairs, tests and calibrates all types and classes of single-phase and polyphase meters in the shop. Checks internal/external connections and tests for continuity and grounds. Inspects mechanical, electrical, electronic and communication components. Cleans reconditions, repairs or replaces defective parts. Verifies register ratios and meter constants. Performs testing and evaluation of associated metering equipment, and load survey devices. Tests insulation of meters, associated metering equipment, and load survey devices at high potential. Performs meter tests using various types of test equipment and computes meter error. Makes adjustments as needed to bring accuracy within prescribed limits. Checks, verifies and updates meter nameplate data and meter programs. Records test results in SCE systems. Tabulates test results and performs computations for statistical analysis of test data.

Qualifications

Knowledge of: Principles of electricity, physics, algebra and trigonometry. Principles of operation, mechanical, electronic and communication features and performance characteristics of various types of watthour and IDR (interval data recording) meters currently in use. Tools and apparatus required. Basic PC skills. Safety regulations and precautions.

Ability to: Apply test procedures to detect errors; dismantle, repair and replace defective parts; reassemble, upgrade and adjust meters. Conduct shop tests on meters, associated metering equipment and load survey devices. Exercise a high degree of skill in repair and test operations and in making mathematical computations. Interpret wiring diagrams. Use tools as required. Interpret test results. Prepare accurate and legible meter test reports.

The knowledge, skills and abilities required for this job are of a level comparable with those normally acquired through courses taken in acquiring a high school education augmented by additional technical study and satisfactory experience as a Meter Technician 1 or equivalent experience in the testing and maintenance of electrical instruments. Hold and maintain a valid California Driver's License.

JULY 15, 2003

Job Title: Meter Technician 3

Code 9453

Department: Customer Service

Division: CSOD

INDICATIVE DUTIES:

Installs, programs, reads, interrogates, and inspects meters and metering-related equipment, including communications equipment, on self-contained single phase and polyphase services up to 300 volts for utility and non-utility companies. Assists a Meter Technician 4 or 5 as necessary. Ensures integrity, safety, and accuracy of metering installations by checking for and reporting: Edison electric service requirements violations; conditions such as grounds and irregular connections that might affect quality or continuity of service as well as proper functioning of the service's metering equipment; energy diversion. Takes measurements to ensure service attributes match the planned installation. Prepares reports as directed. If defects or infractions are found, makes corrections when possible to leave service safe and within compliance, or notifies appropriate party (customer or Edison) of conditions requiring further attention. Drive a company vehicle. As needed, assist with researching jobs in the Field Automated Test System.

QUALIFICATIONS:

Knowledge of: Principles of electricity, algebra, trigonometry and basic computer skills. Methods and practices involved in servicing single phase and polyphase watt-hour meters and associated metering equipment including metering communications. Proper installation, operation and function of watt-hour metering and communication equipment. Common defects and sources of trouble involved with installing and programming meters, along with troubleshooting methods. Company and business unit policies, standards, and electric service requirements. Safety regulations and precautions.

Ability to:

Properly install metering and communication equipment on self-contained single phase and self-contained polyphase installations. Inspect and install wiring on single phase and polyphase metering installations to ensure accurate metering. Install metering-related auxiliary equipment. Program, read, and interrogate single phase and polyphase metering devices to ensure accurate operation. Exercise skill and precision in performing work and in making mathematical computations. Interpret wiring diagrams. Use tools as required in the installation, troubleshooting, reporting and repair of metering and electrical equipment. Record job results, prepare meter orders and other required documentation. Meet the public and maintain good customer relations.

The knowledge, skills, and abilities required for this job are of a level comparable with those normally acquired through a high school education, augmented by additional courses in the principles of electricity and electrical metering, and considerable experience as a Meter Technician in the shop, or equivalent experience in the maintenance and testing of metering equipment. Hold and maintain a valid California Driver's License.

JULY 15, 2003

Job Title: Meter Technician 4

Code 9445

Department: Customer Service

Division: CSOD

INDICATIVE DUTIES:

Installs, programs, reads, interrogates, performs accuracy test, inspects, and maintains meters and metering related equipment on all single phase services energized up to 300 volts for utility and non utility companies. Installs and programs self-contained polyphase meters and metering related equipment on services up to 300 volts. Installs and verifies proper installation of metering equipment such as current transformers, secondary wiring, and metering equipment on de-energized polyphase services. Assists a Meter Technician 5 as necessary. Ensures integrity, safety, and accuracy of metering installations by checking for and reporting: Edison electric service requirements violations; conditions such as grounds and irregular connections that might affect quality or continuity of service as well as proper functioning of the service's metering equipment; energy diversion. Perform tests, takes measurements, and investigates single phase services to determine if any metering errors exist or if there is defective metering-related equipment. Prepare reports as directed. If possible, determines cause of metering errors and/or defective metering equipment and makes corrections to leave service safe and within compliance, or notifies appropriate party of conditions requiring further attention. Drive a company vehicle.

Qualifications:

Knowledge of: Principles of electricity, algebra, trigonometry and basic computer skills; methods and practices involved in servicing and testing single phase watt-hour meters and associated metering equipment including metering communications; methods and practices involved in installing polyphase watt-hour meters and installing and servicing auxiliary metering and communication equipment on energized polyphase services. Proper procedures in the installation, operation, and function of watt-hour metering equipment and test equipment. Common defects and sources of trouble, along with proper troubleshooting methods. Company and business unit policies, standards, and electric service requirements. Safety regulations and precautions.

Ability to:

Conduct accuracy test on single phase metering installations. Wire and install metering-related equipment on single phase metering installations and polyphase metering installations to ensure accurate metering. Install metering-related auxiliary equipment and communication devices. Program and interrogate single phase and polyphase metering devices to ensure accurate operation. Exercise skill and precision in performing testing operations and in making mathematical computations. Interpret and prepare wiring diagrams. Use tools as required in the installation, troubleshooting, reporting and repair of metering and electrical equipment. Interpret and record test results, and prepare test reports. Meet the public and maintain good customer relations.

The knowledge, skills, and abilities required for this job are of a level comparable with those normally acquired through a high school education, augmented by additional courses in the principles of electricity and electrical metering, and considerable experience as a Meter Technician in the shop and field as a Meter Technician 3 or equivalent experience in the maintenance and testing of metering equipment. Hold and maintain a valid California Driver's License.

JULY 15, 2003

Job Title: Meter Technician 5

Code 9446

Department: Customer Service

Division: CSOD

INDICATIVE DUTIES:

Installs, programs, reads, interrogates, performs accuracy tests, inspects, and maintains metering-related equipment on single phase and polyphase services energized at less than 600 volts for utility and non utility companies. If qualified, or under direct supervision, work on services energized at greater than 600 volts. Performs secondary tests and maintains metering equipment on services energized at greater than 600 volts if not exposed to primary voltages. Assists a Meter Technician 6 as necessary. Ensures integrity, safety, and accuracy of metering installations by checking for and reporting: Edison electric service requirements violations; conditions such as grounds and irregular connections that might affect quality or continuity of service as well as proper functioning of the service's metering equipment; energy diversion. Performs tests, takes measurements, and investigates to determine if there are metering errors or defective metering-related equipment. Prepares reports as directed. If possible, determines cause of metering errors and/or defective metering-related equipment and makes corrections to leave metering within acceptable limits of error and/or repairs metering-related equipment to leave functioning properly. If possible, makes corrections to leave service safe and within compliance, or notifies appropriate party of conditions requiring further attention. Drive a company vehicle.

QUALIFICATIONS:

Knowledge of: Principles of electricity, algebra, trigonometry and basic computer skills. Methods and practices involved in servicing and testing single phase and polyphase watt-hour meters and associated metering equipment including metering communications. Proper installation, operation, and function of watt-hour metering equipment and test equipment. Common defects and sources of trouble, along with troubleshooting methods. Company and business unit policies, standards, and electric service requirements. Safety regulations and precautions.

Ability to:

Conduct accuracy tests on single phase and polyphase metering installations. Wire single phase and polyphase metering installations to ensure accurate metering. Install metering-related auxiliary equipment and communication devices. Program, read, and interrogate single phase and polyphase metering devices to ensure accurate operation. Exercise skill and precision in performing testing operations and in making mathematical computations. Interpret and prepare wiring diagrams. Use tools as required in the installation, troubleshooting, reporting and repair of metering and electrical equipment. Interpret and record test results, and prepare test reports. Meet the public and maintain good customer relations.

The knowledge, skills, and abilities required for this job are of a level comparable with those normally acquired through a high school education, augmented by additional courses in the principles of electricity and electrical metering, and considerable experience as a Meter Technician in the shop and field as a Meter Technician 3 and 4, or equivalent experience in the maintenance and testing of metering equipment. Hold and maintain a valid California Driver's License.

JULY 15, 2003

Job Title: Meter Technician 6

Code 9447

Department: Customer Service

Division: CSOD

INDICATIVE DUTIES:

Installs, programs, reads, interrogates, performs accuracy tests, inspects, and maintains metering-related equipment on single phase, polyphase, ISO, Interchange, and primary voltage services for utility and non utility companies. Directs activity of a qualified Meter Technician 5 while working on the same job. Ensures integrity, safety, and accuracy of metering installations by checking for and reporting: Edison electric service requirements violations; conditions such as grounds and irregular connections that might affect quality or continuity of service as well as proper functioning of the service's metering equipment; energy diversion. Performs tests, takes measurements, and investigates to determine if there is a metering error or defective metering-related equipment. Prepares reports as directed. If possible, determines cause of metering error and/or defective metering-related equipment and makes corrections to leave metering within acceptable limits of error and/or repairs metering-related equipment to leave functioning properly. If possible, makes corrections to leave service safe and within compliance, or notifies appropriate party (customer or Edison) of conditions requiring further attention. Prepares required documentation and reports on ISO and Interchange metering work. Work in an elevated position if necessary. Drive a company vehicle.

QUALIFICATIONS:

Knowledge of: Principles of electricity, algebra, trigonometry and basic computer skills. Advanced methods and practices involved in servicing and testing single phase, polyphase, and primary voltage watt-hour meters and associated metering equipment, including metering communications. Proper installation, operation, and function of watt-hour metering equipment and test equipment. Common defects and sources of trouble, along with troubleshooting methods. Company and business unit policies, standards, and electric service requirements. Safety regulations and precautions. Electrical engineering principles as related to the testing of a wide variety of metering and electrical equipment.

Ability to:

Conduct accuracy tests on single phase, polyphase, and primary voltage metering installations. Wire single phase, polyphase, ISO, Interchange, and primary voltage metering installations to ensure accurate metering and compliance with electric service requirements. Install metering-related auxiliary equipment and communication devices. Program, read, and interrogate single phase and polyphase metering devices to ensure accurate operation. Exercise skill and precision in performing complex testing operations and in making advanced mathematical computations. Interpret and prepare wiring diagrams. Use tools as required in the installation, troubleshooting, reporting and repair of metering and electrical equipment. Interpret and record test results, and prepare test reports. Meet the public and maintain good customer relations. Act as a lead when working with other Meter Technicians on the same job.

The knowledge, skills, and abilities required for this job are of a level comparable with those normally acquired through a high school education, augmented by additional courses in the principles of electricity and electrical metering, and considerable experience as a Meter Technician in the shop and field as a Meter Technician 3, 4, and 5, or equivalent experience in the maintenance and testing of metering equipment. Hold and maintain a valid California Driver's License.

JULY 15, 2003

Job Title: Meter Support Clerk

Code: 9454

Department: Customer Service

Division: CSOD

INDICATIVE DUTIES:

In a training capacity:

As assigned; performs routine-type clerical duties. Processes timekeeping, payroll forms, work orders, and maintains various forms and files. Support Electric Metering activities such as preparation of reports, maintaining records, answering telephones, filing, tracking overtime and attendance, maintain and order supplies. Provides administrative services required for field technicians such as schedule appointments, answer customer inquiries, and access issues. Assists specialists to perform detailed and complex clerical assignments. Duties include, but are not limited to, the ability to work multiple tasks under demanding circumstances.

QUALIFICATIONS:

Knowledge of: Fundamental business bookkeeping and clerical methods and procedures; routine bookkeeping and clerical functions; basic PC skills and safety regulations precautions.

Ability to: Apply knowledge of bookkeeping and clerical systems to keep records and files, make reports and process and process forms and to learn new areas of division clerical and bookkeeping work to qualify for next higher classification while assisting specialists; write legibly and compile statistical data accurately; operate PC, typewriter, calculator and other office equipment; understand and follow written and oral instructions; maintain a valid California Driver's License; deal tactfully with customers and employees.

The knowledge, skills, and abilities for this job are of a level comparable to those normally acquired through high school education, as well as additional training and experience in varied clerical or technical support duties.

JULY 15, 2003

Job Title: Meter Support Specialist

Code: 9448

Department: Customer Service

Division: CSOD

INDICATIVE DUTIES:

As assigned; performs routine-type clerical duties. Processes timekeeping, payroll forms, work orders, and maintains various forms and files. Support Electric Metering activities such as preparation of reports, maintaining records, answering telephones, filing, tracking overtime and attendance, maintain and order supplies. Provides administrative services required for field technicians such as schedule appointments, answer customer inquiries, and access issues. Assists specialists to perform detailed and complex clerical assignments. Duties include, but are not limited to, the ability to work multiple tasks under demanding circumstances.

QUALIFICATIONS:

Knowledge of: Fundamental business bookkeeping and clerical methods and procedures; routine bookkeeping and clerical functions; basic PC skills and safety regulations precautions.

Ability to: Apply knowledge of bookkeeping and clerical systems to keep records and files, make reports and process and process forms and to learn new areas of division clerical and bookkeeping work to qualify for next higher classification while assisting specialists; write legibly and compile statistical data accurately; operate PC, typewriter, calculator and other office equipment; understand and follow written and oral instructions; maintain a valid California Driver's License; deal tactfully with customers and employees.

The knowledge, skills, and abilities for this job are of a level comparable to those normally acquired through high school education, as well as additional training and experience in varied clerical or technical support duties.

JULY 15, 2003

Job Title: Supervising Meter Support Specialist

Code: 9445

Department: Customer Service

Division: CSOD

INDICATIVE DUTIES:

Supervises clerical support. Checks clerical, timekeeping, and bookkeeping work and assures accuracy of work produced by other specialists and clerks. Performs complex and routine clerical and bookkeeping duties. Supervises the processing of timekeeping, payroll forms, and work orders. Maintains various forms and files. Support and supervise Electric Metering activities such as preparation of reports, maintaining records, answering telephones, filing, tracking overtime and attendance, maintain and order supplies. Provides guidance to lower level specialists and clerks to perform a wide range of clerical and bookkeeping assignments. Duties also include, but are not limited to, the ability to work multiple tasks under demanding circumstances. Works with SCE management to ensure compliance with SCE policies.

QUALIFICATIONS:

Knowledge of: Fundamental business bookkeeping and clerical methods and procedures; routine bookkeeping and clerical functions; basic PC skills and safety regulations precautions.

Ability to: Delegate work load and instruct employees in job duties. Manage work performance in accord with established procedures. Interpret and put into effect new instructions and procedures. Apply knowledge of Company clerical and timekeeping systems to keep records and files, make reports and process and process forms and to learn new areas of division clerical and timekeeping work to maintain skill level; provide guidance to lower level specialists and clerks; write legibly and compile statistical data accurately; operate PC, typewriter, calculator and other office equipment; understand and follow written and oral instructions; maintain a valid California Driver's License; maintain good employee relations; deal tactfully with customers and employees.

The knowledge, skills, and abilities for this job are of a level comparable to those normally acquired through junior college education, as well as additional training and experience in varied senior level clerical or technical support duties.

JULY 15, 2003

CUSTOMER SERVICE OPERATIONS DIVISION
WAGE SCHEDULE FOR NEW CLASSIFICATIONS

August 14, 2003

Meter Technician 1/1A

1. \$14.957

2. \$16.298

Promote, transfer or terminate

Meter Technician 2/2A

1. \$18.969

2. \$21.112

Promote, transfer or terminate

Meter Technician 3

1. \$21.978

2. \$22.762

Meter Technician 4

1. \$23.655

2. \$26.280

Meter Technician 5

1. \$28.949

2. \$31.050

Meter Technician 6

1. \$31.839

2. \$33.344

Meter Support Clerk

1. \$16.298

2. \$20.526

Meter Support Specialist

1. \$21.029

2. \$23.767

Supervising Meter Support Specialist

1. \$24.413

2. \$26.294

Attachment i
CSOD Work Unit 4D Employee List
As of August 25, 2003

Job Code	Employee	Job Title	Union	Unit	Work Location
7294	Boles-Hebert, Sally J	CLK DIVN A	2	4D	421
8140	Daugherty, Josie	CLK RECORD	2	4D	508
8140	Moran, Bessie E	CLK RECORD	2	4D	057
8140	Morales, Rudy F	CLK RECORD	2	4D	217
8140	Baca, Sylvia	CLK RECORD	2	4D	406
9583	Radack, James Michael	HLPR TESTM	2	4D	421
9583	Kendall, Allen Daniel	HLPR TESTM	2	4D	421
9583	Langfeldt, Christine Marie	HLPR TESTM	2	4D	421
9583	Schwach, Matthew J	HLPR TESTM	2	4D	421
9583	Prelc, Frank Allan	HLPR TESTM	2	4D	421
9583	Rothman, Samuel L.	HLPR TESTM	2	4D	421
9583	Gil, Hector	HLPR TESTM	2	4D	421
9583	Arpon, Regnar A	HLPR TESTM	2	4D	421
9583	Estinvil, Pierre R	HLPR TESTM	2	4D	421
9583	Murrietta, Marty E	HLPR TESTM	2	4D	421
9583	Hernaez, Rosendo	HLPR TESTM	2	4D	421
9583	Armienta, Roberto	HLPR TESTM	2	4D	421
9583	Marroquin, Fabricio	HLPR TESTM	2	4D	421
9583	Liwanag, Enrico V	HLPR TESTM	2	4D	421
9583	Davis, Brian R	HLPR TESTM	2	4D	421
9583	Middleton, Daniel	HLPR TESTM	2	4D	421
9583	Tillett Sr, Gordon P	HLPR TESTM	2	4D	421
9583	Foreman, Matthew B	HLPR TESTM	2	4D	421
9583	Davaloz, Juan	HLPR TESTM	2	4D	421
9940	Apodaca, Armando H.	TESTMN DIS	2	4D	561
9940	Tague, Donn W	TESTMN DIS	2	4D	057
9940	Walker, Richard D	TESTMN DIS	2	4D	410
9940	Schaffler, John D	TESTMN DIS	2	4D	801
9940	Lopez, Eddie G	TESTMN DIS	2	4D	217
9940	Santiago, Marc G.	TESTMN DIS	2	4D	242
9940	Black, Ernie C.	TESTMN DIS	2	4D	023
9940	Hersey, Kimberly A	TESTMN DIS	2	4D	076
9940	Schwemler, Richard E.	TESTMN DIS	2	4D	563
9940	Morino, Masanobu	TESTMN DIS	2	4D	422
9940	Tafoya, Paul	TESTMN DIS	2	4D	563
9940	Rocha, Ernesto	TESTMN DIS	2	4D	003
9940	Pempejian, Garo H.	TESTMN DIS	2	4D	064
9940	Carpenter, Donna L	TESTMN DIS	2	4D	084
9940	Cruz, Edgardo A.	TESTMN DIS	2	4D	021
9955	Orchanian, Gary S	TESTMN DIS	2	4D	064
9955	Quinn, Michael P	TESTMN DIS	2	4D	508
9955	McCloud, Alton	TESTMN DIS	2	4D	084
9955	Price, Michael P.	TESTMN DIS	2	4D	508
9955	Blodgett, Willard R.	TESTMN DIS	2	4D	508
9955	Peters, Ricky N.	TESTMN DIS	2	4D	102
9955	Macias, Juan E.	TESTMN DIS	2	4D	563
9955	Tilton, Thomas Michael	TESTMN DIS	2	4D	505
9955	Johnson, Chester O.	TESTMN DIS	2	4D	313

Attachment i
CSOD Work Unit 4D Employee List
As of August 25, 2003

Job Code	Employee	Job Title	Union	Unit	Work Location
9955	Caldwell, Edward A.	TESTMN DIS	2	4D	406
9955	Silva, Robert A	TESTMN DIS	2	4D	662
9955	Slinker, Robert S.	TESTMN DIS	2	4D	422
9955	Cruz, Erwin James G.	TESTMN DIS	2	4D	076
9955	Bryan, Stephen J.	TESTMN DIS	2	4D	102
9955	Flynn, Michael T.	TESTMN DIS	2	4D	801
9955	Friday, Wayne R.	TESTMN DIS	2	4D	080
9955	Underwood, Dave	TESTMN DIS	2	4D	508
9955	Lindquist, Thomas Curt	TESTMN DIS	2	4D	410
9955	Curiel, Mario	TESTMN DIS	2	4D	021
9955	Ebel, Richard L.	TESTMN DIS	2	4D	419
9955	Prelc, Jerry A.	TESTMN DIS	2	4D	422
9955	Remley, Barbara D	TESTMN DIS	2	4D	313
9955	Foreman, Steven E	TESTMN DIS	2	4D	023
9955	Koizumi, Albert M	TESTMN DIS	2	4D	410
9955	Munoz, Humberto	TESTMN DIS	2	4D	422
9955	Hoang, David	TESTMN DIS	2	4D	003
9955	Mata, Eduardo R	TESTMN DIS	2	4D	505
9955	Wood, Charles R.	TESTMN DIS	2	4D	221
9955	Goetz, John P	TESTMN DIS	2	4D	057
9955	Kim, Larry C	TESTMN DIS	2	4D	021
9955	Aguilar, Jorge	TESTMN DIS	2	4D	084
9955	Spears Jr, Maynard	TESTMN DIS	2	4D	084
9955	Tapscott, James T	TESTMN DIS	2	4D	419
9955	Novak, John V.	TESTMN DIS	2	4D	242
9955	Mauleon, Ramon G.	TESTMN DIS	2	4D	242
9955	Solis, Ruben A.	TESTMN DIS	2	4D	023
9955	Jackson, Lee A	TESTMN DIS	2	4D	563
9955	Torres, Rodolfo P.	TESTMN DIS	2	4D	003
9955	Leppert, Van R	TESTMN DIS	2	4D	217
9955	Kim, Young N.	TESTMN DIS	2	4D	021
9955	Claussen, Thomas E.	TESTMN DIS	2	4D	313
9955	Yanez, Isidro	TESTMN DIS	2	4D	023
9955	Punsalan, Victor D.	TESTMN DIS	2	4D	561
9955	Gustin, Lueray	TESTMN DIS	2	4D	064
9955	Escamilla, Sergio M	TESTMN DIS	2	4D	052
9955	Saldana, John J.	TESTMN DIS	2	4D	003
9955	Hall, Kevin D	TESTMN DIS	2	4D	700
9955	Ho, Ki Ning	TESTMN DIS	2	4D	080
9955	O'Rourke, Thomas G.	TESTMN DIS	2	4D	410
9955	Strodes, Leslie H.	TESTMN DIS	2	4D	241
9955	Passmore Jr, Richard A	TESTMN DIS	2	4D	241
9955	Abrena, Antonio M	TESTMN DIS	2	4D	406
9955	Carlos, George P	TESTMN DIS	2	4D	561
9955	Michelsen, Philip L.	TESTMN DIS	2	4D	315

Attachment i
CSOD Work Unit 4D Employee List
As of August 25, 2003

Job Code	Employee	Job Title	Union	Unit	Work Location
9955	Fiala, Robert S.	TESTMN DIS	2	4D	057
9955	Lowenberg, Carlos	TESTMN DIS	2	4D	241
9955	Duran, Roberto	TESTMN DIS	2	4D	217
9955	Mc Elfish, Michael W.	TESTMN DIS	2	4D	236
9955	Fraire, Mike J.	TESTMN DIS	2	4D	242
9955	McLean, Patricia H.	TESTMN DIS	2	4D	221
9955	Sizemore Jr, James M.	TESTMN DIS	2	4D	217
9955	Davis, James Edward	TESTMN DIS	2	4D	057
9955	Small, George G.	TESTMN DIS	2	4D	221
9955	Gomez, Armando Eduardo	TESTMN DIS	2	4D	217
9955	Medina, Ralph C.	TESTMN DIS	2	4D	315
9955	Yamada, David Masataka	TESTMN DIS	2	4D	076
9955	Dang, Thanh Duc	TESTMN DIS	2	4D	410
9955	Ong, Dan Q.	TESTMN DIS	2	4D	419
9955	Bogan, Robert E	TESTMN DIS	2	4D	315
9981	Vaughn, Harmon D	TESTMN PRI	2	4D	057
9981	Jung, Douglas	TESTMN PRI	2	4D	003
9981	Smith, Donald D.	TESTMN PRI	2	4D	508
9981	Barnett, Richard F.	TESTMN PRI	2	4D	563
9981	Hayes, Leonard R	TESTMN PRI	2	4D	406
9981	Green, Quintin E.	TESTMN PRI	2	4D	221
9981	Tate, Gary A.	TESTMN PRI	2	4D	217

Attachment j
SSID Work Unit 5D Employee List
As of August 25, 2003

Job Code	Employee	Job Title	Union	Unit	Work Location
7268	Johnson, Patti	CLK RECORD	2	5D	421
7295	Mason, Marlene R	CLK SUPVG	2	5D	421
8140	Ortiz, Veronica	CLK RECORD	2	5D	421
8140	Luamanu, Diana	CLK RECORD	2	5D	421
8311	Worthy, Dawn	CLK REPORT	2	5D	421
8311	White, Sheree	CLK REPORT	2	5D	421
9241	Hawkins, Lovander Ray	FORM ELECT	2	5D	433
9241	Crow, David	FORM ELECT	2	5D	433
9241	Juarez, Richard A.	FORM ELECT	2	5D	426
9241	Duron, Robert J	FORM ELECT	2	5D	427
9241	Estrada Jr, Edward	FORM ELECT	2	5D	433
9241	Lopez, Antonio	FORM ELECT	2	5D	433
9241	Garcia, David	FORM ELECT	2	5D	433
9241	Carter, Kevin	FORM ELECT	2	5D	433
9241	Franck, Carter B	FORM ELECT	2	5D	423
9241	Villasenor, Ramiro	FORM ELECT	2	5D	433
9241	Frey, Manuel	FORM ELECT	2	5D	423
9241	Ortiz Jr, Antonio	FORM ELECT	2	5D	433
9241	Morales, Carlos H	FORM ELECT	2	5D	433
9241	Rodriguez, Richard A	FORM ELECT	2	5D	433
9242	Martinson, Russell S	Welder Frm	2	5D	433
9520	Erland, Brian E	HANDLR MTR	2	5D	421
9520	Bland, William R	HANDLR MTR	2	5D	421
9520	Granillo, Maricela	HANDLR MTR	2	5D	421
9520	Hendrix, Keith	HANDLR MTR	2	5D	421
9522	Vazquez, Anthony A	HANDLR SR	2	5D	421
9577	Hubbard, Gregory D	HLPR APPRA	2	5D	427
9577	Padilla, Joe G.	HLPR APPRA	2	5D	427
9577	Salazar, Michael V	HLPR APPRA	2	5D	433
9577	Diaz, Rodolfo	HLPR APPRA	2	5D	433
9577	Linn, Paul L	HLPR APPRA	2	5D	427
9577	Mejia, Raymond	HLPR APPRA	2	5D	427
9583	Jaramillo, Benjamin L	HLPR TESTM	2	5D	421
9644	Schantz, Gary K	MECH INSTR	2	5D	421
9645	Dyvig, Tamlin H.	MECH INSTR	2	5D	421
9782	Banks, Robert L	PAINTER	2	5D	427
9782	McClung, Larry B	PAINTER	2	5D	433
9782	Lopez, Manuel H	PAINTER	2	5D	433
9811	Smith, David P	REPAIRER T	2	5D	426
9831	Villarreal, Richard H.	RPRMN DSTB	2	5D	433
9832	Brunson Jr, James Clay	RPRMN ELEC	2	5D	433
9832	Tanneberg, Leroy W	RPRMN ELEC	2	5D	433
9832	Woodcock, Gary E	RPRMN ELEC	2	5D	423
9832	Navarrette, Joe A.	RPRMN ELEC	2	5D	433
9832	Reynolds, Roger William	RPRMN ELEC	2	5D	433
9832	Lynch, Gary L	RPRMN ELEC	2	5D	433
9832	Red Eagle, Malcolm R.	RPRMN ELEC	2	5D	423
9832	Coronado, Jorge	RPRMN ELEC	2	5D	433
9832	Munkong, Sophon	RPRMN ELEC	2	5D	423

Attachment J
SSID Work Unit 5D Employee List
As of August 25, 2003

Job Code	Employee	Job Title	Union	Unit	Work Location
9832	Rojas, Robert A	RPRMN ELEC	2	5D	433
9832	Guzman, Henry J.	RPRMN ELEC	2	5D	433
9832	Lee, Charles C.	RPRMN ELEC	2	5D	423
9832	Lopez, Jesus A.	RPRMN ELEC	2	5D	433
9832	Willard, Anthony S.	RPRMN ELEC	2	5D	433
9832	Wheat, Harold	RPRMN ELEC	2	5D	433
9832	Amaya, Luis	RPRMN ELEC	2	5D	433
9832	Ibarra, Raul	RPRMN ELEC	2	5D	433
9832	Valtierra, Dionisio P.	RPRMN ELEC	2	5D	433
9832	Breazeal, Robert C	RPRMN ELEC	2	5D	433
9832	Steventon, John G.	RPRMN ELEC	2	5D	433
9832	Lujan, Ronald G	RPRMN ELEC	2	5D	433
9832	Chunsiripongpan, Kraisak	RPRMN ELEC	2	5D	433
9832	Carter, James Seymour	RPRMN ELEC	2	5D	433
9832	Marquez, Victor A	RPRMN ELEC	2	5D	423
9832	Andersen, Stewart A	RPRMN ELEC	2	5D	433
9832	Uribe, Fernando	RPRMN ELEC	2	5D	423
9832	Cortez, Gilbert H.	RPRMN ELEC	2	5D	433
9832	McMann, James H	RPRMN ELEC	2	5D	423
9832	Cortez, Robert R	RPRMN ELEC	2	5D	433
9832	Resendez, Robert	RPRMN ELEC	2	5D	433
9832	Barlow, Dean D.	RPRMN ELEC	2	5D	433
9832	Copfer, Floyd W	RPRMN ELEC	2	5D	423
9840	Price, Stephen L	RPRMN DSTB	2	5D	433
9840	Ramirez Jr, Rodolfo	RPRMN DSTB	2	5D	427
9840	Olson Jr, Donald F.	RPRMN DSTB	2	5D	427
9840	Bollin, Tony G	RPRMN DSTB	2	5D	433
9840	Diaz, Lino R	RPRMN DSTB	2	5D	427
9934	Davis Jr, William R.	TECHN LAB	2	5D	421
9934	Estinvil, Yvon	TECHN LAB	2	5D	421
9934	Weiser, Dana L	TECHN LAB	2	5D	421
9934	Lozano, Jose J	TECHN LAB	2	5D	421
9934	Tan, Hadi	TECHN LAB	2	5D	421
9934	Vermeer, Willem G.	TECHN LAB	2	5D	421
9934	Kang, Young K.	TECHN LAB	2	5D	421
9934	Abrena, Tito M.	TECHN LAB	2	5D	421
9934	Grubbs, Mark C.	TECHN LAB	2	5D	421
9934	Nguyen, Truong V.	TECHN LAB	2	5D	421
9934	Duong, Tai V	TECHN LAB	2	5D	421
9934	Thuan, Andre N.	TECHN LAB	2	5D	421
9934	Chong, Vinh Q	TECHN LAB	2	5D	421
9934	Tcheng, Thanh	TECHN LAB	2	5D	421
9935	Cano, Rolando Angel	TECHN LAB	2	5D	421
9935	Ancheta, Manuel A.	TECHN LAB	2	5D	421
9935	Valverde Jr, Nick	TECHN LAB	2	5D	421
9947	Nguyen, Minh	TECHN ELEC	2	5D	433
9947	Fuller, Anthony R.	TECHN ELEC	2	5D	433
9947	Do, Quang N	TECHN ELEC	2	5D	433
9947	Ngo, Vinh Q	TECHN ELEC	2	5D	433

Attachment j
SSID Work Unit 5D Employee List
As of August 25, 2003

Job Code	Employee	Job Title	Union	Unit	Work Location
9947	Antonio, Reynaldo D.	TECHN ELEC	2	5D	433
9947	Quon, Richard	TECHN ELEC	2	5D	433
9947	Mai, Van T.	TECHN ELEC	2	5D	427
9947	Mercado, Marco A.	TECHN ELEC	2	5D	433
9947	Lins, Randall R.	TECHN ELEC	2	5D	433
9948	Llobrera, Antonio D.	TECHN ELEC	2	5D	433
9948	Ascio, Florante J.	TECHN ELEC	2	5D	433
9948	Tran, Douglas Duc Quang	TECHN ELEC	2	5D	427
9948	Kikuchi, Hiroyuki	TECHN ELEC	2	5D	433
9948	Sanez, Benedicto B.	TECHN ELEC	2	5D	427
9980	Colburn, Alexander E	WORKER WAR	2	5D	421
9980	Rosales, Manuel	WORKER WAR	2	5D	421
9980	Yu, Hing J	WORKER WAR	2	5D	421
9991	Kefalas, Dennis A.	WELDER CER	2	5D	427

NOTIFICATION TO APPLICANTS OF ASSIGNABILITY

METER TECHNICIAN 1 & 1A AND METER TECHNICIAN 2 & 2A

IT IS IMPORTANT FOR ALL INDIVIDUALS WHO ARE INTERESTED IN THE METER TECHNICIAN 1A OR 2A POSITIONS TO READ AND SIGN THIS DOCUMENT BEFORE THEY ACCEPT ONE OF THESE POSITIONS.

EMPLOYEES WHO ARE A METER TECHNICIAN 1A OR 2A ARE SUBJECT TO ASSIGNABILITY AS DESCRIBED BELOW. SUCH POSITIONS MAY BE AT ANY WORK LOCATION ESTABLISHED BY THE COMPANY.

EMPLOYEES WHO DO NOT COMPLY WITH THE ASSIGNABILITY PROVISIONS WILL BE REQUIRED TO OBTAIN ANOTHER POSITION IN A TIMELY MANNER OR HE/SHE WILL BE TERMINATED.

ASSIGNABILITY DOES NOT APPLY TO METER TECHNICIAN 1 OR 2.

1. Meter Technician 1 and 1A are entry level positions.
2. Advancement to Meter Technician 2 or 2A will be through the bid procedure.
3. Meter Technician 1 and 1A will be on the same overtime list.
4. Meter Technician 2 and 2A will be on the same overtime list.
5. Qualified Meter Technicians 1 and 1A are eligible, if qualified, to be awarded bids higher than Meter Technicians 2 and 2A.
6. A Meter Technician 1A has a maximum qualifying period to become a qualified bidder or assigned to a Meter Technician 2A. The maximum qualifying period is defined as the time the latest of:
 - a. When he/she completes the second six months (top step);
 - b. When he/she becomes the senior Meter Technician 1A; or
 - c. When a vacancy for Meter Technician 2A is posted.

A Meter Technician 1A who does not become qualified during this time frame will be required to transfer or he/she will be terminated.

7. If there are no qualified bidders for a Meter Technician 2A, the senior, qualified Meter Technician 1A will be assigned the vacancy.

8. A Meter Technician 2A has a maximum qualifying period to become a qualified bidder or assigned a Meter Technician 3 or Meter Technician 4. The qualifying period is defined as the latest of:

- a. When he/she completes the second six months (top step);
- b. When he/she becomes the senior Meter Technician 2A; or
- c. When the next vacancy posted is either a Meter Technician 3 or Meter Technician 4.

A Meter Technician 2A who does not become qualified during this time frame will be required to transfer or he/she will be terminated.

9. If a bid is posted for either a Meter Technician 3 vacancy or a Meter Technician 4 vacancy and there are no qualified bidders, the senior, qualified Meter Technician 2A will be assigned the vacancy.

I HAVE READ AND AGREE TO THE TERMS OF THIS DOCUMENT.

Please Print Name

Please Sign Name

Date