

**PACIFIC GAS AND ELECTRIC COMPANY**  
**General Rate Case 2011 Phase I**  
**Application 09-12-020**  
**Data Response**

PG&E Data Request No.:	DRA_220-01		
PG&E File Name:	GRC2011-Ph-I_DR_DRA_220-Q01		
Request Date:	March 18, 2010	Requester DR No.:	DRA-220-MCL
Date Sent:	April 1, 2010	Requesting Party:	DRA
PG&E Witness:	Ezra C Garrett	Requester:	Mariana Campbell

**DATA REQUEST NO: DRA-220-MCL**

**EXHIBIT REFERENCE: PG&E-6, CHAPTER 11**

**QUESTION 1**

In reference to Exhibit PG&E-6 page 11-3, footnote 2.

- a. Explain PG&E's Public Affairs time-tracking system for all above-the-line and below-the-line activities. Provide a sample on how this system tracks time between both activities and explain it.
- b. Provide name of the software or operation system PG&E uses to do the time tracking for this department. Is this software used by PG&E for any other department to track time on any other activities? If yes, provide name of departments that tracks their time using this system.
- c. Provide date and year PG&E implemented the above-the-line and below-the-line time tracking system.

**ANSWER 1**

- a. The 2007 GRC Decision (D. 07-03-044), includes the following language:

**Time Tracking for PG&E's Public Affairs Related Functions:** PG&E shall, within 90 days of a final decision in this case, adopt a time reporting system to track time and expenditures of those public policy and governmental affairs organizations that have a mixture of below the line activities in addition to activities for which PG&E seeks cost recovery from the CPUC. The organizations will include Governmental Relations, Area Public Affairs, Corporate Environmental and Federal Affairs, Federal Governmental Relations, and Civic Partnership and Community Initiative. If other organizations with below the line activities, in addition to activities for which PG&E seeks cost recovery from the

CPUC, are formed in the future, those organizations will also use the adopted time tracking system. PG&E shall have this reporting system implemented and in place by no later than January 1, 2008. (See paragraph 35 on page C-12 of Appendix C: General Rate Case Settlement Agreement.)

Please see GRC2011-Ph-I\_DR\_DRA\_220-Q01Atch01 for a description of the Below The Line Accounting Procedures, which include a description of the time keeping required as a result of the 2007 GRC as well as guidelines for other below the line time and expenses.

Sample orders for Public Affairs include:

- ATL - Community Outreach
- ATL - Research/track emerging issues
- ATL - Discuss policy w/ gov. officials
- ATL - Field operations, Utility issues
- ATL - Emergency Planning Response
- ATL - Event coordination
- BTL - Lobby government officials
- BTL - Political contribution support
- BTL - Charitable contribution support

- b. Cross Application Time Sheets (CATS), a time and labor application, is currently being used to document time worked, non-productive time (e.g., sick, vacation, holiday) and accounting data for all PG&E employees.
- c. PG&E implemented the system in July 2007.