

[Administrative Code – Updating Job Classifications and Bargaining Units]

Ordinance amending Section 16.210 of the San Francisco Administrative Code to reflect changes in job classifications and bargaining units.

NOTE: Additions are *single-underline italics Times New Roman*;
deletions are ~~*strike-through italics Times New Roman*~~.
Board amendment additions are double-underlined;
Board amendment deletions are ~~strike-through normal~~.

Be it ordained by the People of the City and County of San Francisco:

Section 1. The San Francisco Administrative Code is hereby amended by amending Sections 16.210 to read as follows:

SEC. 16.200. TITLE OF ORDINANCE.

This Ordinance shall be known as the Employee Relations Ordinance of the City and County of San Francisco.

SEC. 16.201. STATEMENT OF PURPOSE.

The purpose of this Ordinance is to promote full communication between the City and County of San Francisco and its employees to promote the improvement of personnel management and employer-employee relations within City and County government by implementing the recognition and other provisions of the Meyers-Milias-Brown Act (“MMBA”), California Government Code §§ 3500, et seq., to provide a uniform basis for recognizing the right of City and County employees to join employee organizations of their own choice, and to be represented by such organizations in their employment relationship with the City and County, and to provide a reasonable non-exclusive method of resolving disputes between the City and County and those employees and employee organizations not subject to the jurisdiction of the California Public Employment Relations Board.

1 Nothing contained herein shall be deemed to supersede the provisions of the City and
2 County Charter, ordinances, or Civil Service Commission rules establishing and regulating the
3 civil service system; provided, however, that amendments to existing ordinances and Civil
4 Service Commission rules may be proposed through utilization of the meeting and conferring
5 process.

6 The provisions of this Ordinance shall be consistent with the terms of the MMBA and
7 shall not supersede any conflicting provision of any collective bargaining agreement during its
8 term.

9 **SEC. 16.202. DEFINITIONS.**

10 Unless the context requires otherwise, the words and phrases set forth in Sections
11 16.202.1 through 16.202.17, inclusive, shall have the meanings respectively ascribed to them
12 in said sections.

13 **SEC. 16.202.1.**

14 “Confidential employee” means an employee who is privy to recommendations or
15 decisions of City and County management affecting employee relations.

16 **SEC. 16.202.2.**

17 “Consult” means to communicate verbally or in writing between management and
18 registered employee organizations, the exclusive representative, or, if applicable, individual
19 employees, for the purpose of presenting and obtaining views or advising of intended actions.

20 **SEC. 16.202.3.**

21 “Days” means calendar days.

22 **SEC. 16.202.4.**

23 “Employee organization” means any organization or joint council of organizations which
24 includes employees of the City and County, and which has as one of its purposes
25 representing such employees in their relations with the City and County.

1 **SEC. 16.202.5.**

2 "Bargaining unit" means a unit established pursuant to Section 16.210 of this
3 Ordinance.

4 **SEC 16.202.6.**

5 "Management employee" means any employee, as designated by the Human
6 Resources Director or designee, who has a high degree of policymaking and managerial
7 responsibility with respect to the formulation, coordination, interpretation and execution of
8 policy, including but not limited to the direction and supervision of subordinates.

9 **SEC. 16.202.7.**

10 "Mediation" means effort by an impartial third party to assist in reconciling a dispute
11 between an appointing power and a recognized employee organization over a matter subject
12 to meeting and conferring through interpretation, suggestion and advice.

13 **SEC.16.202.8.**

14 "Meet and confer in good faith" means that representatives designated by the City and
15 County and representatives of recognized employee organizations, shall have the mutual
16 obligation personally to meet and confer in order to exchange freely information, opinions and
17 proposals, and to endeavor to reach agreement on matters within the scope of representation.

18 **SEC. 16.202.9.**

19 "Commission" means the Civil Service Commission of the City and County of San
20 Francisco as established pursuant to Section 10.100 of the San Francisco Charter.

21 **SEC. 16.202.10.**

22 "Professional employees," for the purpose of this Ordinance, means employees
23 engaged in work requiring specialized knowledge and skills attained through completion of a
24 recognized course of instruction, including, but not limited to, attorneys, physicians, registered
25

nurses, engineers, architects, teachers, and various types of physical, chemical, and biological scientists.

SEC. 16.202.11.

“Exclusive Representative” means an employee organization which, in accordance with the MMBA, has been:

(a) chosen by the majority of employees in a bargaining unit to represent them pursuant to Section 16.211 of this Ordinance; and

(b) certified by the Civil Service Commission pursuant to Section 16.211.

SEC. 16.202.12.

“Registered employee organization” means an employee organization which has been registered with the Human Resources Director or designee, as provided in Section 16.209 of this Ordinance.

SEC. 16.202.13.

“Scope of representation” means matters relating to employment conditions and employee relations, including wages, hours and other terms and conditions of employment. The scope of representation shall not include consideration of the merits, necessity or organization of any service or activity provided by law or executive order.

SEC. 16.202.14.

“Supervisory employee” means any employee, as designated by the Human Resources Director or designee, who has authority to hire, assign, evaluate or discipline other employees, or to adjust their grievances, or effectively to recommend any such action.

SEC. 16.202.15.

“Peace Officer” means an individual elected, appointed, or employed to serve in the position of peace officer as defined in California Penal Code 830.1.

1 **SEC. 16.203. EMPLOYEE RELATIONS DIVISION.**

2 (a) There is hereby created an Employee Relations Division, which shall be placed
3 under the control of the Human Resources Director. The Human Resources Director or
4 designee shall serve as the representative of the City and County of San Francisco in the
5 implementation of those provisions of the MMBA applicable to the City and County of San
6 Francisco and which are not specifically delegated by Charter provision and/or ordinance to a
7 particular officer, board or commission of the City and County. To the extent the powers and
8 duties of the Human Resources Director are transferred to the Municipal Transportation
9 Agency by Charter for job classifications designated as performing service-critical functions or
10 to another officer, board or commission of the City and County by operation of the Charter or
11 ordinance, this Ordinance shall not apply.

12 (b) Nothing contained herein shall be deemed to prevent the City from contracting for
13 the performance of functions carried out by, and/or required of the Employee Relations
14 Division, pursuant to Charter Sections 8.300 and 8.300-1.

15 **SEC. 16.204. POWERS AND DUTIES OF THE CIVIL SERVICE COMMISSION.**

16 In addition to such other powers and duties as it has under the Charter and this
17 ordinance and as may be conferred upon it from time to time by law, the Civil Service
18 Commission shall have the power and duty:

19 (1) To certify as the exclusive representative of a bargaining unit that employee
20 organization which has been selected by the employees in such bargaining unit pursuant to
21 Section 16.211 of this Ordinance;

22 (2) To conduct elections to ascertain which employee organization represents a
23 majority of the employees in a particular-bargaining unit, or to arrange for the election to be
24 conducted by a mutually agreed upon third party;

1 (3) To decertify as the exclusive representative an employee organization which has
2 been found by election no longer to be the majority representative in a particular bargaining
3 unit;

4 (4) To adopt rules and regulations for the conduct of its business and the carrying out
5 of its powers and duties;

6 (5) To administratively process all matters which require or permit a hearing before an
7 administrative law judge and to the extent necessary make all arrangements for said hearings.
8 The Commission, after review of the facts in any particular dispute, may attempt to obtain the
9 agreement of the parties involved on the disputed issue(s) before the matter is submitted to
10 an administrative law judge.

11 **SEC. 16.205. UTILIZATION OF ADMINISTRATIVE LAW JUDGES.**

12 The City and County is hereby authorized to enter into an agreement or contract with
13 the Office of Administrative Hearings, California State Personnel Board, for the purpose of
14 obtaining the services of an administrative law judge. Such agreement or contract shall
15 provide that said administrative law judge shall be responsible for the duties as hereinafter set
16 forth in this Ordinance.

17 The costs involved in obtaining the services of an administrative law judge as
18 necessitated by this Ordinance shall be borne by the City and County of San Francisco,
19 provided, however, that all expenses incurred by the City and County in utilizing the
20 administrative law judge in processing unfair labor practice complaints shall be divided equally
21 among the parties involved.

22 The authority of the administrative law judge shall be to the extent as set forth in this
23 Ordinance and in no event shall any decision of the administrative law judge conflict with, alter
24 or attempt to alter the provisions of the Charter or rules and regulations of the Civil Service
25 Commission.

1 Any costs incurred in transcribing and reporting the proceedings shall be borne by the
2 party requesting such transcribing or reporting, unless a contrary agreement is reached by
3 mutual consent.

4 **SEC. 16.206. MANAGEMENT RIGHTS.**

5 The City and County of San Francisco retains all rights as set forth in the provisions in
6 the Charter of the City and County of San Francisco, existing ordinances and civil service
7 rules establishing and regulating the Civil Service System; provided, however, that
8 amendments to said existing ordinances, and civil service rules may be proposed through the
9 meeting and conferring process. The exercise of City and County rights does not preclude
10 employees or exclusive representatives from consulting or raising grievances on decisions
11 which affect wages, hours and other terms and conditions of employment. The City and
12 County reserves the right to take whatever action may be necessary in an emergency
13 situation; however, an exclusive representative affected by the action shall be promptly
14 notified.

15 **SEC. 16.207. EMPLOYEE RIGHTS.**

16 Employees of the City and County shall have the right to form, join and participate in
17 the activities of employee organizations of their own choosing for the purpose of
18 representation on all matters of employee relations. Employees of the City and County shall
19 also have the right to refuse to join or participate in the activities of employee organizations.
20 Employees shall also have the right to represent themselves individually in their employment
21 relations with the City and County, consistent with Government Code section 3502. No
22 employee shall be interfered with, intimidated, restrained, coerced or discriminated against
23 because of his or her exercise of those rights.

24 **SEC. 16.208. DESIGNATION OF MANAGEMENT, SUPERVISORY AND CONFIDENTIAL**
25 **EMPLOYEES.**

1 (a) The Human Resources Director or designee, in consultation with department
2 heads, shall specify the employees who are to be designated as management, supervisory or
3 confidential for the purpose of this Ordinance. Each such person shall be notified by his or her
4 department head of his or her management, supervisory or confidential status. A list of the
5 employees so designated shall be maintained in the office of the Human Resources Director.

6 (b) If an employee designated as management, supervisory or confidential, or an
7 employee organization, or a department head, disagrees with such designation, the question
8 shall be referred to an administrative law judge for hearing and final determination.

9 (c) Confidential employees may not represent an employee organization which
10 represents other than confidential employees on matters within the scope of representation.

11 **SEC. 16.209. PROCEDURE FOR REGISTRATION OF EMPLOYEE ORGANIZATIONS.**

12 (a) An organization or joint council of organizations which wishes to be registered as
13 an employee organization shall submit to the Human Resources Director or designee a
14 request signed by a duly authorized officer of the organization containing the following
15 information:

16 (1) Name and address of the employee organization.

17 (2) Names and titles of its officers, as well as designation of the officials
18 authorized to act as representatives of the organization in employer-employee relations with
19 the City and County.

20 (3) A statement of whether or not the organization is a chapter or local of, or
21 affiliated with, a regional or state, or national or international organization, and, if so, the name
22 and address of each such regional, state, national or international organization.

23 (4) A copy of its constitution or by-laws, and a statement signed by an officer of
24 the employee organization to the effect that the organization has as one of its purposes
25 representing employees of the City and County in employment relations.

1 (5) Verification of employee membership in the employee organization which
2 may be shown by employee organization payroll dues deductions or authorization cards
3 signed and dated by employees not more than six months prior to submission.

4 (6) A designation of those persons residing in California, not exceeding three in
5 number, to whom notice sent by United States mail would be deemed sufficient by the
6 organization for any purpose.

7 (7) A statement that the organization recognizes and is aware of Government
8 Code Section 3509.

9 (8) A statement that the organization agrees to abide by all of the provisions of
10 this Ordinance, except that this shall not preclude the right of the organization to challenge by
11 court action any provision it deems to be invalid.

12 (b) Upon receipt of the petition, the Human Resources Director or designee shall verify
13 that the petition complies with the requirements of this Section and, provided the requirements
14 are met, notify the employee organization within 14 days that it is registered.

15 (c) The City and County is under no obligation to consult with any employee
16 organizations that do not satisfactorily comply with the requirements of Paragraph (a) of this
17 Section or that have not been certified by the Civil Service Commission as the exclusive
18 representative of a bargaining unit.

19 (d) Employee organizations must re-register every three years, provided, however,
20 that the exclusive representative of a bargaining unit need not do so.

21 (e) Should any of the information in subsections (a)(1)-(8) change, the employee
22 organization must update said information with the Civil Service Commission within 30 days.

23 **SEC. 16.210. ESTABLISHMENT OF BARGAINING UNITS.**

24 (a) The Employee Relations Director shall make determinations as to appropriate
25 bargaining units. In the event an employee or employee organization disagrees with the

1 Employee Relations Director's determination, the aggrieved party may, within 60 days from
2 the date of the Employee Relations Director's determination, submit a protest to the Civil
3 Service Commission. The Civil Service Commission will select an administrative law judge
4 who will schedule the matter for a hearing and final determination. In arriving at said
5 determination, the administrative law judge shall consider the factors described in subsection
6 (b) immediately below.

7 (b) The criteria for determining the appropriateness of bargaining units shall include:
8 the community of interest among employees; the history of employee representation in the
9 unit; the extent to which employees have common knowledge, skill and abilities, working
10 conditions, job duties or similar educational requirements; the need to avoid undue
11 fragmentation of bargaining units; the wishes of the affected employees; and any impact on
12 the City and County's ability to effectively and efficiently deliver services.

13 (c) All employees throughout the City and County of San Francisco within any of the
14 following categories shall constitute an appropriate representation unit:
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| 1 | Bargaining Unit # 1 | | 6250 | Chief Electrical Inspector |
| 2 | (Operating Engineers) | | 6252 | Line Inspector |
| 3 | Class | Class Title | 7229 | Transmission Line Supervisor 1 |
| 4 | 7108 | Heavy Equip Ops Asst Sprv | 7238 | Electrician Supervisor 1 |
| 5 | 7110 | Mobile Equipment Asst Sprv | 7244 | Power Plant Supervisor 1 |
| 6 | 7208 | Heavy Equipment Ops Sprv | 7255 | Power House Electrician Sprv 1 |
| 7 | 7210 | Mobile Equipment Supervisor | 7257 | Communication Line Sprv1 |
| 8 | 7221 | Asphalt Plant Supervisor 1 | 7273 | Communications Line Wrk Sprv 2 |
| 9 | 7328 | Operating Engineer, Universal | 7275 | Telecommunications Tech Supv |
| 10 | 7370 | Rigger | 7276 | Electrician Supervisor 2 |
| 11 | 7424 | Dryer Mixer Operator | 7285 | Transmission Line Wrk Sprv 2 |
| 12 | 9331 | Piledriver Engine Operator | 7287 | Sprv Electronic Main Tech |
| 13 | | | 7308 | Cable Splicer |
| 14 | Bargaining Unit # 2 | | 7318 | Electronic Maintenance Tech |
| 15 | (Painters) | | 7319 | Electric Motor Repairer |
| 16 | Class | Class Title | 7329 | Electr Maint Tech Asst Sprv |
| 17 | 7242 | Painter Supervisor 1 | 7338 | Electrical Line Worker |
| 18 | 7278 | Painter Supervisor 2 | 7345 | Electrician |
| 19 | 7346 | Painter | 7390 | Welder |
| 20 | | | 7430 | Asst Electronic Main Tech |
| 21 | Bargaining Unit # 3 | | 7432 | Electrical Line Helper |
| 22 | (Electrical Workers) | | 7480 | Power Generation Technician 1 |
| 23 | Class | Class Title | 7482 | Power Generation Technician 2 |
| 24 | 6248 | Electrical Inspector | 7484 | Sr Power Generation Tech |
| 25 | 6249 | Senior Electrical Inspector | 7488 | Power Generation Supervisor |

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|----|--|--------------------------------|---|-----------------------------|
| 1 | 7510 | Lighting Fixture Maint Worker | 1777 | Media/Security Sys Spec |
| 2 | 9240 | Airport Electrician | 1781 | Media/Security Syst Supv |
| 3 | 9241 | Airport Electrician Supervisor | 7377 | Stage Electrician |
| 4 | 9242 | Head Airport Electrician | | |
| 5 | 9354 | Elevator and Crane Technician | Bargaining Unit # 7 (Professional and Technical) | |
| 6 | 9358 | Crane Mechanic Supervisor | | |
| 7 | | | | |
| 8 | Bargaining Unit # 4 | | Class | Class Title |
| 9 | (BrickLayers) | | 1002 | IS Operator-Journey |
| 10 | Class | Class Title | 1003 | IS Operator-Senior |
| 11 | 7307 | Bricklayer | 1004 | IS Operator-Analyst |
| 12 | 7378 | Tile Setter | 1005 | IS Operator-Supervisor |
| 13 | | | 1011 | IS Technician Assistant |
| 14 | Bargaining Unit # 5 | | 1012 | IS Technical-Journey |
| 15 | (Soft Floor Covering Employees) | | 1013 | IS Technician-Senior |
| 16 | Class | Class Title | 1014 | IS Technician-Supervisor |
| 17 | 7393 | Soft Floor Coverer | 1021 | IS Administrator 1 |
| 18 | 7394 | Soft Floor Coverer Supervisor | 1022 | IS Administrator 2 |
| 19 | | | 1023 | IS Administrator 3 |
| 20 | Bargaining Unit # 6 | | 1024 | IS Administrator-Supervisor |
| 21 | (Theatrical Stage Employees) | | 1031 | IS Trainer-Assistant |
| 22 | Class | Class Title | 1032 | IS Trainer-Journey |
| 23 | 1766 | Media Production Tech | 1033 | IS Trainer-Senior |
| 24 | 1767 | Media Programming Spec | 1041 | IS Engineer-Assistant |
| 25 | 1769 | Media Production Supv | 1042 | IS Engineer-Journey |
| | | | 1043 | IS Engineer-Senior |

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| 1 | 1044 | IS Engineer-Principal | 1362 | Special Assistant 3 |
| 2 | 1051 | IS Business Analyst-Assistant | 1363 | Special Assistant 4 |
| 3 | 1052 | IS Business Analyst | 1364 | Special Assistant 5 |
| 4 | 1053 | IS Business Analyst-Senior | 1365 | Special Assistant 6 |
| 5 | 1054 | IS Business Analyst-Principal | 1366 | Special Assistant 7 |
| 6 | 1061 | IS Program Analyst-Assistant | 1367 | Special Assistant 8 |
| 7 | 1062 | IS Programmer Analyst | 1368 | Special Assistant 9 |
| 8 | 1063 | IS Programmer Analyst-Senior | 1369 | Special Assistant 10 |
| 9 | 1064 | IS Prg Analyst-Principal | 1370 | Special Assistant 11 |
| 10 | 1070 | IS Project Director | 1371 | Special Assistant 12 |
| 11 | 1091 | IT Operations Support | 1649 | Accountant Intern |
| 12 | | Administrator I | 1650 | Accountant |
| 13 | 1092 | IT Operations Support | 1652 | Senior Accountant |
| 14 | | Administrator II | 1654 | Principal Accountant |
| 15 | 1093 | IT Operations Support | 1657 | Senior Systems Accountant |
| 16 | | Administrator III | 1670 | Financial Systems Supervisor |
| 17 | 1094 | IT Operations Support | 1684 | Auditor II |
| 18 | | Administrator IV | 1686 | Auditor III |
| 19 | 1095 | IT Operations Support | 1803 | Performance Analyst I |
| 20 | | Administrator V | 1804 | Statistician |
| 21 | 1232 | Training Officer | 1805 | Performance Analyst II |
| 22 | 1312 | Public Information Officer | 1806 | Senior Statistician |
| 23 | 1314 | Public Relations Officer | 1823 | Senior Administrative Analyst |
| 24 | 1360 | Special Assistant 1 | 1824 | Pr Administrative Analyst |
| 25 | 1361 | Special Assistant 2 | 1825 | Prnpl Admin Analyst II |

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|----|------|--------------------------------|------|--------------------------------|
| 1 | 1827 | Administrative Services Mgr | 2548 | Occupational Therapist |
| 2 | 1944 | Materials Coordinator | 2550 | Senior Occupational Therapist |
| 3 | 1950 | Assistant Purchaser | 2551 | Mental Hlth Treatment Spec |
| 4 | 1952 | Purchaser | 2555 | Physical Therapist Assistant |
| 5 | 1956 | Senior Purchaser | 2556 | Physical Therapist |
| 6 | 1958 | Supervising Purchaser | 2558 | Senior Physical Therapist |
| 7 | 2107 | Med Staff Svcs Dept Anl | 2566 | Rehabilitation Counselor |
| 8 | 2119 | Health Care Analyst | 2589 | Health Program Coordinator 1 |
| 9 | 2218 | Physician Assistant | 2591 | Health Program Coordinator 2 |
| 10 | 2403 | Forensic Laboratory Technician | 2593 | Health Program Coordinator 3 |
| 11 | 2456 | Asst Forensic Toxicologist 1 | 2594 | Employee Assistance Counselor |
| 12 | 2457 | Asst Forensic Toxicologist 2 | 2595 | Sr Employee Asst Counselor |
| 13 | 2458 | Forensic Toxicologist | 2802 | Epidemiologist 1 |
| 14 | 2481 | Water Quality Tech I/II | 2803 | Epidemiologist 2 |
| 15 | 2482 | Water Quality Tech III | 2819 | Assistant Health Educator |
| 16 | 2483 | Biologist I/II | 2822 | Health Educator |
| 17 | 2484 | Biologist III | 2825 | Senior Health Educator |
| 18 | 2485 | Supv Biologist | 2846 | Nutritionist |
| 19 | 2486 | Chemist I/II | 2924 | Medical Social Work Supervisor |
| 20 | 2487 | Chemist III | 2978 | Contract Compliance Officer 2 |
| 21 | 2488 | Supv Chemist | 2982 | Rent Board Supervisor |
| 22 | 2489 | Lab Svcs Mgr | 2992 | Contract Compliance Officer 1 |
| 23 | 2538 | Audiometrist | 3374 | Volunteer/Outreach Coord |
| 24 | 2540 | Audiologist | 4140 | Real Property Manager |
| 25 | 2542 | Speech Pathologist | 4142 | Senior Real Property Officer |

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|----|------|--------------------------------|------|--------------------------------|
| 1 | 4143 | Principal Real Property Ofc | 5241 | Engineer |
| 2 | 4220 | Personal Property Auditor | 5260 | Architectural Assistant 1 |
| 3 | 4222 | Sr Personal Property Auditor | 5261 | Architectural Assistant 2 |
| 4 | 4224 | Pr Personal Property Auditor | 5262 | Landscape Architect Assoc 1 |
| 5 | 4230 | Estate Investigator | 5265 | Architectural Associate 1 |
| 6 | 4231 | Senior Estate Investigator | 5266 | Architectural Associate 2 |
| 7 | 4260 | Real Prop Appraiser Trainee | 5268 | Architect |
| 8 | 4261 | Real Property Appraiser | 5272 | Landscape Architect Assoc 2 |
| 9 | 4265 | Senior Real Property Appraiser | 5274 | Landscape Architect |
| 10 | 4267 | Pr Real Property Appraiser | 5275 | Planner Technician |
| 11 | 5120 | Architectural Administrator | 5276 | City Planning Intern |
| 12 | 5130 | Sewage Treatment Plant Supt | 5277 | Planner 1 |
| 13 | 5174 | Administrative Engineer | 5278 | Planner 2 |
| 14 | 5177 | Safety Officer | 5283 | Planner 5 |
| 15 | 5201 | Junior Engineer | 5288 | Transit Planner 2 |
| 16 | 5203 | Asst Engr | 5289 | Transit Planner III |
| 17 | 5207 | Assoc Engineer | 5290 | Transit Planner 4 |
| 18 | 5209 | Industrial Engineer | 5291 | Planner 3 |
| 19 | 5211 | Eng/Arch/Landscape Arch Sr | 5293 | Planner 4 |
| 20 | 5212 | Engineer/Architect Principal | 5298 | Planner 3-Environmental Review |
| 21 | 5214 | Building Plans Engineer | 5299 | Planner 4-Environmental Review |
| 22 | 5215 | Fire Protection Engineer | 5301 | Sprv, Traffic Painting Program |
| 23 | 5216 | Chief Surveyor | 5302 | Traffic Survey Technician |
| 24 | 5218 | Structural Engineer | 5303 | Sprv, Traffic & Street Signs |
| 25 | 5219 | Senior Structural Engineer | 5304 | Materials Testing Aide |

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|----|------|--------------------------------|------|--------------------------------|
| 1 | 5305 | Materials Testing Technician | 6116 | Sprv Wastewater Cont Inspector |
| 2 | 5306 | Traffic Sign Manager | 6130 | Safety Analyst |
| 3 | 5310 | Survey Assistant I | 6137 | Assistant Industrial Hygienist |
| 4 | 5312 | Survey Assistant II | 6138 | Industrial Hygienist |
| 5 | 5314 | Survey Associate | 6230 | Street Inspector |
| 6 | 5320 | Illustrator and Art Designer | 6231 | Senior Street Inspector |
| 7 | 5330 | Graphics Supervisor | 6232 | Street Inspection Supervisor |
| 8 | 5362 | Engineering Assistant | 6262 | Plan Checker |
| 9 | 5364 | Engineering Associate 1 | 6266 | Senior Plan Checker |
| 10 | 5366 | Engineering Associate 2 | 6270 | Housing Inspector |
| 11 | 5380 | StdntDsgnTrain1, Arch/Eng/Plng | 6272 | Senior Housing Inspector |
| 12 | 5381 | StdntDsgn Train2/Arch/Eng/Plng | 6274 | Chief Housing Inspector |
| 13 | 5382 | StdntDsgnTrain3, Arch/Eng/Plng | 6281 | Fire Safety Inspector 2 |
| 14 | 5408 | Coord of Citizen Involvement | 6317 | Assistant Const Inspector |
| 15 | 5502 | Project Manager 1 | 6318 | Construction Inspector |
| 16 | 5504 | Project Manager 2 | 6319 | Senior Const Inspector |
| 17 | 5506 | Project Manager 3 | 6335 | Disability Access Coordinator |
| 18 | 5508 | Project Manager 4 | 7132 | Telecommunication Supervisor |
| 19 | 5601 | Utility Analyst | 7336 | Electr Instrmntn Tech Wtr Poll |
| 20 | 5602 | Utility Specialist | 7457 | Sign Worker |
| 21 | 5620 | Regulatory Specialist | 8132 | DA Investigative Assist |
| 22 | 5638 | Environmental Assistant | 8167 | Parking Hearing Examiner |
| 23 | 5640 | Environmental Spec | 8173 | Legal Assistant |
| 24 | 5642 | Sr. Environmental Spec | 8219 | Parking Enforcement Admin |
| 25 | 5644 | Principal Environ Specialist | 8240 | Pub Safety Communication Coord |

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|----|--|----------------------------------|----------------------------|-----------------------------------|
| 1 | 8259 | Criminalist I | 1454 | Executive Secretary 3 |
| 2 | 8260 | Criminalist II | 1492 | Asst Clk, Board of Supervisors |
| 3 | 8262 | Criminalist III | 1512 | Cfdntal Sctry & Ex Asst Publ Dfdr |
| 4 | 8264 | Forensic Document Examiner | 1520 | Cfdntal Sctry to District Atty |
| 5 | 9206 | Airport Property Specialist 1 | 1522 | Cfdntal Sctry to City Atty |
| 6 | 9255 | Airport Economic Planner | 1543 | Secretary, Comm on the Environ |
| 7 | 9376 | Market Research Spec, Port | 1544 | Secretary, Library Commission |
| 8 | 9377 | Feasibility Analyst, Port | 1548 | Sctry, Human Svcs. Commission |
| 9 | 9386 | Senior Property Manager, Port | 1549 | Sctry, Juv Probation Comm |
| 10 | 9393 | Maritime Marketing Repr | 1551 | Secretary, Health Commission |
| 11 | 9395 | Property Manager, Port | 1555 | Sctry, Bldg Inspection Comm |
| 12 | | | 1574 | Ex Asst to the Controller |
| 13 | Bargaining Unit # 8 | | 1835 | Legislative Assistant |
| 14 | (Professional and Technical, SFAPP) | | 8116 | Legislative Calendar Clerk |
| 15 | Class | Class Title | 8118 | Legislation Clerk |
| 16 | 1807 | Performance Analyst III, Project | 8151 | Claims Investigator, CA |
| 17 | | Manager | 8152 | Sr Claims Invstgtr, Cty Atty Ofc |
| 18 | 1130 | Youth Comm Advisor | 8169 | Legislative Asst City Atty Ofc |
| 19 | 1203 | Personnel Technician | | |
| 20 | 1231 | Assistant Manager, EEO | Bargaining Unit # 9 | |
| 21 | 1233 | EEO Programs Specialist | (Pile Drivers) | |
| 22 | 1241 | Personnel Analyst | Class | Class Title |
| 23 | 1244 | Senior Personnel Analyst | 9328 | Apprentice Pile Worker I |
| 24 | 1246 | Principal Personnel Analyst | 9329 | Apprentice Pile Worker II |
| 25 | 1452 | Executive Secretary 2 | 9330 | Pile Worker |

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| 1 | 9332 | Piledriver Supervisor 1 | 7347 | Plumber |
| 2 | | | 7348 | Steamfitter |
| 3 | Bargaining Unit # 10 | | 7349 | Steamfitter Supervisor I |
| 4 | (Hod Carriers) | | 7353 | Water Meter Repairer |
| 5 | Class | Class Title | 7360 | Pipe Welder |
| 6 | 7428 | Hodcarrier | 7388 | Utility Plumber |
| 7 | | | 7449 | Sewer Service Worker |
| 8 | Bargaining Unit # 11 | | 7463 | Utility Plumber Apprentice |
| 9 | (Plumbers) | | | |
| 10 | Class | Class Title | Bargaining Unit # 12 | |
| 11 | 1466 | Meter Reader | (Stationary Engineers) | |
| 12 | 6242 | Plumbing Inspector | Class | Class Title |
| 13 | 6244 | Chief Plumbing Inspector | 5148 | Water Operations Analyst |
| 14 | 6246 | Senior Plumbing Inspector | 5149 | Supt Water Treatment Fac |
| 15 | 7134 | Water Const & Main Supt | 7120 | Bldgs & Grounds Maint Supt |
| 16 | 7136 | Water Shops & Equip Supt | 7203 | Bldg & Grounds Maint Sprv |
| 17 | 7204 | Chief Water Service Inspector | 7205 | Chief Stationary Engineer |
| 18 | 7213 | Plumber Supervisor 1 | 7223 | Cable Machinery Supervisor |
| 19 | 7239 | Plumber Supervisor 2 | 7245 | Chf Statnry Eng, Wtr Treat Plnt |
| 20 | 7240 | Water Meter Shop Supervisor 1 | 7252 | Chf Stationary Eng, Sew Plant |
| 21 | 7248 | Steamfitter Supervisor 2 | 7262 | Maintenance Planner |
| 22 | 7250 | Utility Plumber Supervisor 1 | 7286 | Wire Rope Cable Maint Supervisor |
| 23 | 7284 | Utility Plumber Supervisor 2 | 7333 | Apprentice Stationary Engineer |
| 24 | 7316 | Water Service Inspector | 7334 | Stationary Engineer |
| 25 | 7317 | Senior Water Service Inspector | 7335 | Senior Stationary Engineer |

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|----|------|--------------------------------|
| 1 | 7339 | AprntcStatnry Eng,WtrTreatPlnt |
| 2 | 7341 | Statnry Eng Water Treat Plant |
| 3 | 7343 | Sr Statnry Eng, Wtr Treat Plnt |
| 4 | 7372 | Stationary Eng, Sewage Plant |
| 5 | 7373 | Sr. Stationary Eng, Sew Plant |
| 6 | 7375 | Aprntc Statnry Eng, Sew Plant |
| 7 | 7420 | Bridgetender |
| 8 | 7472 | Wire Rope Cable Maint Mech |
| 9 | 7473 | Wire Rope Cable Maint Mech |
| 10 | | Trainee |
| 11 | 9232 | Airport Mechanical Maint Sprv |

Bargaining Unit # 15

(Sheet Metal Workers)

| Class | Class Title |
|--------------|-------------------------------|
| 6235 | Heating/Ventilating Inspector |
| 7247 | Sheet Metal Wrk Supervisor 2 |
| 7376 | Sheet Metal Worker |
| 9345 | Sheet Metal Supervisor 1 |

Bargaining Unit # 16

(Automotive Mechanics)

| Class | Class Title |
|--------------|----------------------------------|
| 7126 | Mech Shop & Equip Supt |
| 7225 | Transit Paint Shop Sprv I |
| 7228 | Auto Transit Shop Sprv I |
| 7232 | HH Mechanical Shop Sprv |
| 7241 | Sr Maintenance Controller |
| 7249 | Automotive Mechanic Sprv 1 |
| 7254 | Automotive Machinist Sprv 1 |
| 7258 | Maintenance Machinist Sprv 1 |
| 7264 | Auto Body & Fender Worker Sprv I |
| 7277 | City Shops Asst Superintendent |
| 7305 | Metal Fabricator |
| 7306 | Automotive Body & Fender Wrk |
| 7309 | Car and Auto Painter |
| 7313 | Automotive Machinist |

Bargaining Unit # 13

(Roofers)

| Class | Class Title |
|--------------|---------------------|
| 9343 | Roofer |
| 9344 | Roofer Supervisor 1 |

Bargaining Unit # 14

(Plasterers)

| Class | Class Title |
|--------------|--------------------|
| 7361 | Plasterer |

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|----|------|---|--------------|--------------------------------|
| 1 | 7315 | Auto Machinist Asst Sprv | 2598 | Asst Med Examiner |
| 2 | 7322 | Auto Body & Fender Worker Asst | | |
| 3 | | Sprv | | |
| 4 | 7325 | General Utility Mechanic | | Bargaining Unit # 19 |
| 5 | 7330 | Sr General Utility Mechanic | | (Miscellaneous Transit) |
| 6 | 7332 | Maintenance Machinist | Class | Class Title |
| 7 | 7337 | Main Machinist Asst Sprv | 1773 | Media Training Specialist |
| 8 | 7340 | Maintenance Controller | 7412 | Auto Svc Wrk Asst Sprv |
| 9 | 7381 | Automotive Mechanic | 8126 | Sr Investigator, OCC |
| 10 | 7382 | Automotive Mechanic Asst Sprv | 9155 | Claims Investigator |
| 11 | 7434 | Maintenance Machinist Helper | 9156 | Senior Claims Investigator |
| 12 | | | 9157 | Claims Adjuster |
| 13 | | | | |
| 14 | | Bargaining Unit # 17 | | Bargaining Unit # 20 |
| 15 | | (Supervising Physician/Dentists) | | (Truck Drivers) |
| 16 | | Class | Class | Class Title |
| 17 | | Class Title | | |
| 18 | 2233 | Supervising Physician Spec | 7355 | Truck Driver |
| 19 | | | | |
| 20 | | Bargaining Unit # 18 | | Bargaining Unit # 21 |
| 21 | | (Physician/Dentists) | | (Carpenters) |
| 22 | | Class | Class | Class Title |
| 23 | | Class Title | | |
| 24 | 2210 | Dentist | 7226 | Carpenter Supervisor 1 |
| 25 | 2220 | Physician | 7236 | Locksmith Supervisor 1 |
| | 2230 | Physician Specialist | 7272 | Carpenter Supervisor 2 |
| | 2232 | Senior Physician Specialist | 7342 | Locksmith |
| | 2292 | Shelter Veterinarian | 7344 | Carpenter |

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|----|----------------------------------|--------------------------------|------|--------------------------------|
| 1 | 7358 | Pattern Maker | 1458 | Legal Secretary 1 |
| 2 | | | 1460 | Legal Secretary 2 |
| 3 | Bargaining Unit # 22 | | 1471 | Elections Worker |
| 4 | (Administrative/Clerical) | | 1474 | Claims Process Clerk |
| 5 | Class | Class Title | 1476 | Senior Claims Process Clerk |
| 6 | 1201 | Personnel Technician Trainee | 1478 | Senior Water Services Clerk |
| 7 | 1202 | Personnel Clerk | 1630 | Account Clerk |
| 8 | 1204 | Senior Personnel Clerk | 1632 | Senior Account Clerk |
| 9 | 1209 | Benefits Technician | 1635 | Health Care Billing Clerk 1 |
| 10 | 1210 | Benefits Analyst | 1636 | Health Care Billing Clerk 2 |
| 11 | 1220 | Payroll Clerk | 1637 | Patient Accounts Clerk |
| 12 | 1227 | Testing Technician | 1704 | Communications Dispatcher 1 |
| 13 | 1310 | Public Relations Assistant | 1706 | Telephone Operator |
| 14 | 1322 | Customer Service Agent Trainee | 1708 | Senior Telephone Operator |
| 15 | 1324 | Customer Service Agent | 1721 | Senior Data Entry Operator |
| 16 | 1402 | Junior Clerk | 1750 | Microphoto/Imaging Technician |
| 17 | 1403 | Elections Clerk | 1752 | Sr. Microphoto/Imaging Tech. |
| 18 | 1404 | Clerk | 1760 | Offset Machine Operator |
| 19 | 1422 | Junior Clerk Typist | 1762 | Senior Offset Machine Operator |
| 20 | 1424 | Clerk Typist | 1802 | Research Assistant |
| 21 | 1430 | Transcriber Typist | 1812 | Assistant Retirement Analyst |
| 22 | 1436 | Brailist | 1820 | Junior Administrative Analyst |
| 23 | 1444 | Secretary 1 | 1840 | Junior Management Assistant |
| 24 | 1446 | Secretary 2 | 1842 | Management Assistant |
| 25 | 1450 | Executive Secretary 1 | 1920 | Inventory Clerk |

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|----|------|-------------------------------|------|---------------------------------|
| 1 | 2105 | Patient Svcs Finance Tech | 4214 | Assessor-Recorder Office |
| 2 | 2110 | Medical Records Clerk | | Specialist |
| 3 | 2112 | Medical Records Technician | 4215 | Assessor-Recorder Senior Office |
| 4 | 2903 | Eligibility Worker | | Specialist |
| 5 | 2904 | Human Services Technician | 4306 | Collections Officer |
| 6 | 2905 | Senior Eligibility Worker | 4308 | Senior Collections Officer |
| 7 | 2913 | Program Specialist | 4320 | Cashier 1 |
| 8 | 2975 | Citizens Complaint Officer | 4321 | Cashier 2 |
| 9 | 2996 | Rep, Human Rights Comm | 4322 | Cashier 3 |
| 10 | 2998 | Rep, Comm Status of Women | 6108 | Environmental Hlth Tech 1 |
| 11 | 3302 | Admission Attendant | 8104 | Victim & Witness Technician |
| 12 | 3406 | Land Use Aide | 8106 | Legal Process Clerk |
| 13 | 3518 | Assoc Musm Cnsrvt, AAM | 8108 | Senior Legal Process Clerk |
| 14 | 3549 | Arts Program Assistant | 8109 | Document Examiner Technician |
| 15 | 3554 | Associate Museum Registrar | 8113 | Court Clerk |
| 16 | 3556 | Museum Registrar | 8141 | Worker's Compensation Adjuster |
| 17 | 3602 | Library Page | 8157 | Child Support Officer I |
| 18 | 3610 | Library Assistant | 8158 | Child Support Officer II |
| 19 | 3616 | Library Technical Assistant 1 | 8238 | Police Communications Disp |
| 20 | 3618 | Library Technical Assistant 2 | 8249 | Fingerprint Technician 1 |
| 21 | 4119 | Performing Arts Center Aide | 8250 | Fingerprint Technician 2 |
| 22 | 4202 | Assessment Clerk | 9202 | Airports Communications Disp |
| 23 | 4213 | Assessor-Recorder Office | 9702 | Employment & Training Spec 1 |
| 24 | | Assistant | 9703 | Employment & Training Spec 2 |
| 25 | | | 9770 | Community Development Asst |

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|----|-----------------------------|------------------------------------|------|--------------------------------|
| 1 | 9772 | Community Development Spec | 2312 | Licensed Vocational Nurse |
| 2 | 9774 | Sr. Community Devl Spc 1 | 2314 | Public Health Team Leader |
| 3 | 9775 | Sr Community Dev Spec 2 | 2390 | Central Processing & Dist Tech |
| 4 | 9910 | Public Service Trainee | 2402 | Laboratory Technician I |
| 5 | 9912 | Public Service Aide-Technical | 2406 | Pharmacy Helper |
| 6 | 9914 | Public Service Aide-Admin | 2409 | Pharmacy Technician |
| 7 | 9920 | Public Service Aide-Asst. to Prof. | 2416 | Bacteriological Technician II |
| 8 | 9922 | PS Aide to Prof. | 2424 | X-Ray Laboratory Aide |
| 9 | | | 2430 | Medical Evaluations Assistant |
| 10 | Bargaining Unit # 23 | | 2436 | Electroencephalograph Tech 1 |
| 11 | (Allied Health) | | 2440 | Vet Laboratory Technologist |
| 12 | Class | Class Title | 2514 | Orthopedic Technician 1 |
| 13 | 1428 | Unit Clerk | 2515 | Orthopedic Technician 2 |
| 14 | 1429 | Nurses Staffing Assistant | 2520 | Morgue Attendant |
| 15 | 1440 | Medical Transcriber Typist | 2523 | Forensic Autopsy Technician |
| 16 | 1464 | Medical Clerk Stenographer | 2533 | Emergency Med Svcs Agency Spc |
| 17 | 1664 | Patient Accounts Manager | 2554 | Therapy Aide |
| 18 | 2106 | Med Staff Svcs Dept Spc | 2565 | Acupuncturist |
| 19 | 2202 | Dental Aide | 2583 | Home Health Aide |
| 20 | 2204 | Dental Hygienist | 2585 | Health Worker 1 |
| 21 | 2302 | Nursing Assistant | 2586 | Health Worker 2 |
| 22 | 2303 | Patient Care Assistant | 2622 | Dietetic Technician |
| 23 | 2305 | Psychiatric Technician | 2624 | Dietitian |
| 24 | 2306 | Senior Psychiatric Orderly | 2818 | Health Program Planner |
| 25 | 2310 | Surgical Procedures Technician | 2820 | Senior Health Program Planner |

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|----|-------------------------------------|----------------------------------|------------------------------|--------------------------------|
| 1 | 2908 | Hospital Eligibility Worker | 8564 | Counselor, Log Cabin Ranch |
| 2 | 8420 | Rehabilitation Svcs Coord | | (SFERS) |
| 3 | 9924 | PS Aide Health Services | 8566 | Counselor II (SFERS) |
| 4 | | | 9209 | Community Police Services Aide |
| 5 | Bargaining Unit # 24 | | 9212 | Airport Safety Officer |
| 6 | (Security and Investigative) | | | |
| 7 | Class | Class Title | Bargaining Unit # 25 | |
| 8 | 2577 | Med Examiner's Investigator I | (Service/Maintenance) | |
| 9 | 2578 | Med Examiner's Investigator II | Class | Class Title |
| 10 | 4334 | Investigator, Tax Collector | 1770 | Photographer |
| 11 | 8124 | Investigator Ofc Citizen Cmplnts | 1774 | Head Photographer |
| 12 | 8129 | Victim/Witness Investigator 1 | 1929 | Parts Storekeeper |
| 13 | 8139 | Industrial Injury Investigator | 1930 | Warehouse Worker |
| 14 | 8142 | Public Defender's Investigator | 1932 | Assistant Storekeeper |
| 15 | 8202 | Security Guard | 1934 | Storekeeper |
| 16 | 8204 | Institutional Police Officer | 2604 | Food Service Worker |
| 17 | 8207 | Bldg & Grounds Patrol Officer | 2608 | Supply Room Attendant |
| 18 | 8208 | Park Patrol Officer | 2650 | Assistant Cook |
| 19 | 8210 | Head Park Patrol Officer | 2652 | Baker |
| 20 | 8213 | Police Services Aide | 2654 | Cook |
| 21 | 8318 | Counselor 2 | 2656 | Chef |
| 22 | 8320 | Counselor, Juvenile Hall | 2706 | House Keeper/Food Service Clnr |
| 23 | 8321 | Counselor, Log Cabin Ranch | 2708 | Custodian |
| 24 | 8562 | Counselor, Juvenile Hall (SFERS) | 2736 | Porter |
| 25 | | | 2770 | Senior Laundry Worker |

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|----|------|--------------------------------|--------------------------------|-------------------------------|
| 1 | 2772 | Sewing Technician | 7441 | Tools Room Mechanic/Custodian |
| 2 | 3208 | Pool Lifeguard | 7450 | Shade and Drapery Worker |
| 3 | 3209 | Swimming Instructor | 7524 | Institution Utility Worker |
| 4 | 3210 | Swimming Instr/Pool Lifeguard | 7542 | Watershed Worker (Seasonal) |
| 5 | 3260 | Crafts Instructor | 8201 | School Crossing Guard |
| 6 | 3264 | Camp Assistant | 8234 | Fire Alarm Dispatcher |
| 7 | 3279 | Recreation Leader | 8274 | Police Cadet |
| 8 | 3280 | Assistant Recreation Director | 8300 | Sheriff's Cadet |
| 9 | 3284 | Recreation Director | 8301 | Sheriff's Property Keeper |
| 10 | 3310 | Stable Attendant | 8316 | Assistant Counselor |
| 11 | 3375 | Animal Health Technician | 8560 | Assistant Counselor (SFERS) |
| 12 | 3450 | Agricultural Inspector | 9355 | Wharfinger 1 |
| 13 | 3502 | Musm Exhibit Packer & Repairer | | |
| 14 | 3520 | Museum Preparator | Bargaining Unit # 26 | |
| 15 | 3522 | Senior Museum Preparator | (Specialists/Technical) | |
| 16 | 5264 | Airport Noise Abatement Spec | Class | Class Title |
| 17 | 6220 | Inspector, Weights & Measures | 1771 | Media Production Specialist |
| 18 | 7219 | Maintenance Scheduler | 1822 | Administrative Analyst |
| 19 | 7302 | Audio-Visual Equipment Tech | 2450 | Pharmacist |
| 20 | 7303 | Barber | 2454 | Clinical Pharmacist |
| 21 | 7324 | Beautician | 2467 | Diagnostic Imaging Tech I |
| 22 | 7362 | Comm Systems Technician | 2468 | Diagnostic Imaging Tech II |
| 23 | 7368 | Senior Comm Systems Technician | 2469 | Diagnostic Imaging Tech III |
| 24 | 7392 | Window Cleaner | 2470 | Diagnostic Imaging Tech IV |
| 25 | 7416 | Book Repairer | 2536 | Respiratory Care Practitioner |

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|----|-----------------------------|--------------------------------|------|--------------------------------|
| 1 | 2574 | Clinical Psychologist | 1408 | Principal Clerk |
| 2 | 2575 | Research Psychologist | 1410 | Chief Clerk |
| 3 | 2910 | Social Worker | 1426 | Senior Clerk Typist |
| 4 | 2912 | Senior Social Worker | 1431 | Senior Unit Clerk |
| 5 | 2916 | Social Work Specialist | 1432 | Senior Transcriber Typist |
| 6 | 2917 | Program Support Analyst | 1435 | Shelter Officer Supervisor |
| 7 | 2920 | Medical Social Worker | 1437 | Shelter Office Asst Supv |
| 8 | 2930 | Psychiatric Social Worker | 1441 | Sr Medical Transcriber Typist |
| 9 | 2931 | Marriage, Family & Child Cnslr | 1470 | Svcs & Supply Asst Sprv |
| 10 | 2940 | Protective Services Worker | 1480 | Principal Water Services Clerk |
| 11 | 3283 | Recreation Specialist | 1634 | Principal Account Clerk |
| 12 | 3630 | Librarian 1 | 1662 | Patient Accounts Asst Sprv |
| 13 | 4331 | Security Analyst | 1663 | Patient Accounts Supervisor |
| 14 | 5322 | Graphic Artist | 1705 | Communications Dispatcher 2 |
| 15 | 9722 | Specialist in Aging 2 | 1710 | Chief Telephone Operator |
| 16 | | | 1764 | Mail & Reproduction Svc Sprv |
| 17 | Bargaining Unit # 27 | | 1813 | Senior Benefits Analyst |
| 18 | (Supervisory) | | 1814 | Benefits Supervisor |
| 19 | Class | Class Title | 1844 | Senior Management Assistant |
| 20 | 1218 | Payroll Supervisor | 1922 | Senior Inventory Clerk |
| 21 | 1222 | Sr Payroll & Personnel Clerk | 1924 | Materials/Supplies Supervisor |
| 22 | 1224 | Pr Payroll & Personnel Clerk | 1926 | Sr Materials & Supplies Sprv |
| 23 | 1226 | Chf Payroll & Personnel Clerk | 1931 | Senior Parts Storekeeper |
| 24 | 1326 | Customer Service Agent Supv | 1935 | Principal Parts Storekeeper |
| 25 | 1406 | Senior Clerk | 1936 | Senior Storekeeper |

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|----|------|---------------------------------|------|--------------------------------|
| 1 | 1938 | Stores & Equip Asst Sprv | 2922 | Senior Medical Social Worker |
| 2 | 2114 | Medical Records Tech Sprv | 2932 | Sr Psychiatric Social Worker |
| 3 | 2392 | Sr Cent Proc & Dist Tech | 2933 | Conservatorship/Case Mgt Sprv |
| 4 | 2408 | Senior Pharmacy Helper | 2935 | Sr Marriage, Fam & Cld Cnslr |
| 5 | 2434 | Sr Electrocardiograph Tech | 2944 | Protective Services Supervisor |
| 6 | 2522 | Senior Morgue Attendant | 2948 | Human Services Section Mgr |
| 7 | 2537 | Respiratory Care Prctnr 2 | 2991 | Coord, Human Rights Comm |
| 8 | 2552 | Dir of Act, Therapy & Vol Svcs | 3213 | Aquatics Facility Assistant |
| 9 | 2579 | Med Examiner's Investigator III | | Supervisor |
| 10 | 2587 | Health Worker 3 | 3214 | Senior Swimming Instructor |
| 11 | 2588 | Health Worker 4 | 3215 | Aquatics Facility Supervisor |
| 12 | 2606 | Senior Food Service Worker | 3232 | Marina Assistant Manager |
| 13 | 2618 | Food Service Supervisor | 3286 | Recreation Coordinator |
| 14 | 2619 | Senior Food Service Supervisor | 3287 | Asst Recreation Supervisor |
| 15 | 2626 | Chief Dietitian | 3289 | Recreation Supervisor |
| 16 | 2716 | Custodial Assistant Supervisor | 3291 | Principal Recreation Sprv |
| 17 | 2718 | Custodial Supervisor | 3292 | Asst Superintendent Rec |
| 18 | 2719 | Janitorial Svcs Asst Sprv | 3371 | Animal Care Supervisor |
| 19 | 2720 | Janitorial Services Supervisor | 3373 | Animal Control Supervisor |
| 20 | 2738 | Porter Assistant Supervisor | 3376 | Animal Care Asst Supv |
| 21 | 2740 | Porter Supervisor 1 | 3378 | Field Svcs Asst Supv |
| 22 | 2907 | Eligibility Worker Supervisor | 3480 | Farmers Market Manager |
| 23 | 2909 | Hospital Elig Wrk Supervisor | 3524 | Principal Museum Preparator |
| 24 | 2914 | Social Work Supervisor | 3525 | Chief Preparator |
| 25 | 2915 | Program Specialist Supervisor | 3546 | Curator 4 |

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|----|------|--------------------------------|---|---------------------------------|
| 1 | 3558 | Senior Museum Registrar | 8170 | Medical Claims Supervisor |
| 2 | 3632 | Librarian 2 | 8211 | Supv Bldg Grounds Patrol Ofcr |
| 3 | 3633 | Librarian 2 - Asian Arts | 8217 | Comm Pol Svcs Aide Supervisor |
| 4 | 3634 | Librarian 3 | 8228 | Museum Sec Supv |
| 5 | 4203 | Senior Assessment Clerk | 8236 | Chief Fire Alarm Dispatcher |
| 6 | 4335 | Sr Investigator, Tax Collector | 8239 | Sr Pol Communications Disp |
| 7 | 4337 | Pr Investigator, Tax Collector | 8251 | Fingerprint Technician 3 |
| 8 | 4366 | Collection Supervisor | 8452 | Criminal Justice Specialist 2 |
| 9 | 5271 | Sr Airport Noise Abatement Spe | 8484 | Sprv Crime Prevention Worker |
| 10 | 6110 | Environmental Hlth Tech 2 | 9203 | Sr Airport Communications Disp |
| 11 | 7211 | Cement Finisher Supervisor 2 | 9204 | Airports Communications Sprv |
| 12 | 7218 | Asbestos Abatement Worker 2 | 9220 | Airport Operations Supervisor |
| 13 | 7227 | Cement Finisher Supervisor 1 | 9230 | Airport Custodial Svcs Sprv |
| 14 | 7243 | Parking Meter Repairer Sprv 1 | 9356 | Wharfinger 2 |
| 15 | 7259 | Water & Power Maint Sprv 1 | 9704 | Employment & Training Spec 3 |
| 16 | 7268 | Window Cleaner Supervisor | 9705 | Employment & Training Spec 4 |
| 17 | 7270 | Watershed Keeper Supervisor | 9706 | Employment & Training Spec 5 |
| 18 | 7418 | Senior Book Repairer | 9708 | Employment & Training Spec 6 |
| 19 | 7470 | Watershed Keeper | | |
| 20 | 8131 | Victim/Witness Investigator 2 | Bargaining Unit # 28 | |
| 21 | 8133 | Victim/Witness Investigator 3 | (Environmental and Natural Sciences) | |
| 22 | 8135 | Asst Chf Victim/Wit Invstgtor | Class | Class Title |
| 23 | 8143 | Sr Public Defenders Invstgtor | 2806 | Disease Control Investigator |
| 24 | 8159 | Child Support Officer III | 2808 | Sr Disease Control Investigator |
| 25 | 8165 | Worker's Comp Supervisor 1 | 2810 | Pr Disease Control Investigator |

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|----|-------------------------------------|---------------------------------|-----------------------------|--------------------------------|
| 1 | 3342 | Zoo Curator | 3428 | Nursery Specialist |
| 2 | 3541 | Curator 1 | 3430 | Chief Nursery Specialist |
| 3 | 3542 | Curator 2 | 3434 | Arborist Technician |
| 4 | 3544 | Curator 3 | 3435 | Urban Forestry Inspector |
| 5 | 6120 | Environmental Health Inspector | 3436 | Arborist Technician Supervisor |
| 6 | 6122 | Sr Environmental Hlth Inspector | 7215 | General Laborer Supervisor 1 |
| 7 | 6124 | Pr Environmental Hlth Inspector | 7220 | Asphalt Finisher Supervisor 1 |
| 8 | | | 7246 | Sewer Repair Supervisor |
| 9 | Bargaining Unit # 29 | | 7281 | Street Environ Svcs Oprs Supv |
| 10 | (Automotive Service Workers) | | 7282 | Street Repair Supervisor 2 |
| 11 | Class | Class Title | 7404 | Asphalt Finisher |
| 12 | 7410 | Automotive Service Worker | 7421 | Sewer Maintenance Worker |
| 13 | | | 7501 | Environmental Service Worker |
| 14 | Bargaining Unit # 30 | | 7502 | Asphalt Worker |
| 15 | (Laborers) | | 7514 | General Laborer |
| 16 | Class | Class Title | | |
| 17 | 3402 | Farmer | Bargaining Unit # 31 | |
| 18 | 3410 | Apprentice Gardener | (Attorneys) | |
| 19 | 3417 | Gardener | Class | Class Title |
| 20 | 3419 | Municipal Stadium Groundskeeper | 8177 | Attorney (Civil/Criminal) |
| 21 | 3422 | Park Section Supervisor | 8181 | Assistant Chief Attorney 1 |
| 22 | 3424 | Integrated Pest Management | 8182 | Head Atty, Civil & Criminal |
| 23 | | Specialist | 8183 | Assistant Chief Attorney 2 |
| 24 | 3425 | Senior Integrated Pest | 8190 | Attorney, Tax Collector |
| 25 | | Management Specialist | 8193 | Chief Atty1 (Civil & Criminal) |

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| 1 | | | 1117 | Dep Dir for Investments, Ret |
| 2 | Bargaining Unit # 32 | | 1118 | Customer Services Division Mgr |
| 3 | (Managers) | | 1161 | Ex Asst to Admin, SFGH |
| 4 | Class | Class Title | 1163 | Ex Asst to the Dir of Health |
| 5 | 0922 | Manager I | 1164 | Adm, SFGH Medical Center |
| 6 | 0923 | Manager II | 1237 | Training Coordinator |
| 7 | 0931 | Manager III | 1248 | Asst Deputy Director, HR |
| 8 | 0932 | Manager IV | 1270 | Departmental Personnel Officer |
| 9 | 0933 | Manager V | 1272 | Sr Dept Personnel Officer |
| 10 | 0941 | Manager VI | 1372 | Special Assistant 13 |
| 11 | 0942 | Manager VII | 1373 | Special Assistant 14 |
| 12 | 0943 | Manager VIII | 1374 | Special Assistant 15 |
| 13 | 0951 | Dep Dir I | 1375 | Special Assistant 16 |
| 14 | 0952 | Dep Dir II | 1376 | Special Assistant 17 |
| 15 | 0953 | Dep Dir III | 1377 | Special Assistant 18 |
| 16 | 0954 | Dep Dir IV | 1378 | Special Assistant 19 |
| 17 | 0955 | Dep Dir V | 1379 | Special Assistant 20 |
| 18 | 0961 | Dept Head I | 1380 | Special Assistant 21 |
| 19 | 0962 | Dept Head II | 1381 | Special Assistant 22 |
| 20 | 0963 | Dept Head III | 1666 | Finance Dir, DPH |
| 21 | 0964 | Dept Head IV | 1675 | Supervisor Fiscal Officer |
| 22 | 0965 | Dept Head V | 1839 | Water Conservation Admin |
| 23 | 1071 | IS Manager | 1843 | Ex Dir, SE Com Fac Comm |
| 24 | 1107 | Dep Dir, Rent Arb Board | 2143 | Hospital Asst Administrator |
| 25 | 1110 | Ex Asst to Ex Dir, Retirement | 2246 | Asst Dir of Clinical Svcs 1 |

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|----|------|-----------------------------------|------|------------------------------------|
| 1 | 2248 | Asst Dir Clinical Svcs 2 | 8418 | Chf Prob Ofc, Juv Court |
| 2 | 2466 | Chief Microbiologist | 8435 | Div Director, Adult Probation |
| 3 | 2620 | Food Service Mgr Administrator | 8436 | Chief Adult Probation Officer |
| 4 | 2785 | Asst General Services Manager | 8438 | Chief Deputy Adult Probation Of |
| 5 | 3233 | Marina Associate Manager | 8516 | Assistant Sheriff (SFERS) |
| 6 | 3426 | Forester | 8518 | Undersheriff (SFERS) |
| 7 | 3464 | Area Sprv Parks, Squares & Fac | 8556 | Chief District Attorney's |
| 8 | 3486 | Watershed Forester | | Investigator (SFERS) |
| 9 | 4310 | Commercial Div Asst Sprv | 8558 | Principal District Attorney's |
| 10 | 5189 | Mgr, Utils Eng Bur, PUC | | Investigator (SFERS) |
| 11 | 7123 | Prk Mtr & Mach Shop Mgr | 8574 | Assistant Director, Log Cabin |
| 12 | 7263 | Maintenance Manager | | Ranch (SFERS) |
| 13 | 8148 | Chf District Atty Investigator | 8576 | Director, Log Cabin Ranch |
| 14 | 8150 | Pr Dist Atty Invstgtor, Spec Unit | | (SFERS) |
| 15 | 8186 | Atty for the Public Admin | 8578 | Assistant Director, Juvenile Hall |
| 16 | 8220 | Director, Parking Enforcement | | (SFERS) |
| 17 | 8263 | Crime Lab Mgr | 8580 | Director, Juvenile Hall (SFERS) |
| 18 | 8315 | Assistant Sheriff | 8582 | Assistant Chief Probation Officer, |
| 19 | 8326 | Asst Dir, Log Cabin Rnch | | Juvenile Probation (SFERS) |
| 20 | 8330 | Director, Log Cabin Ranch | 8584 | Director, Probation Services |
| 21 | 8340 | Asst Director, Juvenile Hall | | (SFERS) |
| 22 | 8344 | Director, Juvenile Hall | 8586 | Chief Probation Officer, Juvenile |
| 23 | 8348 | Undersheriff | | Court (SFERS) |
| 24 | 8413 | Asst Chf Prob Ofc, Juv Prob | 8588 | Division Director, Adult Probation |
| 25 | 8416 | Director, Probation Services | | (SFERS) |

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|----|-------------------------------------|---------------------------------|--|-------------------------------------|
| 1 | 8590 | Chief Adult Probation Officer | 0395 | Assistant Chief of Police |
| 2 | | (SFERS) | Q 63 | Director of Forensic Services |
| 3 | 8592 | Chief Deputy Probation Officer | | |
| 4 | | (SFERS) | Bargaining Unit # 35 | |
| 5 | 9161 | Asst Chf, Bur Clm Invest &Admin | (Iron Workers) | |
| 6 | 9222 | Airport Operations Coordinator | Class | Class Title |
| 7 | 9247 | Airport Emerg Planning Coord | 7389 | Metalsmith |
| 8 | 9251 | Public Relations Mgr | 7395 | Ornamental Iron Worker |
| 9 | 9254 | Asst to Dir, Public Affairs | 9342 | Ornamental Iron Wrk Sprv 1 |
| 10 | 9258 | Airport Asst Dep Dir, Bus & Fin | 9346 | Fusion Welder |
| 11 | 9375 | Asst. Dep.Dir., Port | | |
| 12 | 9382 | Govrnmt/Publ Affairs Mgr | Bargaining Unit # 36 | |
| 13 | | | (District Attorney Investigators) | |
| 14 | Bargaining Unit # 33 | | Class | Class Title |
| 15 | (Fire Dept. Managers) | | 8146 | District Atty's Investigator |
| 16 | Class | Class Title | 8147 | Sr District Atty Investigator |
| 17 | 0140 | Chief, Fire Department | 8149 | Asst Chf Dist Atty's Investigator |
| 18 | 0150 | Dep Chf of Dept (Fire Dept) | 8550 | District Attorney's Investigator |
| 19 | H 51 | Assistant Deputy Chief 2 | | (SFERS) |
| 20 | H 53 | Emergency Medical Svcs Chief | 8552 | Senior District Attorney's |
| 21 | | | | Investigator (SFERS) |
| 22 | Bargaining Unit # 34 | | 8554 | Assistant Chief District Attorney's |
| 23 | (Police Department Managers) | | | Investigator (SFERS) |
| 24 | Class | Class Title | | |
| 25 | 0390 | Chief of Police | | |

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| 1 | Bargaining Unit # 37 | |
| 2 | (Deputy Sheriffs) | |
| 3 | Class | Class Title |
| 4 | 8302 | Deputy Sheriff 1 |
| 5 | 8304 | Deputy Sheriff |
| 6 | 8306 | Senior Deputy Sheriff |
| 7 | 8504 | Deputy Sherriff (SFERS) |
| 8 | 8506 | Senior Deputy Sherriff (SFERS) |
| 9 | | |
| 10 | Bargaining Unit # 38 | |
| 11 | (Sheriff's Dept. Supervisors) | |
| 12 | Class | Class Title |
| 13 | 8308 | Sheriff's Sergeant |
| 14 | 8310 | Sheriff's Lieutenant |
| 15 | 8312 | Sheriff's Captain |
| 16 | 8314 | Chief Deputy Sheriff |
| 17 | 8508 | Sheriff's Sergeant (SFERS) |
| 18 | 8510 | Sheriff's Lieutenant (SFERS) |
| 19 | 8512 | Sheriff's Captain (SFERS) |
| 20 | 8514 | Chief Deputy Sheriff (SFERS) |
| 21 | | |
| 22 | Bargaining Unit # 39 | |
| 23 | (Cement Masons) | |
| 24 | Class | Class Title |
| 25 | 7311 | Cement Mason |

| | |
|-----------------------------|----------------------------------|
| Bargaining Unit # 40 | |
| (Probation Officers) | |
| Class | Class Title |
| 8444 | Deputy Probation Officer |
| 8530 | Deputy Probation Officer (SFERS) |
| Bargaining Unit # 41 | |
| (Glaziers) | |
| Class | Class Title |
| 7233 | Glazier Supervisor 1 |
| 7326 | Glazier |
| Bargaining Unit # 42 | |
| (Registered Nurses) | |
| Class | Class Title |
| 2320 | Registered Nurse |
| 2323 | Clinical Nurse Specialist |
| 2325 | Nurse Midwife |
| 2328 | Nurse Practitioner |
| 2330 | Anesthetist |
| 2340 | Operating Room Nurse |
| 2830 | Public Health Nurse |
| P103 | Special Nurse |

1 **Bargaining Unit # 43**

2 **(H-1 Paramedics)**

| 3 | Class | Class Title |
|---|--------------|-----------------------|
| 4 | H 1 | Fire Rescue Paramedic |

5

6 **Bargaining Unit # 44**

7 **(Firefighters)**

| 8 | Class | Class Title |
|----|--------------|-----------------------------------|
| 9 | H 2 | Firefighter |
| 10 | H 3 | Firefighter/Paramedic |
| 11 | H 4 | Insp, Bur Fire Prev & Publ Safety |
| 12 | H 6 | Invstgtr, Bur of Fire Invest |
| 13 | H 10 | Incident Support Specialist |
| 14 | H 16 | Tech Trn Spc, Fire Dept |
| 15 | H 18 | Coord of Community Service |
| 16 | H 20 | Lieutenant, (Fire Department) |
| 17 | H 22 | Lieut, Bur Fire Prev & Publ Safe |
| 18 | H 24 | Lieut, Bur of Fire Invstgtn |
| 19 | H 28 | Lieut, Division of Training |
| 20 | H 30 | Captain, Fire Suppression |
| 21 | H 32 | Capt, Bur Fire Prev/Publ Safety |
| 22 | H 33 | Captain, Emergency Medical |
| 23 | | Services |
| 24 | H 39 | Captain, Division of Training |

25

Bargaining Unit # 45

(Fire Dept. Supervisors)

| Class | Class Title |
|--------------|-------------------------------|
| H 40 | Battalion Chief, (Fire Dept) |
| H 43 | EMS Section Chief |
| H 50 | Asst Chf of Dept (Fire Dept) |
| H110 | Marine Engineer of Fire Boats |
| H120 | Pilot of Fire Boats |

Bargaining Unit # 46

**(Professional and Technical,
Animal Services)**

| Class | Class Title |
|--------------|--------------------------------|
| 1434 | Shelter Service Representative |
| 2453 | Supervising Pharmacist |
| 2462 | Microbiologist |
| 2464 | Senior Microbiologist |
| 2496 | Radiologic Tech Sprv |
| 3320 | Animal Keeper |
| 3370 | Animal Care Attendant |
| 3372 | Animal Control Officer |
| 6139 | Senior Industrial Hygienist |
| 7444 | Parking Meter Repairer |
| 8322 | Sr Counselor, Juvenile Hall |
| 8324 | Sprv Counselor, Juvenile Court |

| | | | | |
|----|--|---------------------------------|------------------------------------|-------------------------------|
| 1 | 8568 | Senior Counselor, Juvenile Hall | Q 51 | Sergeant 2 |
| 2 | | (SFERS) | Q 52 | Sergeant 3 |
| 3 | 8572 | Supervising Counselor, Juvenile | | |
| 4 | | Court (SFERS) | | |
| 5 | | | | |
| 6 | Bargaining Unit # 47 | | Bargaining Unit # 49 | |
| 7 | (Supervising Registered Nurses) | | (Police Command Staff) | |
| 8 | Class | Class Title | Class | Class Title |
| 9 | 2322 | Nurse Manager | 0400 | Deputy Chief |
| 10 | 2324 | Nursing Supervisor | 0401 | Deputy Chief 2 |
| 11 | 2326 | Nursing Supervisor Psychiatric | 0402 | Deputy Chief 3 |
| 12 | | | 0488 | Commander (Police Department) |
| 13 | Bargaining Unit # 48 | | 0489 | Commander II |
| 14 | (Police Officers) | | 0490 | Commander 3 |
| 15 | Class | Class Title | Q 90 | Director of Police Psychology |
| 16 | 0380 | Inspector, (Police Department) | | |
| 17 | 0381 | Inspector 2 | Bargaining Unit # 50 | |
| 18 | 0382 | Inspector 3 | (Chief Building Inspectors) | |
| 19 | Q 2 | Police Officer | Class | Class Title |
| 20 | Q 3 | Police Officer 2 | 6334 | Chief Building Inspector |
| 21 | Q 4 | Police Officer 3 | | |
| 22 | Q 35 | Assistant Inspector | Bargaining Unit # 51 | |
| 23 | Q 36 | Assistant Inspector 2 | (Building Inspectors) | |
| 24 | Q 37 | Assistant Inspector 3 | Class | Class Title |
| 25 | Q 50 | Sergeant, (Police Department) | 6331 | Building Inspector |
| | | | 6333 | Senior Building Inspector |

| | | | | |
|----|---|---------------------------------|--|---------------------------------|
| 1 | Bargaining Unit # 52 | | 2275 | Post M.D. 2 |
| 2 | (Supervising Probation Officers) | | 2277 | Post M.D. 3 |
| 3 | Class | Class Title | 2279 | Post M.D. 4 |
| 4 | 8414 | Sprv Probation Ofc, Juv Court | 2281 | Post M.D. 5 |
| 5 | 8415 | Sr Sprv Probation Ofc, Juv | 2283 | Post M.D. 6 |
| 6 | | Probation | | |
| 7 | 8434 | Sprv Adult Probation Ofc | Bargaining Unit # 55 | |
| 8 | 8532 | Supervising Probation Officer, | (Redevelopment Architects & Engineers – | |
| 9 | | Juvenile Court (SFERS) | RD1) | |
| 10 | 8534 | Supervising Adult Probation | Class | Class Title |
| 11 | | Officer (SFERS) | R565 | Senior Civil Engineer |
| 12 | 8540 | Senior Supervising Probation | R635 | Architect |
| 13 | | Officer, Juvenile Probation | R700 | Architectural Associate |
| 14 | | (SFERS) | R720 | Senior Programmer Analyst |
| 15 | | | | |
| 16 | Bargaining Unit # 53 | | Bargaining Unit # 56 | |
| 17 | (Supervising Institutional Police Officer) | | (Redevelopment Management & | |
| 18 | Class | Class Title | Supervisory – RD3) | |
| 19 | 8205 | Institutional Police Sergeant | Class | Class Title |
| 20 | 8209 | Institutional Police Lieutenant | R525 | Deputy General Counsel |
| 21 | | | R535 | Development Services Manager |
| 22 | Bargaining Unit # 54 | | R550 | Senior Project Manager |
| 23 | (Interns and Residents) | | R555 | Senior Project Manager, |
| 24 | Class | Class Title | | Supervisory |
| 25 | 2273 | Post M.D. 1 | R560 | Administrative Services Manager |

| | | | | |
|----|--|------------------------------------|--|----------------------------------|
| 1 | R585 | Contract Compliance Supervisor | Bargaining Unit # 58 | |
| 2 | R590 | Project Manager | (Redevelopment Miscellaneous – RD4) | |
| 3 | R625 | Information Systems Supervisor | Class | Class Title |
| 4 | R740 | Harbormaster | R030 | Management Assistant III |
| 5 | R930 | Staff Associate V | R035 | Management Assistant II |
| 6 | R940 | Property Management Supervisor | R655 | Senior Planner |
| 7 | R970 | Accounting Supervisor | R695 | Accountant III |
| 8 | | | R730 | Associate Planner |
| 9 | Bargaining Unit # 57 | | R735 | Contract Compliance Specialist I |
| 10 | (Redevelopment Professional & Technical | | R760 | Senior Legal Secretary |
| 11 | – RD2) | | R770 | Senior Community Services |
| 12 | Class | Class Title | | Specialist |
| 13 | R025 | Housing Construction Specialist | R790 | Assistant Harbormaster |
| 14 | R045 | Senior Development Specialist, | R800 | Executive Secretary |
| 15 | | Supervisor | R803 | Support Services Supervisor |
| 16 | R580 | Senior Attorney | R810 | Administrative Secretary |
| 17 | R586 | Contract Compliance Specialist III | R820 | Accountant I |
| 18 | R595 | Senior Development Specialist | R835 | Facility Maintenance Worker |
| 19 | R615 | Development Specialist | R840 | Harbor Attendant |
| 20 | R630 | Senior Financial Analyst | R855 | Records Specialist II |
| 21 | R640 | Contract Compliance Specialist II | R860 | Senior Office Assistant |
| 22 | R670 | Financial Systems Accountant | R865 | Harbor Office Assistant |
| 23 | R705 | Assistant Development Specialist | R880 | Records Specialist I |
| 24 | R990 | Assistant Project Manager | R890 | Harbor Security Officer |
| 25 | | | R895 | Office Assistant I |

| | | | | |
|---|-----------------------------|--------------------------------|------|-----------------------------|
| 1 | Bargaining Unit #59 | | Q 62 | Lieutenant 3 |
| 2 | (Police Supervisors) | | Q 80 | Captain (Police Department) |
| 3 | Class | Class Title | Q 81 | Captain 2 |
| 4 | Q 60 | Lieutenant (Police Department) | Q 82 | Captain 3 |
| 5 | Q 61 | Lieutenant 2 | | |

(d) Bargaining Units in effect as of the effective date of this Ordinance shall remain unchanged and treated as separate bargaining units unless modified by action of the Employee Relations Director as provided herein. In determining any appropriate representation unit, separate representation shall be granted to any building trade or other craft or group which has historically established separate bargaining units in private industry or the journeymen of which normally attain status through the completion of a substantial period of apprenticeship. In establishing any such craft or group unit, there shall be included all apprentices, journeymen, foremen and general foremen that are customarily included in such craft or group units in negotiated contracts in private industry and shall also include within the separate craft or group unit those positions that have historically been represented by the craft or group organization in the handling of grievances and determination of wages and working conditions with the City and County of San Francisco.

SEC. 16.211. PROCEDURE FOR RECOGNITION OF EMPLOYEE ORGANIZATION AS EXCLUSIVE REPRESENTATIVE OF A BARGAINING UNIT.

(a) Any registered employee organization determined by Section 16.209 of this Ordinance may request recognition as the exclusive representative of a bargaining unit by filing with the Civil Service Commission a written statement indicating verification of employee approval in the form of a signed petition, authorization cards, or union membership cards

1 signed and dated by employees not more than six months prior to submission of 30 percent of
2 the employees in the particular bargaining unit.

3 (b) Unless the provisions of Government Code section 3507.1(c) have been satisfied,
4 the Civil Service Commission shall give written notice to the other registered employee
5 organizations having members in the bargaining unit for which recognition is sought. Within
6 30 calendar days from the date of such notice, an employee organization with membership in
7 the particular bargaining unit may file a challenging petition seeking to become the exclusive
8 representative of said unit. The challenging statement shall contain verification, in the form of
9 a signed petition, authorization cards, or union membership cards signed and dated by
10 employees not more than six months prior to submission of 30 percent of the employees in
11 the bargaining unit. Upon submission of such verification the challenging employee
12 organization shall be placed on the ballot.

13 (c) If a challenging petition has been filed, the Civil Service Commission Department
14 shall, within 30 days after the period for filing a challenging petition expires or as soon
15 thereafter as practicable, cause to be conducted a secret ballot election within the bargaining
16 unit to determine which organization, if any, shall be recognized as the exclusive
17 representative of the bargaining unit.

18 (d) If no challenging petition has been filed, and provided that the provisions of
19 Government Code section 3507.1(c) are not applicable, the Civil Service Commission shall,
20 within 30 days after the period for filing a challenging petition expires or as soon thereafter as
21 is practicable, cause to be conducted a secret ballot election within the bargaining unit to
22 determine which organization, if any, shall be recognized as the exclusive representative of
23 the bargaining unit.

24 (e) The ballot in any such election shall contain the choice of "no organization." Where
25 there are three or more choices and no one receives a majority of the valid ballots cast, a run-

1 off election shall be conducted between the two choices receiving the largest number of
2 ballots cast.

3 (f) Employees entitled to vote in a representation election shall be those employees
4 within the bargaining unit with permanent status whose names appear on the last payroll
5 bearing a date which is no less than 30 calendar days prior to the date on which the election
6 is to be held or such other date within the discretion of the Civil Service Commission as may
7 be practicable under the circumstances.

8 (g) There shall be no more than one valid representation election in a 12 month period
9 within the same bargaining unit.

10 (h) As an alternative to the procedures outlined above, the provisions of MMBA,
11 Government Code section 3507.1(c) may be employed to the extent that the requirements of
12 that section are met. The Civil Service Commission will certify an organization as the
13 exclusive representative upon verification that all such requirements are met. A determination
14 as to whether the requirements have been met shall be made in accordance with the
15 provisions of Government Code section 3507.1(c).

16 **SEC. 16.212. DECERTIFICATION**

17 A decertification petition may be filed with the Civil Service Commission by employees
18 or by an employee organization to determine whether or not the exclusive representative
19 continues to represent a majority of the employees in the bargaining unit. Such petition must
20 be accompanied by proof of employee approval in the form of a signed petition, authorization
21 cards, or union membership cards signed and dated by employees not more than six months
22 prior to submission equal to at least 30 percent of the employees within the bargaining unit,
23 and must be filed within the period between the 90th and 60th day immediately preceding the
24 expiration date of the exclusive representative's existing memorandum of understanding,
25 provided that the existing memorandum of understanding does not exceed a two year period.

1 In the event the existing memorandum of understanding does exceed a two year period, the
2 decertification petition may also be filed within the period between the 90th and 60th day
3 immediately preceding the expiration of the second year of the memorandum of
4 understanding. When such a petition has been filed, the Civil Service Commission shall cause
5 to be conducted a secret ballot election to determine whether the incumbent exclusive
6 representative shall be decertified and whether another organization shall be recognized. If
7 the challenging employee organization receives a majority of the valid votes cast, the present
8 exclusive representative will be decertified and the employee organization receiving a majority
9 of the valid votes cast will become the exclusive representative. There shall be no more than
10 one decertification election in a 12 month period, and no more than one decertification
11 election during the first three years of the term of a memorandum of understanding, within the
12 same bargaining unit.

13 **SEC. 16.213. UNFAIR LABOR PRACTICES – PEACE OFFICERS AND MANAGEMENT**
14 **EMPLOYEES ONLY.**

15 (a) This section shall apply only to peace officers as defined in Penal Code section
16 830.1 and management employees, as well as their exclusive representatives.

17 (b) It shall be an unfair labor practice for the City and County to:

18 (1) Interfere with, restrain, or coerce employees in the exercise of the rights
19 recognized or granted in this Ordinance, or guaranteed by Government Code section 3502 or
20 by any local rule adopted pursuant to Government Code section 3507;

21 (2) Dominate or interfere with the formation or administration of any employee
22 organization, or contribute financial or other support to it, or in any way encourage employees
23 to join any organization in preference to another in violation of rights guaranteed by
24 Government Code section 3502 or 3508(c) or any local rule adopted pursuant to Government
25 Code section 3507;

1 (3) Refuse to meet and confer in good faith as required by Government Code
2 section 3505 or any local rule adopted pursuant to Government Code section 3507 at
3 reasonable times, places and frequencies when the employee organization involved is an
4 exclusive representative;

5 (4) Refuse or fail to cooperate and exercise good faith in any impasse
6 procedure mutually agreed to pursuant to Government Code section 3505 or 3505.2, or
7 required by any local rule adopted pursuant to Government Code section 3507, including the
8 City Charter;

9 (5) Adopt or enforce a local rule that is not consistent with MMBA; or

10 (6) In any other way violate MMBA or any reasonable local rule for the
11 administration of employer-employee relations adopted pursuant to Government Code section
12 3507 and in compliance with State or local meet and confer requirements.

13 (c) It shall be an unfair labor practice for any officer of the City and County to meet and
14 confer, or attempt to meet and confer, over matters within the scope of representation with
15 someone other than the exclusive representative.

16 (d) It shall be an unfair labor practice for an employee, an employee organization, an
17 employee representative, or any agent thereof to:

18 (1) Interfere with, restrain, or coerce employees in the exercise of the rights
19 recognized or granted in this Ordinance;

20 (2) Refuse to meet and confer in good faith at reasonable times, places and
21 frequencies when the employee organization involved is an exclusive representative;

22 (3) Refuse or fail to cooperate and exercise good faith in any impasse
23 procedure mutually agreed to pursuant to Government Code section 3505 or 3505.2, or
24 required by any other local rule adopted pursuant to Government Code section 3507,
25 including the City Charter;

1 (4) Engage in a strike, slowdown or work stoppage of any kind against the City
2 and County of San Francisco in violation of Charter sections A8.345 and A8.346;

3 (5) Cause or attempt to cause the City and County to engage in conduct
4 prohibited by MMBA, City Charter or any other reasonable local rule for the administration of
5 employer-employee relations adopted pursuant to Government Code section 3507 and in
6 compliance with State or local meet and confer requirements; and

7 (6) In any other way violate MMBA or any reasonable local rule for the
8 administration of employer-employee relations adopted pursuant to Government Code section
9 3507 and in compliance with State or local meet and confer requirements.

10 (e) It shall be an unfair labor practice for any employee, an employee organization, an
11 employee representative, or any agent thereof, to meet and confer, or attempt to meet and
12 confer, over matters within the scope of representation with someone other than the Human
13 Resources Director or a duly authorized designee.

14 The provisions of this subsection shall not apply to an employee, an employee
15 organization, an employee representative, or any agent thereof, who desires to communicate
16 with the Board of Supervisors during the meeting and conferring process and does so in
17 writing and addresses said communication to the Clerk of the Board of Supervisors with the
18 request that all members of the Board of Supervisors be provided with copies of the
19 communication.

20 **SEC. 16.214. ELECTION OF REMEDIES FOR UNFAIR LABOR PRACTICES AND OTHER**
21 **RELATED VIOLATIONS – PEACE OFFICERS AND MANAGEMENT EMPLOYEES ONLY.**

22 Nothing in this ordinance requires peace officers as defined in Penal Code section
23 830.1, or management employees, or their exclusive representatives, or the City and County
24 to exhaust any local procedure or administrative remedy prior to filing a legal action in
25

1 Superior Court asserting that a party covered by this section has violated any provision of this
2 Ordinance, the City Charter, or any provision of the MMBA.

3 **SEC. 16.215. PROCEDURES FOR ADMINISTRATIVELY PROCESSING UNFAIR LABOR**
4 **PRACTICES – PEACE OFFICERS AND MANAGEMENT EMPLOYEES ONLY.**

5 For charges filed administratively, Civil Service Commission Unfair Labor Practice
6 Procedures:

7 (a) Processing Violations

8 Unfair practice charges may be filed by an employee, employee organization, or the
9 City and County.

10 (b) Contents of Charge

11 A charge may be filed alleging that an unfair practice or practices have been
12 committed. The charge shall be in writing, signed under penalty of perjury by the party or its
13 agent with a declaration that the charge is true, and complete to the best of the charging
14 party's knowledge and belief, and contain the following information:

15 (1) The name and address of the party alleged to have engaged in an unfair
16 practice;

17 (2) The name, address, and telephone number of the charging party;

18 (3) The name, address, and telephone number of an authorized agent of the
19 charging party to be contacted;

20 (4) The sections of the Government Code, this Ordinance, or other local rule
21 alleged to have been violated;

22 (5) A clear and concise statement of the facts and conduct alleged to constitute
23 an unfair practice;

1 (6) A statement whether or not an agreement or memorandum of understanding
2 exists between the parties, and the date and duration of such agreement or memorandum of
3 understanding;

4 (7) A statement of the extent to which and the inclusive dates during which the
5 parties have invoked any grievance machinery provided by an agreement, or, where
6 applicable, have invoked procedures provided by the employer for resolving public notice
7 complaints;

8 (8) A statement of the remedy sought by the charging party;

9 (9) Proof of service on the respondent.

10 (c) Processing of Case

11 (1) When a charge is filed, it shall be assigned to a Civil Service Commission
12 designee for processing.

13 (2) The powers and duties of such designee shall be to:

14 (a) Assist the charging party to state in proper form the information
15 required by section 16.215(b);

16 (b) Answer procedural questions of each party regarding the processing
17 of the case;

18 (c) Facilitate communication and the exchange of information between
19 the parties;

20 (d) Within 30 days of the filing of a charge, schedule the charge for
21 determination by an administrative law judge.

22 (3) The respondent shall be apprised of the allegations, and may state its
23 position on the charge during the course of the inquiries. Any written response must be signed
24 under penalty of perjury by the party or its agent with the declaration that the response is true
25

1 and complete to the best of the respondent's knowledge and belief. Service and proof of
2 service pursuant to Section 16.215(b) are required.

3 (4) Withdrawal of Charge. Any request for withdrawal of the charge shall be in
4 writing, signed by the charging party or its agent, and state whether the party desires the
5 withdrawal to be with or without prejudice. Request for withdrawal of the charge before a
6 hearing has been scheduled shall be granted. Repeated withdrawal and refiling of charges
7 alleging substantially identical conduct may result in refusal to schedule a charge for hearing.
8 If the hearing has been scheduled, the designee shall determine whether the withdrawal shall
9 be with or without prejudice. If, during hearing, the respondent objects to withdrawal, the
10 hearing officer may refuse to allow it. Service and proof of service of the withdrawal pursuant
11 to Section 16.215(b) are required.

12 **SEC. 16.216. SANCTIONS FOR UNFAIR LABOR PRACTICES – PEACE OFFICERS AND**
13 **MANAGEMENT EMPLOYEES ONLY.**

14 Solely as it pertains to employees that are peace officers as defined in Penal Code
15 section 830.1 and managers and their exclusive representatives, charges of committing any
16 unfair labor practices may be initiated by the City or an authorized representative thereof, by a
17 representative of an employee organization, or by an individual employee or group of
18 employees. Such charges may be filed in writing with the Civil Service Commission. Each
19 charge so filed shall be processed in accordance with the rules and regulations of this
20 Ordinance and the Civil Service Commission. Such charges must be initiated within six
21 months of the occurrence of the events upon which the charges are based.

22 (a) If the administrative law judge's decision is that the City and County or a
23 management employee has engaged in an unfair labor practice, the administrative law judge
24 shall issue cease and desist orders which are not in conflict with the Charter or other
25 provisions of law, and/or shall recommend to the appropriate body that corrective action be

1 taken. Such corrective action shall be taken within five days of the administrative law judge's
2 notification and recommendation.

3 (b) If the decision is that an employee or employee organization or its agents have
4 engaged in an unfair labor practice, the administrative law judge shall instruct the offending
5 party to take appropriate corrective action. The powers and duties of the administrative law
6 judge shall be consistent with those of the Public Employment Relations Board. If compliance
7 with the administrative law judge's instruction is not obtained within five days, the
8 administrative law judge shall instruct the appropriate officer, board or commission to take
9 appropriate action.

10 **SEC. 16.217. MEETING AND CONFERRING IN GOOD FAITH.**

11 (a) Meeting and conferring in good faith between management representatives and the
12 representatives of recognized employee organizations shall take place on all matters relating
13 to wages, hours, and other terms and conditions of employment within the scope of
14 representation. The meet and confer process, whether in the context of bargaining for a
15 successor memorandum of understanding or during the term of an existing memorandum of
16 understanding, shall be conducted in accordance with the City Charter and State law.
17 Nothing contained herein shall be deemed to supersede the provisions of the Charter,
18 ordinances, and rules and regulations of the City and County of San Francisco which
19 establish and regulate the Civil Service System.

20 **SEC. 16.218. EMPLOYEES MEETING ON CITY AND COUNTY TIME.**

21 Official representatives of an exclusive representative shall be allowed time off from
22 their duties without loss of pay for the purpose of meeting and conferring in good faith or
23 consulting with representatives of the City and County on matters within the scope of
24 representation, provided that the number of representatives shall not exceed two without the
25 approval of the Human Resources Director. The use of official time for this purpose shall be

1 reasonable and shall not interfere with the performance of City and County services. Official
2 representatives shall receive approval from their department head in advance of the proposed
3 time away from their work station or assignment.

4 **SEC. 16.219. DUES DEDUCTION.**

5 Upon completion of the registration procedures provided in Section 16.209, registered
6 employee organizations and exclusive representatives may exercise the privilege of dues
7 deduction, and shall pay the reasonable costs of this service. The Controller of the City and
8 County of San Francisco shall establish the costs and the procedures for initiating and
9 maintaining this service.

10 **SEC. 16.220. SEPARABILITY.**

11 If any provision of this Ordinance, or the application of such provision to any person or
12 circumstance, shall be held invalid, the remainder of this Ordinance, or the application of such
13 provision to persons or circumstances other than those as to which it is held invalid, shall not
14 be affected thereby.

15 Section 2. Effective Date. This ordinance shall become effective 30 days from the
16 date of passage.

17 APPROVED AS TO FORM:
18 DENNIS J. HERRERA, City Attorney

19 By: _____
20 ELIZABETH S. SALVESON
21 Deputy City Attorney
22
23
24
25