

Workforce Transition

For 2022 Voluntary Separation Program (VSP) Participants

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Introduction

This handbook has been prepared to provide you with information about the 2022 Pacific Gas and Electric Company Voluntary Separation Plan (the “2022 VSP”) and contains details related to available benefits. If there is any conflict between this handbook and the Plan, the terms of the Plan shall govern.

Please read and consider the information carefully. If you have any questions, please call the HR Help Line at 415-973-4357 or submit a request at <http://AskHR>.

2022 VSP

If you are a voluntary participant in the 2022 VSP, you have up to 45 days to consider your Severance Agreement and Release and decide if you wish to sign the Agreement and receive the lump sum severance payment and other benefits under the program.

In order to receive a lump sum severance payment and other benefits under the program, you must complete, sign and return the Severance Agreement and Release no later than 45 days after the date of your Severance Agreement. You have seven days from the date you sign and return your Agreement to revoke your decision. Your lump sum payment will be made to you as soon as administratively possible after the expiration of the seven-day revocation period.

As part of our commitment to our customers and community, the Company’s overall goal is to reduce its employee headcount back to December 2020 numbers by the end of 2024. The VSP program is a tool to help in reducing those headcount numbers, and eligible employees, who choose to participate in the VSP program, will receive valuable consideration in exchange for volunteering. Accordingly, to reach and maintain the Company’s overall headcount goal, and given the total compensation value provided by the VSP program, following your final day of employment, you will not be eligible for rehire as an employee of Pacific Gas and Electric Company (including Hiring Hall), PG&E Corporation, or any PG&E affiliate, or as a contract worker assigned to Pacific Gas and Electric Company for a period of 36 months. Any exceptions to the rehire policy require the approval of a Vice President in Human Resources.

Program Components

Benefits are available for PG&E employees who have accepted to voluntarily resign their employment under the 2022 VSP after they sign the Severance Agreement and Release and the seven-day revocation period has expired.

Eligibility

- Coworkers must have 10 or more years of pension credited service (as recorded in PG&E’s SAP HR system for purposes of determining benefits under the PG&E Retirement Plan) and be at least 55 years of age on or before June 30, 2022. PG&E has identified specific departments, functions, or job levels and the number of volunteers it can accommodate in each area (the “cap”).

Benefits

- Your severance pay will be equal to 12 months base pay.
- You will receive a lump sum payment of \$10,000 to help cover transition expenses, which may include such items as medical benefits continuation, life insurance coverage or other transitional needs.
- You will receive a \$50,000 retiree medical subsidy to your Retiree Health Account
- Receipt of the lump sum and severance payments is dependent on signing of the agreed-to Severance Agreement and Release and are subject to the following 2022 tax rates:

- Federal* and state withholding rate 22% (fed) and 6.6% (CA state)
- FICA Will be withheld on the following maximums:
 - OASDI-Social Security Tax: 6.2% with a \$147,000 wage ceiling (max annual deduction of \$9,114)
 - Medicare Tax: 1.45% (no wage ceiling: extra 0.9% above \$200,000 in earnings)
- State or voluntary disability: 1.10% with a \$145,600 wage ceiling (max annual deduction of \$1,601.60)

*The federal supplemental rate increases to 37% for supplemental wages over \$1,000,000 in a calendar year.

Rehire

- As noted above, the Company's overall goal is to reduce its employee headcount back to December 2020 numbers by the end of 2024. To reach and maintain the Company's overall headcount goal and given the total compensation value provided by the VSP program, following the final day of employment, VSP Participants will not be eligible for rehire as an employee of Pacific Gas and Electric Company (including Hiring Hall), PG&E Corporation, or any PG&E affiliate, or as a contract worker assigned to Pacific Gas and Electric Company for a period of 36 months. Any exceptions to the rehire policy require the approval of a Vice President in Human Resources.
- If you are rehired prior to 36 months after your termination, you are required to repay a prorated amount of your severance payment, prior to first day of employment. These apply to all employees participating in the 2022 VSP.
- Employees who receive the \$50,000 Retiree Health Account Credit will forfeit a prorated amount of the Retiree Health Account credit if you are rehired by Pacific Gas and Electric Company (including hiring hall), PG&E Corporation or any PG&E affiliate, or as a contract worker, assigned to PG&E within 36 months.

Repayment Provisions

The severance payment and Retiree Health Account forfeiture proration is calculated as follows:

1. Subtract the number of months the employee was off the payroll from 36.
2. Divide the number determined in Step 1 by 36. This results in the percentage of the severance payment that must be repaid, and percentage of Retiree Health Account forfeited. The percentage will be the whole number, without rounding.
3. Multiply the percentage in Step 2 by the severance payment to get the prorated amount to be repaid.
4. Multiply the percentage in Step 2 by \$50,000. This is the amount of the Retiree Health Account that will be forfeited.

Repayment Example.

- 2022 VSP participant received a severance payment of \$150,000, terminated June 30, 2022.
- 2022 VSP participant subsequently is rehired by Pacific Gas and Electric Company July 1, 2023. They were off the payroll for 12 months.
- Step 1 calculation = $36 - 12 = 24$
- Step 2 calculation = $24 / 36 = 0.66666$, percentage repayment = 66%
- Step 3 calculation = $\$150,000 * .66 = \$99,000$ (repayment required prior to rehire)
- Step 4 calculation = $\$50,000 * .66 = \$33,000$ (amount of Retiree Health Account credit to be forfeited upon rehire).

Summary of Benefits under the 2022 VSP

Administrative Provisions Governing the 2022 VSP

These administrative guidelines are a summary of the provisions applicable to all employees voluntarily participating in the 2022 VSP, who signed and returned severance agreements within the 45-day period, and after their seven-day revocation period expires. This summary does not purport to be complete and is qualified in its entirety by reference to the appropriate plan/program to which the provision relates. In the event of a conflict between these administrative guidelines and the specific plan/program to which they relate, the terms of the respective plan/program shall govern.

Retirement Plan

Eligibility to receive benefits under the 2022 VSP does not impact any rights or elections an employee may have under the Pacific Gas and Electric Company Retirement Plan (Retirement Plan).

The specifics regarding your Retirement Plan benefit will also depend on whether you are participating in the Final Average Pay, Final Pay, or the Cash Balance Formula under the Retirement Plan. Please refer to mypgbenefits.com/retirement for more information.

You will cease to accrue service in the Retirement Plan on the date your employment with PG&E ends. Vested or retirement status and distribution options are determined as of that date under the plan. No enhancement of the Retirement Plan is made.

***Note:** Pension payments don't start on your pension start date—but pension calculations do. In other words, you won't get a check on your pension start date—but your payments will be calculated from your pension start date forward.

The earliest check will be paid the second month after your pension start date— whether you elect a lump sum (if eligible) or a monthly annuity.

Eligibility for Retirement

If you are age 55 or older and elect to participate in the 2022 VSP (and your election is accepted by PG&E), you will be considered a retiree effective the first day following the date your employment ends with PG&E. However, you will not automatically receive your pension benefits. To receive benefits, once you have received your Pension Election Kit, please complete and return all your election forms and other required documentation to the PG&E Pension Service Center by the expiration date specified.

If your forms and proofs are complete and returned on, or prior to, your Pension Commencement Date, you will receive payment on the first of the month following your Pension Commencement Date. Otherwise, forms received by the first of the month are paid on the first of the following month. If you elect an annuity, your first payment will include any make-whole payments back to your Pension Commencement Date. Your pension payments will not start until the PG&E Pension Service Center has received all your properly completed forms and applicable documentation. Should you wish to change your Pension Commencement Date or if your paperwork expires before you have submitted complete and correct documentation, you will be required to request a new Pension Election Kit. Your Pension Commencement Date must be at least 30 days after the date you request a Pension Election Kit. For any questions about your pension benefit, please contact the PG&E Pension Service Center at 1-800-700-0057.

Federal law imposes a minimum benefit amount that you must receive each year. This requirement typically applies if your first benefit payment begins after age 72. The purpose of the law is to make sure individuals entitled to receive a benefit actually receive it during their lifetime.

If you are subject to the minimum distribution requirements, the Plan Administrator will calculate the amount of your benefit that will satisfy the minimum distribution requirement for the Retirement Plan.

If you participate in other plans, including the Retirement Savings Plan or any personal IRAs, the minimum distribution requirements for those plans or retirement accounts must be satisfied independently of the requirements for this Plan.

When you are ready to begin receiving your pension benefits from the Retirement Plan, it is your responsibility to notify the PG&E Pension Service Center by calling 1-800-700-0057, 180-30 days before your pension start date.

Eligibility for Vested Annuity under the Retirement Plan's Final Average Pay or Final Pay Benefit Formula

If your employment ends with the Company before age 55 and you have at least five years of credited service under the Retirement Plan, you will be considered a vested annuitant rather than a retiree. As a vested annuitant, you are entitled to a pension benefit from the Retirement Plan when you reach retirement age.

The earliest you can begin receiving your pension benefit from the Retirement Plan is on the first day of the month following your 55th birthday. However, benefit payments must begin no later than April 1 of the year after you reach age 72. Your termination package will include a Vested Annuity Estimate showing the estimated amount you will be entitled to receive upon reaching retirement age.

Eligibility for a Benefit under the Retirement Plan's Cash Balance Benefit Formula

If you are participating in the Retirement Plan's Cash Balance Benefit Formula, you can receive your full cash balance account as long as you are fully vested in the Retirement Plan, i.e., have three years of credited service or attained age 55 before your termination date.

When you are ready to begin receiving your pension benefits from the Retirement Plan, it is your responsibility to notify the PG&E Pension Service Center by calling 1-800-700-0057 180-30 days before your pension start date.

If you have a vested benefit from the Retirement Plan and the present value of your pension benefit is less than \$5,000 as of the date your employment ends with the Company (including retirement), you will receive a written explanation from PG&E's third-party pension administrator about rollover options prior to receiving your distribution from the Retirement Plan.

Designation of Beneficiary for Pension

After your employment ends, if you choose to defer your pension payment, be sure that your pre-retirement beneficiary designations are up to date in the event of your death before starting your pension. You may update your pre-retirement pension beneficiaries at any time by contacting the PG&E Pension Service Center at 1-800-700-0057 or logging on to myPensionConnect.com.

Retirement Savings Plan

The administrator for the Retirement Savings Plan—your 401(k) account—is Fidelity Management Trust Company (“Fidelity”). Fidelity will be notified concerning the termination of your employment with PG&E (including retirement) and will provide a package detailing the various rollover or distribution options available to you. Fidelity will mail this package to your home address after a 30-day waiting period. Prior to receiving this package from Fidelity, you may review your options by calling Fidelity and requesting an advance copy of the Retirement Savings Plan Summary Plan Description (SPD).

Because the tax laws that govern your Retirement Savings Plan distributions are complex, we recommend you consult a financial advisor to ensure that you understand all the implications of your decisions. The details of your Retirement Savings Plan are contained in the SPD. If you need to update your address or if you do not receive your package within 30 days after termination of your

employment, or if you have questions regarding your account, please contact Fidelity Management Trust Company at 1-877-743-4015.

Designation of Beneficiary

After you retire, you may change your beneficiaries at any time by contacting Fidelity at 1-877-743-4015 or logging on to 401k.com.

Medical, Dental and Vision Coverage

Medical, dental and vision coverage for you and your eligible dependents **continues until the end of the month in which your employment ends with PG&E.**

If you are eligible to retire and wish to enroll in PG&E's retiree medical coverage, you must report your Intent to Retire to the PG&E Benefits Service Center at 1-866-271-8144 90-31 days before your retirement date. Visit mypgbenefits.com/retirement > [Retiree Medical](#) for more information.

If you or a covered dependent are Medicare eligible there are earlier deadlines to apply for Medicare and depending on the retiree medical plan that you choose, submit your Intent to Retire to the PG&E Benefits Service Center at 1-866-271-8144. You are encouraged to contact the PG&E Benefits Service Center as soon as possible.

COBRA Coverage

You may elect to continue one or more of your existing health care coverages through COBRA when you leave the Company. A separate package detailing your rights to COBRA coverage will be mailed to your home after your employment ends. If you choose to elect COBRA, your paperwork must be completed and returned within 60 days of the date your health coverage is terminated.

Reimbursement Accounts

- Health Care Flexible Spending Account (HCFSA): Your contributions to HCFSA will cease at the end of the month in which your employment ends with PG&E. You have the option to contribute to the HCFSA until the end of the current year on an after-tax basis if you continue participation through COBRA.
- Dependent Care Flexible Spending Account (DCFSA): Your contributions to the DCFSA will cease at the end of the month in which your employment ends with PG&E. You may submit claims for reimbursement for the months in which you were a participant until March 31 following the end of the plan year.
- If you are eligible for benefits under the PG&E Retiree Medical Plan and were enrolled in Anthem or Kaiser HAP when your employment ended, the remaining credits in your Health Account will be transferred to a Retiree Health Account within six to eight weeks. You can use the Retiree Health Account to pay eligible health expenses for you and your dependents. Visit mypgbenefits.com/retirement > [Retiree Medical](#) for details on the Retiree Health Account.

If you are not eligible for PG&E's Retiree Medical, you will have 90 days to submit expenses you incurred while active, unless you continue medical coverage through COBRA, in which case the account will remain active for the length of your COBRA enrollment.

Group Life Insurance Coverage

Life insurance coverage will remain in effect until the last day of the month in which your employment ends with PG&E. You have the option to convert your active life insurance coverage to an individual policy. To convert your coverage, you must complete and submit an application to MetLife Insurance Company within 31 days of the date your employment ends. The application will

be sent to your home residence within 31 days of your termination. For more information on converting your coverage, call a MetLife representative at 1-866-271-8144.

Vacation and Floating Holidays

You will receive pay for your current and deferred unused vacation days and unused floating holidays when your employment ends.

Incidental and Capped Sick Leave Bank

Sick leave was established to provide income protection for employees who are unable to work because of illness or personal injury. There is no payment for unused incidental sick leave or for capped sick leave converted into your Capped Sick Leave Bank on January 1, 2017.

However, if you are eligible for benefits under the PG&E Retiree Medical Plan and were enrolled in Anthem or Kaiser HAP when your employment ended, 25% of any of your unused Capped Sick Time will be converted into a Retiree Health Account. You can use the Retiree Health Account to pay eligible health expenses for you and your dependents. Visit mypgbenefits.com/retirement > [Retiree Medical](#) for details on the Retiree Health Account.

Employee Assistance Program

The Employee Assistance Program is available to you for up to 30 days or until EAP counselors determine the prudent and necessary timeframe for discontinuing service. For EAP counselor assistance, call Beacon Health Options at 1-888-445-4436. Employees may also continue EAP coverage for up to 18 months through COBRA.

Area Housing Cost Allowance/Mortgage Interest Differential Allowance/Mortgage Subsidy

If you are currently receiving the AHCA, MIDA or a mortgage subsidy under the PG&E Relocation Policy, the payments will terminate 90 days after your termination date or the date of the sale of your residence, whichever occurs first.

Pacific Service Employees Association (PSEA)

You may continue your membership with PSEA if you make arrangements to pay annual dues directly to PSEA. Benefits of PSEA membership include discount programs, tour and travel, group auto and home insurance, as well as local and system-wide social events.

PSEA also offers dental and vision programs to retired members who continue to pay annual membership dues. As a former employee, you may be eligible for membership in those programs; however, the disability benefit insurance programs provided through PSEA will be discontinued when your employment ends.

For more information about PSEA and the payment of annual dues, call 1-800-272-7732.

Pacific Service Credit Union (PSCU)

Your membership with Pacific Service Credit Union will continue regardless of your employment status with PG&E. Pacific Service Credit Union offers an extensive array of financial services to assist you.

If you have an outstanding loan, you'll need to make alternate repayment arrangements, as payroll deductions will no longer be an option. If your financial situation changes, Pacific Service Credit Union can work with you to provide loan repayment options, including reduced payments and extended loan terms.

Employees who elect to participate in the 2022 VSP and subsequently retire will be eligible for the same services as any PG&E employee retiring directly from Company service.

For information about how Pacific Service Credit Union can help you with your transition from employment with PG&E, please call 1-888-858-6878.

Employee Rates

As a retiree, you will continue to be eligible for employee rates consistent with the applicable tariff.

Older Workers Benefit Protection Act

The Older Workers Benefit Protection Act is a federal law that governs our Workforce Transition Program because it provides benefits to employees who are displaced and who are subsequently required to release claims under the Age Discrimination in Employment Act of 1967. The act applies only to employees who are 40 years of age or older when they are displaced. Additional details about your rights under the Older Worker Benefit Protection Act (Federal Law, Title 29, Section 623, of the U.S. Code) can be found at eeoc.gov.

Claims And Appeals Process

If an employee feels he or she is not receiving severance benefits under the Plan which are due, the employee should send a written claim for the benefits to the Director of the Benefits Department of the Company at the following address:

Pacific Gas and Electric Company
Director, Benefits Department
P.O. Box 5546
Concord, CA 94524

An employee may receive, free and on request, reasonable access to and copies of all documents, records, and other information relevant to the claim. A decision on whether to grant or deny the claim will be made within 90 days following receipt of the claim. If more than 90 days is required to render a decision, the employee will be notified in writing of the reasons for delay. In any event, however, a decision to grant or deny a claim will be made by not later than 180 days following the initial receipt of the claim.

If the claim is denied in whole or in part, the employee will receive a written explanation of the decision. The explanation shall include: (a) the specific reason for such denial, (b) the specific Plan provisions on which the denial is based, (c) a description of any additional material or information necessary to perfect the claim and an explanation of why such material or information is necessary, (d) a statement that the claimant is entitled to receive, upon request and free of charge, reasonable access to and copies of all documents and other information relevant to the request for review, and (e) a description of the Plan's review procedures and the time limits applicable to such procedures, including a statement of the claimant's right to bring an action under the Section 502(a) of ERISA following an adverse decision on appeal. If the employee wishes to appeal this denial, the employee may write to the Employee Benefit Appeals Committee (the "EBAC") at the following address, within 60 days after receipt of the notification of denial:

Pacific Gas and Electric Company
EBAC Appeals
P.O. Box 5546
Concord, CA 94524

The EBAC will then review the claim, and the employee will receive written notice of the final decision within 60 days after the request for review. If more than 60 days is required to render a decision, the employee will be notified in writing of the reasons for delay before the end of the initial 60-day period. In any event, however, the employee will receive a written notice of the final decision within 120 days after the request for review. If the claim is denied in whole or in part, the notice shall

include: (a) the specific reason for the denial, (b) the specific Plan provisions on which the denial is based, (c) a statement that the claimant is entitled to receive, upon request and free of charge, reasonable access to and copies of all documents and other information relevant to the claimant's claim for benefits, and (d) a statement of the claimant's right to bring a civil action under Section 502(a) of ERISA.

An employee (or the representative of an employee) may not bring action with respect to a claim, alleged violation of ERISA or any other law, or remedy sought under any provision of ERISA or any other law, that relates to the Plan in any way in any other forum later than the earliest of:

- one-year from the date of exhaustion of the Plan's claims and appeals procedures described above;
- one-year from the latest date on which an appeal is permitted to be filed with the Employee Benefit Committee after the issuance of a claim denial (i.e., within 60 days of receipt of a claim denial notification); and
- two years from the date the employee knew or should have known that a claim existed.

These requirements for filing an action on a claim, alleged violation of ERISA or any other law, or remedy sought under ERISA or any other law, that relates to the Plan are in no way a waiver of the requirement to exhaust the claims review procedures under the Plan.

Venue for all claims and actions related to or arising under the Plan shall be exclusively in the Federal District Court for the Northern District of California.

Descriptions of these plans do not include the important legal definitions or limitations which are in plan documents or HMO contracts governing your benefits. Therefore, this Summary does not replace those legal documents and in case of conflict, those legal documents govern your benefits. Since future conditions affecting the Company cannot be foreseen, the Company reserves the right to amend or terminate the plans at any time, subject to any notice provisions required under applicable collective bargaining agreements. Although any change in a plan or the termination of a plan will not affect the benefits paid to plan members before the date the plan was changed or ended, such change may result in reduced levels of benefits or benefit coverage or termination of coverage after the effective date of any such change.

Contact Information	
PG&E Benefits Service Center	1-866-271-8144
PG&E Pension Service Center	1-800-700-0057
Fidelity Investments	1-877-743-4015 or 401k.com
Payroll Helpline	415-973-3767
HR Help Line	415-973-4357
Technology Solutions Center	415-973-9000
Tuition Refund Program	1-888-718-2235
Dental Plan <i>(administered by Delta Dental)</i>	1-888-217-5323 deltadentalins.com
Employee Assistance Program <i>(administered by Beacon HealthOptions)</i>	1-888-445-4436 achievesolutions.net
Kaiser Permanente Health AccountPlan (HAP)	North: 1-800-663-1771 South: 1-800-533-1833 my.kp.org
Anthem Blue Cross Health AccountPlan (HAP)	1-800-964-0530 anthem.com
Mental Health and Substance Use Disorder Care <i>(administered by Beacon HealthOptions)</i>	1-888-445-4436 beaconhealthoptions.com
Prescription Drug Plan for AnthemHAP members <i>(administered by Express Scripts)</i>	1-800-718-6590 express-scripts.com
Reimbursement Accounts – Health Account and Health Care and Dependent Care Flexible Spending Accounts <i>(administered by WageWorks or Kaiser)</i>	WageWorks 1-866-271-8144 wageworks.com Kaiser 1-877-750-3399 my.kp.org
Vision Plan <i>(administered by Vision Service Plan)</i>	1-800-877-7195 vsp.com
Life and Accident Insurance <i>(administered by MetLife)</i>	1-866-271-8144 mybenefits.metlife.com/pg&e
Equal Employment Opportunity	415-973-4357
Pacific Service Credit Union	1-888-858-6878
Pacific Service Employees Association	1-800-272-7732