



Congratulations on receiving a conditional offer of employment for PG&E's CIP Inspector position.

PG&E is committed to upholding the highest standards in workplace safety. As part of that commitment, we require that all new-hires in the CIP Inspector jobs participate in a WorkSTEPS Post-Offer Physical Assessment to ensure they can capably perform the job for which they are hired. The test will be administered by a licensed, trained and certified clinician in the WorkSTEPS network. Please review this Guide carefully as it includes information about Physical Assessment requirements.

This preparation guide will educate you on the components of the WorkSTEPS Post-Offer Physical Assessment, and help you prepare for the test.

Below you will find general test preparation guidelines:

1. Bring a photo ID, as it is required to participate in the Assessment.
2. Wear loose-fitting, comfortable clothing (preferably shorts) and tennis shoes if possible, as this is a Physical Assessment.
3. Do not use nicotine (cigarettes or chewing tobacco) for approximately 30 minutes before the test, as your blood pressure will be taken and nicotine can negatively affect blood pressure.
4. Do not drink any caffeine (coffee, sodas, energy drinks) for approximately 30 minutes before the test because caffeine products can negatively affect heart rate readings.
5. Try to eat something light 30 minutes to an hour before the test.
6. Do not drink ANY alcoholic beverages the day of the test.
7. If you have been ill, please notify the facility administering the test, as it may be necessary to reschedule you for a date when you are well.
8. Please notify PG&E in advance if you anticipate any accommodation to perform the physical requirements of this test.

We also recommend you incorporate regular exercise into your daily routine in the weeks and months leading up to the test. Walking, running, or biking for 20-to-30 minutes a day will greatly improve your general conditioning and your ability to complete the test successfully.

Components of the Physical Assessment

Dynamic Lifting

You will be required to participate in a progressive lifting sequence to ensure that you are strong enough to participate in the Job Specific Testing component of the test, which simulates the essential functions of the position for which you are being considered.



Pre-Test Requirement:

Cardiovascular Step Test:

You will be asked to participate in a three-minute step-test where you will be asked to step on and off an 8-inch step, alternating between left and right feet, to measure your baseline cardiovascular fitness.

Tips to prepare:

Walking, running or biking for 20-to-30 minutes increments

Job Specific Testing

Lifting and carrying duct tester to customer location

You will demonstrate the ability to lift the 24 lb. bag from the floor, carry it 75 feet and set it on the 33-inch high platform. This task is to be repeated 2 times with rest allowed between reps.





Tips to prepare:

This lift primarily requires good strength in your legs, stomach, back and arms.

The following exercises will help strengthen the muscle groups used in the simulation:

- *Squats, lunges and leg presses to increase leg strength*
 - *Plank exercises to build strength in the stomach, back and arms*
 - *Arm curls and arm raises to build strength in the arms*
 - *Hand grip exercises to increase control of the box.*
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Ladder Climbing

You will demonstrate the ability to ascend 5-rungs on a ladder with a 10 lb. backpack or bag with a strap without stopping (once at the top you can pause/rest). You will then descend 5-rungs on a ladder without stopping (once at the bottom you can pause/rest). You will perform this ascending / descending task 10 times.



Tips to prepare:

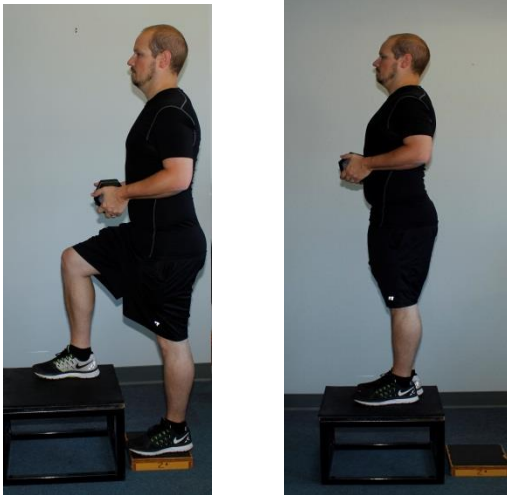
This task requires static balance capability, stomach, back, leg strength, and endurance. Some exercises that will help strengthen the muscle groups used in this simulation include:

- *Squats, lunges and leg presses to increase leg strength*
 - *Ankle stretching exercises*
 - *Curl-ups or sit-ups to build stomach strength*
 - *Practice single-limb balance with each leg, increasing the time up to 30 second*
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Climbing stairs with a 30 lb. weight

While carrying a 30 lb. weight to simulate the weight of a ladder, you will step up and down an 8 inch high step 10 times at a comfortable pace. You will perform this task 4 times with a rest break (if needed) between each attempt.



Tips to Prepare

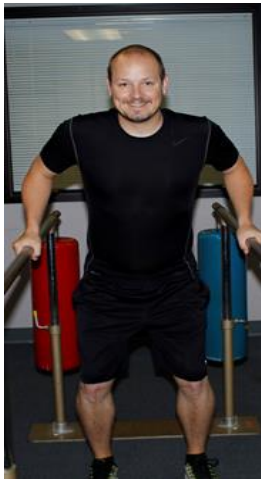
This task requires significant shoulder and upper back strength, a strong grip, as well as stomach strength. The following exercises will help strengthen the muscle groups used in the simulation:

- *Squats, lunges and leg presses to increase leg strength*
 - *Ankle stretching exercises*
 - *Curl-ups or sit-ups to build stomach strength*
 - *Elbow curls and arm raises with weights to build arm strength*
 - *Hand and wrist strengthening exercises*
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Getting in and out of attic spaces

Utilizing the parallel bars as you would the sides of an attic opening, you will demonstrate the ability to lift yourself above the bars. You will perform this task 2 times with a rest break (if needed) between each attempt.



Tips to prepare:

This task requires chest, shoulder and arm capability, stomach strength, and endurance. Some exercises that will help strengthen the muscle groups used in this simulation include:

- *Triceps extensions*
- *Dips, rows push-ups and/or bench presses*
- *Forearm curls and extensions*
- *Curl-ups or sit-ups to build stomach strength*
- *Squats and lunges for hip flexors*

Crawling in a confined space

You will demonstrate the ability to army crawl 35 ft. total. You must crawl 17 ft. in one direction, turn 180 degrees and return 1 ft. past your starting point without any body part exceeding a height of 18 inches. You will perform this task 1 time.



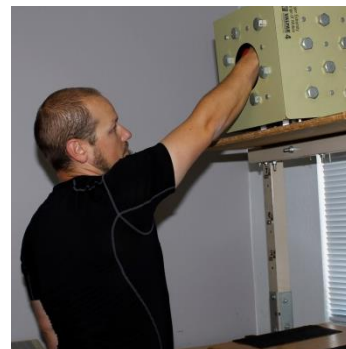
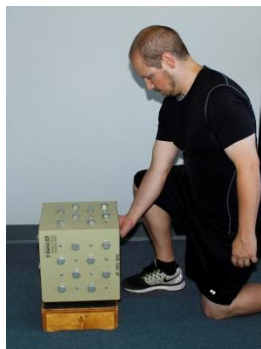
Tips to prepare:

This task requires coordination capability, shoulder, stomach, back, hip and leg strength, and endurance. Some exercises that will help strengthen the muscle groups used in this simulation include:

- *Planks, quadruped balance*
 - *Ankle and foot stretching exercises*
 - *Curl-ups or sit-ups to build stomach strength*
 - *Superman, back extensions*
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Postural tolerances and fine/gross motor skills

Utilizing a nut and bolt assembly box, you will demonstrate the ability to stand, stoop, squat, kneel and/or crouch at your discretion for 3 minutes while assembling various sizes of nuts and bolts at approximately 6 inches, 36 inches and 48 inches off the ground. You will perform this task in a posture that you feel is comfortable and safe. You will perform this task for one minute in each position with a rest break (if needed) between each attempt.





Tips to Prepare

This task requires significant shoulder and upper back strength, a strong grip, as well as stomach strength. The following exercises will help strengthen the muscle groups used in the simulation:

- ***Perform shoulder exercises while using a pulley/cable system that allows you to safely lean to each side alternately***
 - ***Curl-ups or sit-ups to build stomach strength***
 - ***Elbow curls and arm raises with weights to build arm strength***
 - ***Hand and wrist strengthening exercises***
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