

Control Number: 28691



Item Number: 27

Addendum StartPage: 0

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DEC 19 2003 12:22
PUBLIC UTILITY COMMISSION
FILING CLERK

December 19, 2003

Filing Clerk
Central Records
Public Utility Commission of Texas
1701 N. Congress Ave., Suite G-113
Austin, Texas 78701

Re: Project No. 28691; *Annual Progress Report on Five-Year Plan to Enhance Supplier and Workforce Diversity*

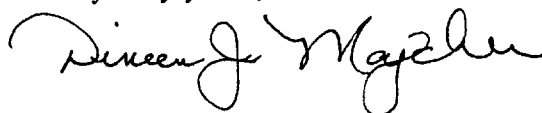
Dear Filing Clerk:

Enclosed for filing in the above-referenced proceeding is the original and four (4) copies of the Annual Progress Report on Workforce Diversity of Cirro Group, Inc. Please file-stamp the extra copy of this filing and return it to me via the courier service.

By copy of this letter, Cirro Group, Inc. is also providing the Annual Progress Report to the appropriate legislative contacts.

Thank you for your attention to this matter. Please do not hesitate to contact me if you have any questions.

Very truly yours,



Dineen J. Majcher

Encl.

cc: The Honorable Rick Perry
The Honorable Bill Ratliff
The Honorable James E. "Pete" Laney
The House Legislative Black Caucus
The Texas Senate Hispanic Caucus
The House Mexican American Legislative Caucus
Ms. Shannon Bowling

**CIRRO GROUP, INC.
WORKFORCE AND SUPPLIER DIVERSITY REPORT**

NUMBER OF TEXAS FULL-TIME EMPLOYEES FOR REPORTING YEAR													
Occupational Categories	Combined Total	Company Totals		Caucasian		African American		Hispanic		Asian		American Indian	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Officials and Managers	14	18	22	17	17	0	5	1	0	0	0	0	0
Professionals	N/A												
Technicians	N/A												
Sales Workers	5	4	1	5	1	0	0	0	0	0	0	0	0
Office and Clerical	21	5	16	1	6	0	4	1	0	0	0	0	0
Craft Workers (Skilled)	N/A												
Operatives (Semi-skilled)	N/A												
Laborers (Unskilled)	N/A												
Service Workers	N/A												
Previous Year Totals													
Year Totals	40	18	22	17	17	0	5	1	0	0	0	0	0

**CIRRO GROUP, INC.
WORKFORCE AND SUPPLIER DIVERSITY REPORT**

Actual = [Total HUB(6) procurement + Total Small Business procurement]/Total Company procurement	Actual for Previous FY	Actual for Current FY	Percentage change
Construction Contracts (1)	N/A	N/A	
Commodities Contracts (2)	N/A	N/A	
Other Services (3)	N/A	N/A	
Professional Services Contracts (4)	N/A	N/A	
Major Equipment (5)	N/A	N/A	
Other	N/A	N/A	

(1) **Construction** -- Construction done by general contractors and special trade contractors which includes new work, additions, alterations, reconstruction, installations, repairs, remodeling, renovating, and repair of office buildings. Heavy construction other than buildings such as pipelines, communication and power lines, sewer and water mains, asphalt and concrete construction of roads, trenching, cable laying, conduit construction, land clearing and leveling.

(2) **Commodities** -- All materials, goods or tangibles purchased to conduct business, not including fuel or purchased power contracts and major equipment purchases and rentals.

(3) **Others Services** -- All specialty work, special circumstances that required contract labor, special consultants or other non-defined services. Examples include audio/visual, staffing services, landscaping, forestry, tree trimming, art and decorative services, janitorial, travel/lodging, automotive repair, and photography.

(4) **Professional Services** -- Contracted professional services which include legal, consulting, health, engineering, accounting, advertising/marketing, architectural, real estate, computer services, research and analysis, education/training, insurance, surveying services, weather services, environmental, financial, etc.

(5) **Major Equipment** -- Includes all major equipment purchases and rentals including but not limited to transmission and distribution equipment, power plant equipment, substation equipment, heavy construction equipment, fleet requirements, etc.

(6) **HUB** -- Business enterprises that are 51% owned and controlled by U.S. citizens who are socially disadvantaged because of their identification as members of certain groups, including African-American, Hispanic, Native American, or Asian Pacific and Women as defined in the Texas Government Code § 481.101(1).

(7) **Other** -- Any commodity or service not covered by the above categories.

CIRRO GROUP, INC.
WORKFORCE AND SUPPLIER DIVERSITY REPORT

Describe the specific initiatives, programs, and activities undertaken under the plan during the preceding year:

Cirro is committed to ensuring that our suppliers and employees reflect the diverse mix of the customers we serve. We evaluate all employees equally based on their qualifications to do the job.

Make an assessment of the success of each of the specific initiatives, programs, and activities listed above:

Cirro has been successful in following through in our beliefs in hiring and working with a diverse group of people and companies. We have several minority owned businesses that we work with on a regular basis.

Describe the initiatives, programs, and activities the utility will pursue during the next year to increase the diversity of its workforce and contracting opportunities for small and historically underutilized businesses:

Cirro will continue to be committed to hire and work with a diverse group of companies and individuals.

State the specific progress made under the plan filed by the utility:

During the first year we have accomplished our hiring goals and are satisfied with our achievements.