

Control Number: 28691



Item Number: 53

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Central Texas Telephone Cooperative, Inc.
"Your Telecommunications Link to the World"

December 23, 2003

Public Utility Commission of Texas
Attn: Patricia Zacharie
P O Box 13326
Austin TX 78711-3326

2003 DEC 29 AM 11:27
PUBLIC UTILITY COMMISSION
FILING CLERK

RE: Work Force Diversity Plan
PUC Project No. 28691

Dear Ms. Zacharie,

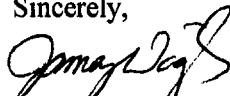
Enclosed you will find a copy of Central Texas Telephone, Coop. Inc.'s Workforce and Supplier Diversity Form and FCC Form 395 (Common Carrier Annual Employment Report) for the year 2003.

In order to classify a vendor as a HUB, Central Texas Telephone Coop., Inc. mailed out a Business Certification form to all our vendors. We then used the report to distinguish each business between HUB and Non-Hub status.

Copies of the Workforce Diversity Form are being mailed to the following legislative offices: Governor, Lt. Governor, the Speaker of the House of Representatives, and the Chairmen to the Black, Mexican, and Hispanic Caucus'.

Please acknowledge receipt of this form by signing and dating this letter below and returning it to me in the self-addressed stamped envelope.

Sincerely,


Jamey Wigley
General Manager

Enclosure

I acknowledge receipt of the 2003 Workforce and Supplier Diversity Form for Central Texas Telephone Cooperative, Inc.

Received by: _____ Title: _____

Date: _____

Serving the Rural Areas of Central Texas

1012 Reilly - PO Box 627
Goldthwaite TX 76844

Phones: (325) 648-2237
(800) 535-8904

Fax: (325) 938-5606
www.centex.net

WORKFORCE AND SUPPLIER DIVERSITY FORM
PUC Project No. 28691

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)	0.001	0.004	0.003
Commodities Contracts (2)	0.269	0.034	(0.235)
Other Services (3)	0.145	0.221	0.076
Professional Services Contracts (4)	0.340	0.115	(0.225)
Major Equipment (5)	0.058	0.120	0.062
Other			

(1) **Construction** -- Construction done by general contractors and special trade contractors which includes new work, additions, alterations, reconstruction, 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) **Other 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.

COMMON CARRIER ANNUAL EMPLOYMENT REPORT

Please Read Instructions Before Completing and For Notice Regarding Public Burden

SECTION I - General Information

1. Name and Mailing Address of Respondent

Central Texas Telephone Cooperative, Inc.
PO Box 627
Goldthwaite TX 76844

RECEIVED

MAY 21 2003

FEDERAL COMMUNICATIONS COMMISSION
OFFICE OF THE SECRETARY

Check here
if this is
a change of
address.

2. Year Report Filed

2003

3. Reporting Period (Pay Period Ending Covered by This Report)

March 2003

4. Number of Full-Time Employees during Selected Reporting Period (check one)

- a. Fewer than 16 (Complete Sections I, V, and VI only)
- b. 16 or more (Complete Sections I, II, III, IV, V and VI)

SECTION II - Full-Time Paid Employees. Consider as full-time employees, all employees working 30 hours or more a week.

JOB CATEGORIES	ALL EMPLOYEES			MALE					FEMALE				
	Total Columns 2 + 3	Male	Female	MINORITY GROUP EMPLOYEES				White, not of Hispanic Origin	MINORITY GROUP EMPLOYEES				White, not of Hispanic Origin
				Black, not of Hispanic Origin	Asian or Pacific Islander	Native American	Hispanic		Black, not of Hispanic Origin	Asian or Pacific Islander	Native American	Hispanic	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	
Officials and Managers	7	5	2					5					2
Professionals	4	-	4					-					4
Technicians	9	9	-				1	8					-
Sales	11	-	11									2	9
Office and Clerical	9	2	7					2					7
Craftworkers (skilled)	17	17	-				1	16					-
Operatives (semiskilled)	1	1	-					1					-
Laborers (unskilled)	3	3	-					3					-
Service Workers	1	1	-				1						-
TOTAL	62	38	24				3	36				2	22
Total Employment from Previous Report (if any)	67	45	22				3	42				2	20

SECTION III - Part-Time Paid Employees.

JOB CATEGORIES	ALL EMPLOYEES			MALE					FEMALE				
	Total Columns 2 + 3	Male	Female	MINORITY GROUP EMPLOYEES				White, not of Hispanic Origin	MINORITY GROUP EMPLOYEES				White, not of Hispanic Origin
				Black, not of Hispanic Origin	Asian or Pacific Islander	Native American	Hispanic		Black, not of Hispanic Origin	Asian or Pacific Islander	Native American	Hispanic	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	
Officials and Managers													
Professionals													
Technicians													
Sales													
Office and Clerical	5	1	4					1				4	
Craftworkers (skilled)	1	1						1					
Operatives (semiskilled)													
Laborers (unskilled)	2	1	1					1			1		
Service Workers													
TOTAL	8	3	5					3			1	4	
Total Employment from Previous Report (if any)	4	3	1					3			1		

SECTION IV. On-the-Job Trainees. Report only employees enrolled in formal on-the-job training programs. The data below shall also be included in the figures for the appropriate occupational categories in Sections II and III.

JOB CATEGORIES	ALL EMPLOYEES			MALE					FEMALE				
	Total Columns 2 + 3	Male	Female	MINORITY GROUP EMPLOYEES				White, not of Hispanic Origin	MINORITY GROUP EMPLOYEES				White, not of Hispanic Origin
				Black, not of Hispanic Origin	Asian or Pacific Islander	Native American	Hispanic		Black, not of Hispanic Origin	Asian or Pacific Islander	Native American	Hispanic	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	
White Collar													
Production													

SECTION V. Report of Discrimination Complaints Pursuant to 47 C.F.R. Sections 21.307, 22.321, and 23.55.

- This is to advise the Commission that no complaints regarding violations of equal employment provisions of Federal, State, Territorial, or local statutes have been filed against this company before any body having competent jurisdiction in such matters during the calendar year covered by this report.
- This is to advise the Commission that the following complaints alleging violations of the provisions of any equal employment opportunity statute have been filed against this company. (Attach a list indicating parties, date filed, courts or agencies before which the matter has been heard, file number or other designation, and disposition or current status).

Section VI - Certification

I certify that to the best of my knowledge, information and belief, all statements contained in this report are true and correct.

Date 4/25/03	Typed or Printed Name of Person Signing Delbert Wilson	Signature <i>Delbert Wilson</i>	(Area Code) Telephone No. (325) 648-2237
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Title of Person Signing
CEO/General Manager

WILLFUL FALSE STATEMENTS MADE ON THIS FORM ARE PUNISHABLE BY FINE OR IMPRISONMENT (U.S. CODE, TITLE 18, SECTION 1001) AND/OR REVOCATION OF ANY STATION LICENSE OR CONSTRUCTION PERMIT (U.S. CODE, TITLE 47, SECTION 312(A)(1)) AND/OR FORFEITURE (U.S. CODE, TITLE 47, SECTION 503).

NOTICE: The solicitation of personal information requested in this report is authorized by the Communications Act of 1934, as amended. The data collected will be used to assess compliance with FCC Rules and Regulations pertaining to EED requirements. Your response is mandatory. An agency may not conduct or sponsor and a person is not required to respond to a collection of information unless it displays a currently valid control number. This Notice is required by the Privacy Act of 1974, P.L. 93-579 and the Paperwork Reduction Act of 1995, P.L. 96-511.

Five-Year Plan to Enhance Workforce Diversity

CENTRAL TEXAS TELEPHONE COOPERATIVE, INC

PURA Sec. 52.256

January 1, 2004

The following plan is filed to comply with the requirements of the Public Utility Regulatory Act Section 52.256(b) and the Public Utility Commission Project No. 21170 – Compliance Proceeding for Telecommunications Utilities’ Five-Year Plan to Enhance Diversity of its Workforce and Increase Opportunities for Small and Historically Underutilized Businesses. Central Texas Telephone Cooperative, Inc. recognizes the benefits to our customers, our community and our company of having diversity in the workforce and of increasing the amount of business the Company does with small and historically underutilized businesses operating in our community. Central Texas Telephone Cooperative, Inc. is proud of its record to enhance the diversity of our workforce. Over the past several years and given the extent possible in our community, we have seen what we consider to be improved statistics in our workforce numbers and progress in the amount of business Central Texas Telephone Cooperative, Inc. does with small and historically underutilized businesses in our community.

As citizens living and as a business operating within the communities we serve, the management and employees of Central Texas Telephone Cooperative, Inc. continue to seek opportunity to make progress in the areas of diversifying the workforce and utilizing the products and services of small and historically underutilized businesses. However, our commitment to employing and purchasing within the communities we serve when and where possible far outweighs attempting to achieve an improved statistical number in these areas just for reporting purposes.

As a small company, we have and must recognize a fiduciary duty and responsibility to our customers to make good, sound economic policy decisions as well as our community responsibility to purchase goods and services within our own communities when possible. By the very nature of the service area we serve, we are sometimes limited in the local availability of certain equipment and products and must go outside our communities for these mandatory purchases. Therefore, when possible, Central Texas Telephone Cooperative, Inc. contracts with local businesses to provide the goods and services that are available in our communities.

The following report illustrates where we are, and the plans we have to continue the effort to achieve a better company that has an even more diverse workforce and does even more business with small and underutilized business in our community.

Five-Year Plan to Enhance Workforce Diversity

CENTRAL TEXAS TELEPHONE COOPERATIVE, INC.

(continued)

PURA Sec. 52.256

January 1, 2004

I. Performance with regard to workforce diversity and contracting with small and historically underutilized businesses.

Exhibit I illustrates the current status of Central Texas Telephone Cooperative, Inc.'s workforce diversity. Exhibit 2 outlines the procurement amounts expended with businesses meeting the definition or certified by the state as historically underutilized businesses (HUB's) and businesses that are non-HUB businesses but meet the definition of small business as defined in the Texas Government Code.

II. Initiatives that will be pursued over the next five years.

The Company has identified the following goals or initiatives to reflect its objectives in the areas of employment, procurement and business activities.

- A. Increase the Diversity of Central Texas Telephone Cooperative, Inc. Workforce over each of the next 5 years.
- B. Increase the Amount and Percentage of Total Procurement with HUB's over each of the next 5 years.

III. List of programs and activities to achieve the initiatives.

- A. Utilize the Exhibit 1 and 2 reports as benchmarks to chart progress towards achieving these goals.
- B. Continue to post job opportunities with community media that target minority communities.
- C. Continue to post contract opportunities with community media that target HUB's.
- D. Continue to post job opportunities with universities and colleges in the community that target minority students.

IV. List of business partnership initiatives undertaken to facilitate small and historically underutilized business entry into the telecommunications market.

At this time, Central Texas Telephone Cooperative, Inc. is not engaged in any business partnership or joint ventures. Initiatives in this area will be

taken under consideration by the management and Board. If no conflict with existing company policy provisions exists, Central Texas Telephone Cooperative, Inc. may seek to incorporate this issue into its business plans.