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RRV Enterprises, Inc.

Annual Progress Report

On

FIVE-YEAR PLAN  
TO ENHANCE SUPPLIER AND WORKFORCE DIVERSITY

For the Year Ended September 30, 2003

Project No. 28691

2003 NOV 20 AM 10:00  
PUBLIC UTILITY COMMISSION  
FILING CLERK

Submitted to:

Public Utility Commission of Texas  
1701 N. Congress Avenue  
P.O. Box 13326  
Austin, Texas 78711-3326

Submitted by:

RRV Enterprises, Inc.  
6300 Richmond Avenue, Suite 303  
Houston, Texas 77057

**WORKFORCE AND SUPPLIER DIVERSITY FORM**

Occupational Categories	NUMBER OF TEXAS FULL-TIME EMPLOYEES FOR REPORTING YEAR													
	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	6	4	2	3	2	1	0	0	0	0	0	0	0	
Professionals	1	0	1	0	0	0	0	0	1	0	0	0	0	
Technicians	0	0	0	0	0	0	0	0	0	0	0	0	0	
Sales Workers	0	0	0	0	0	0	0	0	0	0	0	0	0	
Office and Clerical	3	0	3	0	1	0	0	2	0	0	0	0	0	
Craft Workers (Skilled)	0	0	0	0	0	0	0	0	0	0	0	0	0	
Operatives (Semi-skilled)	0	0	0	0	0	0	0	0	0	0	0	0	0	
Laborers (Unskilled)	0	0	0	0	0	0	0	0	0	0	0	0	0	
Service Workers	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Previous Year Totals</b>	15	6	9	5	5	1	3	0	1	0	0	0	0	
<b>Year Totals</b>	10	4	6	3	3	1	2	0	1	0	0	0	0	

**WORKFORCE AND SUPPLIER DIVERSITY FORM**

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

**(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.

## **WORKFORCE AND SUPPLIER DIVERSITY FORM**

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

When appropriate, small, local businesses were encouraged to provide quotes for needed services and supplies.

Due to the slow business environment during the year ended September 30, 2003, the company conducted no recruitment.

## **WORKFORCE AND SUPPLIER DIVERSITY FORM**

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

Due to the slow business environment, the company did not increase its employee count.

The company is currently operating with a core staff of 10 employees and did not engage in any recruitment during the year.

**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:**

During the next year, RRV Enterprises, Inc. will continue to welcome applications for employment from qualified individuals of any and all minority groups for any open positions within the company.

RRV Enterprises, Inc. will also continue to solicit offers to furnish goods or services from Small and Historically Underutilized Businesses except where RRV Enterprises, Inc. is bound by contract to purchase goods and services from other sources.

## **WORKFORCE AND SUPPLIER DIVERSITY FORM**

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

Due to a slowdown in the company's business, no recruitment was conducted during the year. However, the company has continued to maintain contact with its primarily women-owned recruitment firms.

RRV Enterprises, Inc. has also continued to conduct business with its vendors, including small and disadvantaged businesses.