



Control Number: 30240



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FILING CLERK

December 26, 2012

Central Records Filing Clerk
Public Utility Commission of Texas
1701 N. Congress Avenue
Austin, Texas 78711-3326

Re: Project No. 30240 – Annual Progress Report - Workforce Diversity
Poka Lambro Telephone Cooperative, Inc.

In accordance with P.U.C. Substantive Rule §26.85 (d) and (f) enclosed for filing in the above referenced Project are the original and four (4) copies of the Workforce and Supplier Diversity Form for Poka Lambro Telephone Cooperative, Inc.

We ask that you please file stamp the extra copy of the form and return in the self addressed and stamped envelope.

Please feel free to contact us if you have any questions or require additional information. Thank you for your assistance.

Sincerely,

Theresa D. Chester
Executive Assistant

Enclosures

WORKFORCE AND SUPPLIER DIVERSITY FORM **WORKFORCE DIVERSITY**

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	9	4	5	3	5	0	0	1	0	0	0	0	0	0
Professionals	1	1	0	1	0	0	0	0	0	0	0	0	0	0
Technicians	4	4	0	4	0	0	0	0	0	0	0	0	0	0
Sales Workers	1	0	1	0	1	0	0	0	0	0	0	0	0	0
Office and Clerical	8	3	5	3	4	0	0	0	0	1	0	0	0	0
Craft Workers (Skilled)	6	6	0	6	0	0	0	0	0	0	0	0	0	0
Operatives (Semi-skilled)	3	3	0	2	0	0	0	1	0	0	0	0	0	0
Laborers (Unskilled)	1	1	0	1	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	0
Previous Year Totals	34	22	12	21	10	0	0	1	2	0	0	0	0	0
This Year Totals	33	22	11	20	10	0	0	2	1	0	0	0	0	0

NOTE: Double-click on embedded Excel chart to open. Click on a cell or use arrow keys to select an occupational category and ethnic group to update workforce diversity numbers. Do not enter information in Combined Total and Company Totals columns or the This Year Totals row as these will update automatically. Cells left blank will be counted as zero. Click anywhere outside of chart to exit.

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WORKFORCE AND SUPPLIER DIVERSITY FORM COMPANY INITIATIVES

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

Poka Lambro continues to post job openings internally prior to release to the general public in order to offer available advancement opportunities to all employees. Poka Lambro offers available work related training to all employees who are strongly encouraged to attend.

Poka Lambro is an equal opportunity employer. As reflected in its policies and procedures, Poka Lambro does not discriminate on the basis of race, color, national origin, age or handicap. Poka Lambro is committed to employing a diverse workforce, with emphasis placed on recruiting and employing those individuals with the education and skills needed.

Poka Lambro is limited in the local availability of certain telecommunications services, products, and equipment needed to meet the unique needs of our business, and must go outside local communities for these mandatory purchases. However, when feasible, Poka Lambro contracts with local businesses that meet the definition of or are certified by the state as historically under-utilized businesses (HUBs) and with businesses that are non-HUB but meet the definition of small business as defined in the Texas Government Code.

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

Poka Lambro's history of low employee turnover measures the success of the policies and practices of providing advancement opportunities to existing employees and offering work related training to all employees.

(3) 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:

Poka Lambro will continue to post its job openings internally to provide advancement opportunities to all employees. If needed, Poka Lambro will utilize its company web-site to post employment opportunities.

(4) State the specific progress made under the plan filed by the utility:

Existing employees have been afforded advancement opportunities as they arise pursuant to the Plan. New employment opportunities are few. Through attrition, new hires are not anticipated for the ensuing year; however, Poka Lambro will follow criteria as set forth in this report as the occasion arises.