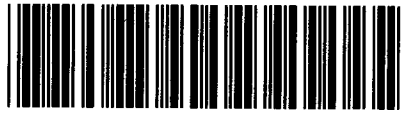


Control Number: 30240



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Addendum StartPage: 0

FCC 395

FEDERAL COMMUNICATIONS COMMISSION  
Washington, DC 20554

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Approved by OMB  
3080-0076  
Est. time per response  
1 hour

COMMON CAREER ANNUAL EMPLOYMENT REPORT

(Please read instructions before completing and for notes regarding public burden.)

Federal Communications Commission  
Bureau / Office

SECTION 1 - General Information

1 Name and Mailing Address of Respondent  
Totelcom Communications, LLC  
P. O. Box 290  
DeLeon, TX 76444

☐ Check here if firm  
is a change of  
address

2 Year Report Filed  
2013  
3 Reporting Period (Ending Date or Pay  
Period Covered by Report)  
03/15/2013

4 Number of Full-Time Employees during Selected  
Reporting Period (check one):  
a. ☐ Fewer than 15 (complete Sections I, IV and V only)  
b. ☒ 16 or more (complete all sections)

SECTION II - Full-Time Employees

Job  
Categories

Number of Employees  
(Report employees in only one category)  
Race/Ethnicity

Not-Hispanic or Latino

Male

Female

Total  
Columns  
A, B

	Male		Female		White		Black or African American		Native Hawaiian or Other Pacific Islander		Asian		American Indian or Alaska Native		Two or more races		White		Black or African American		Native Hawaiian or Other Pacific Islander		Asian		American Indian or Alaska Native		Two or more races	
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB
Executive/Senior Level Officials and Managers	1		1																									
First/Mid-Level Officials and Managers	1		4																									
Professionals	2																											
Technicians	3		3																									
Sales Workers	4		1																									
Administrative Support Workers	5		1																									
Craft Workers	6		6																									
Operatives	7																											
Laborers and Helpers	8	1	3																									
Service Workers	9																											
TOTAL	10	0	1	21	0	0	0	0	0	1	0	0	0	0	15	0	0	0	0	0	0	0	0	0	0	0	0	0
PREVIOUS YEAR TOTAL	11	1	21							15																		

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# **WORKFORCE AND SUPPLIER DIVERSITY FORM** **HUB/SMALL BUSINESS PROCUREMENT AS A PERCENTAGE OF TOTAL COMPANY PROCUREMENT**

Actual % = [Total HUB(1) procurement + Total Small Business(2) procurement]/Total Company procurement	Actual % for Previous FY	Actual % for Current FY	Percentage Change
Construction Contracts (3)	0.0000%	0.0000%	%
Commodities Contracts (4)	0.5900%	1.3300%	<b>125.42%</b>
Other Services (5)	0.3600%	0.1400%	<b>-61.11%</b>
Professional Services Contracts (6)	0.4000%	0.5200%	<b>30.00%</b>
Major Equipment (7)	0.0000%	0.0000%	%
Other (8)	0.0000%	0.0000%	%

(1) **HUB** -- Pursuant to Texas Government Code § 481.191(4), HUB means: (A) a corporation formed for the purpose of making a profit in which at least 51 percent of all classes of the shares of stock or other equitable securities is owned by one or more persons who are members of certain groups, including black Americans, Hispanic Americans, women, Asian Pacific Americans, and American Indians; (B) a sole proprietorship formed for the purpose of making a profit that is 100 percent owned, operated, and controlled by a person described by Paragraph (A) of this subdivision; (C) a partnership formed for the purpose of making a profit in which 51 percent of the assets and interest in the partnership is owned by one or more persons described by Paragraph (A) of this subdivision. Those persons must have proportionate interest and demonstrate active participation in the control, operation, and management of the partnership's affairs; or (D) a joint venture in which each entity in the joint venture is a historically underutilized business under this subdivision.

(2) **Small Business** -- Pursuant to Texas Government Code § 481.191(6), Small Business means a corporation, partnership, sole proprietorship, or other legal entity that: (A) is domiciled in this state; (B) is formed to make a profit; (C) is independently owned and operated; and (D) employs fewer than 100 full-time employees.

(3) **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.

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

(5) **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.

(6) **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.

(7) **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.

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

**WORKFORCE AND SUPPLIER DIVERSITY FORM  
COMPANY INITIATIVES**

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

Totalcom Communications, LLC continues to utilize HUB vendors when available and appropriate.

- (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:**

Totalcom Communications, LLC will continue with its current progress.

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