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2016 Workforce Diversity Report

December 27, 2016

Public Utility Commission of Texas
1701 N. Congress Avenue
Austin, TX 78711-3326

Re: Unite Private Networks, LLC

Dear Sir/Madame:

Unite Private Networks, LLC has enclosed its Workforce Diversity Report for the 2016 reporting period. Please contact me at the above listed e-mail address or telephone number if you have any questions.

Sincerely,

A handwritten signature in dark ink, appearing to read "Dan Rippee".

Dan Rippee
Regulatory Tax Manager

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PUBLIC UTILITY COMMISSION
FILING CLERK

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WORKFORCE AND SUPPLIER DIVERSITY FORM **WORKFORCE DIVERSITY**

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	7	7	0	7	0								
Professionals	2	1	1		1					1			
Technicians	2	2	0	1		1							
Sales Workers	5	2	3	1	3			1					
Office and Clerical	1	0	1						1				
Craft Workers (Skilled)	0	0	0										
Operatives (Semi-skilled)	1	1	0	1									
Laborers (Unskilled)	0	0	0										
Service Workers	0	0	0										
Previous Year Totals	14	9	5	7	3	1	1	0	1	1	0	0	0
This Year Totals	18	13	5	10	4	1	0	1	1	1	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.

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)	N/A	N/A	N/A
Commodities Contracts (4)	N/A	N/A	N/A
Other Services (5)	N/A	N/A	N/A
Professional Services Contracts (6)	N/A	N/A	N/A
Major Equipment (7)	N/A	N/A	N/A
Other (8)	N/A	N/A	N/A

(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, reconstructions, 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

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

Unite Private Networks, LLC (“UPN”) understands the importance of Historically Under Utilized Business, Small Business, Minority-owned Business Enterprises, and Women-owned Business Enterprises and makes every effort to utilize these entities in the state of Texas. It is UPN’s policy to employ contractors who share our same dedication to the promotion of workforce diversity and utilization of HUB’s and similarly categorized businesses (“HUB’s”).

In the 2016 reporting period, UPN’s presence in Texas grew from fourteen employees to eighteen employees and from twenty-five customers to forty-one customers. We partner with four HUB companies during the 2016 year. We are proud that we can help advance these businesses and will continue to do so.

“All [contractors] are required to demonstrate positive and reasonable good faith efforts to subcontract with and/or procure supplies/services with minority and women-owned companies.”

**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:**

We consider the outcome of our HUB and diversity policies to be very successful. As noted in the response to question one above, we have forty-one customers in Texas and employed four HUB companies during 2016. Considering UPN's contractors' utilization of HUB's, UPN has a significant utilization rate of HUB's in Texas.

- (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:**

UPN will continue its current success and will strive toward increasing the amount of HUB utilization relating to Texas contracts. It will do this by continuing to draft provisions in contracts and by employing contractors who utilize HUB's, when possible. As UPN grows and contracts with more customers, we project to use even more HUB's.

**WORKFORCE AND SUPPLIER DIVERSITY FORM
COMPANY INITIATIVES**

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

As noted above, UPN has forty-one customers in Texas, and as our presence grows, we will utilize the approaches previously mentioned to ensure HUB utilization.