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ETS Telephone Company

30240

WORKFORCE AND SUPPLIER DIVERSITY FORM
WORKFORCE DIVERSITY

Occupational Categories	NUMBER OF TEXAS FULL-TIME EMPLOYEES FOR REPORTING YEAR													
	Company Totals		Caucasian		African American		Hispanic		Asian		American Indian			
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female		
Officials and Managers	12	8	4	8	3								1	
Professionals	9	7	2	7	2									
Technicians	23	23	0	17	6									
Sales Workers	20	0	20	8	7									
Office and Clerical	8	1	7	2	2	1	2	1	2	1			1	
Craft Workers (Skilled)	0	0	0											
Operatives (Semi-skilled)	0	0	0											
Laborers (Unskilled)	0	0	0											
Service Workers	1	1	0	1										
Previous Year Totals	53	29	24	25	11	0	6	4	5	0	1	0	1	
This Year Totals	73	40	33	33	15	0	9	7	7	0	1	0	1	

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
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)	97.0000%	96.5000%	-0.52%
Commodities Contracts (4)	1.0000%	1.0000%	0.00%
Other Services (5)	22.0000%	21.0000%	-4.55%
Professional Services Contracts (6)	23.0000%	24.0000%	4.35%
Major Equipment (7)	6.0000%	6.0000%	0.00%
Other (8)	3.0000%	2.0000%	-33.33%

(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**

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

ETS Telephone Company continues to seek the most qualified applicants and contracts, based upon the abilities and skills that each can offer. ETS Telephone Company does not consider race, religion or creed in employment or contract selection procedures.

We utilize several methods of reaching potential applicants. Our best results continue to come from local classified listings and internet based employment listings. Our applicant and employee pools continue to reflect the general population of our service areas.

**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:**

ETS Telephone Company has increased our workforce by 20 employees, or more than 25%. Our total number of employees is now 73. Our diversity grows as our workforce grows: 35% of our workforce represent ethnic minorities up from 32% in 2005.

- (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:**

ETS Telephone Company participates in the RUS Broadband Project. The RUS, in response to initiatives from the Federal Government, has strict guidelines regarding the solicitation of bids and rewarding of contracts. We invite many companies, including companies defined as historically underutilized businesses, to bid on each and every project. The project is then awarded according to RUS guidelines. All of our purchasing and contracts are based solely upon the economics of the situation. Whenever a small business or minority held business places the competitive bid or offers a competitive price, we eagerly utilize their services.

**WORKFORCE AND SUPPLIER DIVERSITY FORM
COMPANY INITIATIVES**

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

ETS Telephone is proud to report an increasingly diverse workforce.

45% of our current employees are women, many of whom hold management and professional positions.

35% of our employees represent ethnically diverse groups.

Due to the number of new hires representing the diversity of our applicant pool, white males in our employ reached an all-time low of 45%.