

WILLFUL FALSE STATEMENTS MADE ON THIS FORM ARE PUNISHABLE BY FINE AND IMPRISONMENT. U.S. CODE, TITLE 18, SECTION 1001.

The purposes of this document are to remind you of your station's equal employment opportunity responsibilities, and to provide your station, the FCC and the public with information about whether your station is meeting these responsibilities.

I. GENERAL POLICY

Your station must provide equal employment opportunity to all qualified individuals without regard to their race, color, religion, national origin or sex in all personnel actions including recruitment, evaluation, selection, promotion, compensation, training and termination.

Your station must also encourage applications from qualified minorities and women for hiring and promotion to all types of jobs at your station.

II. RESPONSIBILITY FOR IMPLEMENTATION

Your station must assign a particular official overall responsibility for equal employment opportunity at your station.

Write that official's name and title here.
NAME _____

TITLE _____

It is also the responsibility of all persons making employment decisions with respect to recruitment, evaluation, selection, promotion, compensation, training and termination of employees to ensure that no person is discriminated against in employment because of race, color, religion, national origin or sex.

III. POLICY DISSEMINATION

Your station must make effective efforts to make management, staff and prospective employees aware that it offers equal employment opportunity. The efforts listed below are generally effective. Make a check next to each practice that your station follows, and list any other efforts.

The station's employment application form contains a notice informing prospective employees that discrimination because of race, color, religion, national origin or sex is prohibited and that they may notify the appropriate local, State, or Federal agency if they believe they have been the victims of discrimination.

Appropriate notices are posted informing applicants and employees that the station is an Equal Opportunity Employer and that they have the right to notify an appropriate local, State, or Federal agency if they believe they have been the victims of discrimination.

We seek the cooperation of the unions represented at the station to help implement our EEO program and all union contracts contain a nondiscrimination clause.

Other (Specify) _____

IV. RECRUITMENT

Your station must make special efforts to attract qualified minority and women applicants for all types of jobs at your station. If current efforts are not effective in attracting qualified minority and women applicants, your station must seek more effective approaches.

Make a check next to each practice that your station follows, and list sources and numbers of referrals.

We attempt to maintain systematic communication with a variety of minority and women's organizations to encourage the referral of qualified minority and female applicants. Examples of such organizations contacted during the past 12 months are:

Organization/Source _____ Number of Referrals _____

When we recruit prospective employees from educational institutions such recruitment efforts include area schools and colleges with significant minority and female enrollments. Educational institutions contacted for recruitment purposes during the past 12 months and the number of referrals are:

When utilizing media for recruitment purposes, help-wanted advertisements always include a notice that we are an Equal Opportunity Employer and contain no indication, either explicit or implied, of a preference for one sex over another.

When we place employment advertisements in printed media some of such advertisements are placed in media which have significant circulation or are of particular interest to minorities and women. Examples of publications utilized during the past 12 months and the number of referrals are:

We encourage present employees, particularly minority and female employees, to refer minority and female candidates for existing and future job openings.

V. TRAINING

Training programs are not mandatory. Each applicant is expected to decide, depending upon its own individual situation, whether a training program is feasible and would assist it in its effort to increase the pool of available minority and female applicants. Also, where an applicant already has employee training programs, the information reported in this section should enable it to ascertain whether minority and female employees have the same opportunity to participate as other employees. Training programs must not discriminate on the basis of race, color, religion, national origin or sex. Information submitted with respect to any training programs utilized should include a report covering at least the 12 month period prior to the filing of the application, but may encompass the entire license period, if so desired. Additionally, the applicant may set forth any other assistance to students, schools or colleges which benefits minorities and women interested in entering the broadcasting field. The beneficiary of such assistance should be listed, as well as the form of assistance, such as contributions to scholarships, participation in work-study programs, and the like. Assistance must not discriminate on the basis of race, color, religion, national origin or sex.

Station resources and/or needs are such that we are unable or do not choose to institute specific programs for upgrading the skills of employees.

We provide on-the-job training to upgrade the skills of employees. Tangible benefits of such training to minority and women employees during the past 12 months may be briefly described as follows:

We provide assistance to students, schools or colleges in programs that enable minorities and women to compete in the broadcast employment market on an equitable basis:

[] Other (Specify)

VI. AVAILABLE LABOR FORCE

The following table contains FCC-supplied data concerning the percentages of women and minorities among various categories of workers in your station's area. These data are intended to assist in evaluating your station's equal employment opportunity efforts.

If you have other data that more accurately reflect the percentages of women and minorities in the labor force available to your station, then enter those data in the table next to the table of FCC-supplied data, and attach an explanation.

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VII. OTHER INFORMATION

You must provide here a brief description of any complaint which has been filed before any body having competent jurisdiction under Federal, State, territorial or local law, alleging unlawful discrimination in the employment practices of the station including the persons involved, the date of filing, the court or agency, the file number (if any), and the disposition or current status of the matter.

You may also describe here:

* Any problems the station has experienced in assuring equal employment opportunity, or attracting qualified minority and women candidates for employment or promotion.

* Any efforts the station has undertaken or will undertake to promote equal opportunity in its employment and to encourage applications from minorities and women.

* Any other information regarding equal employment opportunity at the station.

FOOTNOTES

¹ See *Notice of Proposed Rule Making*, MM Docket No. 85-350, 50 FR 49566 (December 3, 1985).

² The current broadcast EEO rules are set forth in Section 73.2080 of the Commission's rules, 47 CFR §73.2080.

³ The Commission revised its cable EEO policies and practices in accordance with the requirements of the Cable Communications Policy Act of 1984 in the *Report and Order* in MM Docket No. 85-61, 50 FR 40836 (October 7, 1985).

⁴ See *Notice*, Appendix B.

⁵ See *Notice*, Appendix C.

⁶ We note that OMB's proposed Form 396 includes a requirement for broadcast station with less than 6 full-time employees to complete the certification section of the form this status, although it exempts them from completing the substantive portions thereof. The Commission's proposal in the *Notice* would exempt stations with less than 6 full-time employees from any EEO Program Report filing requirement.

While several trends in employment may be discernible from comparisons of the Annual Employment Reports, as OMB contends, we do not believe that these data are sufficient to determine the actual number of promotions and jobs filled during a 12-month period.