

Federal Communications Commission Washington, D.C. 20554 FCC 396-C	OMB 3060-1033 September 2003	FOR FCC USE ONLY
Multi-Channel Video Program Distributor EEO Program Annual Report Read INSTRUCTIONS Before Filling Out Form		FOR COMMISSION USE ONLY FILE NO. B396 - 20080929ADX

SECTION I IDENTIFYING INFORMATION

A. Name of Operator:
 COMCAST CORPORATION

MSO Name:
 COMCAST CABLE COMMUNICATION

B. Employment Unit's Mailing Address
 1701 JFK BLVD
 SOUTHERN DIVISION

City PHILADELPHIA	State PA	Zip Code 19103-
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Emp. Unit ID # 11902

Application Purpose
 New Program Report
 Amendment to Program Report

Supplemental Investigation Sheet (SIS) Attached

C. County and State in which unit's employment office is located
 MONROE, FL

D. Category of Respondent (check applicable box)

<input type="radio"/>	Fewer than six (6) full-time employees during the selected payroll period: Complete Sections I, II and V
<input checked="" type="radio"/>	Six (6) or more full-time employees during the selected payroll period: Complete ALL sections of the Form 396-C and the Supplemental Investigation Sheet, if attached

E. Pay Period Covered by this Report (inclusive dates) 8/24/2008 - 9/6/2008

F. Attachments: (See "Exhibit" buttons, below.)

SECTION II COMMUNITY INFORMATION

System Communities Comprising Local Employment Unit			
Ident No.	Name of Community	Location (State)	Type
Review the list of communities served on the previous year's submission and attach as Exhibit A [Exhibit 1] any additions or deletions, using the format noted above. NOTE: APPLICABLE ONLY TO CABLE OPERATORS AND NOT TO OTHER MVPD UNITS.			

SECTION III EEO POLICY AND PROGRAM REQUIREMENTS

Check YES or NO to each of the following questions. If answer to any question below is NO, attach as Exhibit B an explanation.
 [Exhibit 2]

1.	Have you complied with the outreach provisions of the FCC's MPVD Equal Employment
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	Opportunity Rule, 47 C.F.R. Section 76.75(b), during the twelve month period prior to filing this form?	<input checked="" type="radio"/> Yes <input type="radio"/> No
2.	Do you disseminate widely your EEO Program to job applicants, employees, and those with whom you regularly do business?	<input checked="" type="radio"/> Yes <input type="radio"/> No
3.	Do you contact organizations, media, educational institutions, and other potential sources of applicants for referrals whenever job vacancies are available in your organization?	<input checked="" type="radio"/> Yes <input type="radio"/> No
4.	Do you undertake to offer promotions to positions of greater responsibility in a nondiscriminatory manner?	<input checked="" type="radio"/> Yes <input type="radio"/> No
5.	To the extent possible, do you seek out entrepreneurs in a nondiscriminatory manner and encourage them to conduct business with all parts of your organization?	<input checked="" type="radio"/> Yes <input type="radio"/> No
6.	Do you analyze the results of your efforts to recruit, hire, promote, and use services in a nondiscriminatory manner and use these results to evaluate and improve your EEO program?	<input checked="" type="radio"/> Yes <input type="radio"/> No
7.	Do you define the responsibility of each level of management to ensure a positive application and vigorous enforcement of your policy of equal employment opportunity and maintain a procedure to review and control managerial and supervisory performance?	<input checked="" type="radio"/> Yes <input type="radio"/> No
8.	Do you conduct a continuing program to exclude every form of prejudice or discrimination based upon race, color, religion, national origin, age, or sex from your personnel policies and practices and working conditions?	<input checked="" type="radio"/> Yes <input type="radio"/> No
9.	Do you conduct a continuing review of job structure and employment practices and maintain positive recruitment training, job design, and other measures needed to ensure genuine equality of opportunity to participate fully in all organizational units, occupations, and levels of responsibility?	<input checked="" type="radio"/> Yes <input type="radio"/> No

SECTION IV ADDITIONAL INFORMATION

You may provide as Exhibit C any additional information that you believe might be useful in evaluating your efforts to comply with the Commission's EEO provisions. There is no requirement to provide additional data or information. [Exhibit 3]

SECTION V CERTIFICATION

This report must be certified as follows:

- A. By the individual owning the reporting system if individually owned;
- B. By a partner, if a partnership; or
- C. By an officer, if a corporation or association.

I certify that to the best of my knowledge, information and belief, all statements contained in this report are true and correct.

Signed	Title VP OF HR SOUTHERN DIVISION
Date 9/12/2008	Name of Respondent DONNA GAPEN
Telephone No. (include area code) 6783855100	

WILLFUL FALSE STATEMENTS ON THIS FORM ARE PUNISHABLE BY FINE AND/OR IMPRISONMENT (U.S. CODE, TITLE 18, SECTION 1001), AND/OR REVOCATION OF ANY STATION LICENSE OR CONSTRUCTION PERMIT (U.S. CODE, TITLE 47, SECTION 312(a)(1)), AND/OR FORFEITURE (U.S. CODE, TITLE 47, SECTION 503).

Exhibits

FCC Sourcing Report

Date : 09/01/2007 - 08/31/2008

FCC Unit # 11902

County & State: Monroe County, Florida

Requisition#	Job Title	Working Location	Source	# of Interviews
44521BR	Payment Center/Lobby Rep 1	FLM13 - Marathon FL	I - COMCAST.COM	1
Total				1
52835BR	Supervisor Field Services - Tavernier	FLT14 - Tavernier FL	INTERNAL	1
Total				1
58427BR	Comm Technician 1- Tavernier	FLT14 - Tavernier FL	REMPREF - EMPLOYEE REFERRAL	2
Total				2
63039BR	Payment Center/Lobby Rep 1-Tavernier	FLT14 - Tavernier FL	I - COMCAST.COM	1
Total				1
63041BR	Converter Control Rep. - Tavernier	FLT14 - Tavernier FL	I - COMCAST.COM	1
Total				1
63164BR	Comm Technician 1- Tavernier	FLT14 - Tavernier FL	N - KEY NOTER	1
Total				1
47037BR	Comm Technician 1 - Key West	FLK11 - Key West FL	I - COMCAST.COM	2
	Comm Technician 1 - Key West	FLK11 - Key West FL	INTERNAL	0
Total				2
47038BR	Comm Technician 1 - Key West	FLK11 - Key West FL	I - COMCAST.COM	1
	Comm Technician 1 - Key West	FLK11 - Key West FL	N - Key West Citizen	1
	Comm Technician 1 - Key West	FLK11 - Key West FL	R - EMPLOYEE REFERRAL	2
Total				4
55337BR	Financial Analyst-Key West	FLK11 - Key West FL	I - COMCAST.COM	3
Total				3
58009BR	Comm Technician 1- Key West	FLK11 - Key West FL	I - COMCAST.COM	1
	Comm Technician 1- Key West	FLK11 - Key West FL	M - COMCAST NOW HIRING SIGN	0
	Comm Technician 1- Key West	FLK11 - Key West FL	REMPREF - EMPLOYEE REFERRAL	0
Total				1
61745BR	Comm Technician 1- Key West	FLK11 - Key West FL	M - COMCAST NOW HIRING SIGN	1
	Comm Technician 1- Key West	FLK11 - Key West FL	I - COMCAST.COM	0
Total				1
63114BR	Comm Technician 1- Key West	FLK11 - Key West FL	I - COMCAST.COM	1
Total				1
63166BR	Comm Technician 1- Key West	FLK11 - Key West FL	I - COMCAST.COM	1
Total				1
Grand Total				20

of Hires

1
1

1
1
1
2
2
1
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1
1

1
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1
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3
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1
1
16

FCC Sourcing Report - Contact List

Date : 09/01/2007 - 08/31/2008

FCC Unit #11902

County & State: Monroe County, Florida

Source Name	Contact Name	Contact Title	Address	Phone #
Diversityinc.com	Diversityinc.com	Diversityinc.com	Diversityinc.com	Diversityinc.com
HBCUconnect.com	HBCUconnect.com	HBCUconnect.com	HBCUconnect.com	HBCUconnect.com
iHispano.com	iHispano.com	iHispano.com	iHispano.com	iHispano.com
Devry Institute	Elizabeth Lugo-Martinez		2300 SW 145 Ave., Miami, FL 33027	954-449-9900
Goodwill Industries	Roxanna Ridgewat		2104 W Commercial Blvd, Fort Lauderdale, FL 33309	954-486-1600
NAACP	Recruitment Specialist		1409 NW 6 St., Fort Lauderdale, FL 33309	305- 685-8694
One Stop Career Center	William Brinson		3050 Biscayne Blvd., 4th Floor, Miami,FL 33137	305-573-9068
ITT Technical Institute	Rose Perez		3401 S University Drive, Ft. Lauderdale, FL 33328	954-476-9300
Technical Career Institute	Elizabeth Gadea		7757 W Flager Street, Miami, FL 33314	305-261-5511
ATI Career Training Institute	Nakia Williams		7265 NW 25 St., Miami, FL 33122	305-591-3060
Miami Dade-South Campus	Pam Wright	Director	11011 SW 104th Street, Miami, FL 33123	(305) 237-2356
Homestead- South Florida Workforce	Jose Infante	Employer Consultant	140 NE 8th Street, Homestead,FL 33030	305-242-5373
South Florida Workforce	Rosa Kelch		3112 Flagler Avenue, Key West, FL 33040	305-292-6700
St Leo University			P O Box 9033, Key West, FL 33040	305-293-2847
The Fleet & Family Support Center	Debra Pace		Naval Air Station 804 Sigsbee Road, Key West, FL 33040	
Wesley House Family Services	Michele Teller		1304 Truman Avenue, Key West, Fl 33040	305-809-5000
Big Brothers/ Big Sisters Monroe County	Elaine		1400 United Street, Ste.111, Key West, FL 33040	305-294-9891
Boys and Girls Club of the Keys	Dan		1400 United Street, Ste.108, Key West, FL 33040	305-296-2258
Catholic Charities	Michael Baldree		2700 Flagler Avenue, Key West, FL 33040	305-292-9790
Florida Keys Community College			5901 College Road, Key West, FL 33040	305-809-3217
Literacy Volunteers of America	Diana Verlain		1400 United Street, Key West, FL 33040	305-294-4352

FCC Sourcing Report - Contact List

Date : 09/01/2007 - 08/31/2008

FCC Unit #11902

County & State: Monroe County, Florida

Source Name	Contact Name	Contact Title	Address	Phone #
Samuels House Inc.	Catherine Kline-Huber		1614 Truesdell Court, Key West, FL 33040	305-296-0240
Diversityinc.com	Diversityinc.com	Diversityinc.com	Diversityinc.com	Diversityinc.com
HBCUconnect.com	HBCUconnect.com	HBCUconnect.com	HBCUconnect.com	HBCUconnect.com
iHispano.com	iHispano.com	iHispano.com	iHispano.com	iHispano.com
The Outreach Sources above were utilized for the following Job Categories/Positions:				
All External Postings				

**COMCAST
FCC GENERAL RECRUITMENT SHEET
2008
September 1, 2007 to August 31, 2008
FCC UNIT #:11902
County and State: Monroe County, FL**

APPLICABLE EVENT	SPONSOR	DATE	Personnel Involved/System	Narrative
Job Fair	Key West Workforce	5/19/2008	Natasha Diaz, Lynn Smith	Participated in job fair focusing on technician recruitment for positions in Key West
Supervisor Development Training (SDP)	South Florida Region	1st Quarter	New Supervisors / Human Resources/ Comcast University	Six-module development program for newly promoted supervisors. This program is a three month program.
Supervisor Development Training (SDP)	South Florida Region	2nd Quarter	New Supervisors / Human Resources/ Comcast University	Six-module development program for newly promoted supervisors. This program is a three month program.
Supervisor Development Training (SDP)	South Florida Region	3rd Quarter	New Supervisors / Human Resources/ Comcast University	Six-module development program for newly promoted supervisors. This program is a three month program.
Cornerstones	South Florida Region	Ongoing	Front Line / Human Resources/ Comcast University	Program designed for front line employees to groom them to make the next step into a leadership role. This program is an 8-month program.
Comm Tech Training	South Florida Region	Ongoing	Front Line / Comcast University	The CommTech program includes a step progression process (CT1, CT2, CT3, etc.); this program was designed to enable technicians to acquire the skills that could qualify them for higher level positions within the technical organization.
Human Resources Workshop	Miami Dade Human Resources	4/17/2008	Miami Dade Leadership Team	Leadership Development Workshop
Human Resources Workshop	Miami Dade Human Resources	8/28/2008	Miami Dade Leadership Team	Leadership Development Workshop
Targeted Selection	Comcast	Ongoing	Supervisors, Trainers	Interviewing & hiring training to include non-discrimination policy & practices.
Listing Executive Positions in Media Trade Websites	Comcast	Ongoing	Southern Division Office	Listed Executive position on WICT and NAMIC websites
Better Business Writing	Comcast	9/7/07, 10/25/07, 11/13/07, 12/10/07, 12/19/07, 2/28/08	New Supervisors / Human Resources/ Comcast University	Leadership Development Training

COMCAST
FCC GENERAL RECRUITMENT SHEET
2008
September 1, 2007 to August 31, 2008
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County and State: Monroe County, FL

APPLICABLE EVENT	SPONSOR	DATE	Personnel Involved/System	Narrative
<i>Performance Appraisal Training</i>	Comcast	9/26/2007	New Supervisors / Human Resources/ Comcast University	Leadership Development Training
<i>Time Management</i>	Comcast	10/15/2007	New Supervisors / Human Resources/ Comcast University	Leadership Development Training
<i>Relishing Change</i>	Comcast	12/7/2007	New Supervisors / Human Resources/ Comcast University	Leadership Development Training
<i>Presentation Skills</i>	Comcast	3/27/2008, 8/1/08	New Supervisors / Human Resources/ Comcast University	Leadership Development Training