

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 - 20081029ACK

SECTION I IDENTIFYING INFORMATION

A. Name of Operator:
 COMCAST CORPORATION

MSO Name:
 COMCAST CABLE COMMUNICATIONS

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

City PHILADELPHIA	State PA	Zip Code 19103-
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Emp. Unit ID # 11896

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
 NORTH SANTA BARBARA, CA

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) 08/24/2008-09/6/2008

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 HR VP
Date 9/26/2008	Name of Respondent RON PHILLIPS
Telephone No. (include area code) 7202672560	

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).

FORM FCC 396-C - SUPPLEMENTAL INVESTIGATION SHEET

Part I Employee Job Descriptions

Give brief job descriptions for employees in the job categories specified below. The number specified in the box indicates the number of different job descriptions that are to be submitted for each category. Job descriptions should include the position title and a brief description of the major duties and responsibilities of the individual(s) in the position.

- | | | |
|------------------------------|----------------------|--------------|
| 1. Officials and Managers | <input type="text"/> | [Exhibit 4] |
| 2. Professionals | <input type="text"/> | [Exhibit 5] |
| 3. Technicians | <input type="text"/> | [Exhibit 6] |
| 4. Sales Workers | <input type="text"/> | [Exhibit 7] |
| 5. Office and Clerical | <input type="text"/> | [Exhibit 8] |
| 6. Craft Workers (skilled) | <input type="text"/> | [Exhibit 9] |
| 7. Operatives (semi-skilled) | 3 | [Exhibit 10] |
| 8. Laborers (unskilled) | <input type="text"/> | [Exhibit 11] |
| 9. Service Workers | <input type="text"/> | [Exhibit 12] |

Part II Inquiries Concerning EEO Program and Practices

Submit responses to the inquiries indicated by a "check" Responses should be brief, but must provide sufficient information to describe the employment unit's activity and efforts in the area of inquiry.

1. Describe the employment unit's efforts to comply with the outreach provisions of 47 C.F.R. Section 76.75(b). [Exhibit 13]
2. Describe the employment unit's efforts to disseminate widely its equal employment opportunity program to job applicants, employees, and those with whom it regularly does business. [Exhibit 14]
3. Name the minority organizations, organizations for women, media, educational institutions, and other recruitment sources used to attract minority and female applicants whenever job vacancies become available. [Exhibit 15]
4. Explain the employment unit's efforts to promote in a nondiscriminatory manner to positions of greater responsibility. [Exhibit 16]
5. Describe the employment unit's efforts to encourage entrepreneurs to conduct business in a nondiscriminatory manner with all parts of its operation and provide an analysis of the results of those efforts. [Exhibit 17]
6. Report the findings of the employment unit's analysis of its efforts to recruit, hire and promote in a nondiscriminatory manner and explain any difficulties encountered in implementing its EEO program. [Exhibit 18]
7. Describe the responsibility of each level of the employment unit's management with respect to application and enforcement of its EEO policy and explain the procedure for review and control of managerial and supervisory performance. [Exhibit 19]
8. Describe the manner in which the employment unit conducts its continuing review of job structure and employment practices. [Exhibit 20]
9. Other Inquiries: [Exhibit 21]

Part III EEO Public File Report

Attach a copy of the EEO public file report from the previous year. Cable entities are required to place annually such information as is required by 47 C.F.R. Section 76.1702 in their public files. [Exhibit 22]

EMP UNIT ID: 11896	MSO NAME: COMCAST CABLE COMMUNICATIONS
	OPR NAME: COMCAST CORPORATION

Approved by OMB
3060-1033

Exhibits

Exhibit 10

Description: JOB DESCRIPTIONS

THIS UNIT DOES NOT EMPLOY SEMI-SKILLED OPERATIVES. INSTEAD, THE UNIT IS PROVIDING THE FOLLOWING JOB DESCRIPTIONS:

1. INSTALLER
2. FIELD AUDIT TECHNICIAN 2
3. WAREHOUSE & MATERIALS MGMT REP 1

INSTALLER (COMMTECH 1)

JOB RESPONSIBILITIES: (MAY PERFORM ANY OR ALL OF THE FOLLOWING DUTIES)

THROUGH CLASSROOM AND FIELD TRAINING LEARN THE PROCESSES FOR: PERFORM REQUESTED AND NON-PAY DISCONNECTS, ADHERING TO COMCAST PROCEDURES AND SAFE WORK PRACTICES, NEC AND NESC REQUIREMENTS, AND LOCAL ORDINANCES IN ORDER TO PROVIDE REQUESTED SERVICES. PRE-WIRE SINGLE UNIT DWELLINGS IN ORDER TO PROVIDE READY HOOK-UP CAPABILITIES. CLEAN, MAINTAIN AND STOCK VEHICLE AND EQUIPMENT IN ORDER TO BE PREPARED TO PERFORM REQUIRED DUTIES.

INSPECT EXISTING GROUND OR MAKE NEW GROUND ACCORDING TO THE NATIONAL ELECTRICAL CODE (NEC) IN ORDER TO PROTECT EMPLOYEES, CUSTOMERS, AND EQUIPMENT FROM ELECTRICAL SHOCK OR DAMAGE.

COMPLETE ASSOCIATED PAPERWORK WITH EACH WORK ORDER IN A TIMELY MANNER IN ORDER TO ENSURE ALL DETAILS OF THE WORK ARE RECORDED FOR ENTRY IN THE CUSTOMERS ACCOUNT ONCE THE WORK IS CHECKED IN.

PROPERLY OPERATE AND MAINTAIN INSTALLATION TOOLS AND EQUIPMENT. REPORT NEED FOR VEHICLE REPAIR OR SERVICE WHEN REQUIRED AND/OR PRESCRIBED.

REPORT ANY ACCIDENTS, LOSSES, INJURIES OR PROPERTY DAMAGE TO SUPERVISOR AND CUSTOMER WHEN APPROPRIATE. APPLY KNOWLEDGE AND SKILLS OF TRAINING ON THE JOB IN ORDER TO PREPARE FOR TRANSITION TO COMMTECH 2.

PERFORM OTHER DUTIES AS REQUESTED BY SUPERVISOR IN ORDER TO ACHIEVE DEPARTMENTAL GOALS AND OBJECTIVES.

PUNCTUAL, REGULAR, AND CONSISTENT ATTENDANCE.

MINIMUM QUALIFICATIONS:

OPERATIONAL COMPETENCIES:

ABILITY TO USE BASIC INSTALLATION TOOLS AND HAND TOOLS

ABILITY TO PERFORM JOB FROM HIGH PLACES (ON LADDERS AND/OR POLES)

ABILITY TO COMPLY WITH SAFETY PROCEDURES AND REQUIREMENTS

KNOWLEDGE OF BASIC MATHEMATICS

ABILITY TO COMMUNICATE WITH CUSTOMERS IN A CLEAR AND STRAIGHT FORWARD MANNER

ABILITY TO WORK INDEPENDENTLY

TRAINING/LICENSES/CERTIFICATIONS:

VALID DRIVERS LICENSE AND SATISFACTORY DRIVING RECORD

HIGH SCHOOL DIPLOMA OR EQUIVALENT

WORK ENVIRONMENT/PHYSICAL ACTIVITIES:

CLIMB POLES, AND LADDERS 18 TO 20 FEET ABOVE GROUND, AS DETERMINED BY THE SYSTEMS REQUIREMENTS

LIFT AND CARRY LOADS OF 70 LBS. OR MORE

WORK IN CRAWL SPACES OR ATTICS

WORK WHILE STANDING 50 - 70% OF THE TIME

DRIVE COMPANY VEHICLE IN A SAFE AND RESPONSIBLE MANNER

WORK AND TRAVEL IN INCLEMENT WEATHER

MUST BE AVAILABLE TO WORK OVERTIME INCLUDING WEEKENDS, EVENINGS AND HOLIDAYS

ABILITY TO MANIPULATE OBJECTS SUCH AS PENS, KEYBOARD AND MOUSE

CORE COMPETENCIES:

CUSTOMER FOCUS: ABLE TO COMMUNICATE COURTEOUSLY AND PRO-ACTIVELY; ABLE TO LEARN CUSTOMERS SHORT TERM AND LONG TERM NEEDS; SEE ISSUES FROM CUSTOMERS POSITION, AND RECOMMEND PRODUCTS OR SERVICES; ABLE TO PROMOTE CUSTOMER FOCUS IN EMPLOYEES AND DEVELOP PARTNERSHIPS WITH CUSTOMERS.

CONCEPTUAL THINKING: ABLE TO APPLY COMMON SENSE, THEORY AND EXPERIENCE TO DECISION-MAKING; ABLE TO RECOGNIZE SIMILARITIES BETWEEN PAST AND PRESENT SITUATION; ABLE TO IDENTIFY KEY ISSUES OR USE INDUCTIVE REASONING IN COMPLEX SITUATIONS.

ACTION ORIENTATION: ABLE TO PERSIST AND FINISH PROJECTS DESPITE OBSTACLES, OR REDIRECT WHEN NECESSARY; ABLE TO FOLLOW INSTRUCTIONS OR TAKE ACTION AND ADDRESS OPPORTUNITIES WITH LITTLE SUPERVISION; ABLE TO TAKE EXTRA STEPS TO PREVENT MISTAKES OR CREATE OPPORTUNITIES.

LISTENING, UNDERSTANDING, AND RESPONDING: ABLE TO USE ACTIVE LISTENING SKILLS OR ATTEND TO NON-VERBAL CUES TO BETTER UNDERSTAND OTHERS PERSPECTIVES, BEHAVIORS OR MOTIVATIONS; ABLE TO EMPATHIZE WITH OTHERS NEEDS AND RESPOND SENSITIVELY; ABLE TO USE GOOD JUDGMENT WHEN RESPONDING AND RESPOND TO OBJECTIONS SUCCESSFULLY.

COMCAST IS AN EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION/DRUG-FREE WORKPLACE EMPLOYER

PLEASE APPLY AT: WWW.COMCAST.COM

MUST BE FLEXIBLE - SCHEDULE SUBJECT TO CHANGE TO MEET BUSINESS NEEDS

FIELD AUDIT TECHNICIAN 2

MAJOR DUTIES: (MAY PERFORM ANY OR ALL OF THE FOLLOWING DUTIES)

INVESTIGATE ILLEGAL CABLE ACTIVITY, MAKE RECOMMENDATIONS FOR PREVENTION, AND ASSIST IN EDUCATING SUBSCRIBERS ABOUT CABLE THEFT. PERFORM AUDITS AND RELATED TASKS INCLUDING DISCONNECTING ILLEGAL CONNECTIONS, CONFISCATING EQUIPMENT, SERVICE RELATED TASKS OR PERFORMING PROPER INSTALLATIONS, AS NEEDED.

COMMUNICATE INVESTIGATIVE RESULTS TO MANAGEMENT WITH RECOMMENDATIONS FOR IMPROVING CONTROLS. COORDINATE COMMUNICATION WITH SUBSCRIBERS REGARDING ILLEGAL CABLE ACTIVITY. TEST CONVERTER EQUIPMENT TO DETERMINE ALTERNATIONS.

PREPARE DOCUMENTATION FOR PROSECUTIONS OR OTHER NECESSARY ACTIONS AND REPRESENT THE COMPANY AT LEGAL PROCEEDINGS AS REQUIRED.

ACT AS THE INVESTIGATIVE AND SECURITY LIAISON WITH FEDERAL, STATE AND LOCAL LAW ENFORCEMENT OFFICERS, PROSECUTING ATTORNEYS, PROBATION OFFICES, ETC.

BE WELL INFORMED WITH THEFT AND SERVICE LAWS AND THE CONSEQUENCES THAT MAY RESULT FROM THIS ACTIVITY IN ADDITION TO KEEPING UPDATES OF OTHER APPLICABLE CRIMINAL STATUTES. PRESERVE AND PROTECT CONFIDENTIAL INFORMATION.

ACCUMULATE EVIDENCE AND DATA TO ESTABLISH PROBABLE CAUSE AND SUBSEQUENTLY PREPARE APPROPRIATE SEARCH WARRANT.

ASSIST THE POLICE AFTER EXECUTION OF A SEARCH WARRANT FOR UNAUTHORIZED SUBSCRIBERS.

FOLLOW-UP LEADS OF POSSIBLE ILLEGAL CABLE USAGE FROM VARIOUS SOURCES IDENTIFY AND COORDINATE LEGAL ACTION AGAINST UNAUTHORIZED USERS.

COORDINATE AUDITS OF COMMERCIAL ESTABLISHMENTS DURING PPV EVENTS.

RECORD AND TRACK ILLEGAL INFORMATION USING CABLE DATA PREPARE REPORTS AND STATISTICAL DATA FOR MANAGEMENT AND CABLE THEFT ASSOCIATIONS.

DETERMINE RESTITUTION OF UNAUTHORIZED SUBSCRIBERS INCLUDING LOSS OF REVENUE; NEGOTIATE SETTLEMENT WITH UNAUTHORIZED SUBSCRIBERS AND THEIR COUNSEL.

PERFORM OTHER DUTIES AS ASSIGNED.

PUNCTUAL, REGULAR, AND CONSISTENT ATTENDANCE.

MINIMUM QUALIFICATIONS:

EDUCATION:

HIGH SCHOOL DIPLOMA OR EQUIVALENT REQUIRED.

EXPERIENCE:

ONE TO TWO YEARS OF RELATED EXPERIENCE.

TO APPLY: VISIT OUR WEBSITE AT WWW.COMCAST.COM AND REFERENCE

#50836BR.

DRUG AND ALCOHOL TESTING REQUIRED
AN EQUAL OPPORTUNITY EMPLOYER/AFFIRMATIVE ACTION/DRUG-FREE WORKPLACE
*ABILITY TO WORK FLEXIBLE SCHEDULE. SCHEDULE SUBJECT TO CHANGE TO MEET THE BUSINESS NEEDS

WAREHOUSE & MATERIALS MGMT REP 1

JOB RESPONSIBILITIES (MAY PERFORM ANY OR ALL OF THE FOLLOWING DUTIES)
MAINTAIN CONVERTER INVENTORY, INCLUDING CLEANING AND TESTING. RESPONSIBLE FOR THE PICKUP AND DELIVERY OF EQUIPMENT FROM OTHER LOCATIONS.
MONITOR TECH BUFFERS AND COMMUNICATING MISSING EQUIPMENT TO SUPERVISORS.
ASSIST WITH MONTHLY CONVERTER RECONCILIATION PROCESS AND RESEARCH VARIANCES TO BILLING SYSTEM.
RECEIVE MATERIAL PREVIOUSLY ORDERED AND DO AN INVENTORY CHECK EACH TIME A SHIPMENT HAS BEEN RECEIVED.
RESPONSIBLE FOR INSPECTION AND DOCUMENTATION OF WAREHOUSE VEHICLES, EQUIPMENT, AND TOOLS IN COMPLIANCE WITH COMCAST SAFETY STANDARDS UPON COMPLETION OF REQUIRED TRAINING.
SETS UP AND MAINTAINS ALL DEPARTMENT FILES, LOGS AND PAPERWORK PERTAINING TO INVENTORY, MATERIALS AND SAFETY.
PLACE MATERIALS IN A SAFE AND SECURE PLACE.
ISSUE MATERIAL UPON PROPER RECEIPT OF REQUISITION.
LOG ALL GOODS RECEIVED, DISPENSED AND ORDERED.
MAINTAIN SECURITY WHILE KEEPING WORK AREA NEAT AND IN AN ORDERLY MANNER.
CLEAN REMOTES AS NECESSARY.
NOTIFY SUPERVISOR OF ANY LOSSES OR DAMAGES OF WAREHOUSE STOCK.
PERFORM OTHER JOB RELATED DUTIES AS ASSIGNED.

PUNCTUAL, REGULAR, AND CONSISTENT ATTENDANCE.

WORK ENVIRONMENT:

FAST PACED, OFTEN HIGH PRESSURE WAREHOUSE ENVIRONMENT; CONTINUOUS CONTACT WITH INTERNAL CUSTOMERS; MODERATE AND GREATER NOISE LEVELS; VIEWING COMPUTER SCREENS FOR PORTION OF WORK SHIFT.

MINIMUM QUALIFICATIONS:

EDUCATION: HIGH SCHOOL DIPLOMA OR THE RECOGNIZED EQUIVALENT IN WORK EXPERIENCE AND SELF-STUDY

EXPERIENCE: SIX MONTHS TO ONE YEAR OF WAREHOUSE EXPERIENCE PREFERABLY IN THE CABLE INDUSTRY. MUST POSSESS BASIC MATH SKILLS. PERSONAL COMPUTER SKILLS INCLUDING FUNCTIONAL KNOWLEDGE OF WORD, EXCEL, MS OFFICE AND KNOWLEDGE OF INVENTORY PROGRAMS PREFERRED. APPLICANT MUST BE ABLE TO PERFORM ESSENTIAL JOB FUNCTIONS SUCH AS (CRAWLING, BENDING, STOOPING, KNEELING, CROUCHING, REACHING, PULLING, PUSHING, GRASPING, CLIMBING, HEAVY LIFTING AND WORKING WITH GENERAL HAND TOOLS AND 32 LADDERS). EXCELLENT ORGANIZATIONAL SKILLS AND THE ABILITY TO HANDLE MULTIPLE PROJECTS AND MEET TIGHT DEADLINES. MUST BE ABLE TO WORK IN A FAST-PACED ENVIRONMENT WHILE MAINTAINING A PROFESSIONAL ATTITUDE. MUST BE ABLE TO WORK FLEXIBLE HOURS AS REQUIRED, INCLUDING EVENINGS AND WEEKENDS. A VALID CALIFORNIA DRIVERS LICENSE AND A CLEAN DRIVING RECORD ARE REQUIRED. STRONG ORAL, WRITTEN AND INTERPERSONAL SKILLS ARE NECESSARY TO INTERFACE EFFECTIVELY WITH STAFF, MANAGEMENT AND EXTERNAL PARTIES.

TO APPLY: VISIT OUR WEBSITE AT WWW.COMCAST.COM AND POST YOUR RESUME.

DRUG AND ALCOHOL TESTING REQUIRED

AN EQUAL OPPORTUNITY EMPLOYER/AFFIRMATIVE ACTION/DRUG-FREE WORKPLACE

MUST BE FLEXIBLE. SCHEDULE SUBJECT TO CHANGE TO MEET THE BUSINESS DEMANDS

Attachment 10

Exhibit 13**Description:** RESPONSE # 1

THE EMPLOYMENT UNIT HAS ESTABLISHED AND MAINTAINS A POSITIVE CONTINUING PROGRAM OF OUTREACH ACTIVITIES DESIGNED TO ENSURE EQUAL OPPORTUNITY AND NONDISCRIMINATION IN EMPLOYMENT. THE UNIT RECRUITS FOR FULL-TIME JOB VACANCIES IN ITS OPERATION THAT ARE NOT FILLED BY INTERNAL APPLICANTS. THE UNIT USES RECRUITMENT SOURCES FOR EACH VACANCY TO DISSEMINATE JOB OPENINGS FROM A LIST THAT IT HAS COMPILED OF MINORITY AND WOMENS ORGANIZATIONS IN ITS EMPLOYMENT AREA AS WELL AS NATIONAL EMPLOYMENT WEBSITES. THE UNIT ALSO PROVIDES NOTIFICATION OF EACH FULL-TIME VACANCY TO ANY ORGANIZATION THAT DISTRIBUTES INFORMATION ABOUT EMPLOYMENT OPPORTUNITIES TO JOB SEEKERS OR REFERS JOB SEEKERS TO EMPLOYERS, UPON REQUEST BY SUCH ORGANIZATION.

PLEASE REFER TO THE ATTACHED LIST OF OUTREACH ACTIVITIES THAT THE UNIT UNDERTAKES EACH YEAR.

OUTREACH LETTERS/JOB POSTING ARE SENT AND POSTED VIA LETTERS, EMAILS, AND ADS THROUGH THE LOCAL NEWSPAPERS. THE NSB OUTREACH LIST INCLUDES THE FOLLOWING:

LOCAL ORGANIZATIONS: EMPLOYMENT DEVELOPMENT DEPARTMENT SANTA MARIA & LOMPOC, WORKFORCE RESOURCE CENTER, TRANSITION ASSISTANCE PROGRAM VANDENBERG AIR FORCE BASE, NAACP, CENTRAL COAST PROFESSIONALS, ACS CAREER SERVICES CONSULTANT

MEDIA/NEWSPAPER: KCOY, CHANNEL 28 LOCAL COMCAST CHANNEL, SANTA MARIA TIMES, THE TRIBUNE, LA TIMES, SANTA BARBARA NEWSPRESS.

EDUCATIONAL INSTITUTIONS: ALLAN HANCOCK COLLEGE, SANTA BARBARA BUSINESS COLLEGE, ACADEMY EDUCATION SERVICES, INC.

PLEASE SEE THE GENERAL RECRUITMENT REPORT ATTACHED.

Attachment 13

Exhibit 14**Description:** RESPONSE # 2

COMCASTS EMPLOYEE MANUAL CONTAINS THE COMPANYS EEO POLICY STATEMENT AND IS MADE AVAILABLE TO ALL EMPLOYEES.

THE COMPANYS EEO POLICY STATEMENT IS POSTED IN THE EMPLOYMENT UNITS OFFICE AND ON BULLETIN BOARDS ACCESSIBLE TO EMPLOYEES AND APPLICANTS, INFORMING THEM OF THEIR EQUAL EMPLOYMENT OPPORTUNITY RIGHTS, AND THEIR RIGHT TO NOTIFY THE EQUAL EMPLOYMENT OPPORTUNITY COMMISSION, THE FCC, OR OTHER APPROPRIATE AGENCY IF THEY BELIEVE THEY HAVE BEEN DISCRIMINATED AGAINST.

ORIENTATION MEETINGS FOR NEW EMPLOYEES AND COMCASTS IN-HOUSE TRAINING PROGRAMS DISCUSS COMCASTS EEO POLICY.

RECRUITMENT SOURCES ARE MADE AWARE OF THE COMPANYS EEO HIRING POLICY AND OF THE COMPANYS POLICY THAT ALL JOB APPLICANTS WILL BE TREATED WITHOUT REGARD TO RACE, COLOR, RELIGION, NATIONAL ORIGIN, AGE OR SEX.

COMCAST CABLE INCLUDES THE PHRASE EOE/AA ON EMPLOYMENT APPLICATIONS, IN NEWSPAPER ADVERTISEMENTS AND OTHER EXTERNAL ADVERTISEMENTS.

COMCAST INDICATES THAT IT IS AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER ON PURCHASE ORDERS, LEASE AGREEMENTS AND OTHER CONTRACTS WITH ITS VENDORS.

COMCAST COMMUNICATES WITH THE STATE EMPLOYMENT SECURITY OFFICE IN WRITING REGARDING ITS EEO POLICY.

COMCAST COMMUNICATES THAT IT IS AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER WHEN IT PARTICIPATES IN OR HOSTS A JOB FAIR.

COMCAST NORTH SANTA BARBARA ALSO POSTS OPEN POSITIONS IN THE FRONT LOBBY WHERE THE GENERAL PUBLIC CAN VIEW LOCAL OPEN POSITIONS.

OUTREACH LETTERS/JOB POSTING ARE SENT AND POSTED VIA LETTERS, EMAILS, AND ADS THROUGH THE LOCAL NEWSPAPERS. THE NSB OUTREACH LIST INCLUDES THE FOLLOWING:

LOCAL ORGANIZATIONS: EMPLOYMENT DEVELOPMENT DEPARTMENT SANTA MARIA & LOMPOC, WORKFORCE RESOURCE CENTER, TRANSITION ASSISTANCE PROGRAM VANDENBERG AIR FORCE BASE, NAACP, CENTRAL COAST PROFESSIONALS, ACS CAREER SERVICES CONSULTANT

MEDIA/NEWSPAPER: KCOY, CHANNEL 28 LOCAL COMCAST CHANNEL, SANTA MARIA TIMES, THE TRIBUNE, LA TIMES, SANTA BARBARA NEWSPRESS.

EDUCATIONAL INSTITUTIONS: ALLAN HANCOCK COLLEGE, SANTA BARBARA BUSINESS COLLEGE, ACADEMY EDUCATION SERVICES, INC.

Attachment 14

Exhibit 16

Description: RESPONSE # 4

PERFORMANCE APPRAISALS ARE CONDUCTED ANNUALLY. DURING THIS ANNUAL ASSESSMENT EMPLOYEES ARE PROVIDED WITH SUGGESTIONS AS TO HOW TO IMPROVE THEIR WORK PERFORMANCE, RECOMMENDATIONS ARE MADE REGARDING TRAINING OPPORTUNITIES, AND CAREER GUIDANCE IS PROVIDED.

REGULAR FULL-TIME EMPLOYEES ARE ELIGIBLE FOR THE COMPANYS EDUCATION ASSISTANCE PROGRAM. THE PROGRAM PROVIDES FOR TUITION REIMBURSEMENT TO ELIGIBLE EMPLOYEES WHO ARE PURSUING A CAREER RELATED DEGREE. EMPLOYEES ARE ENCOURAGED TO SEEK A DEGREE THAT RELATES TO THEIR CURRENT POSITION OR TO A POSITION IN THE COMPANY TO WHICH THEY ASPIRE.

ALL OPEN POSITIONS ARE ADVERTISED THROUGHOUT THE ENTIRE EMPLOYEE BASE. INTERNAL CANDIDATES THAT MEET THE MINIMUM CRITERIA ARE GRANTED AN INTERVIEW. CANDIDATES WHO DO NOT MEET THE QUALIFICATIONS ARE PROVIDED WITH CAREER COUNSELING REGARDING FUTURE OPPORTUNITIES.

COMCAST UNIVERSITY OFFERS NATIONWIDE TRAINING AND DEVELOPMENT OPPORTUNITIES FOR ITS EMPLOYEES. COMCAST UNIVERSITY PROGRAM OFFERINGS INCLUDE COURSE WORK TO ENHANCE THE SUBSTANTIVE AND LEADERSHIP SKILLS OF ITS EMPLOYEES.

IN ADDITION TO THE ABOVE AFOREMENTIONED, COMCAST - NSB HOLDS NEW EMPLOYEE ORIENTATIONS WHERE NEW HIRES ARE WALKED THROUGH THE EMPLOYEE SELF SERVICE TOOL AND SHOWN WHERE OPEN POSITIONS ARE POSTED AND HOW TO APPLY FOR OPEN POSITIONS (I.E. PROMOTIONS AND TRANSFERS TO OTHER COMCAST SYSTEMS).

A JOB BOARD IS ALSO VISIBLE TO ALL EMPLOYEES WHERE OPEN POSITIONS ARE POSTED TO MAKE THEM AWARE OF NSBS EMPLOYMENT OPPORTUNITIES.

Attachment 16

Exhibit 22

Description: EEO PUBLIC FILE

Attachment 22

Description
EEO Public File 11896

FCC Sourcing Report						
Date : 9/1/2007-8/31/2008						
Work Location: CAS01 - Santa Maria CA						
Position Type: ALL						
Requisition#	Job Title	Working Location	Source	# of Interviews	# of Hires	
41190BR	Supv Technicians	CAS01 - Santa Maria CA	A - CABLE	1	0	
41190BR	Supv Technicians	CAS01 - Santa Maria CA	A - SOCIETY FOR CABLE/TEL	1	0	
41190BR	Supv Technicians	CAS01 - Santa Maria CA	I - MONSTER.COM	1	0	
41190BR	Supv Technicians	CAS01 - Santa Maria CA	ICOMCAST - COMCAST.COM	1	0	
41190BR	Supv Technicians	CAS01 - Santa Maria CA	INTERNAL CANDIDATE	3	1	
41190BR	Supv Technicians	CAS01 - Santa Maria CA	REMPREF - EMPLOYEE	1	0	
			Total	8	1	
41281BR	Commercial Sales Acct Exec	CAS01 - Santa Maria CA	A - CABLE	1	0	
41281BR	Commercial Sales Acct Exec	CAS01 - Santa Maria CA	A - CABLE/TEL MARKETING	1	1	
41281BR	Commercial Sales Acct Exec	CAS01 - Santa Maria CA	I - CAREERBUILDER.COM	3	0	
41281BR	Commercial Sales Acct Exec	CAS01 - Santa Maria CA	Internal	1	0	
41281BR	Commercial Sales Acct Exec	CAS01 - Santa Maria CA	N - SAN JOSE MERCURY	1	0	
			Total	7	1	
46940BR	Sales Supervisor	CAS01 - Santa Maria CA	Internal	2	1	
			Total	2	1	
48934BR	Network Comm Tech 4	CAS01 - Santa Maria CA	Internal	1	1	
			Total	1	1	
50836BR	Field Audit Technician 2	CAS01 - Santa Maria CA	A - CABLE	1	0	
50836BR	Field Audit Technician 2	CAS01 - Santa Maria CA	I - COMCAST.COM	2	1	
50836BR	Field Audit Technician 2	CAS01 - Santa Maria CA	I - MONSTER.COM	1	0	
50836BR	Field Audit Technician 2	CAS01 - Santa Maria CA	Internal	1	0	
			Total	5	1	
50841BR	Comm Technician 1	CAS01 - Santa Maria CA	F - SEARCH FIRM	1	0	
50841BR	Comm Technician 1	CAS01 - Santa Maria CA	I - COMCAST.COM	2	1	
50841BR	Comm Technician 1	CAS01 - Santa Maria CA	I - YAHOO.COM	1	0	
50841BR	Comm Technician 1	CAS01 - Santa Maria CA	Internal	1	0	
50841BR	Comm Technician 1	CAS01 - Santa Maria CA	N - SANTA MARIA TIMES	1	1	
50841BR	Comm Technician 1	CAS01 - Santa Maria CA	R - EMPLOYEE REFERRAL	4	0	
			Total	10	2	
54576BR	Payment Center/Lobby Rep 1	CAS01 - Santa Maria CA	N - CITY PAPER	1	0	
54576BR	Payment Center/Lobby Rep 1	CAS01 - Santa Maria CA	N - SANTA MARIA TIMES	2	0	
54576BR	Payment Center/Lobby Rep 1	CAS01 - Santa Maria CA	R - EMPLOYEE REFERRAL	1	1	
			Total	4	1	
54579BR	Sr. Marketing Professional - Santa Maria, CA	CAS01 - Santa Maria CA	I - CAREERBUILDER.COM	2	1	
54579BR	Sr. Marketing Professional - Santa Maria, CA	CAS01 - Santa Maria CA	M - COMCAST NOW HIRING	1	0	
			Total	3	1	
54993BR	Comm Technician 1 - Santa Maria, CA	CAS01 - Santa Maria CA	Internal	1	0	
54993BR	Comm Technician 1 - Santa Maria, CA	CAS01 - Santa Maria CA	N - SANTA MARIA TIMES	1	0	
54993BR	Comm Technician 1 - Santa Maria, CA	CAS01 - Santa Maria CA	REMPREF - EMPLOYEE	1	1	
			Total	3	1	
55091BR	Comm Technician 1 - Santa Maria, CA	CAS01 - Santa Maria CA	I - CAREERBUILDER.COM	2	0	
55091BR	Comm Technician 1 - Santa Maria, CA	CAS01 - Santa Maria CA	I - COMCAST.COM	2	1	
55091BR	Comm Technician 1 - Santa Maria, CA	CAS01 - Santa Maria CA	I - MONSTER.COM	1	0	
55091BR	Comm Technician 1 - Santa Maria, CA	CAS01 - Santa Maria CA	R - WORD OF MOUTH	1	0	
55091BR	Comm Technician 1 - Santa Maria, CA	CAS01 - Santa Maria CA	REMPREF - EMPLOYEE	1	0	
			Total	7	1	
55092BR	Comm Technician 2 - Santa Maria, CA	CAS01 - Santa Maria CA	Internal	1	1	
			Total	1	1	
56900BR	Business Acct Exec (BAE) - Santa Maria, CA	CAS01 - Santa Maria CA	I - CAJOBS.COM (CALIFORNIA	1	0	
56900BR	Business Acct Exec (BAE) - Santa Maria, CA	CAS01 - Santa Maria CA	I - CAREERBUILDER.COM	1	1	
			Total	2	1	
57237BR	Payment Center/Lobby Rep 1	CAS01 - Santa Maria CA	F - SEARCH FIRM	1	1	
57237BR	Payment Center/Lobby Rep 1	CAS01 - Santa Maria CA	I - CAREERBUILDER.COM	1	0	
57237BR	Payment Center/Lobby Rep 1	CAS01 - Santa Maria CA	I - COMCAST.COM	1	0	
57237BR	Payment Center/Lobby Rep 1	CAS01 - Santa Maria CA	I - HOTJOBS.COM	1	0	
57237BR	Payment Center/Lobby Rep 1	CAS01 - Santa Maria CA	I - YAHOO.COM	1	0	
57237BR	Payment Center/Lobby Rep 1	CAS01 - Santa Maria CA	R - EMPLOYEE REFERRAL	1	1	
			Total	6	2	

FCC Sourcing Report							
Date :9/1/2007-8/31/2008							
Work Location: CAS01 - Santa Maria CA							
Position Type: ALL							
1	Participation in at least two job fairs by unit personnel who have substantial responsibility in making hiring decisions.	Lee Central Coast Newspapers - Job Fair	Comcast	1/23/2008	N. Santa Barbara	Job Fair to promote diversity.	
1	Participation in at least two job fairs by unit personnel who have substantial responsibility in making hiring decisions.	Lee Central Coast Newspapers - Job Fair	Comcast	7/1/2008	N. Santa Barbara	Job Fair to promote diversity.	
2	Hosting at least one job fair.	N. Santa Barbara DSR - Recruitment Fair	Comcast	3/5/2008	N. Santa Barbara	We hosted a Sales job fair at the Comcast building	
3	Co-sponsoring at least one job fair with organizations in the business and professional community whose membership includes substantial participation of women and minorities.	Black Expo - Job Showcase	Black Business Listings Newspaper	8/29/08 - 8/30/08	CA Region	One of the major sponsors for the Black Expo to encourage and attract a diverse pool of candidates Region wide	
4	Participate in at least two events sponsored by organizations representing groups present in the community interested in cable television employment issues, including conventions, career days, workshops, and similar activities.	Holiday Gala	WICT	12/2/2007	CA Region	Comcast Bay Region representative presented at the event.	
4	Participate in at least two events sponsored by organizations representing groups present in the community interested in cable television employment issues, including conventions, career days, workshops, and similar activities.	Mentoring Breakfast	WICT	3/25/2008	CA Region	Comcast Bay Region representative presented at the event.	
5	Establishment of an internship program designed to assist members of the community to acquire skills needed for cable television employment.	None					
6	Participation in general (as opposed to vacancy-specific) outreach efforts such as job banks and internet programs designed to promote outreach generally.	Career Days	Allan Hancock College	10/12/2007	N. Santa Barbara	Career Options Listings - media careers	
7	Participation in scholarship programs designed to assist students interested in pursuing a career in the cable industry.	Leaders & Achievers Scholarship Program	Comcast Foundation	5/1/2008	N. Santa Barbara	Scholarship program to promote high school seniors to attend college.	

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Date :9/1/2007-8/31/2008							
Work Location: CAS01 - Santa Maria CA							
Position Type: ALL							
9	Establishment of a mentoring program for unit personnel.	Emma Bowen Foundation for Minority Intered in Media	Emma Bowen Foundation	Ongoing	Comcast	Sponsorship and support for minority recruitment program.	
10	Participation in at least two events or programs sponsored by educational institutions relating to career opportunities in the cable industry.	None					
10	Participation in at least two events or programs sponsored by educational institutions relating to career opportunities in the cable industry.	None					
11	Sponsorship of at least one event in the community designed to inform and educate members of the public as to employment opportunities in the cable industry.	Elks Rodeo	Santa Maria Elks Local1538	6/1/07-6/3/07	N. santa Barbara	Presentation of Comcast careers and opportunities	
12	Listing of each upper-level category opening in a job bank or newsletter of media trade groups whose membership includes substantial participation of women and minorities.	Multi- Channel News, SHRM, EXECUNET, Namic	Comcast	Ongoing	CA Region	Posting job openings of Manager and above positions.	
13	Provision of assistance to unaffiliated non-profit entities in the maintenance of web sites that provide counseling on the process of searching for cable industry employment and/or other career development assistance pertinent to the cable industry.	None					
14	Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination.	Employment Related Workshops	Divisional, Regional and Legal Team	Quarterly	Regional Office CAS04 - 11536	Workshops designed to inform, update and help supervisor, managers, directors and vice presidents to create oppourtunity where possible and kep the workplace discrimination free.	
15	Provision of training to personnel of unaffiliated non-profit organizations interested in cable industry employment opportunities that would enable them to refer better job candidates for cable television video programming positions.	Cal Jobs	EDD	Ongoing	CA Region	Training people interviewing skills, resume writing, and how to get a job	

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Date :9/1/2007-8/31/2008							
Work Location: CAS01 - Santa Maria CA							
Position Type: ALL							
16	Participation in other activities reasonably calculated by the unit to further the goal of disseminating employment opportunity information to job candidates who might otherwise be unaware of such opportunities.	Strawberry Festival	City of Santa Maria	4/25/08 - 4/27/08	N. Santa Barbara County	Community Outreach to share job information	
16	Participation in other activities reasonably calculated by the unit to further the goal of disseminating employment opportunity information to job candidates who might otherwise be unaware of such opportunities.	Home Show	Santa Maria Fair Park	4/5/08 - 4/6/08	N. Santa Barbara County	Community Outreach to share job information	
16	Participation in other activities reasonably calculated by the unit to further the goal of disseminating employment opportunity information to job candidates who might otherwise be unaware of such opportunities.	Jazz Festival	City of Solvang	9/26/08 - 9/28/08	N. Santa Barbara County	Community Outreach to share job information	
16	Participation in other activities reasonably calculated by the unit to further the goal of disseminating employment opportunity information to job candidates who might otherwise be unaware of such opportunities.	Met with Workforce Investment Board to discuss opportunities to partner for recruitment	Comcast	2/12/2008	Bay Region (California)	Met with Workforce Investment Board to discuss opportunities to partner for recruitment	

**COMCAST CABLE COMMUNICATIONS
RECRUITMENT SOURCING SUMMARY
2008**

LOCATION: SANTA MARIA, CA

SOURCE NAME	CONTACT NAME	CONTACT TITLE	ADDRESS	PHONE
COMCAST-COMCAST.COM	Serena Martinez	Recruiter	2323 Thompson Way, Santa Maria, CA 93455	805-349-7185 x.3028
EMPLOYEE REFERRAL	Serena Martinez	Recruiter	2323 Thompson Way, Santa Maria, CA 93455	805-349-7185 x.3028
MONSTER.COM		NA	www.monster.com	
BA Jobs	Vince Walker		www.bajobs.com	650-261-1060
CAREERBUILDER.COM		NA	www.careerbuilder.com	
HOTJOBS.COM		NA	www.hotjobs.com	
Local Channel - 28	Internal Cross Channel	NA		
Santa Maria Times / Lompoc Record	Candice Hall	Classifieds/Recruitment Ads		805-737-1045
The Tribune - San Luis Obispo	Cathy Hoover	Classifieds/Recruitment Ads		805-781-7820
EDD - Employment Development Department			411 Broad St. Ste.A, San Luis Obispo, CA 93401 and 1410 S. Broadway, Santa Maria, CA 93456	
Allan Hancock College		Job Placement Career Services	1 Hancock Dr. Lompoc, CA 93436 and 800 S. College Dr., Santa Maria, CA 93454	
Tranision Assistnace Program	Larry Davis		723 Nebraska Ave. Rm 16, Vandenberg AFB, CA 93437	
NAACP - Santa Maria Branch			P.O. Box 1092, Santa Maria, CA 93456	
Santa Barbara Business College		Career Services	303 E. Plaza Dr., Santa Maria, CA 93454	
Workforce Resource Center			1410 S. Broadway, Suite M, Santa Maria, CA 93454	
Central Coast Professionals			1410 S. Broadway, Suite E, Santa Maria, CA 93454	
ACS - State and Local Solutions	Greggory Follett	Career Service Consultant	1410 S. Broadway, Suite C, Santa Maria, CA 93454	

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Date :9/1/2007-8/31/2008							
Work Location: CAS01 - Santa Maria CA							
Position Type: ALL							
Airman & Family Readiness Center	Raymond Vasquez	Community Readiness Consultant	706 Washington Ave., Building 10122, Vandenberg AFB, CA 93437	805-606-0039			