Federal Communications Commission
Washington, D.C. 20554

OMB 3060-1033
September 2003

FOR FCC USE ONLY

FCC 396-C

Multi-Channel Video Program Distributor EEO Program Annual Report

Read INSTRUCTIONS Before Filling Out Form

FOR COMMISSION USE ONLY
FILE NO.
B396 - 20091026AAK

SECTION I IDENTIFYING INFORMATION

A. Name of Operator:
COMCAST CORPORATION

MSO Name:
COMCAST CORPORATION

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

City	State	Zip Code
PHILADELPHIA	PA	19103-

Emp. Unit ID # 11927

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
NEW YORK, NY

D. Category of Respondent (check applicable box)

( )	Fewer than six (6) full-time employees during the selected payroll period: Complete Sections I, II and V
(●)	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) 08/23/2009 - 09/05/2009

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 any additions or deletions, using the format noted above. NOTE: APPLICABLE ONLY TO CABLE OPERATORS AND NOT TO OTHER MVPD UNITS. [Exhibit 1]

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 Opportunity Rule, 47 C.F.R. Section 76.75(b), during the twelve month period prior to filing this form?	(●) Yes ( ) No
2.	Do you disseminate widely your EEO Program to job applicants, employees, and those with whom you regularly do business?	(●) Yes ( ) 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?	(●) Yes ( ) No
4.	Do you undertake to offer promotions to positions of greater responsibility in a nondiscriminatory manner?	

		◉ Yes ○ 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?	◉ Yes ○ 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?	◉ Yes ○ 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?	◉ Yes ○ 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?	◉ Yes ○ 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?	◉ Yes ○ 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 HUMAN RESOURCES
Date 10/24/2009	Name of Respondent JEFF HAMSTAD
Telephone No. (include area code) 7202673523	

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

Comcast Cable Communications, Inc.
2009 Sourcing Summary
Reporting Period: September 1, 2008 - August 31, 2009
Unit # 11927
New York, NY 10036

Branch	Position Title	Source	Interview	Hired
NYN03 - New York	Manager - Promotions and Interactive Marketing	AMERICA'S JOB EXCHANGE	0	0
		COMCAST.COM	0	0
		DIVERSITYINC	0	0
		EMMA BOWEN ALUMNI	0	0
		EMPLOYEE REFERRAL	1	1
		GOOGLE BASE	0	0
		HBCUCONNECT.COM	0	0
		IHISPANO	0	0
		INTERNAL JOB POSTING	0	0
		LEE HECHT HARRISON	0	0
		NAMIC	0	0
		NYU STERN	0	0
		T HOWARD	0	0
		Total	**1**	**1**
NYN03 - New York	Executive Assistant - Comcast Spotlight - New York City	AMERICA'S JOB EXCHANGE	0	0
		CAREERBUZZ	0	0
		COMCAST.COM	1	0
		DIVERSITYINC	0	0
		GOOGLE BASE	0	0
		HBCUCONNECT.COM	0	0
		IHISPANO	0	0
		INTERNAL JOB POSTING	1	1
		NAMIC	0	0
		Total	**2**	**1**
NYN03 - New York	Marketing Coordinator - Comcast Spotlight - New York City	AMERICA'S JOB EXCHANGE	0	0
		CAREERBUZZ	0	0
		COMCAST.COM	1	1
		DIVERSITYINC	0	0
		GOOGLE BASE	0	0
		HBCUCONNECT.COM	0	0
		IHISPANO	0	0
		INDEED	0	0
		INTERNAL JOB POSTING	0	0

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Branch	Position Title	Source	Interview	Hired
		NAMIC	0	0
		Total	**1**	**1**
NYN03 - New York	Advertising Sales Support Specialist - Comcast Spotlight	AMERICA'S JOB EXCHANGE	0	0
		COMCAST.COM	0	0
		DIVERSITYINC	0	0
		EMPLOYEE REFERRAL	1	1
		GOOGLE BASE	0	0
		HBCUCONNECT.COM	0	0
		IHISPANO	0	0
		INDEED	0	0
		INTERNAL JOB POSTING	0	0
		JOBVERTISE	0	0
		NAMIC	0	0
		SEARCHEASE	0	0
		Total	**1**	**1**
PAP22 - Philadelphia	Manager, Spotlight Accounting - Philadelphia, PA	AMERICA'S JOB EXCHANGE	0	0
		CAREERBUILDER	0	0
		CAREERS ONDEMAND	0	0
		COMCAST.COM	0	0
		CRAIGSLIST.ORG (FREE US SITES)	0	0
		DIVERSITYINC	0	0
		IHISPANO	0	0
		INDEED	0	0
		INTERNAL JOB POSTING	1	1
		MONSTER.COM	0	0
		NAMIC	0	0
		Total	**1**	**1**
PAP22 - Philadelphia	Billing Coordinator - Comcast Spotlight - Philadelphia, PA	AMERICA'S JOB EXCHANGE	0	0
		CAREERS ONDEMAND	0	0
		COMCAST.COM	1	1
		CRAIGSLIST.ORG (FREE US SITES)	0	0
		GOOGLE BASE	0	0

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Branch	Position Title	Source	Interview	Hired
		INTERNAL JOB POSTING	1	0
		NAMIC	0	0
		Total	**2**	**1**
PAP22 - Philadelphia	Spotlight Software Engineer - Malvern, PA	INTERNAL JOB POSTING	1	1
		Total	**1**	**1**
PAP22 - Philadelphia	Executive Assistant - Spotlight - Philadelphia, PA	AFRICAN AMERICAN CHAMBER OF COMMERCE	0	0
		AMERICA'S JOB EXCHANGE	0	0
		CAREERBUILDER.COM	4	0
		CAREERS ONDEMAND	0	0
		COMCAST.COM	5	0
		CRAIGSLIST.ORG (FREE US SITES)	0	0
		DIVERSITYINC	0	0
		EMPLOYEE REFERRAL	3	0
		GOOGLE BASE	0	0
		HBCUCONNECT.COM	0	0
		IHISPANO	0	0
		INDEED	0	0
		INTERNAL JOB POSTING	1	0
		MONSTER.COM	1	1
		NAMIC	0	0
		Total	**14**	**1**
PAP22 - Philadelphia	Manager, Traffic - Spotlight - Philadelphia, PA	AMERICA'S JOB EXCHANGE	0	0
		CAREERS ONDEMAND	0	0
		COMCAST.COM	0	0
		CRAIGSLIST.ORG (FREE US SITES)	0	0
		DIVERSITYINC	0	0
		GOOGLE BASE	0	0
		IHISPANO	0	0
		INDEED	0	0
		INTERNAL JOB POSTING	3	1
		NAMIC	0	0

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Branch	Position Title	Source	Interview	Hired
		TVJOBS.COM	0	0
		Total	**3**	**1**
PAP22 - Philadelphia	HITS Traffic Coordinator - Comcast Spotlight - Philadelphia, PA	AMERICA'S JOB EXCHANGE	0	0
		CAREERBUZZ	0	0
		CAREERS ONDEMAND	0	0
		COMCAST.COM	0	0
		CRAIGSLIST.ORG (FREE US SITES)	0	0
		DIVERSITYINC	0	0
		HBCUCONNECT.COM	0	0
		IHISPANO	0	0
		INDEED	0	0
		INTERNAL JOB POSTING	1	1
		NAMIC	0	0
		TVJOBS.COM	0	0
		Total	**1**	**1**
PAP22 - Philadelphia	SQL Developer - Comcast Spotlight, Philadelphia, PA	INTERNAL JOB POSTING	1	1
		AMERICA'S JOB EXCHANGE	0	0
		CAREERS ONDEMAND	0	0
		COMCAST.COM	1	1
		CRAIGSLIST.ORG (FREE US SITES)	0	0
		DIVERSITYINC	0	0
		IHISPANO	0	0
		INDEED	0	0
		INTERNAL JOB POSTING	0	0
		NAMIC	0	0
		TRAFFIC GUILD OF AMERICA	0	0
		TVJOBS.COM	0	0
		Total	**2**	**1**
PAP22 - Philadelphia	Sales Coordinator - Comcast Spotlight - Philadelphia, PA	AMERICA'S JOB EXCHANGE	0	0
		CAREERS ONDEMAND	0	0
		COMCAST.COM	0	0
		CRAIGSLIST.ORG (FREE US SITES)	0	0

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Branch	Position Title	Source	Interview	Hired
		DIVERSITYINC	0	0
		IHISPANO	0	0
		INDEED	0	0
		INTERNAL JOB POSTING	1	1
		NAMIC	0	0
		TVJOBS.COM	0	0
		Total	**1**	**1**
PAP22 - Philadelphia	IGuide Sales Coordinator - Spotlight - Philadelphia	INTERNAL JOB POSTING	1	1
		Total	**1**	**1**
PAP22 - Philadelphia	Traffic Coordinator - Comcast Spotlight - Philadelphia	AMERICA'S JOB EXCHANGE	0	0
		CAREERS ONDEMAND	0	0
		COMCAST.COM	1	1
		DIVERSITYINC	0	0
		HBCUCONNECT.COM	0	0
		IHISPANO	0	0
		INDEED	0	0
		INTERNAL JOB POSTING	1	0
		JOBVERTISE	0	0
		NAMIC	0	0
		SEARCHEASE	0	0
		Total	**2**	**1**
PAP22 - Philadelphia	HR Generalist	INTERNAL JOB POSTING	1	1
		Total	**1**	**1**
PAP22 - Philadelphia	Supervisor - Financial Planning and Analysis - Comcast Spotlight	AMERICA'S JOB EXCHANGE	0	0
		CAREERBUILDER	0	0
		CAREERS ONDEMAND	0	0
		COMCAST.COM	0	0
		DIVERSITYINC	0	0
		GOOGLE BASE	0	0
		HBCUCONNECT.COM	0	0

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Branch	Position Title	Source	Interview	Hired
		IHISPANO	0	0
		INDEED	0	0
		INTERNAL JOB POSTING	1	1
		JOBVERTISE	0	0
		NAMIC	0	0
		Total	**1**	**1**
PAP22 - Philadelphia	Sr. Sales Support Planner, Ad Sales	AMERICA'S JOB EXCHANGE	0	0
		BABBALU.COM	0	0
		CAREERBUILDER	0	0
		CAREERBUILDER.COM	2	1
		COMCAST.COM	2	0
		DIVERSITYINC	0	0
		HBCUCONNECT.COM	0	0
		HOTJOBS.COM	0	0
		INTERNAL JOB POSTING	1	0
		JOBNUGGET	0	0
		NAMIC	0	0
		SIMPLYHIRED	0	0
		Total	**5**	**1**
PAP22 - Philadelphia	Traffic Inventory Supervisor - Spotlight	AMERICA'S JOB EXCHANGE	0	0
		BABBALU.COM	0	0
		COMCAST.COM	0	0
		DIVERSITYINC	0	0
		EMPLOYEE REFERRAL	1	1
		HBCUCONNECT.COM	0	0
		HOTJOBS.COM	0	0
		INDEED	0	0
		INTERNAL JOB POSTING	1	0
		SIMPLYHIRED	0	0
		Total	**2**	**1**
PAW15 - West Chester	Software Engineer	AMERICA'S JOB EXCHANGE	0	0

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Branch	Position Title	Source	Interview	Hired
		BABBALU.COM	0	0
		COMCAST.COM	2	0
		DICE.COM	0	0
		DIVERSITYINC	0	0
		HBCUCONNECT.COM	0	0
		HOTJOBS.COM	0	0
		INDEED	0	0
		INTERNAL JOB POSTING	2	1
		NAMIC	0	0
		SIMPLYHIRED	0	0
		Total	**4**	**1**
PAP22 - Philadelphia	Spotlight Accounting Analyst - Philadelphia, PA	AMERICA'S JOB EXCHANGE	0	0
		CAREERBUILDER	0	0
		CAREERBUZZ	0	0
		CAREERS ONDEMAND	0	0
		COMCAST.COM	0	0
		CRAIGSLIST.ORG (FREE US SITES)	0	0
		DIVERSITYINC	0	0
		GOOGLE BASE	0	0
		IHISPANO	0	0
		INDEED	0	0
		INTERNAL JOB POSTING	1	1
		MONSTER.COM	0	0
		NAMIC	0	0
		PHILLY CAMPUS CAREERS	0	0
		SJU JOB POSTING	0	0
		VILLANOVA	0	0
		Total	**1**	**1**

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PAP22 - Philadelphia	.Net Traffic Coordinator - Comcast Spotlight - Philadelphia, PA	AMERICA'S JOB EXCHANGE	0	0
		CAREERS ONDEMAND	0	0
		COMCAST.COM	1	1
		CRAIGSLIST.ORG (FREE US SITES)	0	0
		DIVERSITYINC	0	0
		IHISPANO	0	0
		INDEED	0	0
		INTERNAL JOB POSTING	0	0
		NAMIC	0	0
		TRAFFIC GUILD OF AMERICA	0	0
		TVJOBS.COM	0	0
		Total	**1**	**1**
		TOTAL	**48**	**21**

2009 General Recruitment Report
FCC Unit 11927

FCC Recruitment Menu Activity	Activity	Sponsor	Date	System Personnel Involved	Narrative
Establishment of an internship program designed to assist members of the community to acquire skills needed for cable television employment.	Emma Bowen Internships	Comcast	May 2009 - August 2009	Team Emma Bowen - Barb Cowan, Grace Killelea, Shari Thompson, Henry Pastor, Brigitte Brownlee & Chris Mendoza	Partnered with Emma Bowen to hire interns for summer positions in various departments.
	Internships with St. Joseph's and Drexel Universities	Comcast Spotlight	Winter & Summer Semester 2009	Spotlight HR Team	Partnered with local universities
	Career Day with CityYear	Comcast	3/27/09	Comcast Corporate HR Team	Spoke with 50+ young men and women interested in a career with Comcast.
	T. Howard Internship Orientation	T. Howard Foudation	6/4/09	Barb Cowan	Panel participant for a group of T. Howard students interested in careers in media communications
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.	Howard University Media Sales Inistituie	Comcast Spotlight	6/8/09	Jacki Baldwin, Barbara Cowan, Michael Miller	Hosted breakfast and lunch for graduates of the Media Sales Institute - college level job seekers interested in Ad Sales. Presented to group on professional development.
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.	Comcast Spirit of Comcast	Comcast Spotlight	July 21-22, 2009	Team Emma Bowen - Barb Cowan, Grace Killelea, Shari Thompson, Henry Pastor, Brigitte Brownlee & Chris Mendoza	Hosted two-day conference for 60+ Emma Bowen students to provide professional development and future career opportunities.

SOURCING ADDENDUM COMCAST SPOTLIGHT FCC UNIT ID # 11927
Reporting Year: September 1, 2008 - August 31, 2009

SOURCE CODE	CONTACT NAME	CONTACT TITLE	ADDRESS	PHONE	Web Site
Abilitylinks.org	Nicole Lenchner	Account Supervisor, JWT	466 Lexington Avenue, 4th Floor, New York, NY 10017		www.abilitylinks.org
Ad Sales Women in NY	Liz Schroeder	Executive Director	liz@awny.org		http://www.awny.org/
American Women in Radio & Television	www.awrt.org		8405 Greensboro Drive, Suite 800, McLean, VA 22102	703-506-3290	
America's Job Exchange	Nicole Lenchner	Account Supervisor, JWT	466 Lexington Avenue, 4th Floor, New York, NY 10017	212-210-8526	
Army Career & Alumni	ACAP On-Line	www.acap.army.mil			
Career Buzz	Nicole Lenchner	www.careerbuzz.com			ads@careerbuzz.com
Careers on Demand	Comcast Cable Communications, Inc.		One Comcast Center, Philadelphia, PA 19103	215-665-1700	
Comcast.com	Comcast Cable Communications, Inc.		One Comcast Center, Philadelphia, PA 19103	215-665-1700	
Craigslist.com	Nicole Lenchner	Account Supervisor, JWT	466 Lexington Avenue, 4th Floor, New York, NY 10017		www.craigslist.com
CTAM: Cable & Telecommunications Association for Marketing	Nicole Lenchner	Account Supervisor, JWT	201 North Union Street, Suite 440 - Alexandria, VA 22314		www.ctam.com
DevBistro	N/A		www.DevBistro.com		contact@devbistro.com
DeVry Institute	Career Services	www.devry.edu	eherbert@devry.edu		
Dice	Nicole Lenchner	Account Supervisor, JWT	466 Lexington Avenue, 4th Floor, New York, NY 10017		www.dice.com
Drexel University	Career Services		3141 Chestnut Street, Philadelphia, PA 19104	215-895-2000	
Emma Bowen Foundation	Phylis Eagle Olson	President	1299 Pennsylvania Avenue, N.W., 9th Floor ; Washington, DC	202.637.4494	
Entertainment Careers	Job Bank	www.entertainmentcareers.net			
HBCUconnect.com	Andrea Agnew	Director, Diversity & Inclusion	One Comcast Center, Philadelphia, PA 19103	215-286-7438	
ihispano.com	Andrea Agnew	Director, Diversity & Inclusion	One Comcast Center, Philadelphia, PA 19103	215-286-7438	
Interactive Ad Bureau (IAB) Smart Brief	Job Board	www.iab.net/jobs	116 East 27th Street, 7th Floor; New York, New York 10016	212 380 4700	IAB_JobBoard@iab.net
Mandy	Mandy.com	www.mandy.com			
Mediarecruiter.com	Art Scott	Sales, Recruitment Director	21102 Canyon Place, Aurora, CO 80016	303-400-5150	
Monster.com	Nicole Lenchner	Account Supervisor, JWT	466 Lexington Avenue, 4th Floor, New York, NY 10017	212-210-8526	
NAMIC	Nicole Lenchner	Account Supervisor, JWT	466 Lexington Avenue, 4th Floor, New York, NY 10017	212-210-8526	
Lee Hect Harrison	N/A	www.lhh.com	1601 Market Street; Ste. 1820; Philadelphia, PA 19103	215-665-2800	
Philadelphia Ad Club			308 East Lancaster Ave., Suite 110; Wynnewood, PA 19096	610-642-2306	
Search Firm (Triple Screen)	Mark Barbadora	Recruiter	2087 East High Street | Suite B | Pottstown, PA 19464	(610) 970-8620	info@3screen.com
Simply Hired	Job Board	www.simplyhired.com		2513 Charleston Road, Ste. 200; Mountain View, CA 94043	
T Howard Foundation	Josephine E. Pamphile, President	www.t-howard.org	601 13th Street NW; Washington DC 20005	202-639-8847	
Villanova University	Career Center		Lancaster Avenue; Villanova, PA 19085		www.villanova.edu
St. Joseph's University	Career Center		5400 City Ave., Philadelphia, PA 19151		www.sju.edu
NYU Stern	Career Center	www.nyu.edu	133 E. 13th Street, 2nd Floor, New York, NY 10003	(212) 998-4730	www.nyu.edu
African American Chamber of Commerce		www.aachamber.org/	30 S. 15th Street, Ground Floor, Philadelphia, PA 19102	(215) 751-9501	