

Federal Communications Commission Washington, D.C. 20554 <p style="text-align: center;">FCC 396-C</p>	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. - 20080924ACJ

SECTION I IDENTIFYING INFORMATION

A. Name of Operator:
 TIME WARNER CABLE

MSO Name:
 TIME WARNER CABLE

B. Employment Unit's Mailing Address
 7910 CRESCENT EXECUTIVE DRIVE

City CHARLOTTE	State NC	Zip Code 28217-
-------------------	-------------	--------------------

Emp. Unit ID # 10623

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
 STEUBEN, 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) 07/01/2008 - 07/14/2008

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
----	---

	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 <i>9-11-2008</i>	Title <i>Division President</i>
Date <i>9-11-2008</i>	Name of Respondent KISHA WILKERSON
Telephone No. (include area code) 7047313100	

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

2008 Supplemental Recruitment Efforts, CFR § 76.75 (b) (2)
Time Warner Cable, Central New York Division
FCC Unit: 10623 – Hornell

Supplemental Recruitment Initiative #14, Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination.

Time Warner Cable, Central New York Division provides Respect in the Workplace training to all Division employees, facilitated by the Division's Human Resources Manager and Human Resources Generalist. This training examines the impact of a respectful work environment on teamwork, initiative, integrity, and diversity. Through a series of video vignettes and interactive group discussions, participants learn to identify, demonstrate, and maintain a positive, productive, and inclusive work environment, free from harassment and discrimination. As a result of this course, employees are able to define discrimination and harassment, recognize the different types of discrimination and harassment, state their responsibility for preventing discrimination and harassment and know the process for reporting complaints. Fourteen employees from FCC Unit #10623 completed the training, including a Technical Operations Manager and Maintenance Manager.

Supplemental Recruitment Initiative # 9, Establishment of mentoring programs for unit personnel.

The Central New York Division's Technical Peer Trainer Program, administered by the Division's Sr. Director of Training, creates a standardized and well-defined On-The-Job Training (OJT) experience, while supplementing classroom training. The program provides installation and troubleshooting OJT for new and existing employees for Cable, Digital Phones, HSD and New Products and Services to help support and encourage success. In addition, the role of peer trainer provides a career development opportunity for Technicians as they learn and utilize teaching, teambuilding, and leadership skills for future promotion into higher level positions. In FCC Unit #10623 there is one Peer Trainer, a Technician II, Level I technician.

TIME WARNER CABLE

Recruitment Sources

Hornell - FCC Unit #10623

Time Warner Cable is proud to have diversity in our recruitment approach. In the Hornell area we actively recruit our applicant base through Internet resources, print advertising, television, radio, educational venues and non-traditional sources. We are committed to providing equal opportunities for employment and advancement to qualified individuals without regard to race, color, sex, national origin, religion, age, sexual orientation, disability or status as a disabled or Vietnam-era veteran. As part of this commitment, Time Warner Cable is in full compliance with the Equal Employment Opportunity (EEO) rules of the Federal Communications Commission (FCC) that require posting of certain recruitment, hiring, and reporting information. The table below details our recruitment sources.

Organizations & Agencies:

Mr. Richard Stetz
Bradford Sullivan Career Link
218 Main St., Unit 1
Towanda, PA 18848
570-265-2171
570-265-2331 fax

Mr. Rick Halstead
NYS Dept. of Labor
11 Megan Drive
Geneseo, NY 14454
585-243-1427

Mr. Dennis Stachowski
NYS Dept. of Labor – Veterans Affairs
107 Broadway
Hornell, NY 14843
607-324-8388

Internet Sources:

timewarner.com/careers
monster.com
careerbuilder.com
Internal – Time Warner Cable Employees First
<https://at-twc.twcable.com>

Internship Program:

Time Warner Cable, CNY Division
S.T.A.R.S Internship Program

Contact for all above web postings:

Time Warner Cable
CNY Division
Human Resources Department
P.O. Box 4733
Syracuse, New York 13221
315-634-6304

Print Advertising:

Mr. Andy Peterilli
Hornell Tribune
85 Canisteo St.
Hornell, NY 14843
607-324-1425 x114

Educational Venues:

Mr. Larry Truillo
Broome Community College
PO Box 1017
Binghamton, NY 13902
607-778-5205
607-778-5204 fax

Ms. Kim Wilcox
Geneseo State College
1 College Circle Blake #A104
Geneseo, NY 14454
585-245-5211
585-245-5998 fax

Ms. Elaine Antonioli
Alfred State College
10 Upper College Drive
Alfred, NY 14802
607-587-4060
607-587-3288 fax

Ms. April St. John
Career Development Center-Binghamton University
PO Box 6000
Binghamton, NY 13092
607-777-2553
607-777-4499

Ms. Peggy Broderick
Alfred University-Career Development Center
1 Saxon Drive
Alfred, NY 14802
607-871-2164
607-871-2305 fax

Media:

Clear Channel Communications

Ms. Christine VanDuser
Public Service Channel
TWC Hornell
166 Main St.
Hornell, NY 14843
607-324-2487
607-324-7270

Time Warner Cable Contact Information:

Time Warner Cable
CNY Division
Human Resources Department
P.O. Box 4733
Syracuse, New York 13221
315-634-6304

Vacancy Report - FCC Unit #10623

07/01/07 - 06/30/08

SetID	FCC Unit	FCC# Descr	Descr	Vacancies
DB23A	10623	Hornell	Tech, Installation	1

TWC EEO Source Evaluation From 7/1/2007 To 6/30/2008
For Full Time, External Positions Only

Binghamton Division - DB23A

FCC Unit: 10623

	Number of Applicants	Number of Interviewees	Number of Offers Accepted
Former Employee - Former employee of a Time Warner company	1	1	1
Internet - Indeed	1	1	
Referral - TW Cable Employee Referral			
Website - TimeWarner Careers	2	2	
FCC Unit Total:	4	4	1

**From 7/1/2007 To 6/30/2008
For Full Time, External
Positions Only**

Binghamton Division - DB23A

FCC Unit: 10623

Candidate Id	Requisition Id	Date of Offer	Job Title	Referral Type
9524123	79067BR	8/3/2007	Tech, Installation	Former Employee - Former employee of a Time Warner company

**Source Evaluation - Interviewed
From 7/1/2007 To 6/30/2008
For Full Time, External**

Binghamton Division - DB23A

FCC Unit: 10623

Candidate Id	Requisition Id	Date of Interview	Job Title	Referral Type
7526653	79067BR	8/3/2007	Tech, Installation	Internet - Indeed
9164747	79067BR	8/3/2007	Tech, Installation	Website - TimeWarner Careers
9386232	79067BR	8/3/2007	Tech, Installation	Website - TimeWarner Careers
9524123	79067BR	8/3/2007	Tech, Installation	Former Employee - Former employee of a Time Warner company