

Federal Communications Commission Washington, D.C. 20554  <p style="text-align: center;"><b>FCC 396-C</b></p>	OMB 3060-1033 September 2003	FOR FCC USE ONLY
<b>Multi-Channel Video Program Distributor EEO Program Annual Report</b>  Read INSTRUCTIONS Before Filling Out Form		FOR COMMISSION USE ONLY FILE NO. <b>B396 - 20090928ABK</b>

**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 # 0841		
<b>Application Purpose</b> <input checked="" type="radio"/> New Program Report <input type="radio"/> Amendment to Program Report		
<input type="checkbox"/> Supplemental Investigation Sheet (SIS) Attached		
C. County and State in which unit's employment office is located JEFFERSON, NY		
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) 07/01/2009-07/14/2009		
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 [Exhibit 1] 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	<input checked="" type="radio"/> Yes <input type="radio"/> No

	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>Pat Berry</i>	Title RVP, HR
Date <i>9-4-09</i>	Name of Respondent PAT BERRY
Telephone No. (include area code) 7047313000	

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**

**2009 Supplemental Recruitment Efforts, CFR § 76.75 (b) (2)  
Time Warner Cable, Central New York Division  
FCC Unit: 0841 – Watertown**

***Supplemental Recruitment Initiative #2, Hosting at least one job fair.***

On Tuesday, June 9, 2009, Time Warner Cable sponsored a Job Fair on campus at the Jefferson/Lewis BOCES in Watertown, NY. The Office/HR Coordinator attending spoke to students about Installer/Technician, Warehouse and Customer Service employment opportunities. She spoke to 20 students and collected 12 resumes. She instructed students on how to search and apply online at our website [www.timewarnercable.com](http://www.timewarnercable.com). During this 2 hour event, students not only learned about local employment opportunities at the Company, but also about the many benefits Time Warner Cable offers to its employees. Although no hires were made at this fair, BOCES is very interested in having this become an annual event. The Company sees this as an opportunity to begin a mutually beneficially partnership going forward.

***Supplemental Recruitment Initiative #8, Establishment of training programs designed to enable unit personnel to acquire skills to qualify them for higher-level positions.***

Time Warner Cable's Cornerstones of Leadership is a new 12-month program conducted under the direction of the Regional Director of Organizational Development. This program is designed to develop comprehensive leadership competencies by focusing on key leadership skills including people development, systems and technology, communication, company policy and productivity. Diverse learning activities and coursework is provided through a series of E-learning courses and in-class instruction. Employees will work jointly on a strategic business initiative and conclude the program with a presentation of their recommendations and possible next steps the Company can take to grow the business. From FCC Unit #0841, one Technical Supervisor attended the 2009-2010 course as part of a Division-wide group of fifteen, including nine females and two minority participants. In total, there are 86 employees from the Northeast/National Region. This new leadership development program will run annually from May through April and we expect to enroll all supervisors and managers into the class in order to provide them with the leadership training necessary to advance in their careers.

**TIME WARNER CABLE**  
**Recruitment Sources**  
**Watertown – FCC Unit #0841**

Time Warner Cable is proud to have diversity in our recruitment approach. In the Watertown 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:**

Ms. Lynn Bartetels  
Employment Readiness Program  
10720 Mt. Belvedere Blvd.  
Fort Drum, NY 13602  
315-772-9611  
315-772-3073 fax

Mr. Daniel Andrews  
Jefferson County Dept of Employment & Training  
1222 Coffeen St.  
Watertown, NY 13601  
315-782-9252  
315-782-2073 fax

Ms. Alice Draper  
NYS Dept. of Labor  
The Workplace  
1222 Coffeen St.  
Watertown, NY 13601  
315-782-9252  
315-782-2073 fax

Ms. Lorrie Guler  
Army Career & Alumni Program  
10720 Mt. Belvedere Blvd.  
Fort Drum, NY 13602  
315-772-3284  
315-772-3443 fax

**Internet Sources:**

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

**Educational Venues:**

Ms. Pamela Thomas  
Jefferson Lewis BOCES  
20104 NYS Route 3  
Watertown, NY 13601  
315-779-7200  
315-779-7209 fax

**Contact for all above web postings:**

Time Warner Cable  
Syracuse Division  
Human Resources Department  
P.O. Box 4733  
Syracuse, New York 13221

Ms. Michele Gefell  
Jefferson Community College  
Career and Counseling Center  
1220 Coffeen St.  
Watertown, NY 13601  
315-786-2269 x 2271  
315-786-2471 fax

**Print Advertising:**

Watertown Daily Times  
250 Washington St.

Watertown, NY 13601  
315-782-0400  
**Internship Program:**  
Time Warner Cable, CNY Division  
S.T.A.R.S. Internship Program

**Media:**  
Mark Favert  
Channel 44  
340 East Blvd.  
Watertown, NY 13601  
315-486-4896

**Time Warner Cable Contact Information:**  
Time Warner Cable  
Syracuse Division  
Human Resources Department  
P.O. Box 4733  
Syracuse, New York 13221

PeopleSoft  
 FCC SOURCE EVALUATION REPORT

Report ID: TWHR83N  
 FCC Source Evaluation Report  
 FCC Unit: 0841 - Watertown  
 County: Jefferson  
 Vacancies filled from 01-JUL-2008 Thru 30-JUN-2009

SOURCE DESCRIPTION	NO APPLICANTS	NO INTERVIEWS	NO HIRES
Ad - General	4	4	4
Website - Niche Redirect Site	1	0	0
Website - TimeWarner Careers	39	7	1
<b>0841 Totals</b>	<b>44</b>	<b>11</b>	<b>5</b>

PeopleSoft  
 FCC SOURCING REPORT

Report ID: TWHR83N  
 FCC Sourcing Report  
 FCC Unit: 0841 - Watertown  
 County: Jefferson  
 Vacancies filled from 01-JUL-2008 Thru 30-JUN-2009

REQUISITION NO	JOB TYPE	SOURCE DESCRIPTION	NO INTERVIEWS	NO HIRES
103584BR	Tech 1, Installation	Ad - General	3	3
		Total	3	3
105500BR	Rep 2, Warehouse	Ad - General	1	1
		Total	1	1
109869BR	Tech 1, Installation	Website - TimeWarner Careers	7	1
		Total	7	1
		0841 Totals	11	5

Peoplesoft  
FCC SOURCING DETAIL REPORT

Report ID: TWIHR84N  
FCC Sourcing Detail Report  
FCC Unit: 0841 - Watertown  
County: Jefferson  
Vacancies filled from 01-JUL-2008 Thru 30-JUN-2009

Requisition No	Job Title	Candidate ID	Last HR Status	Source Description
103584BR	Tech 1, Installation	10707890	Applicant	Website - TimeWarner Careers
		10708155	Hired	Ad - General
		10709867	Hired	Ad - General
		8933434	Applicant	Website - TimeWarner Careers
		9385252	Hired	Ad - General
		9976171	Applicant	Website - TimeWarner Careers
	<b>Total</b>		<b>6</b>	
105500BR	Rep 2, Warehouse	10070066	Applicant	Website - TimeWarner Careers
		10196243	Applicant	Website - TimeWarner Careers
		10328102	Applicant	Website - TimeWarner Careers
		10548118	Applicant	Website - TimeWarner Careers
		10645088	Applicant	Website - TimeWarner Careers
		10646818	Applicant	Website - TimeWarner Careers
		10647406	Applicant	Website - TimeWarner Careers
		10647590	Applicant	Website - TimeWarner Careers
		10651895	Applicant	Website - TimeWarner Careers
		10655024	Applicant	Website - TimeWarner Careers
		10655536	Hired	Ad - General
		10656414	Applicant	Website - TimeWarner Careers
		10656608	Applicant	Website - TimeWarner Careers
		10656736	Applicant	Website - TimeWarner Careers
		10657585	Applicant	Website - TimeWarner Careers
		10659153	Applicant	Website - TimeWarner Careers
		10660176	Applicant	Website - TimeWarner Careers
		10664893	Applicant	Website - TimeWarner Careers
		10665954	Applicant	Website - TimeWarner Careers
		10666545	Applicant	Website - TimeWarner Careers
10677047	Applicant	Website - TimeWarner Careers		
10679601	Applicant	Website - TimeWarner Careers		
10680034	Applicant	Website - TimeWarner Careers		
10682583	Applicant	Website - TimeWarner Careers		
10694161	Applicant	Website - Niche Redirect Site		
9078404	Applicant	Website - TimeWarner Careers		
9474954	Applicant	Website - TimeWarner Careers		
9659534	Applicant	Website - TimeWarner Careers		
9736024	Applicant	Website - TimeWarner Careers		
	<b>Total</b>		<b>30</b>	
109869BR	Tech 1, Installation	11002458	Interviewed	Website - TimeWarner Careers
		11030991	Interviewed	Website - TimeWarner Careers
		11031039	Interviewed	Website - TimeWarner Careers
		11031182	Hired	Website - TimeWarner Careers
		11037255	Applicant	Website - TimeWarner Careers

Peoplesoft  
 FCC SOURCING DETAIL REPORT

Report ID: TWHR84N  
 FCC Sourcing Detail Report  
 FCC Unit: 0841 - Watertown  
 County: Jefferson  
 Vacancies filled from 01-JUL-2008 Thru 30-JUN-2009

Requisition No	Job Title	Candidate ID	Last HR Status	Source Description
109869BR	Tech 1, Installation	11039329	Interviewed	Website - TimeWarner Careers
		11048756	Interviewed	Website - TimeWarner Careers
		9648532	Interviewed	Website - TimeWarner Careers
	<b>Total</b>		<b>8</b>	
	<b>0841 Total</b>		<b>44</b>	

## Referral Source Addendum

**FCC: Unit: 0841 – Watertown**

<b>Requisition #</b>	<b>Candidate ID</b>	<b>Original Referral Source</b>	<b>Updated Referral Source</b>
103584BR	10708155	Ad – General	Ad – Watertown Daily Times
103584BR	10709867	Ad – General	Ad – Watertown Daily Times
103584BR	9585252	Ad – General	Ad – Watertown Daily Times
105500BR	10655536	Ad – General	Ad – Watertown Daily Times