

Reference # 20031014AAY

Federal Communications Commission Washington, D.C. 20554 FCC 396-C	Approved by OMB 3060-1033	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 - 20031014AAY

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 # 1299		
Application Purpose		
<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 WORCHESTER COUNTY, MA		
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) 7/01/03 - 7/14/03		
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 DIVISION PRESIDENT
Date 10/11/2003	Name of Respondent PAMELA PREVITE
Telephone No. (include area code) 7047313457	

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

PeopleSoft
RECRUITMENT SOURCE EVALUATION

Report ID: TWRHR29N

Page No. 152
Run Date 08/07/2003
Run Time 11:46:55

Business Unit: DB86A Albany Division

FCC Unit: 1299 Athol

From Date: 15-JAN-2003 Thru Date: 14-JUL-2003

<u>Referral Type</u>	<u>Specific Referral Source</u>	<u>Number of Applicants</u>	<u>Number of Interviewees</u>	<u>Number of Hires</u>
Advertisement		1	0	0
Advertisement		28	12	0
Advertisement		1	1	0
Employee		1	0	0
Employee		1	0	0
Job Fair		1	0	0
Job Posting		1	0	0
Job Posting		1	0	0
Job Posting		1	0	0
Open House		1	1	0
Other Source		1	0	0
Other Source		4	1	0
Other Source		78	16	1
Other Source		5	2	1
Unknown		3	0	0
Walk-In				

Recruitment Source Listing
FCC Unit ID: 1299
For Period ending 07/14/03
Page 1 of 1

Contact Name : Bill Fortin
Organization : MA, Division of Employment and Training
Address : Franklin/Orange Counties
Address : One Arch Place
City, State, Zip : Greenfield, MA 01301

Contact Name : Carol Farnsworth
Organization : MA, Division of Employment and Training
Address : Worcester/Athol Counties
Address : 55 Lake Street
City, State, Zip : Gardner, MA 01440

FCC Annual Filing Full-time Vacancies

Inclusive Dates 3/10/03 - 7/14/03

FCC Unit	Description	Job Title	Vacancies
1299	Athol	Rep I, Cust Svc	1

Recruitment Options
FCC Unit ID: 1299
For Period Ending 7/14/03

Recruitment Option #1

#8 A career pathing program has been implemented throughout the Engineering Department (Technical Operations, Headend, Construction Maintenance), which allows employees to move up in level and responsibility at their own pace by reaching established goals for each level. Once an employee arrives at the highest level they can attain on their own, they should be prepared for higher level positions once they become available.

Recruitment Option #2

#2 For the one Customer Service position we filled during this period, we held a job fair in our Athol Office on May 28, 2003, where each applicant was given the opportunity to interview with the one of the hiring managers for the position.