

**EQUAL EMPLOYMENT OPPORTUNITY
“EEO”
PROGRAM**

General EEO Policy

Equal opportunity in employment shall be afforded by all licensees or permittees of commercially or noncommercially operated AM, FM, TV, Class A TV or international broadcast stations (as defined in this part) to all qualified persons, and no person shall be discriminated against in employment by such stations because of race, color, religion, national origin, or sex.

EEO Rules

The Commissions new EEO rule became effective on March 10, 2003.

5 basic requirements for broadcasters:

- 1. Do not discriminate.**
- 2. Recruit broadly for all full-time job openings.**
- 3. Develop a list of referral sources entitled to receive notice of all job openings.**
- 4. Engage in supplemental non-vacancy specific outreach efforts.**
- 5. Keep records and file reports with the FCC**

Practice Nondiscrimination

(on the basis of race, color, religion, national origin or gender).

1. Engaging in discrimination would raise serious character questions as to the fitness of the broadcaster to remain a Commission licensee.
2. The Commission has a zero tolerance policy for discrimination.
3. Discrimination on the basis of disability is subject to the Americans with Disabilities Act.
4. Stations with 5 or more full-time employees must have specific EEO program with the following:
 - Inform its employees and recognized employee organizations (outreach list) of the equal employment opportunity policy and program and enlist their cooperation.
 - Communicates its EEO policy and program and its employment needs to sources of qualified applicants without regard to race, color, religion, national origin or sex, and solicits their recruitment assistance on a continuing basis.
 - Conducts continuing program to exclude all unlawful forms of prejudice or discrimination based upon race, color, religion, national origin, or sex from its personnel policies and practices and working conditions.
 - Conducts continuing review of job structure and employment practices and adopt positive recruitment, job design, and other measures needed to ensure genuine equality of opportunity to participate fully in all organizational units, occupations, and levels of responsibility.
5. The Commission has specific types of activities for stations with 5 or more employees. These must be periodically analyzed.
 - Disseminate station’s EEO program to job applicants and employees.
 - Utilize media for recruitment purposes in a manner that will contain no indication, either explicit or implicit, of a preference for one race, national origin, color, religion or sex over another;
 - Ensure promotions to positions of greater responsibility are made in a nondiscriminatory manner.
 - Avoid the use of selection techniques or tests that have the effect of discriminating against any person based on race, national origin, color, religion, or sex.

Conduct Mandatory Outreach

Tammy Signor, Human Resources Coordinator, is responsible for all outreach (Prongs 1-3).

Prong 1

Widely disseminate throughout the community information concerning each full-time job vacancy, except for job vacancies filled in exigent circumstances (example: employee departs without notice and the duties cannot be fulfilled by another station employee).

Must use a variety of recruitment sources to reach all segments of the community. (example: Internet postings, over-the-air announcements, print, etc.)

Prong 2

Provide notice of each full-time job vacancy to recruitment organizations that have requested such notice. **WGET/WGTY uses on air announcements on both AM and FM stations, websites and Gettysburg Times to encourage organizations to join our outreach list.**

Prong 3

Broadcasters are required to complete for (stations with more than 10 full-time employees located in larger markets) longer-term recruitment initiatives during each two-year period in a given license term.

WGET/WGTY participates in job fairs, career fairs/days, internships, holds its own job fair.

Prepare, and Place in the Station Public Inspection File, Annually on the Anniversary of the Filing of the Station's License Renewal Application, a Report Which Includes the Following:

1. A list of all full-time job vacancies filled during the preceding year, identified by job title;
2. Recruitment sources used to fill each of those job vacancies including the address, contact person, and telephone number of each recruitment source;
3. A list of the recruitment sources that referred the individuals hired for each full-time job vacancy that was filled;
4. Data reflecting the total number of persons interviewed for full-time job vacancies during the preceding year and the total number of interviewees referred by each recruitment sources; and
5. A list and brief description of Prong 3 menu choices that the station implemented during the preceding year.

WGET/WGTY complies with this through Stacy Winemiller, Business Manager and Tammy Signor, Human Resources Coordinator.

ENFORCEMENT

The Commission has said that it will monitor compliance via the mid-term review and at license renewal time. In addition, FCC will conduct random audits and targeted investigations when it is informed of possible violations. The standard potential penalties will apply, including admonishment, reporting conditions, forfeitures, short-term renewal, designation for hearing and license revocation.

EEO Acknowledgment

I, _____, received a copy of WGET/WGTY's Equal Employment Opportunity "EEO" Program.

Date

Signature