

Federal Communications Commission Washington, D.C. 20554  <b>FCC 396-C</b>	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. - 20090918ACC

**SECTION I IDENTIFYING INFORMATION**

A. Name of Operator:  
 PHONOSCOPE, LTD

MSO Name:  
 PHONOSCOPE ENTERTAINMENT, INC.

B. Employment Unit's Mailing Address  
 6105 WESTLINE DR

City HOUSTON	State TX	Zip Code 77036-
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Emp. Unit ID # 9267

**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  
 HARRIS COUNTY, TX

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) 08/25/09-09/07/09

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	<input checked="" type="radio"/> Yes <input type="radio"/> No
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	Opportunity Rule, 47 C.F.R. Section 76.75(b), during the twelve month period prior to filing this form?	
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 HR DIRECTOR
Date 9/18/2009	Name of Respondent ROBERT ELY
Telephone No. (include area code) 8326157714	

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).

**Part I Employee Job Descriptions**

Give brief job descriptions for employees in the job categories specified below. The number specified in the box indicates the number of different job descriptions that are to be submitted for each category. Job descriptions should include the position title and a brief description of the major duties and responsibilities of the individual(s) in the position.

- |                              |   |              |
|------------------------------|---|--------------|
| 1. Officials and Managers    | □ | [Exhibit 4]  |
| 2. Professionals             | □ | [Exhibit 5]  |
| 3. Technicians               | 3 | [Exhibit 6]  |
| 4. Sales Workers             | □ | [Exhibit 7]  |
| 5. Office and Clerical       | □ | [Exhibit 8]  |
| 6. Craft Workers (skilled)   | □ | [Exhibit 9]  |
| 7. Operatives (semi-skilled) | □ | [Exhibit 10] |
| 8. Laborers (unskilled)      | □ | [Exhibit 11] |
| 9. Service Workers           | □ | [Exhibit 12] |

**Part II Inquiries Concerning EEO Program and Practices**

Submit responses to the inquiries indicated by a "check" Responses should be brief, but must provide sufficient information to describe the employment unit's activity and efforts in the area of inquiry.

- |   |              |
|---|--------------|
| 1. <input type="checkbox"/> Describe the employment unit's efforts to comply with the outreach provisions of 47 C.F.R. Section 76.75(b).  | [Exhibit 13] |
| 2. <input type="checkbox"/> Describe the employment unit's efforts to disseminate widely its equal employment opportunity program to job applicants, employees, and those with whom it regularly does business.   | [Exhibit 14] |
| 3. <input checked="" type="checkbox"/> Name the minority organizations, organizations for women, media, educational institutions, and other recruitment sources used to attract minority and female applicants whenever job vacancies become available.             | [Exhibit 15] |
| 4. <input type="checkbox"/> Explain the employment unit's efforts to promote in a nondiscriminatory manner to positions of greater responsibility.  | [Exhibit 16] |
| 5. <input checked="" type="checkbox"/> Describe the employment unit's efforts to encourage entrepreneurs to conduct business in a nondiscriminatory manner with all parts of its operation and provide an analysis of the results of those efforts.                 | [Exhibit 17] |
| 6. <input checked="" type="checkbox"/> Report the findings of the employment unit's analysis of its efforts to recruit, hire and promote in a nondiscriminatory manner and explain any difficulties encountered in implementing its EEO program.                    | [Exhibit 18] |
| 7. <input type="checkbox"/> Describe the responsibility of each level of the employment unit's management with respect to application and enforcement of its EEO policy and explain the procedure for review and control of managerial and supervisory performance. | [Exhibit 19] |
| 8. <input type="checkbox"/> Describe the manner in which the employment unit conducts its continuing review of job structure and employment practices.  | [Exhibit 20] |
| 9. <input type="checkbox"/> Other Inquiries:  | [Exhibit 21] |

**Part III EEO Public File Report**

Attach a copy of the EEO public file report from the previous year. Cable entities are required to place annually such information as is required by 47 C.F.R. Section 76.1702 in their public files. [Exhibit 22]

EMP UNIT ID: 9267	MSO NAME: PHONOSCOPE ENTERTAINMENT, INC.
	OPR NAME: PHONOSCOPE, LTD

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**Exhibits**

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**Exhibit 1****Description:** COMMUNITIES SERVEDNO CHANGES

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**Attachment 1**

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**Exhibit 6****Description:** TECHNICIAN JOB DESCRIPTIONS

LEVEL II NETWORK SUPPORT TECHNICIAN - PROVIDE PROACTIVE AND RECEIVE NETWORK SUEVIELLANCE, TROUBLESHOOTING, COORDINATION AND RESTORATION OF SERVICE AFFECTING NETWORK EVENT.

DATA TECHNICIAN - THE DATA TECH PERFORMS THE SWITCH INSTALLATIONS FOR SERVICE OF PHONOSCOPE'S DATA AND IP PHONE SERVICE

FIBER SPLICING TECHNICIAN - PERFORMS FIBER SPLICING, TERMINATING, TROUBLESHOOTING AND MAINTENANCE OPERATIONS IN A VARIETY OF ENVIRONMENTS

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**Attachment 6**

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**Exhibit 15****Description:** RECRUITMENT SOURCES

WE USE THE TEXAS WORFORCE COMMISSION, LOFTON STAFFING AND PRIMARY SERVICES. THESE STAFFING SOURCES HAVE PROVIDED US WITH THE OPPORTUNITY TO HIRE A VARIETY OF QAULITY WOMEN AND MINORITY EMPLOYEES.

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**Attachment 15**

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**Exhibit 17****Description:** ENTREPRENUERSHIP

ALL INDEPENDENT CONTRACTORS CONDUCTING BUSINESS WITH THE COMPANY ARE REQUIRED TO EXECUTE AN INDEPENDENT CONTRACTOR AGREEMENT THAT CONTAINS LANGUAGE DEFINING THE COMPANYS NON-DISCRIMINATORY POLICIES AND PROCEDURE IN THEIR HIRING AND EMPLOYMENT PRACTICES, AND ACKNOWLEDGING THAT THEY WILL COMPLY WITH THOSE PRACTICES

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**Attachment 17**

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**Exhibit 18****Description:** EEO PROGRAM

PHONOSCOPE OWNERSHIP AND MANAGEMENT HAS LONG PROMOTED DIVERSITY AMONG THE WORKFORCE AND ARE VERY PROUD OF THE RESULTS. WE HAVE WOMEN AND MINORITIES IN MANY POSITONS OF AUTHORITY WITHIN THE COMPANY FROM THE PRESIDENT, VICE PRESIDENT, MIDDLE LEVEL SUPERVISORY AND MANAGEMENTS POSTIONS TO TEAM FOREMEN. FOR A SMALL COMPANY OF LESS THAN 100 EMPLOYEES WE HAVE ACHIEVED A REMARKABLE LEVEL OF DIVERSITY. FINDING QUALIFIED WOMEN AND MINORITIES IN HOUSTON, TX IS NO PROBLEM.

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**Attachment 18**

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**Exhibit 22**

**Description:** EEO PUBLIC FILING 2008

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**Attachment 22**

Description
2008 FCC Annual Filing

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## Federal Communications Commission CDBS Electronic Filing System

**Account number: 329874**

[Account Maintenance](#)

[Logout](#)

New Application: 329874

**NOTICE: EEO forms 395-A and 395-B are suspended. See Commission Order FCC 01-34, at [http://www.fcc.gov/Bureaus/Mass\\_Media/Orders/2001/fcc01034.pdf](http://www.fcc.gov/Bureaus/Mass_Media/Orders/2001/fcc01034.pdf)**

Form Name	Edition
<a href="#">FCC 301 -- Construction Permit For Commercial Broadcast Station</a>	Apr 2009
<a href="#">FCC 301-CA -- Application for Authority to Construct or Make Changes in a Class A Television Broadcast Station</a>	Feb 2005
<a href="#">FCC 302-CA -- Application For Class A Television Broadcast Station Construction Permit or License</a>	Jun 2002
<a href="#">FCC 302-DTV -- Application For Digital Television Broadcast Station License</a>	Jun 2002
<a href="#">FCC 302-FM -- Application For FM Broadcast Station License</a>	Jun 2002
<a href="#">FCC 302-TV -- Application For Television Broadcast Station License</a>	Jun 2002
<a href="#">FCC 303-S -- Application For Renewal of Broadcast Station License</a>	Jul 2008
<a href="#">FCC 314 -- Application For Consent To Assignment Of Broadcast Station Construction Permit Or License</a>	Apr 2009
<a href="#">FCC 315 -- Application For Consent To Transfer Control Of Entity Holding Broadcast Station Construction Permit Or License</a>	Apr 2009
<a href="#">FCC 316 -- Application For Consent To Assign Broadcast Station Construction Permit Or License Or To Transfer Control Of Entity Holding Broadcast Station Construction Permit Or License</a>	Jun 2002
<a href="#">FCC 317 -- Annual DTV Ancillary/Supplementary Services Report For Digital Television Stations</a>	Nov 2008
<a href="#">FCC 318 -- Application for Construction Permit for a Low Power FM Broadcast Station</a>	Mar 2000
<a href="#">FCC 319 -- Application for Low Power FM Broadcast Station License</a>	Apr 2001
<a href="#">FCC 323 -- Ownership Report for Commercial Broadcast Stations</a>	Jun 2002
<a href="#">FCC 323-E -- Ownership Report for Noncommercial Educational Broadcast Stations</a>	Jun 2002
<a href="#">FCC 337 -- Application for Extension of Time to Construct a Digital Television Broadcast Station</a>	Jan 2008
<a href="#">FCC 340 -- Construction Permit For Reserved Channel Noncommercial Educational Broadcast Station</a>	Jan 2008
<a href="#">FCC 345 -- Application For Consent To Assign Construction Permit Or License For TV Or FM Translator Station Or Low Power Television Station Or To Transfer Control Of Entity Holding TV Or FM Translator Or Low Power Television Station</a>	Apr 2009
<a href="#">FCC 346 -- Application For Authority To Construct Or Make Changes In A Low Power TV, TV Translator or TV Booster Station</a>	Feb 2005
<a href="#">FCC 347 -- Application For A Low Power TV, TV Translator or TV Booster Station License</a>	Jun 2002

<a href="#">FCC 349 -- Application For Authority To Construct Or Make Changes In An FM Translator Or FM Booster Station</a>	Mar 2001
<a href="#">FCC 350 -- Application For An FM Translator Or FM Booster Station License</a>	Apr 2001
<a href="#">FCC 382 -- First Round Election Form</a>	Oct 2004
<a href="#">FCC 386 -- Third Round Election Form</a>	Oct 2004
<a href="#">FCC 387 -- DTV Transition Status Report</a>	Feb 2009
<a href="#">FCC 388 -- DTV Quarterly Activity Station Report</a>	Jun 2009
<a href="#">FCC 395-A -- Cable Television Annual Employment Report</a>	Apr 2000
<a href="#">FCC 395-B -- Broadcast Station Annual Employment Report</a>	Apr 2000
<a href="#">FCC 396 -- Broadcast Equal Employment Opportunity Program Report</a>	Mar 2003
<a href="#">FCC 396-A -- Broadcast Equal Employment Opportunity Model Program Report</a>	Feb 2003
<a href="#">FCC 396-C -- Multi-Channel Video Program Distributor EEO Program Annual Report</a>	Sep 2003
<a href="#">FCC 397 -- Broadcast Mid-Term Report</a>	Apr 2000
<a href="#">Additional non-form Filings</a>	Mar 2005

Work in Progress:329874

Select	Form Title - Description	Status/ Ref No.
<input type="radio"/>	<a href="#">FCC 396-C -- Multi-Channel Video Program Distributor EEO Program Annual Report</a>	FILED
	FCC 396-C	20090918ACC
	Created: Sep 18 2009 3:22PM	
<input type="radio"/>	<a href="#">FCC 396-C -- Multi-Channel Video Program Distributor EEO Program Annual Report</a>	FILED
	FCC 396-C	20080925AFQ
	Created: Sep 4 2008 4:05PM	
<input type="radio"/>	<a href="#">FCC 396-C -- Multi-Channel Video Program Distributor EEO Program Annual Report</a>	FILED
	EEOC 396-C REPORT	20070912AAG
	Created: Sep 12 2007 10:29AM	
<input type="radio"/>	<a href="#">FCC 396-C -- Multi-Channel Video Program Distributor EEO Program Annual Report</a>	FILED
	ANNUAL EEOC REPORT	20060918ABY
	Created: Sep 18 2006 2:44PM	
<input type="radio"/>	<a href="#">FCC 396-C -- Multi-Channel Video Program Distributor EEO Program Annual Report</a>	FILED
	ANNUAL EEOC REPORT	20050914AAX
	Created: Sep 14 2005 10:38AM	
<input type="radio"/>	<a href="#">FCC 396-C -- Multi-Channel Video Program Distributor EEO Program Annual Report</a>	FILED

	396C	20040922AEJ
	Created: Sep 22 2004 3:15PM	
	<a href="#">FCC 396-C -- Multi-Channel Video Program Distributor EEO Program Annual Report</a>	FILED
o	396-C	20031112AGI
	Created: Nov 11 2003 5:49PM	

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