

ANNUAL PUBLIC FILE EEO REPORT

Call Sign of Station(s): **WKAQ**

1. List all full- time job vacancies filled by any station covered by this report during the past year (October 01, 2021, through September 30, 2022)

- **Engineering Technician (2)**
- **Engineering Supervisor**
- **HR Assistant**
- **Sales & Marketing Specialist**
- **On Air Promo Scheduler**
- **News Operations Manager**

2. For each vacancy listed, attach to this report the relevant and completed Recruitment Source Data Form.

See attached

3. In total, how many interviewees did the station (or station group) interview for all the full-time job vacancies identified in response to Question 1?

 19 Interviewees

4. In total, how many interviewees for any of the above-listed job vacancies were referred to the station from each of the recruitment sources used by the station? Please provide this information in matrix form.

NAME OF RECRUITMENT SOURCE	TOTAL NUMBER OF INTERVIEWEES REFERRED DURING YEAR
Administración Derecho al Trabajo	0
Asociación Ejecutivos Ventas y Mercadeo	0
Comité Asuntos de la Mujer	0
Veterans Resource Center	0
Servicios de Personas con Impedimentos	0
Internal Posting	7
External Posting	5
Internship Program	0
Union Internal Posting	7

5. Please summarize the station's (or station group's) broad outreach initiatives during the past year. Please identify each initiative in which the station substantially participated; the date(s) of each initiative; the names and titles of the station personnel who participated in each initiative; and a short summary of the nature and extent of the station's participation in each initiative.

INTERNSHIP PROGRAM: WKAQ works closely with local and US colleges and universities to build and active and healthy internship program. The station is currently working with the following institutions with this initiative: University of Puerto Rico (Carolina Campus), Sacred Heart University, Mississippi State University, Colegio de Cinematografía, Artes y Televisión, Northwestern University y American University. During the current Annual Report Year, 9 interns have participated in the WKAQ internship program: 6 with the News Department and 3 with independent productions.

MANAGEMENT PROGRAM TRAINING: WKAQ has partnered with an in-house counsel to provide educational legal training programs for Telemundo of Puerto Rico managers and supervisors. The courses are designed to assist the station with employee training around employment law for their managers and supervisors to gain a working knowledge and understanding of various legal issues, which include methods to ensure equal opportunity, prevent discrimination. During this year, all executives and supervisors participated in EEO seminars, sexual harassment workshops, and domestic violence policy trainings.

EEO TRAINING: WKAQ offered web-based training to all employees in order to address methods of ensuring equal employment opportunities and the prevention of any type of discrimination. During this year all employees participated in EEO seminars, sexual harassment workshops, and domestic violence policy trainings.

EEO STAFF REVIEW: Every quarter, WKAQ addresses to the Executive Staff Members EEO issues and inquiries that might come up within the organization and is doing so, making sure that the processes and policies are understood and followed by every employee. WKAQ also discusses with the Executive Staff any changes to these policies that might be in order.

SKILLS ENHANCEMENT TRAINING: WKAQ provided its employees with trainings and development opportunities designed to enhance their skills, knowledge, and abilities. Various internal Comcast/NBCU sponsored programs are provided as well as external resources are utilized for these purposes. In addition, online courses on a variety of topics are available to all employees. During the reporting period, WKAQ employees participated in the following leadership and development courses:

Organization	Date	Title	Participant(s)
APPR	November 2021	Annual Convention (Virtual)	Sonya England, HR Director
Jackson Lewis	November 2021	Nuevos desarrollos recientes sobre vacunación compulsoria en el lugar de trabajo	Sonya England, HR Director Kamil Rodríguez, HR Generalist
SHRM	December 2021	Meaningful Experience	Sonya England, HR Director
Jackson Lewis	December 2021	Nuevos desarrollos en el derecho laboral y de empleo	Sonya England, HR Director
NBCU (offered by Arturo Fernández)	March 2022	Equal Pay Matters	Sonya England, HR Director Sonia Meléndez, VP of Finance Juan Rivera, Sr. Financial Analyst Eduardo Santiago, Financial Analyst Kamil Rodríguez, HR Generalist
SHRM	March 2022	La persona trans y el estado de derecho laboral: Una guía para patronos	Sonya England, HR Director
NAB	April 2022	National Broadcast Association Annual Convention	Jorge González, VP of Engineering Edgar Socias, Engineering Supervisor Santiago Santos, News Operations Manager
SHRM	April 2022	Simposio Laboral 2022	Sonya England, HR Director Kamil Rodriguez, HR Generalist
SHRM	April 2022	Guías del DOL sobre FMLA en escenarios de condiciones emocionales y mentales	Sonya England, HR Director
APRL	April 2022	Horas y salarios, Reforma Laboral, protecciones, discrimen y despidos	Sonya England, HR Director Kamil Rodriguez, HR Generalist
SHRM	May 2022	FORMA I-9: cumplimiento, inspecciones y flexibilidad por Covid-19	Kamil Rodriguez, HR Generalist Glenda Morales, HR Assistant
ESCAPE	June 2022	Conversatorio Laboral	Sonya England, HR Director Kamil Rodriguez, HR Generalist Glenda Morales, HR Assistant
APRL	June 2022	Reforma Laboral: ¿A qué se enfrentan los patronos?	Sonya England, HR Director Kamil Rodriguez, HR Generalist
SHRM	August 2022	WEBINAR: Interrogantes ante la posibilidad de vacunación compulsoria en los lugares de trabajo	Sonya England, HR Director

APRL	August 2022	Retos legales del regreso al trabajo postpandemia	Sonya England, HR Director
SHRM	September 2022	La contratación de empleados por tiempo determinado luego de la ley 41-2022	Sonya England, HR Director Glenda Morales, HR Assistant
Jackson Lewis	September 2022	Dobbs v. Jackson Women's Health Organization: Evolving Considerations for Employers	Sonya England, HR Director

OTHER COMMUNITY EVENTS AND ACTIVITIES

Universidad Ana G. Méndez	March 2022	5K - Universidad Ana G. Méndez	Elia Calvo – Public Relations Manager
Hospital Pediátrico	April 2022	10K – Puente Teodoro Moscoso	Elia Calvo – Public Relations Manager
Telemundo of PR	July 2022	Bad Bunny en Vivo: Un verano sin ti	José Cancela – GM/President
Telemundo of PR	August 2022	Caminata Da Vida	Elia Calvo – Public Relations Manager
Telemundo of PR	August 2022	Clear the Shelters	Elia Calvo – Public Relations Manager
Telemundo of PR	August 2022	Especial Make a Wish	Elia Calvo – Public Relations Manager
Telemundo of PR	August 2022	Telemaratón SER PR	Elia Calvo – Public Relations Manager
Telemundo of PR	September 2022	Lola's Challenge	Elia Calvo – Public Relations Manager

**JOB VACANCY
 RECRUITMENT SOURCE DATA FORM
 (To Be Attached to Annual Public File EEO Report)**

Station: TELEMUNDO OF PUERTO RICO

Job Title: Engineering Technician

Date Job Filled: 10/11/2021

Recruitment Source

That Referred

Ultimate Hire: External Posting

Number of Interviewees: 2

Name of Recruitment Source	Address of Recruitment Source	Contact Person	Telephone	Has this source requested notices?
Universidad de Puerto Rico	Bayamón	Dr. Aida Berrios, Electronics Department	N/A	N/A

(ATTACH ADDITIONAL SHEETS AS NEEDED)

**JOB VACANCY
 RECRUITMENT SOURCE DATA FORM
 (To Be Attached to Annual Public File EEO Report)**

Station: TELEMUNDO OF PUERTO RICO

Job Title: Engineering Supervisor

Date Job Filled: 2/8/2021

Recruitment Source
 That Referred

Ultimate Hire: Union Internal Posting

Number of Interviewees: 3

Name of Recruitment Source	Address of Recruitment Source	Contact Person	Telephone	Has this source requested notices?
N/A	N/A	N/A	N/A	N/A

(ATTACH ADDITIONAL SHEETS AS NEEDED)

**JOB VACANCY
RECRUITMENT SOURCE DATA FORM
(To Be Attached to Annual Public File EEO Report)**

Station: TELEMUNDO OF PUERTO RICO

Job Title: Engineering Technician

Date Job Filled: 4/4/2022

Recruitment Source
That Referred

Ultimate Hire: External Posting

Number of Interviewees: 3

Name of Recruitment Source	Address of Recruitment Source	Contact Person	Telephone	Has this source requested notices?
Universidad de Puerto Rico	Bayamón	Dr. Aida Berrios, Electronics Department	N/A	N/A

(ATTACH ADDITIONAL SHEETS AS NEEDED)

**JOB VACANCY
RECRUITMENT SOURCE DATA FORM
(To Be Attached to Annual Public File EEO Report)**

Station: TELEMUNDO OF PUERTO RICO

Job Title: HR Assistant

Date Job Filled: 4/25/2022

Recruitment Source

That Referred

Ultimate Hire: Internal Posting

Number of Interviewees: 1

Name of Recruitment Source	Address of Recruitment Source	Contact Person	Telephone	Has this source requested notices?
N/A	N/A	N/A	N/A	N/A

(ATTACH ADDITIONAL SHEETS AS NEEDED)

**JOB VACANCY
RECRUITMENT SOURCE DATA FORM
(To Be Attached to Annual Public File EEO Report)**

Station: TELEMUNDO OF PUERTO RICO

Job Title: Sales & Marketing Specialist

Date Job Filled: 5/31/2022

Recruitment Source
That Referred

Ultimate Hire: Internal Posting

Number of Interviewees: 4

Name of Recruitment Source	Address of Recruitment Source	Contact Person	Telephone	Has this source requested notices?
N/A	N/A	N/A	N/A	N/A

(ATTACH ADDITIONAL SHEETS AS NEEDED)

**JOB VACANCY
RECRUITMENT SOURCE DATA FORM
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Station: TELEMUNDO OF PUERTO RICO

Job Title: News Operations Manager

Date Job Filled: 8/5/2022

Recruitment Source
That Referred

Ultimate Hire: Union Internal Posting

Number of Interviewees: 4

Name of Recruitment Source	Address of Recruitment Source	Contact Person	Telephone	Has this source requested notices?
N/A	N/A	N/A	N/A	N/A

(ATTACH ADDITIONAL SHEETS AS NEEDED)

**JOB VACANCY
RECRUITMENT SOURCE DATA FORM
(To Be Attached to Annual Public File EEO Report)**

Station: TELEMUNDO OF PUERTO RICO

Job Title: On Air Promo Scheduler

Date Job Filled: 8/29/2022

Recruitment Source
That Referred

Ultimate Hire: Internal Posting

Number of Interviewees: 2

Name of Recruitment Source	Address of Recruitment Source	Contact Person	Telephone	Has this source requested notices?
N/A	N/A	N/A	N/A	N/A

(ATTACH ADDITIONAL SHEETS AS NEEDED)