

March 19, 2020

Current Job Positions at Hi-Favor Broadcasting:

|  | # of Positions |
|--|----------------|
| Chief Engineer                               | 1              |
| General Manager                              | 1              |
| Traffic Coordinator                          | 1              |
| On Air Talent                                | 1              |
| Production Director/Alternate Chief Operator | 1              |
| Production Assistant/ Board Operator         | 3              |
| Music Director/Alternate Chief Operator      | 1              |
| General Sales Manager                        | 1              |
| Account Executive                            | 4              |
| Sales and Traffic Assistant                  | 1              |
| <hr/>  |                |
|  | 15             |

All employees work 40 hours/week.

Website: [radioinspiracion.com](http://radioinspiracion.com)

Hiring at Hi-Favor –

Occasionally, Hi-Favor must replace a vacancy. Because our revenues continue to fall, there is no additional hiring. A vacancy opens when an employee departs but that does not necessarily trigger hiring a replacement. If an employee can pick up the job duties of a departing employee, Hi-Favor will strongly consider that option.

In most hiring cases, the department manager is tasked with finding a replacement. Hi-Favor does not possess a human resources department so that manager must conduct the search.

Financial resources are limited so it makes sense to first broadcast the position over the air. Our employees have worked at other radio stations, so they know people with radio experience. Our folks mention to their acquaintances that there is an opening and that draws candidates to us who have experience.

Because the manager must continue to complete their work assignments as well as continue the search, we often relish candidates who learned about the position from one of our employees, because this saves a great deal of candidate search time for the manager. If they possess radio experience specific to the vacancy, we conduct an interview. In most cases, the owner will interview the candidate as well. If the owner approves, they are hired. It's very straightforward without many steps or a long drawn out process. Further, this saves us money, which is critical as we continue to struggle financially.

## Answers to Audit Questions:

2. See page 1

3A. Copies of reports. Upload to website

3B. The only announcement of the vacant positions was via radio broadcast. Let us know if you need logs and we will provide.

3C. For Production and Board Operator hire, Hi-Favor conducted two interviews.

3D. Staff are encouraged to report to any problems they encounter to management. Every Tuesday, HF management meets with staff to discuss Advertising sales and any business challenges. Staff has chance to discuss any problems they are encountering.

Hi-Favor Broadcasting operates three radio stations whose towers are located in San Bernardino, Long Beach, and San Diego CA. Total market served is over 250,000.

Hi-Favor did welcome an intern who worked 9 hours/week beginning May 2019 through December 2019.

3E. No known complaints of discrimination based on race, color, religion, national origin, or sex filed against radio station. No current complaints nor has there ever been a complaint filed.

3F. Management keeps an eye and an ear out for any discriminatory actions or discussions. If discrimination is suspected, management will investigate. Employees are welcome to share thoughts with management at Tuesday meeting or in private.

There is a poster in the break room that details how it is unlawful to discriminate employment practices based on race, color, religion, national origin, or sex.

3G. Hi-Favor takes pride in that we have never experienced a discriminatory claim.

3H. Because of deep financial constraints due to decreased advertising, all salaries and hourly wages have been frozen. Further, we hope to keep benefits where they are, but we reserve the right to cut benefits in order to preserve cash.

3I. Hi-Favor broadcasts Christian Spanish radio, so while some positions do not require command of Spanish language, most positions require Spanish to interact with Advertisers and listeners who call in.

| Call Sign | Facility ID | Type | Location: City, Station |
|-----------|-------------|------|-------------------------|
| KLTX      | 58625       | AM   | Long Beach, CA          |
| KEZY      | 28663       | AM   | San Bernardino, CA      |
| KSDO      | 51166       | AM   | San Diego, CA           |

Thanks

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