



# Virginia Association of Broadcasters Legal Review



Brooks, Pierce, McLendon, Humphrey & Leonard, LLP  
Counsel to VAB • (919) 839-0300

250 West Main Street, Suite 100  
Charlottesville, VA 22902 • (434) 977-3716

---

## JUNE FILING REMINDER

## JUNE FILING REMINDER

May 20, 2013

\*\*\*\*\*

### TABLE OF CONTENTS

\*\*\*\*\*

EEO REPORTS DUE JUNE 3 .....	1
------------------------------	---

Virginia television and radio stations must place their EEO Public File Report in their public file (online for television stations, paper for radio stations) and post it to their website by June 3, 2013.

---

NONCOMMERCIAL TELEVISION STATION OWNERSHIP REPORTS DUE JUNE 3 .....	2
--	---

Biennial Ownership Reports for noncommercial television stations licensed in Virginia must be filed with the FCC by June 3, 2013.

---

## **ANNUAL EEO PUBLIC FILE REPORTS DUE JUNE 3**

Virginia television stations and radio stations with five or more full-time employees must place their annual EEO Public File Report in their public file by June 3, 2013. For television stations, the report must be uploaded to the online public file, while radio stations should place the report in their paper public file by that date. Normally, the deadline would be June 1, but this year June 1 is a Saturday, which causes the deadline to move to the next business day.

Each television and radio station must also post the report to its website (if the station has a website).

Among other things, the FCC's EEO rules require stations to engage in specific non-vacancy outreach efforts. The applicable two-year period for which sufficient EEO outreach activities must be completed generally extends from the time a station files its renewal application to the second, then fourth, and then sixth anniversary thereof. For Virginia radio stations, the current two-year period ends May 31, 2013. Virginia television stations will be halfway through the applicable two-year period on May 31, 2013, which means that television stations that are not already on track to satisfy their EEO outreach requirements have about a year to complete the required number of menu options.

Broadcasters may select the initiatives in the outreach menu that they believe will be most effective for their stations. Every two years, stations that have more than 10 full-time employees and are not located in a "smaller market" must engage in at least four of the initiatives on the menu, and stations that are located in a "smaller market" or have five to ten full-time employees must engage in at least two of the initiatives. For purposes of the rules, "smaller market" means stations located outside metropolitan areas or in a metropolitan area populated by fewer than 250,000 people, according to current U.S. Census data. Stations with fewer than five full-time employees are not required to engage in any menu option activities (and are not required to prepare the annual EEO Public File Report). For purposes of the FCC's EEO rules, a "full-time" employee is one who regularly works 30 or more hours per week.

Please see our primer on the FCC's Equal Employment Opportunity Rules (available to VAB members on the VAB website) for further information on the FCC's EEO rules.

\* \* \* \* \*

**NONCOMMERCIAL TELEVISION STATION  
BIENNIAL OWNERSHIP REPORTS DUE JUNE 3**

Biennial Ownership Reports must be filed with the FCC by June 3, 2013, for *noncommercial* Virginia radio stations. (Biennial Ownership Reports for noncommercial Virginia television stations are due next year—on or before June 1, 2014.)

Biennial Ownership Reports for noncommercial stations must be filed on FCC Form 323-E. Electronic filing is mandatory.

All *commercial* Virginia radio and television stations will be required to file their Biennial Ownership Reports by November 1, 2013.

\* \* \* \* \*

If you desire additional information, please contact your communications counsel or give one of our FCC attorneys a call.

BROOKS, PIERCE, McLENDON,  
HUMPHREY & LEONARD, L.L.P.  
(919) 839-0300

\* \* \* \* \*

This Legal Review should in no way be construed as legal advice or a legal opinion on any specific set of facts or circumstances. Therefore, you should consult with legal counsel concerning any specific set of facts or circumstances.

\* \* \* \* \*

© 2013 Brooks, Pierce, McLendon, Humphrey & Leonard, L.L.P