

January/February/March 2012 FCC Deadlines

September 2011

1st Quarter Deadlines

Form 398 – Children's Television Programming Reports. The deadline for television stations (including Class A stations) to file **4th Quarter** Children's Television Programming Reports is **January 10**. This filing must be submitted electronically on FCC Form 398 and a copy placed in the station's local public file.

Commercial Compliance Certification. All commercial television stations (including Class A stations) must place a certificate documenting compliance with the Commission's rules regarding commercial limits and the display of website addresses during programs for children ages 12 and under in the station's public file by **January 10**.

Quarterly Issues and Programs List. All television (including Class A) and radio stations must place a list of community issues addressed by the station in the station's local public file by **January 10**. This list must contain a brief description of the issues covered, the program that provided the coverage, the date, time, duration and title of each program, for the months of October, November and December.

Form 388 – DTV Quarterly Activity Station Report. A television station that has not completed its digital transition remains subject to the FCC's DTV consumer education requirements until the station's final DTV facility is complete (*i.e.*, stations operating pursuant to a phased-transition STA). Any station that has not completed its transition will need to file a Form 388 by **January 10** to report DTV education efforts made during the **4th Quarter**. This filing must be submitted electronically. A copy must be placed in the public file and, if the station has a website, posted on the station's website and maintained on the website for one year.

Ownership Reports

Noncommercial Radio Stations: By **February 1**, noncommercial radio stations located in **Arkansas, Louisiana, Mississippi, New Jersey** and **New York** must file a biennial ownership report on the Form 323-E.

Noncommercial Television Stations: By **February 1**, noncommercial television stations located in **Kansas, Nebraska** and **Oklahoma**, must file a biennial ownership report on Form 323-E.

EEO Public File Reports

All **radio** and **television** stations with more than five full-time employees located in **Arkansas, Louisiana, Mississippi, Kansas, Nebraska, Oklahoma, New Jersey** and **New York** must place its EEO Public File Report in the station's public inspection files by **February 1**. Please remember, if your station has a website, then the EEO Report must be posted on the website as well.

Renewals

Renewal filing deadline: By **February 1**, radio stations in **Arkansas, Louisiana** and **Mississippi** must electronically file a renewal application on FCC Form 303-S.

Post-filing announcements: Radio stations in **Arkansas, Louisiana** and **Mississippi** must air post-filing renewal announcements on the **1st and 16th days of February, March and April**. Within seven days of broadcasting the last post-filing announcement, stations must place a statement certifying compliance with the public announcement requirement in the public inspection file.

Pre-filing announcements: Radio stations in **Indiana, Kentucky** and **Tennessee** must air pre-filing renewal announcements on the **1st and 16th days of February and March**.