|  |  |
| --- | --- |
| **Equality & Diversity Monitoring Form** | Private & Confidential |
| Ref no:  |   |

**Introduction:**

We are an Equal Opportunities Employer. We do not discriminate against our job applicants or employees and we aim to select the best person for the job. We monitor the community background and sex of our job applicants and employees in order to demonstrate our commitment to promoting equality of opportunity in employment and to comply with our duties under the Fair Employment & Treatment (NI) Order 1998. You are not obliged to answer the questions on this form and you will not suffer any penalty if you choose not to do so. Nevertheless, we encourage you to answer these questions. Your answers will be used by us to prepare and submit a monitoring return to the Equality Commission, but your identity will be kept anonymous. In all other regards your answers will be treated with the strictest confidence. We assure you that your answers will not be used by us to make any decisions affecting you, whether in a recruitment exercise or during the course of any employment with us.

**This information will not be used for selection purposes**

|  |  |
| --- | --- |
| Post Applied for:  |   |
| Directorate:  |   |

**Ethnic Origin**

**What is your ethnic origin?  Please choose one and then tick the appropriate box.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **White**  |   |   | **Mixed**  |   |
| British  |   |   | White & Black Caribbean  |   |
| Irish  |   |   | White & Black African  |   |
| Other, please specify -  |   |   | White & Asian  |   |
|   |   |   | Other, please specify -  |   |
| **Asian or Asian British**  |   |   |   |   |
| Indian  |   |   | ***Black or Black British***  |   |
| Pakistan  |   |   | Caribbean  |   |
| Bangladesh  |   |   | African  |   |
| Other, please specify -  |   |   | Other, please specify  |   |
| ***Chinese, Chinese British***  |   |   |   |   |
| Other, please specify  |   |   |   |   |

If you wish to specify your ethnic origin in greater detail, or differently to the descriptions above, please use this space:

|  |  |  |
| --- | --- | --- |
| ***Disability***  | **Yes**  | **No**  |
| *I consider myself a disabled person as defined by the disability discrimination act*  |   |   |

|  |  |  |
| --- | --- | --- |
| ***Arthritis***  | **Yes**  | **No**  |
| *I experience or have experienced disability as a result of arthritis*  |   |   |

|  |  |  |
| --- | --- | --- |
| **Age: please tick the appropriate box -**  |   | **Gender**  |
| **16-25**  |   |   | Male  |
| **26-35**  |   |   | Female  |
| **36-45**  |   |   |   |
| **46-55**  |   |   |   |
| **55+**  |   |   |   |

**Advertisement:**

I saw the advertisement for this post in:

**Community Background**:

Regardless of whether they actually practice a religion, most people in Northern Ireland are perceived to be members of either the Protestant or Roman Catholic communities.

|  |  |  |
| --- | --- | --- |
| **Please tick the appropriate box**  | **M**  | **F**  |
| I am a member of the Protestant Community  |   |   |
| I am a member of the Roman Catholic Community  |   |   |
| I am a member of neither the Protestant nor the Roman Catholic Community  |   |   |

*If you do not answer the above question, we are encouraged to use the residuary method of making a determination, which means that we can make a determination as to your community background on the basis of the personal information supplied by you in your application form/personnel file.*

**Residuary Method of Monitoring**

The following information has been set out in the monitoring regulations and may be used by an employer to determine the community background of an individual.

Schools attended (whether in Northern Ireland or elsewhere)

.......................................................................................................................................................................................................................................................................................

The information contained in this monitoring form will be treated confidentially and will be used only by the human resources staff for monitoring equal opportunities.

**Note: If you answer this questionnaire you are obliged to do so truthfully as it is a criminal offence under the Fair Employment (Monitoring) Regulations (NI) 1999 to knowingly give false answers to these questions**