**Equal Opportunities Monitoring Form**

We are committed to ensuring that all job applicants and members of staff are treated equally, without discrimination on the grounds of gender, sexual orientation, marital or civil partner status, gender reassignment, race, colour, nationality, ethnic or national origin, religion or belief, disability or age. This form is intended to help us maintain equal opportunities best practice and identify barriers to workforce equality and diversity.

Please complete this form and return it with your application. The form will be separated from your application on receipt. The information on this form will be used for monitoring purposes only and will play no part in the recruitment process.

**All questions are optional. You are not obliged to answer any of these questions but the more information you supply, the more effective our monitoring will be. All information supplied will be treated in the strictest confidence. It will not be placed on your personnel file.**

Thank you for your assistance.

Applicant’s Name: ..................................................

About the vacancy

Please state which job you have applied for and the closing date given for applications.

|  |  |
| --- | --- |
| Job applied for: | ................................................... |
| Closing date for applications: | ................................................... |

Where did you hear about this job (please tick)?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Newspaper (please specify) | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif | Friend | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif | Recruitment company | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif |
| ....................................... |   |   |   |   |
| Company website | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif | Other (please specify) | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif |   |   |
|   |   | ....................................... |   |   |

Gender

What is your gender (please tick)? (If you are undergoing gender reassignment, please use the gender identity you intend to acquire.)

|  |  |
| --- | --- |
| Male  | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif |
| Female | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif |
| Prefer not to say | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif |

Gender identity

Do you identify as transgender/transsexual?

|  |  |
| --- | --- |
| Yes | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif |
| No | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif |
| Prefer not to say | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif |

Ethnic group

How would you describe your nationality and/or ethnicity (please tick)?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **A****White:** |   | **B****Mixed race:** |   | **C****Asian or Asian British:**  |   |
| British - English, Scottish or Welsh  | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif | White and Black Caribbean  | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif | Indian  | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif |
| Irish | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif | White and Black African  | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif | Pakistani | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif |
| Other White background | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif | White and Asian  | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif | Bangladeshi | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif |
|   |   | Other Mixed background | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif | Other Asian background | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif |

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| --- | --- | --- | --- | --- | --- |
| **D****Black or Black British:** |   | **E****Chinese and other groups:**  |   |   |   |
| Caribbean  | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif | Chinese | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif | Prefer not to say | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif |
| African  | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif | Other ethnic group | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif |   |   |
| Other Black background | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif |   |   |   |   |

Age

What is your age (please tick)?

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 16–17 | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif | 18–21 | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif | 22–30 | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif | 31–40 | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif | 41–50 | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif |
| 51–60 | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif | 61–65 | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif | 66–70 | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif | 71+ | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif | Prefer not to say | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif |

Sexual orientation

How would you describe your sexual orientation (please tick)?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Heterosexual / straight | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif | Bisexual | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif | Prefer not to say | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif |
| Gay man | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif | Gay woman / lesbian | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif |   |   |

Religion or belief

Please describe your religion or other strongly-held belief.

|  |  |
| --- | --- |
| I would describe my religion or belief as: | ................................................. |
| I have no particular religion or belief | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif |
| Prefer not to say | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif |

Disability

The Equality Act 2010 defines a disability as a "physical or mental impairment which has a substantial and long-term adverse effect on a person's ability to carry out normal day-to-day activities". An effect is long-term if it has lasted, or is likely to last, more than 12 months.

Do you consider that you have a disability under the Equality Act (please tick)?

|  |  |  |  |
| --- | --- | --- | --- |
| Yes | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif | No | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif |
| Used to have a disability but have now recovered | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif | Don't know | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif |
| Prefer not to say | \\GLFS02\GLA Docs\Law At Work\Employment Law\EMPLOYMENT LAW\EL STYLES\Local Settings\Temporary Internet Files\e3_work\images\tick_box.tif |   |