

**Ref: WRO/ARM/MAR/17**

**EQUAL OPPORTUNITIES MONITORING QUESTIONNAIRE**

**Under the Fair Employment & Treatment (NI) Order 1998** all registered employers and specified authorities are required to seek to obtain information about the community background of applicants for employment. **WAVE also monitors its recruitment practices in terms of ethnic origin, marital status, caring responsibilities disability, age and the effectiveness of our advertising policy.**

The following monitoring information forms no part of the selection process. **Monitoring information is removed by the designated monitoring officer and not seen by selection panel members**. Monitoring information is used to complete statutory returns to the Equality Commission and to monitor the effectiveness of WAVE’s equal opportunities policies.

All of the monitoring information is stored confidentially and will only be released where a recognised statutory body properly requires it, for the purposes of making an application to the Fair Employment Tribunal.

1. **Community Background**

Irrespective of whether you practice any religion, persons in Northern Ireland are perceived to belong to specific communities and WAVE is required by law to monitor the community background of applicants. You are therefore asked to provide this information by ticking the appropriate box below:-

|  |  |
| --- | --- |
| I am a member of the Protestant community |  |
| I am a member of the Roman Catholic community |  |
| I am neither from the Protestant nor the Roman Catholic community |  |

1. **Gender (*Please tick appropriate box)***

|  |  |  |  |
| --- | --- | --- | --- |
| Male |  | Female |  |

1. **Marital Status/Family Status *(Please tick appropriate box(es)***

|  |  |  |  |
| --- | --- | --- | --- |
| Married |  | No caring responsibilities |  |
| Single |  | Care for children |  |
| Other |  | Care for other relative |  |
|  |  | Other |  |

1. **Disability**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Do you consider yourself to have a disability? | Yes |  | No |  |

If yes, what is the nature of your disability?

If appointed, what workplace adjustments/alternative arrangements would you require to enable you to carry out the duties of the post e.g. mobility, access, working practices?

1. **Ethnic Origin**

Please indicate by ticking the appropriate box(es) below

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| African |  | Bangladeshi |  | Chinese |  |
| Caribbean |  | Indian |  | Irish Traveller |  |
| Pakistani |  | White |  | Mixed Ethnic Origin |  |
| Any other ethnic group *(please specify)* | | | | | |

1. **Age**

|  |  |
| --- | --- |
| Date of Birth (date/month/yr) |  |

1. **Advertising**

Please indicate by ticking the appropriate box(es) below how you became aware of this vacancy

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| NI Jobs |  | Community NI |  | Irish News |  |
| School/University |  | Facebook |  | Word of Mouth |  |
| Twitter |  | Local newspaper  (please specify below) |  | WAVE Website |  |
| Internal Trawl |  | Job Centre |  | Other  below) |  |

**Thank you for providing this information.**