

[EQUAL OPPORTUNITY MONITORING.pdf](#)

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# EQUAL OPPORTUNITY MONITORING

Date: \_\_\_\_\_

Ref No: \_\_\_\_\_

Position applied for: \_\_\_\_\_

## EQUALITY OF OPPORTUNITY

We are an equal opportunity employer. The aim of our policy is to ensure that no job applicant or employee receives less favourable treatment on the grounds of race, colour, ethnic or national origin, religious belief, political opinion or affiliation, sex, marital status, sexual orientation, gender reassignment, age or disability or is disadvantaged by conditions or requirements which cannot be shown to be justifiable.

Our selection criteria and procedures are frequently reviewed to ensure that individuals are selected, promoted and treated on the basis of their relevant merits and abilities.

All employees are given equal opportunity and are encouraged to progress within the organisation.

We are committed to an ongoing programme of action to make this policy fully effective. To assist us in ensuring that this policy is fully and fairly implemented and monitored, and for no other reason, would you please provide the following information:

To which of these ethnic groups do you consider you belong? (please tick one box)

- Bangladeshi
- Black African
- Black Caribbean
- Black Other
- Chinese
- Indian
- Irish Traveller
- Mixed Ethnic Group - please specify: \_\_\_\_\_
- Pakistani
- White
- Other - please specify: \_\_\_\_\_

## FOR MONITORING OFFICER'S USE ONLY

Job category number: \_\_\_\_\_ Hours: \_\_\_\_\_

Position: \_\_\_\_\_

Department/location (if applicable): \_\_\_\_\_

NI Number: \_\_\_\_\_

Date commenced: \_\_\_\_\_



# FAIR EMPLOYMENT QUESTIONNAIRE

Date: \_\_\_\_\_

Ref No: \_\_\_\_\_

Position applied for: \_\_\_\_\_

## EQUALITY OF OPPORTUNITY

We are an equal opportunity employer. We do not discriminate on grounds of religious belief or political opinion. We practice equality of opportunity in employment and select the best person for the job.

To demonstrate our commitment to equality of opportunity in employment we need to monitor the community background of our applicants and employees, as required by the Fair Employment and Treatment (NI) Order 1998.

Regardless of whether we practice our religion, most of us in Northern Ireland are seen as either Protestant or Roman Catholic. We are therefore asking you to indicate your community background 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 a member of neither the Protestant nor Roman Catholic community

Please indicate whether you are: Male:  Female:

If you do not complete this questionnaire, we are encouraged to use the 'residuary' method, which means that we can make a determination on the basis of personal information on file/application form.

**Note:** It is not compulsory for you to answer the above questions. However we would stress that it is a criminal offence under the legislation for a person to 'give false information ..... in connection with the preparation of a monitoring return.

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## FOR MONITORING OFFICER'S USE ONLY

Job category number: \_\_\_\_\_ Hours: \_\_\_\_\_

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NI Number: \_\_\_\_\_

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