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| **SECTION 3: Monitoring Form** |

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| **Job Ref No**  |
| **Application**  |

**EQUAL OPPORTUNITIES MONITORING AND CRIMINAL CONVICTIONS FORM**

Friends of the Cancer Centre is committed to promoting equality, diversity and an inclusive and supportive environment for staff, volunteers and families.

In particular Friends of the Cancer Centre will seek to ensure that people are treated equitably regardless of their gender, race, ethnic background, age, disability, socio-economic background, religious or political beliefs and affiliations, marital status or sexual orientation.

In order to do this, it is necessary to collect information from all employees and job applicants on the key characteristics which relate to equality and diversity in employment.

The information collected will be used for monitoring purposes under the terms of our Data Privacy Notice for Applicants.

**REQUEST FOR INFORMATION**

Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sex: Female / Male

Disability: Yes / No

You should declare a disability if you perceive yourself as being at a disadvantage in obtaining, keeping or advancing your employment due to a physical, sensory, intellectual, dietary, communicative, psychiatric, allergic, or any other impairment.

**Health**:

Do you have any medical condition Yes / No

that could significantly affect your performance

of the duties of the post for which you are applying?

If yes, please give details:

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**Perceived Community Background**:

(Please tick)

* I am a member of the Roman Catholic community
* I am a member of the Protestant community
* Other

**Nationality** – Please specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Consent to Disclosure of Criminal Convictions**

We reserve the right to and will only seek such information in respect of persons to whom we have made a conditional offer of employment.

We will treat the information with the utmost sensitivity and confidentiality.

We will not withdraw a conditional offer of employment merely because a person has a criminal record. We will keep an open mind and will make a final decision following a risk assessment.

In submitting your application, you are signalling that you understand that if you are shortlisted for interview you will be required to complete a self-disclosure of criminal convictions.

The information provided will not be discussed at the interview itself. A separate arrangement will be made if clarification is required.

A criminal record will not necessarily be a bar to obtaining a position.

In submitting your application, you understand that you are hereby giving your consent.

Please sign and date below:

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

*Thank you for your co-operation in completing this form.*

*Friends of the Cancer Centre is an Equal Opportunities Employer.*

**Please complete this form and return it in a separate email,
with the title MONITORING FORM to:** **anawilkinson@friendsofthecancercentre.com** **by 12pm noon on Tuesday 8th October 2024**