**Equal Opportunities Monitoring Form**

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OnFife will provide equal opportunities to any employee or job applicant and will not discriminate either directly or indirectly because of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation.

In order to assess how successful this policy is, we have set up a system of monitoring applications and internal selection processes. We would therefore be grateful if you would complete the questions on this form. We have asked for your name to enable us to monitor throughout all steps of our processes.

All information will be treated in confidence. The questionnaire will be stored and used only to provide statistics for monitoring purposes. There is no obligation on you to provide information. All applicants will be treated the same whether they provide this information. Thank you for your assistance.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Post title:** |  | | | |
| **Location:** |  | | | |
| **1. Sex** | | | | |
| Male | Female | | | Prefer not to say |
| **2. How you would describe your gender identity?** | | | | |
| Male | Female | | | In another way |
| Prefer to self-describe | | | Prefer not to say | |
| **3. Do you consider yourself to be trans or have a trans history?** | | | | |
| Yes | No | | | Prefer not to say |
| **4. Age** | | | | |
| Years | | | Prefer not to say | |
| **5. Marital status** | | | | |
| Married or in a civil partnership | | Single | | |
| Other | | Prefer not to say | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **6. What is your sexual orientation?** | | | | |
| Bi/bisexual | | Gay/lesbian | | |
| Heterosexual/straight | | Other term | | |
| Prefer not to say | |  | | |
| **7. Do you have any disabilities?** | | | | |
| YES/NO  This information is used only for monitoring purposes. If you believe you may be disabled and may need any reasonable adjustments to be made in the selection process or as part of your employment, please discuss this with the recruiting manager. | | | | |
| **8. Ethnic Origin** | | | | |
| **A White:** | | | | |
| British | English | | | Scottish |
| Welsh | Northern Irish | | | Irish |
| Gypsy or Irish Traveller | Other White Background  Please specify: | | | Prefer not to say |
| **B Mixed/Multiple ethnic groups:** | | | | |
| White / Black Caribbean | White / Black Asian | | | White Asian |
| Other Mixed / Multiple ethnic background  Please specify: | | | Prefer not to say | |
| **C Asian, Asian British:** | | | | |
| Indian | Pakistani | | | Bangladeshi |
| Chinese | Other Asian Background  Please specify: | | | Prefer not to say |
| **D Black, African, Caribbean, Black British:** | | | | |
| African | | | Caribbean | |
| Other  Please Specify: | | | Prefer not to say | |
| **E Other ethnic group:** | | | | |
| Arab | Other  Please Specify: | | | Prefer not to say |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **9. Religion or belief** | | | | | | |
| Buddhist | | Jewish | Christian | | | Muslim |
| Sikh | | Hindu | Other | | | Prefer not to say |
| **Declaration** | | | | | | |
| **Data protection:** OnFife treats personal data collected for reviewing equality of opportunity in recruitment, selection and, if relevant, employment within the organisation in accordance with Fife Council’s which we apply as an associated employer.  I hereby give my consent to OnFife processing the data supplied in this form for the purpose of equal opportunities monitoring in process and selection, and if relevant, employment within the organisation. I acknowledge that my application will be treated the same whether I complete this form. I understand that I may withdraw my consent to the processing of this data at any time by notifying the HR Team. | | | | | | |
| **I Consent:** | YES / NO | | | **Date:** |  | |