**EQUAL OPPORTUNITIES MONITORING FORM**

The NFWI wants to meet the aims and commitments set out in its Equality and Diversity Policy. This includes not discriminating under the Equality Act 2010, and building an accurate picture of the make-up of candidates applying for our roles and the workforce in encouraging equality and diversity. We will not discriminate either directly or indirectly because of race, sex, sexual orientation, gender reassignment, religion or belief, marital or civil partnership status, age, disability, or pregnancy and maternity.

The organisation needs your help and co-operation to enable it to do this, but filling in this form is voluntary.

The information you provide will be kept confidential, and will not be seen by staff directly involved in the appointment. This form will be kept separate from your application form during the recruitment process and will only be used to provide statistics for monitoring purposes. The form will be stored securely and accessed only by the Human Resources department.

Please return your completed from to the [HR department](mailto:HR@nfwi.org.uk). Thank you in advance for your help.

|  |  |  |  |
| --- | --- | --- | --- |
| **Gender:** | | | |
| Male |  | Female |  |
| Other,  please specify: |  | Prefer not to say |  |
|  |  |  |  |
| Is the gender you identify with the same as your sex registered at birth? | | | |
|  | | | |
| Yes |  | No |  |
| Prefer not to say |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Age:** | | | | | |
| Under 18 |  | 18-29 |  | 30-39 |  |
| 40-49 |  | 50-59 |  | 60-65 |  |
| 65+ |  | Prefer not to say |  |

**What is your ethnicity?**

Ethnic origin is not about nationality, place of birth or citizenship. It is about the group to which you perceive you belong. Please tick the appropriate box below.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Ethnic origin**  I would describe myself as (choose one section, and then tick the appropriate box to indicate your cultural background): | | | | | | |
| **Asian or Asian British:** | | | | | | |
| Indian | |  | | Pakistani | |  |
| Bangladeshi | |  | | Chinese | |  |
| Any other Asian background, please specify: | | | |  | | |
| **Black, African, Caribbean or Black British:** | | | | | | |
| African | |  | | Caribbean | |  |
| Any other Black, African or Caribbean background, please specify: | | | | | | |
| **Mixed or Multiple ethnic groups:** | | | | | | |
| White and Black Caribbean | |  | White and Black African | | |  |
| White and Asian | |  |  | | | |
| Any other Mixed of Multiple ethnic background, please specify: | | | | |  | |
|  |  | | |
| **White:** | | | | | | |
| British | |  | | English | |  |
| Welsh | |  | | Scottish | |  |
| Northern Irish | |  | | Irish | |  |
| Gypsy or Irish Traveller | |  | |  | |  |
| Any other White background, please specify: | | | |  | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Other ethnic group:** | | | |
| Any other ethnic group, please specify: | | | |
| **Do you consider yourself to have any disability or health condition?** | | | |
| Yes |  | No |  |
|  | | | |
| What is the effect or impact of your disability or health condition on your work? Please write in here: | | | |
| Note: That the information in this section is for monitoring purposes only. If you believe you need a ‘reasonable adjustment’, then please discuss this with your manager, or the manager running the recruitment process if you are a job applicant. | | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **What is your sexual orientation:** | | | | |
| Heterosexual/straight |  | Gay | |  |
| Lesbian |  | Bisexual | |  |
| Asexual |  | Pansexual | |  |
| Prefer not to say |  |  | |  |
| Other, if you prefer to use your own identity please specify: | | |  | |

|  |  |  |  |
| --- | --- | --- | --- |
| **What is your religion or belief:** | | | |
| No religion or belief |  | Buddhist |  |
| Christian *(including CofE, Christian, Protestant and other Christian denominations)* |  | Hindu |  |
| Jewish |  | Muslim |  |
| Sikh |  | Prefer not to say |  |
| Any other religion or belief, please specify: | |  | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Do you have caring responsibilities? Please tick all that apply:** | | | |
| None | |  |  |
| Primary carer of a child/children (under 18) | |  |  |
| Primary carer of disabled child/children | |  |  |
| Primary carer of disabled adult (18 and over) | |  |  |
| Primary carer of older person | |  |  |
| Secondary carer (another person carries out the main caring role) | |  |  |
| Prefer not to say | |  |  |
| Any other caring responsibilities, please specify: |  | | |

**Data Protection**

The NFWI treats personal information collected for reviewing equality of opportunity in recruitment, selection and, if relevant, employment within the organisation in accordance with its data protection policy. Information about how your information is used and the basis for processing is provided in the organisation’s Recruitment Privacy Notice (attached) and in the [NFWI Privacy Policy](https://www.thewi.org.uk/privacy-policy). If you have any data protection queries, please email dataprotection@nfwi.org.uk.

**Declaration**

I hereby give my consent to the NFWI processing the information supplied in this form for the purposes of employment monitoring in recruitment and selection, and if relevant, employment within the NFWI. I acknowledge that my application will be treated the same regardless of whether or not I complete this form. I understand that I may withdraw my consent to the processing of this data at any time by notifying the Human Resources department.

|  |  |
| --- | --- |
| Signature: |  |
| Date: |  |