

PRIVATE AND CONFIDENTIAL

Reference No:

HGV/G/12/25

EQUALITY OF OPPORTUNITY

We are an Equal Opportunities Employer. We do not discriminate on grounds of age, perceived religious or political affiliation, sex, marital status, disability, colour, sexual orientation, race or ethnic origin. 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 of our employees, and applicants, as required by the Fair Employment (N.I.) Order 1998.

We are therefore asking you to give us extra information which will be treated in the strictest confidence, and used for monitoring purposes only. This extra form will not be filed with other details, as given on your application form.

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.

Whether or not you are from Northern Ireland, you should answer the question below by indicating which community or religious background you might be perceived to come from. Even if you no longer practice any religion, the aforementioned legislation still obliges us to classify your perceived community background/religious affiliation, in order to monitor the effectiveness of our policy on equality of opportunity.

We are therefore asking you to indicate your community background by ticking the appropriate box.

Section A

- 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 the Roman Catholic Community ☐

Section B

- I am a Male ☐
- I am a Female ☐

Section C

Please tick as appropriate: -

- White European ☐ Asian (Pakistan, Indian) ☐ Asian (China, SE Asia) ☐ Irish Traveller ☐
- Other – please specify ☐

Section D

Date of birth: (i.e. DD/MM/YY) _____

Section E

Have you ever been convicted of a criminal offence, other than a spent conviction under the **Rehabilitation of Offenders Act 1974**?

- YES ☐
- NO ☐

If yes please give details below

N.B. - It is a criminal offence under the legislation for a person to 'give false information in connection with the preparation of the monitoring return'.