

Equal Opportunities Employment Monitoring Form

The Meningitis Trust is committed to the successful development of an equal opportunity policy in relation to all aspects of employment from vacancy advertising, selection, recruitment and training. It is our policy that no job applicant receives less favourable treatment on the grounds of sex, marital or family status, sexual orientation, ethnic or national origin, race, religion, belief, colour, creed, disability or age.

To assist in the implementation and monitoring of this policy, applicants for posts with us are asked to provide the information below. The information will be treated as strictly confidential. This form will be separated from your application form and will not be made available to the short-listing panel.

Post applied for:	
Where did you see this post advertised?	
Surname:	
Forenames:	
Address:	
Home Telephone Number:	
Mobile Telephone Number:	
E-mail address:	
Marital or Civil Partnership Status:	
Date of Birth:	

1. **Ethnicity**

Please choose ONE Section from A to E and TICK the appropriate category to indicate your cultural background

A	WHITE	B	MIXED	C	ASIAN *
<input type="checkbox"/>	British	<input type="checkbox"/>	White and Black Caribbean	<input type="checkbox"/>	Indian
	<input type="checkbox"/> English	<input type="checkbox"/>	White and Black African	<input type="checkbox"/>	Pakistani
	<input type="checkbox"/> Scottish	<input type="checkbox"/>	White and Black African	<input type="checkbox"/>	Bangladeshi
	<input type="checkbox"/> Welsh				
	<input type="checkbox"/> Other				
<input type="checkbox"/>	Irish				
<input type="checkbox"/>	Other (Please State)	<input type="checkbox"/>	Any other mixed Background (Please State)	<input type="checkbox"/>	Any other Asian Background (Please State)

D	BLACK**	E	CHINESE***
<input type="checkbox"/>	Caribbean	<input type="checkbox"/>	Chinese
<input type="checkbox"/>	African	<input type="checkbox"/>	Any other Chinese Background (Please state)
<input type="checkbox"/>	Any other Black background (Please state)		

* Asian, Asian British, Asian English, Asian Scottish or Asian Welsh
 ** Black, Black British, Black English, Black Scottish, or Black Welsh
 *** Chinese, Chinese British, Chinese English, Chinese Scottish, Chinese Welsh or other Ethnic Group

2. Gender	Male	<input type="checkbox"/>	Female	<input type="checkbox"/>									
3. Age	16-19	<input type="checkbox"/>	20-29	<input type="checkbox"/>	30-39	<input type="checkbox"/>	40-49	<input type="checkbox"/>	50-59	<input type="checkbox"/>	60+	<input type="checkbox"/>	
4. Disability													
The Disability Discrimination Act 1995 outlines the definition of a disability as “A physical or mental impairment, which has a substantial and long-term adverse effect on a person’s ability to carry out normal day-to-day activities”.													
I consider myself to be disabled				<input type="checkbox"/>	I do not consider myself to be disabled				<input type="checkbox"/>				
The Meningitis Trust welcomes applications from individuals with a disability and is committed to equality of opportunity. You may be asked at a later stage about any requirements for an interview. If you wish to discuss any concerns about your disability in relation to the job or the short-listing process please contact Mike Robinson, Human Resources Manager on 01453 769019 in confidence.													
If appointed, do you require any adjustments to be made to enable you to work for the Trust? If yes, please give brief details:													
5. Sickness Absence													
How many days absence from work through sickness have you had over the last 2 years? –													
How many episodes did these periods of sickness involve? –													
Reasons for sickness absence:													
6. Carer Responsibilities													
Do you have any carer responsibilities that the Trust should be aware of? Yes <input type="checkbox"/> No <input type="checkbox"/>													
Thank you for completing this form. Please return with your application form.													