

EQUAL OPPORTUNITIES MONITORING QUESTIONNAIRE

Introduction:

Watercooler World is an Equal Opportunities employer. We aim to provide equality of opportunity to all persons regardless of their religious belief; political opinion; sex; race; age; sexual orientation; or whether they are married or in a civil partnership; or, whether they are disabled; or whether they have undergone, are undergoing or intend to undergo gender reassignment.

We do not discriminate against our job applicants or employees on any of the grounds listed above. In this questionnaire we will ask you to provide us with some personal information about yourself. We are doing this for two reasons:

Firstly we, we are doing this to demonstrate our commitment to promoting equality of opportunity in employment. The information that you provide us will assist us to measure the effectiveness of our equal opportunity policies and to develop affirmative action programmes or positive action policies.

Secondly, we also monitor the community background and sex of our job applicants and employees in order to comply with our duties under the Fair Employment and Treatment (NI) Order 1998.

You are not obliged to answer the questions on this form and you will not suffer any penalty if you choose not to. Nevertheless, we encourage you to answer the questions below. If you do not complete this questionnaire, we are encouraged to use the residuary method, which means that we can make a determination on your community background on the basis of personal information in your application form.

Your identity will be kept anonymous and answers will be treated with strictest confidence. We assure you that your answers will not be used by us to make unlawful decisions affecting you, whether in a recruitment exercise or during the course of your employment with us. To protect your privacy, the form will carry a unique identification number and only our Monitoring Officer will be able to match this to your name.

Community Background

Regardless of whether we practice religion, most of us in Northern Ireland are seen as either Catholic or Protestant. We are therefore asking you to indicate your community background by selecting the appropriate option.

If you do not answer this question, or if you select the "non-determined" options, we are encouraged to use the residuary method to make a determination. This means that we can make a determination as to your community background on the basis of the personal information supplied by you in your application form / HR file.

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 Roman Catholic communities

Gender		
Please indicate your gender:	<input type="checkbox"/> Male	<input type="checkbox"/> Female

Note – If you answer these questions about community background and sex, you are obliged to do so truthfully as it is a criminal offence under the Fair Employment (Monitoring) Regulations (NI) 1999 to knowingly give false answers to these questions.

Marital Status	
What is your marital status?	<input type="checkbox"/> Civil Partnership <input type="checkbox"/> Co-habiting <input type="checkbox"/> Dissolved civil partnership <input type="checkbox"/> Divorced <input type="checkbox"/> Married <input type="checkbox"/> Other <input type="checkbox"/> Separated <input type="checkbox"/> Single <input type="checkbox"/> Widow

Dependents	
Do you have dependents, or caring responsibilities for family members or other persons?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If you answered yes, are your dependents or the people you look after? (please tick the appropriate box or boxes)	<input type="checkbox"/> A child or children <input type="checkbox"/> A person or persons <input type="checkbox"/> An elderly person or persons <input type="checkbox"/> Other
If "other" please specify	

Age	
What is your date of birth?	

Ethnic Origin		
Please indicate your ethnic origin:	<input type="checkbox"/> Bangladeshi	<input type="checkbox"/> Black African
	<input type="checkbox"/> Black Caribbean	<input type="checkbox"/> Black Other
	<input type="checkbox"/> Chinese	<input type="checkbox"/> Indian
	<input type="checkbox"/> Irish Traveller	<input type="checkbox"/> Other ethnic group
	<input type="checkbox"/> Mixed ethnic group	<input type="checkbox"/> Pakistani
		<input type="checkbox"/> White

Disability

Under the Disability Discrimination Act 1995, you are deemed to be a disabled person if you have cancer, multiple sclerosis or HIV infection.

You are also deemed to be a disabled person if you have a physical or mental impairment which has a substantial long-term adverse effect on your ability to carry out normal day to day activities.

Do you consider yourself to be disabled as set out under the Disability Discrimination Act?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, please state the nature of this disability:	

Sexual Orientation	
Please indicate your sexual orientation by ticking the appropriate option below:	<input type="checkbox"/> Bisexual
	<input type="checkbox"/> Hetrosexual
	<input type="checkbox"/> Homosexual
	<input type="checkbox"/> Other
If other please specify:	

Thank you for your co-operation.
