



# EQUAL OPPORTUNITIES MONITORING FORM APPLICANTS FOR EMPLOYMENT OR CASUAL WORK

Halton Borough Council is an equal opportunities organisation that welcomes applications from all sections of the community. This means that all applicants for employment or work will receive equal treatment, irrespective of their gender, marital status, age, ethnic origin, religion or belief, sexual orientation or disability.

To meet legislative requirements, help ensure the effectiveness of its Equality of Opportunity Policies and to assist in its development the Council monitors all applications for employment, promotion and casual work. You are requested to complete the sections below, which will be treated as **CONFIDENTIAL** and will be separated from the application form on receipt. The information contained on this form will be held as a computer file and will not form part of the shortlisting or interview process.

**Please tick the appropriate box**

**1. Ethnicity**

**Please indicate your ethnic origin by choosing ONE section from (a) to (e) and then tick the appropriate box**

**(a) White**

British  Irish  Gypsy or Roma  Irish Traveller

Any other White background, please write in .....

**(b) Mixed**

White and Black Caribbean  White and Black African

White and Asian

Any other Mixed background, please write in .....

**(c) Asian or Asian British**

Indian  Pakistani  Bangladeshi

Any other Asian background, please write in .....

**(d) Black or Black British**

Caribbean  African

Any other Black background, please write in .....

**(e) Chinese or other ethnic group**

Chinese  Do not wish to disclose

Any other ethnic background, please write in .....

**The Council and its schools are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff, workers and volunteers to share this commitment**

**2. Gender:**

Female  Male  Transgender Female   
Transgender Male  Do not wish to disclose

**3. Marital Status:**

Civil Partnership  Married  Not Married x   
Not Married – Cohabiting  Do not wish to disclose

**4. Age:**

16-23  24-30  31-45  46-59  60 and over   
Do not wish to disclose

**5. Disability:**

Do you consider yourself to have a disability as defined by the Disability Discrimination Act 1995? The Act says that a person has a disability if that person has “a physical or mental impairment which has substantial and long term adverse effect on [a person’s] ability to carry out normal day to day activities”. There is further guidance about the details of this test at [www.equalityhumanrights.com](http://www.equalityhumanrights.com) or [www.directgov.uk](http://www.directgov.uk)

Yes  No  Do not wish to disclose

**6. Religion:**

No Religion  Christian (including Church of England, Catholic, Protestant and all other Christian denominations) x   
Buddhist  Hindu  Jewish  Muslim  Sikh   
Any other religion, please write in .....

Do not wish to disclose

**7. Sexual Orientation:**

Bisexual  Heterosexual  Lesbian/Gay Woman  Gay Man   
Other  Do not wish to disclose

**8. Where did you see this advertisement?**

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