



# You make the difference...

Please complete in black ink

## 1) Equal Opportunities Monitoring Form

**Confidential**

Coventry City Council is committed to equal opportunities in employment and service delivery. To help us do this, **it is mandatory that all applicants complete this monitoring form. Failure to do so will result in your application being withdrawn from the recruitment process.**

The information contained in the form is for **monitoring purposes only** and is **not** provided to the short listing panel.

**Tape**

**Large Print**

**E-mail**

**Braille**

Job Ref:

Job Title:

### Gender

Male  Female

Date of Birth




DD/MM/YYYY

### Ethnic Group (These groups are from the 2001 National Census)

1) Choose one section from a) to f)

2) Then select the box that best describes your cultural or ethnic background.

3) If you select the last box within any category, please detail your ethnicity in the space provided underneath.

#### a) White

- British  
 Irish  
 Any other white background

Please state

#### b) Mixed

- White and Black Caribbean  
 White and Black African  
 White and Asian  
 Any other mixed background

Please state

#### c) Asian or Asian British

- Indian  
 Pakistani  
 Bangladeshi  
 Any other Asian background

Please state

#### d) Black or Black British

- Caribbean  
 African  
 Any other black background

Please state

#### e) Chinese or other ethnic group

- Chinese  
 Any other

Please state

#### f) Prefer not to state ethnicity

- Prefer not to state ethnicity

### Sexual orientation

- Heterosexual  
 Gay Man  
 Gay Woman / Lesbian  
 Bisexual  
 Prefer not to state

Is your gender identity the same as the gender you were assigned at birth?

- Yes  No  Prefer not to state

### Religion/Belief

- Buddhist  
 Christian  
 Hindu  
 Jewish  
 Muslim  
 Sikh  
 None  
 Other  
 Prefer not to state

**2) Disability Discrimination Act 1995**

The Council is required by the government to record numbers of applicants protected by the Disability Discrimination Act 1995. This information is also important in monitoring the success of Council policies and initiatives that aim to attract more applications from people with disabilities.

- The Disability Discrimination Act 1995 protects people who:
  - have an impairment
  - are disabled
  - have long-term health conditions

This is providing that this has a "substantial and long term\* adverse effect on a person's ability to carry out normal day-to-day activities". Long term is defined as 12 months or longer (or, if the condition is a new one, the expectation that it will be 12 months or longer).

<p><b>Disability Discrimination Act</b></p> <p>Do you think that you have a disability in accordance with the terms of the Disability Discrimination Act 1995?</p> <p><input type="radio"/> Yes    <input type="radio"/> No</p>	
<p>If yes, please indicate which category best describes your disability:</p> <p><input type="radio"/> Hearing impairment</p> <p><input type="radio"/> Visual impairment (not corrected by spectacles or contact lenses)</p> <p><input type="radio"/> Physical impairment</p> <p><input type="radio"/> Mental health</p> <p><input type="radio"/> Learning difficulties</p> <p><input type="radio"/> *Other (please specify) <input style="width: 200px; height: 15px;" type="text"/></p> <p><input type="radio"/> Prefer not to state</p>	
<p><b>Media:</b> Where did you hear about this vacancy?</p> <p><input type="radio"/> School/College/Careers Service</p> <p><input type="radio"/> Job Centre</p> <p><input type="radio"/> Casual Enquiry</p> <p><input type="radio"/> Advertisement *</p> <p>Please specify where the advert was seen</p> <input style="width: 95%; height: 20px;" type="text"/>	<p><input type="radio"/> Information from existing employee</p> <p><input type="radio"/> Job Vacancy Circular</p> <p><input type="radio"/> Website</p> <p><input type="radio"/> Recruitment Event</p> <p><input type="radio"/> Open Day</p>
<p><b>Data Protection Act 1998</b> - The personal data that you provide will be used in connection with your application for vacancies at the Council. Your information will not be shared with the Recruitment Panel and will be used for research, analysis and statistical purposes and it may also be used to meet our statutory obligations under the Disability Discrimination Act 1995. Unsuccessful candidate's application forms will be destroyed after 6 months.</p> <p>I agree to the processing of the information that I have provided.</p> <p>Signature: _____ Date: .....</p>	

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