

EQUAL OPPORTUNITIES MONITORING FORM

The Liverpool Muslim Society (LMS) is committed to a policy of equality of opportunity and aims to provide a working and learning environment which is free from unfair discrimination and will enable staff and volunteers to fulfil their personal potential. The Liverpool Muslim Society aims to ensure that no individual is unjustifiably discriminated against on the basis of gender or marital status, race, ethnic or national origin, disability, religious or political beliefs, age, family circumstance or other irrelevant distinction.

Data Protection Act 2018: The information is requested to enable the Liverpool Muslim Society to monitor its employment decisions and meet statutory obligations. It will only be used for the purpose for which it is given. You have the right to ask it to be shredded after the recruitment exercise should you are not successful.

In order to monitor the effectiveness of our policies and procedures and how well we meet our legal requirements all applicants are requested to complete this form. The information you provide will be treated as STRICTLY CONFIDENTIAL and will be used only for EQUAL OPPORTUNITIES purposes. It WILL NOT be taken into consideration for short listing or interviewing purposes. If you are appointed the information will be transferred to your personnel record to enable the Society to meet monitoring requirements. The information WILL NOT be relevant or disclosed in consideration for salary progression, promotion, or training and development.

Please complete in block capitals and tick the boxes which most closely relate to you

Application for the post of:	Ref:.....
Department:.....	Date:.....

Title:.....	Surname:.....	First Names:.....
Date of Birth:	(dd/mm/yy)	Age:

Sex:	Male <input type="checkbox"/>	Female <input type="checkbox"/>
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Racial Origin:				
ASIAN OR ASIAN BRITISH	BLACK OR BLACK BRITISH	CHINESE OR OTHER MINORITY GROUP	MIXED	WHITE
Indian <input type="checkbox"/>	Caribbean <input type="checkbox"/>	Chinese <input type="checkbox"/>	White and Black Caribbean <input type="checkbox"/>	British <input type="checkbox"/>
Pakistani <input type="checkbox"/>	African <input type="checkbox"/>	Arab <input type="checkbox"/>	White and Black African <input type="checkbox"/>	Irish <input type="checkbox"/>
Bangladeshi <input type="checkbox"/>		Any other <input type="checkbox"/>	White and Asian <input type="checkbox"/>	Any other white background <input type="checkbox"/>
Any other Asian background <input type="checkbox"/>	Any other black background <input type="checkbox"/>		Any other mixed background <input type="checkbox"/>	

Nationality:

Disability:

The Liverpool Muslim Society welcomes applications from people with disabilities and aims to be supportive in their employment. We will be pleased to consider any special requirements, reasonable resources or facilities when applying to or working for the Society.

Are you disabled? Yes No

(Under the Disability Discrimination Act (DDA) a disability is defined as physical, sensory or mental impairment which has, or had, a substantial and long-term adverse effect on a person's ability to carry out normal day to day activities)

Please indicate on the application form, if one is provided for this post, or separately, details of any special needs you may have in taking up the post for which you are applying.

Marital Status:

It is unlawful to discriminate against married persons in employment. Although marital status is not defined within the Sex Discrimination Act, the Trust has been advised to collect and analyse data on marital status as a check to ensure that it is operating within the law.

Are you married? not married?
('not married' includes single, widowed and divorced)

Carers and Single Parents:

To assist the Trust to monitor whether carers and single parents are treated no less favourably

Are you living with your spouse? dependant child/children?
other dependants?

Thank you for your help in completing this form. Please return it with your application

Office use only: shortlisted interviewed appointed

Last Reviewed: 7th Sept. 2018
Date of Next Review: 7th Sept. 2019