

Equality and Diversity Monitoring Questionnaire

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Please note that all information will be private and confidential

DIVERSITY MONITORING FORM

SURNAME:

JOB APPLIED FOR:

FIRST NAME:

AGE

What is your age? Please mark 'X' in one box only

16-19
 25-29
 35-39
 45-49
 55-59
 65+

20-24
 30-34
 40-44
 50-54
 60-64

DISABILITY

A disabled person is defined under the Equality Act 2010 as someone with a **'physical or mental impairment which has a substantial and long term adverse effect on that person's ability to carry out normal day-to-day activities.'**

Do you consider yourself to be disabled under the Equality Act 2010? Please mark 'X' in the appropriate box.

YES

NO

PREFER NOT TO SAY

DON'T KNOW

If **YES**, please answer the following question; otherwise proceed to the next section.

Please indicate by marking 'X' in the appropriate box, mark all that apply.

- A Hearing impairment
- B Visual impairment
- C Speech impairment
- D Mobility impairment
- E Physical co-ordination difficulties
- F Reduced physical capacity
- G Severe disfigurement
- H Learning difficulties (e.g. dyslexic)
- I Mental ill health
- J Progressive conditions
- K Other (please specify)

REASONABLE ADJUSTMENTS

The Equality Act 2010 requires all employers to make reasonable adjustments for disabled employees.

DFID uses the social model to inform disability action planning. This means concentrating on the environment, removing barriers wherever possible that get in the way of a disabled person from doing their job. Should you be successful in your appointment to the post, do you require any reasonable adjustments to be put in place?

Please specify in the box below:

ETHNIC ORIGIN

The Department for International Development wants to ensure that all applicants are treated equally whatever their race, colour or ethnic origin. To do this we need to know about the ethnic origin of people who apply to join us. These categories were used in the 2011 Census and are listed alphabetically. Which groups do you most identify with?

Please mark 'X' in only **ONE** box in column A and only **ONE** box in column B

COLUMN A

- (A) British or Mixed British
 - (B) English
 - (C) Irish
 - (D) Scottish
 - (E) Welsh
 - (F) Any other? (please specify)
-

COLUMN B

ASIAN

- (A) Bangladeshi
 - (B) Indian
 - (C) Pakistani
 - (D) Any other Asian background (please specify)
-

BLACK

- (E) African
 - (F) Caribbean
 - (G) Any other Black background (please specify)
-

CHINESE

- (H) Any Chinese background (please specify)
-

MIXED ETHNIC BACKGROUND

- (I) Asian and White
 - (J) Black African and White
 - (K) Black Caribbean and White
 - (L) Any other Mixed ethnic background (please specify)
-

WHITE

- (M) Any White background (please specify)
-

ANY OTHER ETHNIC BACKGROUND

- (N) Any other ethnic background (please specify)

Date:

NB: For statistical purposes, all boxes in Column B, other than Box M, count as 'ethnic minority' representation.

SEX

Please state your sex:

Female

Male

SEXUAL ORIENTATION

The Department for International Development wants to ensure that all applicants are treated equally whatever their sexual orientation. To do this we need to know about the sexual orientation of people who apply to join us. We should therefore be grateful if you would complete the following question. Your answer will be treated in the strictest confidence and will not affect your job application in any way.

Which group do you most identify with? The options are listed alphabetical order.

Please mark 'X' in **one** box only:

- (A) Bi-Sexual
- (B) Gay woman/lesbian
- (C) Gay man
- (D) Heterosexual/straight
- (E) Other
- (F) Prefer not to say

RELIGION OR BELIEF

What is your religion or belief (including non-belief)? Please mark 'X' in the box below as appropriate.

Agnostic	<input type="checkbox"/>
Atheist	<input type="checkbox"/>
Bah'ai	<input type="checkbox"/>
Buddhist	<input type="checkbox"/>
Christian – Catholic	<input type="checkbox"/>
Christian – Protestant	<input type="checkbox"/>
Christian – Other	<input type="checkbox"/>
Hindu	<input type="checkbox"/>
Humanism	<input type="checkbox"/>
Jain	<input type="checkbox"/>
Jewish	<input type="checkbox"/>
Muslim	<input type="checkbox"/>

Pagan	<input type="checkbox"/>
Sikh	<input type="checkbox"/>
Rastafarian	<input type="checkbox"/>
Scientologist	<input type="checkbox"/>
Shinto	<input type="checkbox"/>
Zoroastrian	<input type="checkbox"/>
No religion or belief	<input type="checkbox"/>
Prefer not to say	<input type="checkbox"/>
Any other religion or belief	<input type="checkbox"/>

Please specify below, if you wish.

ADVERTISING EFFECTIVENESS

YOUR NAME:

JOB APPLIED FOR :

DFID internally monitors the effectiveness/impact of advertising vacancies and is constantly seeking to put the various forms of advertising to the best use to attract as diverse a range of candidates as possible.

We recognise that you may have learnt about the vacancy from various sources, but we want to know how you became aware of this vacancy.

HOW DID YOU GET DETAILS OF THIS VACANCY? Please mark 'X' in the appropriate box(es) below:

Publication

(Please specify which newspaper(s) or magazine(s) you saw the advert in)

.....

.....

.....

DFID Website

Other Website

(Please specify from which website(s) you saw the advert)

.....

.....

Job Centre

Word of Mouth

FOR HRCSS PURPOSES ONLY

Recorded

Date