



MIS Recruitment Monitoring Form

This sheet does not form part of the selection process. It will be retained by the Human Resources Department purely for monitoring purposes. All information will be treated with the strictest of confidence.

MIS Claims Ltd is an equal opportunities employer and tries to ensure that all job applicants are treated fairly and appointed only on the basis of their suitability for the job. It also seeks to ensure that no applicant receives less favourable treatment on the grounds of religious or political opinion, race, colour, nationality or national origins, age, marital status, sex, sexual orientation, disability or is disadvantaged by conditions or requirements which cannot be shown to be justifiable.

In order to monitor all stages of the recruitment process effectively to ensure that discrimination does not take place and to help us ensure that our Equal Opportunities Policy is fully and fairly implemented (and for no other reasons) please **COMPLETE** this form. ALL candidates are required to complete this form.

Job Reference:

Religion

The Fair Employment and Treatment (Northern Ireland) Order 1998 outlaws discrimination on the basis of religious belief or political opinion.

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

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 Community.

Gender

Male

Female

Sexual Orientation

The Employment Equality (Sexual Orientation) Regulations (Northern Ireland) 2003 make it unlawful to discriminate against an individual on grounds of sexual orientation in employment and training.

Under the Regulations, "sexual orientation" means a sexual orientation towards persons of the same sex, persons of the opposite sex, or persons of the same sex and of the opposite sex.

Heterosexual Homosexual Lesbian Bisexual

Race

The Race Relations (Northern Ireland) Order 1997 makes it unlawful to discriminate in employment on grounds of colour, race, nationality or ethnic or national origins.

What is your ethnic Group?

A) White

White UK

Irish

White Non-UK

Any other White Background
(Please give details):

B) Mixed

White & Black Caribbean

White & Black African

White & Asian

Any other Mixed Background
(Please give details):

C) Asian or Asian British

Indian

Pakistani

Bangladeshi

Any other Asian Background
(Please give details):

D) Black or Black British

Black Caribbean

Black African

Any other Black Background
(Please give details):

E) Chinese or Other Ethnic Group

Chinese

Vietnamese

Any other Ethnic Background
(Please give details):

F) Are you a member of the Irish Traveler Community?

Yes No

Disability

Disability is defined as “physical or mental impairment, which has a substantial and long term adverse affect on a person’s ability to carry out normal day to day activities”.

Do you consider yourself disabled? Yes No

If yes, please give details:

Age Group

16 – 25 26 – 35 36 - 45 46 - 55
56 – 65 66 - 70 70+

Thank you for taking time to complete this form.