**Equality, Diversity and Inclusion (EDI) Monitoring Form**

The completion of this Equality, Diversity and Inclusion Monitoring Form is voluntary.

**Introduction**

The Ebbsfleet Development Corporation is committed to providing equal opportunities to any employee or job applicant. We do not discriminate either directly or indirectly because of race, sex, sexual orientation, gender reassignment, religion or belief, marriage and civil partnership, age disability, or pregnancy and maternity.

**Purpose**

We need to find out whether our policy is working in practice and ensure there is no discrimination in the way that we appoint and promote staff.

**Helping us to help you**

Your co-operation is central to building a workplace in which we all thrive. We would therefore be grateful if you would complete the questions on this form. There is no obligation on you to provide information. All applicants will be treated the same whether or not they provide the information.

**What happens to the information I supply?**

* Any information provided is treated in **strict confidence** and will not affect your application in any way.
* The data will be used to produce statistical reports. These comprise a series of anonymous statistics through which we can monitor the applicant numbers.
* Only those monitoring job advertising will have access to the data. The information collated will be used entirely anonymously, but names are included on forms to enable us to monitor applications at shortlisting and appointment, as well as application stage, undertaken by the Recruitment Team.
* Staff involved in sifting and interviewing for the post will **not** see your questionnaire.
* The questionnaire will be detached from your application form, stored separately and used only to provide statistics for monitoring purposes.

We thank you in advance for your assistance.

1. **Name of Applicant\*:**
2. **Date Completed:**
3. **Post Applied For:**
4. **Where did you see this post advertised?:**

*\*It is important that you provide your name so that we are able to analyse diversity details in respect of those who apply, are invited for interview, and are subsequently offered the posts. This information will not be shared with anyone involved in the shortlisting and/or interview process, and is purely for monitoring purposes.*

1. ***Age***

* Age:

***2. Marital status***

* Married or in a civil partnership:
* Single:
* Other:
* Prefer not to say:

***3. Gender assigned at birth***

* Female:
* Male:
* Prefer not to say:

***4. Which of the following best reflects how you would describe your gender identity?***

* Female:
* Male:
* In another way:
* If you would like to, please say how you describe your gender identity:
* Prefer not to say:

***5. Does your gender identity align with the gender assigned to you at birth?***

* Yes:
* No:
* Prefer not to say:

***6. Do you have any disabilities?***

* Yes:
* No:
* Prefer not to say:

*This information is used only for monitoring purposes. If you believe you may be disabled and may need any reasonable adjustment to be made in the recruitment and selection process, please discuss this with the recruiting manager.*

***7. Ethnic Origin***

Relates to a sense of identity/belonging on the basis of race/culture, not place of birth or citizenship.

**I would describe myself as** (choose ONE section from (i) to (v) below and then select/tick to indicate your cultural background):

**i) Asian, Asian British:**

* Bangladeshi
* Indian
* Pakistani
* Chinese
* Prefer not to say
* Other Asian background, please specify:

**ii) Black, African, Caribbean, Black British:**

* African
* Caribbean
* Prefer not to say
* Other Black, African, Caribbean background, please specify:

**iii) Mixed/Multiple ethnic groups:**

* White and Asian
* White and Black African
* White and Black Caribbean
* Prefer not to say
* Other Mixed/Multiple ethnic background, please specify:

**iv) White:**

* British
* English
* Scottish
* Welsh
* Northern Irish
* Irish
* Gypsy or Irish Traveller
* Prefer not to say
* Other White background, please specify:

**v) Other Ethnic Group**

* Arab
* Prefer not to say
* Other ethnic group, please specify:

***8. What is your sexual orientation:***

* Bi/bisexual
* Heterosexual/straight
* Gay/lesbian
* Other term
* Prefer not to say

***9. Religion or belief***

* No religion or belief
* Buddhist
* Christian (all denominations)
* Sikh
* Hindu
* Jewish
* Muslim
* Other, please specify:
* Prefer not to say

**Data protection -**

We treat personal data collected for reviewing equality of opportunity in recruitment, selection and, if relevant, employment with the Corporation in accordance with our Data Handling Security Policy and Data Retention & Disposal Policy.

I give my consent to the Ebbsfleet Development Corporation processing the data (including special category of personal data), supplied in this form for the purposes of equality, diversity and inclusion (ED&I) monitoring in recruitment and selection. I acknowledge that my application will be treated the same whether or not I complete this form. I understand that I may withdraw my consent to the processing of this data (including special category of personal data) at any time by notifying: [ebbsfleetrecruitment@ebbsfleetdc.org.uk](mailto:ebbsfleetrecruitment@ebbsfleetdc.org.uk)