

EQUAL OPPORTUNITIES MONITORING INFORMATION



Cotteswold Dairy Ltd is committed to promoting equal opportunity in order to appoint the best candidate based on their ability and suitability for the position in which they are applying for. For this reason, all stages of the recruitment and selection process have been adopted which aim to preclude any discrimination during consideration of applications for employment.

To ensure we comply with our policy we would be grateful if you would complete this form. All information will be treated in confidence and will not be seen by staff who are involved in the appointment. The questionnaire will be detached from your application, stored separately and used only to provide statistics for monitoring purposes.

Name:	Date of birth:
Position applied for: (including reference number:)	

Sex
Male <input type="checkbox"/>
Female <input type="checkbox"/>

Title
Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Dr <input type="checkbox"/>
Other (<i>please state</i>)

How would you describe your ethnic origin? <i>If other please state.</i>	
White	British <input type="checkbox"/> Irish <input type="checkbox"/> Other <input type="checkbox"/> _____
Black or Black British	Caribbean <input type="checkbox"/> African <input type="checkbox"/> Other <input type="checkbox"/> _____
Asian or Asian British	Indian <input type="checkbox"/> Pakistani <input type="checkbox"/> Bangladeshi <input type="checkbox"/> Other <input type="checkbox"/> _____
Chinese or other ethnic group	Chinese <input type="checkbox"/> Other <input type="checkbox"/> _____
Mixed	White & Black Caribbean <input type="checkbox"/> White & Asian <input type="checkbox"/> White & Black African <input type="checkbox"/> Other <input type="checkbox"/> _____

Disability
Do you consider yourself to be disabled? Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please provide details below.

Where did you see this post advertised?
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CRIMINAL OFFENCES

Surname:	Forename:
Position applied for: (including reference number:	

Have you ever been convicted of a criminal offence or received a caution (including reprimand or final warning)? Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you currently the subject of any police investigations following allegations made against you? Yes <input type="checkbox"/> No <input type="checkbox"/>
If you have answered 'yes' to either of the above questions, please provide details below. You should include details of the offence/allegation, the date of conviction, the sentence you received and the rehabilitation period.

DECLARATION

Data protection: Information from this application may be processed for purposes registered by the Employer under the Data Protection Act 1998. Individuals have, on written request, and on payment of a fee, the right of access to personal data held about them.	
I hereby give my consent to Cotteswold Dairy Ltd to process the data supplied in this form for the purpose of recruitment and selection.	
I declare that the information given is to the best of my knowledge, true and accurate. I understand that any misrepresentation or omission may result in my application not proceeding any further or, if appointed, may render me liable for dismissal.	
Signature:	Date:

Please ensure you have completed this form completely and accurately, and return it to the Human Resources Department at the address below with your application form and any other supporting documentation or, alternatively, email it to hr@cotteswold-dairy.co.uk :

Cotteswold Dairy Ltd,
Human Resource Department,
Northway Lane,
Tewkesbury,
Gloucestershire,
GL20 8JE