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| A close up of a logo  Description automatically generated | **Human Resources**    **Equal Opportunities Monitoring Form (July 2024)** |

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| The University of Huddersfield is committed to recruiting, retaining and developing a workforce that reflects the diverse community we serve. It is vital that we monitor and analyse diversity information so that we can ensure that our HR processes are fair and transparent.  Any information provided on this form will be treated as strictly confidential and will be used for monitoring purposes only in accordance with our [privacy notice](https://www.hud.ac.uk/media/assets/document/informationgovernance/dataprotection/StaffPrivacyNotice.pdf). | | | | |
| **Please complete the boxes as appropriate** | | | | |
| **Gender**  Female  Male  Unspecified  We are required to ask the legal gender of employees for HMRC purposes, however the University recognises and celebrates trans (including non-binary) identities and uses inclusive questions on all other forms and systems. This information is used to identify any areas of differential impact on grounds of gender and to assist in drafting plans to address this. We require this information to comply with our responsibilities under the Equality Act 2010. This information is also used by the Higher Education Statistics Agency (HESA) to monitor trends in Higher Education employment. | | **Disability**  Do you consider yourself to have a disability or long-term health condition (mental health and/or physical health)  Disabled  Not Disabled  Prefer not to say   |  | | --- | | **Disability or long-term health condition description/s:** |   This information is used to identify any areas of differential impact on grounds of disability and to assist in drafting plans to address this. We require this information to comply with our responsibilities under the Equality Act 2010. The information is also used to ensure reasonable adjustments and adaptions are made to support staff with disabilities. | | |
| **Date of Birth**   |  | | --- | |  |   This information is required by HM Revenue & Customs for PAYE purposes. It is also used to identify any areas or age discrimination of any areas of differential impact. We require this information to comply with our responsibilities under the Equality Act 2010. This information is also used to process pension requests and to calculate relevant payments. | | **Ethnic Origin**  African  Arab  Bangladeshi  Caribbean  Chinese  Gypsy or Traveller  Indian  Irish  Pakistani  Prefer not to say  Not known | Other Black background  Other Asian background  Other Ethnic background  Other Mixed background  Other White background  White British  White and Asian  White and Black African  White and Black Caribbean | |
| **Nationality**   |  | | --- | |  |   This information is used to identify any areas of differential impact on grounds of nationality and to assist in drafting plans to address this. We require this information to comply with our responsibilities under the Equality Act 2010. This information is also used by the Higher Education Statistics Agency (HESA) to monitor trends in Higher Education employment. | |
| This information is used to identify any areas of differential impact on grounds of race and to assist in drafting plans to address this. We require this information to comply with our responsibilities under the Equality Act 2010. This information is also used by the Higher Education Statistics Agency (HESA) to monitor trends in Higher Education employment. | | |
| **Sexual Orientation**  Bi  Gay man  I use another term  Lesbian/Gay woman  Prefer not to say  Straight/Heterosexual  This information is used to identify any areas of differential impact on grounds of sexual orientation and to assist in drafting plans to address this. We require this information to comply with our responsibilities under the Equality Act 2010. | | **Marital Status**  Civil Partnership  Divorced  Estranged  Married  Not specified | | Other  Partner  Single  Unknown  Widowed |
| This information is used to identify any areas of differential impact on grounds of marital status and to assist in drafting plans to address this. We require this information to comply with our responsibilities under the Equality Act 2010. | | |
| **Religion**  No religion  Buddhist  Christian  Hindu  Jewish  Muslim  Sikh  Any other religion or belief  Prefer not to say | | **Criminal convictions**    Have you ever been convicted of an offence which is not regarded as "spent" under the Rehabilitation of Offenders Act 1974 (as amended)?  Yes  No  If yes please provide the date(s), nature of offence(s) and sentence(s) passed:   |  | | --- | |  |   Applicants will be judged on their ability to perform the duties of the position applied for and convictions will only be taken into account if they are relevant to that type of work. Where a position is subject to a Disclosure and Barring Service check specific details will be provided. | | |
| This information is used to identify any areas of differential impact on grounds of religion and/or belief and to assist in drafting plans to address this. We require this information to comply with our responsibilities under the Equality Act 2010. | |
| **Signature** |  | | | |
| **Name** |  | | | |
| **Date** |  | | | |