

## EQUALITY OF OPPORTUNITY IN EMPLOYMENT

**Job Ref. No. STM**

World Travel Centre Ltd / Selective Travel Management is committed to equality of opportunity for all applicants regardless of age, disability, marital status, political opinion, race, religious beliefs, sex or sexual orientation. We select those suitable for employment solely on the basis of merit. All applicants are requested to complete a monitoring form in order to ensure the effective implementation of its Equal Opportunities Policy. Your support in this is sought.

**Please provide the following information by ticking the appropriate boxes below:-**

1. Are you presently employed by World Travel Centre? Yes  No
2. Have you previously been employed by World Travel Centre? Yes  No
3. **Sex:** Male  Female
4. **Marital status:** Single  Married  Separated  Divorced  Other
5. **Date of Birth:** \_\_\_\_\_

**6. Religious Affiliation/Community Background:**

World Travel Centre Ltd / Selective Travel Management is required by the Fair Employment (Northern Ireland) Act 1989 (as amended), to monitor the perceived religious affiliation or community background of both its employees and applicants for employment. Whether or not you are from Northern Ireland, you should answer the question below by indicating which community or religious background you might be perceived to come from. Even if you no longer practice any religion, the Fair Employment Act 1989 still obliges us to classify your perceived religious affiliation/community background, in order to monitor the effectiveness of our policy on equality of opportunity, not simply in recruitment terms but as part of an ongoing exercise for all our employees. Therefore although your response may not reflect any current personal religious belief which you hold, please bear in mind the above points when you complete the form.

I am a Protestant

I am a Roman Catholic

I am neither a Protestant or a Roman Catholic

**6. Disability:** The Disability Discrimination Act 1995 defines disability as:-

“...a physical or mental impairment which has a substantial and long term effect on a person’s ability to carry out normal day to day activities.”

Having read the above definition, do you consider yourself as having a disability?

Yes  No known disability

If 'Yes', please indicate the nature of your disability by ticking the appropriate box(es)

- |                          |                          |  |                          |
|--------------------------|--------------------------|--|--------------------------|
| Dyslexia                 | <input type="checkbox"/> | Personal care support                                | <input type="checkbox"/> |
| Blind/partially sighted  | <input type="checkbox"/> | Mental health difficulties                           | <input type="checkbox"/> |
| Deaf/hearing impairment  | <input type="checkbox"/> | Speech   | <input type="checkbox"/> |
| Mobility/Wheelchair user | <input type="checkbox"/> | Dexterity  | <input type="checkbox"/> |
| Learning disability      | <input type="checkbox"/> | Unseen disability e.g.<br>Diabetes, epilepsy, asthma | <input type="checkbox"/> |

A disability not listed above, please specify

**7. Ethnic Origin:**

- |                      |                          |                        |                          |
|----------------------|--------------------------|------------------------|--------------------------|
| White – European     | <input type="checkbox"/> | Pakistani              | <input type="checkbox"/> |
| White – Non European | <input type="checkbox"/> | Bangladeshi            | <input type="checkbox"/> |
| Black – Caribbean    | <input type="checkbox"/> | Chinese                | <input type="checkbox"/> |
| Black – African      | <input type="checkbox"/> | Asian – Other          | <input type="checkbox"/> |
| Black – Other        | <input type="checkbox"/> | Irish Traveller        | <input type="checkbox"/> |
| Indian               | <input type="checkbox"/> | Other (please specify) |                          |

**8. Nationality:**

---

Please return this form to [hr@selective-travel.co.uk](mailto:hr@selective-travel.co.uk).

**DO NOT PUT YOUR NAME ON THIS FORM**

Access to this information will be strictly controlled and will not be available to those considering your application for employment.

Monitoring will involve the use of statistical summaries of information in which identities will not appear. The information will not be available for any purpose other than equal opportunities monitoring. This information will be transferred to the monitoring section of the Human Resources Computer System. Please note that it is an offence for any person knowingly to give false information to another who is seeking that information in order to make a monitoring return.