

Equal Opportunities Monitoring Form
Training contract Grant Scheme 2008

The Legal Services Commission is committed to the achievement of Equal Opportunities for all within its employment policies and procedures. We treat all applications for employment on their merits and do not take into consideration any factors that are not relevant to the job such as disability, race, religion, age, gender or sexual orientation. We are committed to monitoring the impact of new service initiatives to ensure our on-going compliance with best practice.

To meet these objectives and assist in monitoring our policies and practices, we would ask that you complete the monitoring information below. **This form must be completed and submitted with the Three-way Agreement.**

Any information given will be in the strictest confidence and held separately from the records of your grant. It will be used for statistical monitoring purposes only and has no impact on your grant.

The Commission is dedicated to strengthening Equal Opportunities for all and I would like to thank you in advance for your co-operation in this exercise.

This form must be completed and submitted with the signed Three Way Agreement by **30 January 2009**

Kim Moores,
Training Grants Co-ordinator
Legal Services Commission,
2nd Floor, Lee House,
90 Great Bridgewater Street,
Manchester,
M1 5JW.

THANK YOU FOR YOUR CO-OPERATION

Equal Opportunities Monitoring Form

Training contract Grant Scheme 2008

Employer Name			
Student Name			
LPC Status	Full Time	Part Time	Not funded by LSC
Employee status as a trainee	Full Time	Part Time	

Please tell us about yourself:

Age group	Under 16	16 – 24	25 – 29	30 – 39	40 – 49
	50 – 59	60 – 74	75 – 84	84+	
Is there anyone who relies on you for day-to-day care and attention e.g. a child under 18, other family member or partner?				Yes	No

Ethnic Origin

The purpose of this question is to enable the Legal Services Commission to gather information on broad ethnic grouping and is not to identify nationality, citizenship or place of birth. A UK Citizen can belong to any of the groups identified or other groups that are not listed. The groups listed below are the same group categories used in the 2001 census (also recommended by the Equality and Human Rights Commission).

Please tick the box that belongs to the ethnic group which best describes you.

I would describe my ethnicity as being the following (please indicate one):

White

White British White Irish Other White background

Mixed

White and Black Caribbean White and Black African

White and Asian Other Mixed background

Asian or Asian British

Indian Pakistani Other Asian background

Bangladeshi

Black or Black British

African Caribbean Other Black background

Chinese or other ethnic group

Chinese Any other ethnic group (please state): _____

I would describe my religion as the following (please indicate one):

None	Christian	Buddhist	Hindu	Muslim
Sikh	Jewish	Other (please specify):		Prefer not to say

Gender and Sexual orientation

Answering this question will help us to monitor our recruitment practices and recognise the diversity needs of our people. However we understand that how people define their sexual and /or gender orientation is a personal choice and understand if you prefer not to respond to this question.

I would describe myself as the following (please indicate one):

Female	Male	Transgender
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I would describe myself as the following (please indicate):

Heterosexual	Gay Man	Lesbian
Bisexual	Other	Prefer not to say

Armed Forces

Please only complete this section if it is applicable to you.

I am a member of the following:

Reserve Forces	Territorial Army
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Disability

The Disability Discrimination Act defines disability as ‘a physical or mental impairment which has a substantial and long-term adverse effect on your ability to carry out normal day-to-day activities’.

Do you consider yourself to have a disability?

Yes	No	Prefer not to say
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Did you require any reasonable adjustments to be made at the provider’s offices?

Yes	No	N/A
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Were these adjustments made and were they suitable?

Yes	No	N/A
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Thank you for completing this form.

Please return this form with the Three Way Agreement by **30 January 2009** to Kim Moores, Training Grants Co-ordinator at the Legal Services Commission, 2nd Floor, Lee House, 90 Great Bridgewater Street, Manchester, M1 5JW.