



**Shin-Etsu Handotai Europe Limited**

Wilson Road, Toll Roundabout, Eliburn,  
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Tel.No: 01506 415555 Email: recruitment@sehe.com

**Confidential  
Equal Opportunities Monitoring Form**

SEH Europe Limited is committed to promoting equality in all its activities and aims to provide a working environment free from discrimination and unfair treatment. To confirm this commitment, SEH Europe Limited has in place an Equal Opportunities Policy which in order to be effective, requires that we regularly review and monitor all applications we receive by collecting data on ethnicity, gender, marital or civil partner status, disability, age, sexual orientation, gender reassignment, race, colour, nationality and religion or belief of all who apply. This data will be entered into our HR database system and kept securely within the HR Department in line with the Equality Act 2010. Access to this information is restricted and will only be viewed by those appointed to input the data, not by those involved in the recruitment selection process.

For this purpose, we ask for your assistance by completing this form and returning with your application. Please be assured that the information you provide in this form will be handled confidentially and will only be used for the purposes of monitoring and improving our employment practices and will play no part in the recruitment process.

**All questions are optional. You are not obliged to answer any of these questions but the more information you supply, the more effective our monitoring will be. All information supplied will be treated in the strictest confidence. It will not be placed on your personnel file.**

Thank you for your co-operation.

Job applied for:	.....
Closing date for applications:	.....

<p><b>Age</b></p> <p>What is your age (please tick)?</p> <table border="1"> <tr> <td>16–17</td> <td>18–21</td> <td>22–30</td> <td>31–40</td> <td>41–50</td> <td></td> </tr> <tr> <td>51–60</td> <td>61–65</td> <td>66–70</td> <td>71+</td> <td>Prefer not to say</td> <td></td> </tr> </table>	16–17	18–21	22–30	31–40	41–50		51–60	61–65	66–70	71+	Prefer not to say		<p><b>Gender:</b></p> <p>Male/Female (please delete as appropriate)</p> <p>(If you are undergoing gender reassignment, please use the gender identity you intend to acquire.)</p> <p>Do you identify as transgender/transsexual?</p> <table border="1"> <tr> <td>Yes</td> <td></td> </tr> <tr> <td>No</td> <td></td> </tr> <tr> <td>Prefer not to say</td> <td></td> </tr> </table>	Yes		No		Prefer not to say	
16–17	18–21	22–30	31–40	41–50															
51–60	61–65	66–70	71+	Prefer not to say															
Yes																			
No																			
Prefer not to say																			

<p>Do you have regular caring responsibilities for dependants? Children Other dependants e.g. elderly or seriously ill adults Where you are caring for children please say how many are in each age category</p>	<table border="1"> <tr> <td>Yes</td> <td>{ }</td> <td>No</td> <td>{ }</td> </tr> <tr> <td>Yes</td> <td>{ }</td> <td>No</td> <td>{ }</td> </tr> <tr> <td>Yes</td> <td>{ }</td> <td>No</td> <td>{ }</td> </tr> <tr> <td>Under 5</td> <td>{ }</td> <td></td> <td></td> </tr> <tr> <td>Ages 5-16</td> <td>{ }</td> <td></td> <td></td> </tr> <tr> <td>Ages 17-18</td> <td>{ }</td> <td></td> <td></td> </tr> </table>	Yes	{ }	No	{ }	Yes	{ }	No	{ }	Yes	{ }	No	{ }	Under 5	{ }			Ages 5-16	{ }			Ages 17-18	{ }		
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<p><i>It is unlawful to discriminate against those in employment who are married or in civil partnerships under the Equality Act 2010. This information will help us to monitor marital and civil partner status and lone parent status. Please answer (a) and (b)</i></p> <p>(a) Are you married or in a civil partnership? (b) Are you currently living with a partner or spouse?</p>	<table border="1"> <tr> <td>Yes</td> <td>{ }</td> <td>No</td> <td>{ }</td> </tr> <tr> <td>Yes</td> <td>{ }</td> <td>No</td> <td>{ }</td> </tr> </table>	Yes	{ }	No	{ }	Yes	{ }	No	{ }
Yes	{ }	No	{ }						
Yes	{ }	No	{ }						

**Sexual Orientation**

How would you describe your sexual orientation (please tick)?

Heterosexual / straight		Bisexual		Prefer not to say	
Gay man		Gay woman / lesbian			

**Religion or Belief**

Please describe your religion or other strongly-held belief.

I would describe my religion or belief as:	.....
I have no particular religion or belief	
Prefer not to say	

Ethnicity: (please tick below to indicate your ethnic origin)

White	{ }	Black or Black British	{ }	Middle/Near Eastern	{ }
Asian or Asian British	{ }	Mixed Ethnic Group	{ }	Other	{ }
Prefer not to answer	{ }				

Nationality \_\_\_\_\_

Disability: (the Equality Act 2010) defines a disability as any physical or mental impairment which has a substantial and long-term adverse effect on a person's ability to carry out normal day to day activities.

Do you consider yourself to have a disability? Yes { } No { }

Please tick which category you think best describes your disability.

Dyslexia	{ }	Blind or partially sighted	{ }	Deaf or hearing impairment	{ }
Mental health disability	{ }	Personal care support	{ }	Multiple disabilities	{ }
Wheelchair user/other mobility difficulties	{ }		{ }	Other disability, please specify	{ }
An unseen disability, e.g. diabetes, epilepsy, asthma	{ }		{ }	_____	

Where did you hear about this job?

\_\_\_\_\_