



Public
Law
Project

PLP Equal opportunities monitoring form –
Administrative Paralegal 220530

In conformity with its equal opportunities policy the Public Law Project does not ask on its application forms for details of personal attributes unrelated to the job. It is nevertheless important, in order to see whether or not the policy is working in practice, to monitor characteristics such as age, gender, race and disability among applicants as well as among those actually appointed. It will give us information as to whether our advertising, recruitment and selection procedures are working fairly or need attention. In collating this information, PLP recognises that individuals may choose not to disclose certain personal information particularly in relation to transgender status, religion or belief. If you do not wish to disclose any particular information, please leave that section of the form blank.

We will store monitoring data as confidential personal data and restrict access to this information. The data retained will be used exclusively for the purposes of equal opportunities monitoring and will have no bearing on opportunities or benefits. If you opt to provide equal opportunity data to PLP, this will be anonymised and retained only as long as is necessary to record the recruitment decision against the anonymised data, and in any case no longer than six months.

We would therefore be grateful if you would complete and return the monitoring form. It is appreciated that the racial classification on the form is arbitrary. No universally accepted classification exists, and it is hoped that the one used here is acceptable if not ideal. For the purposes of opportunity



monitoring, we have used the classifications suggested by the Office of National Statistics so as to have a comparator with which to measure our recruitment through national standards.

No/ref: _____(For office use only)

Please tell us where you heard about this vacancy. Tick any that apply.	
<input type="checkbox"/> PLP website/communications	<input type="checkbox"/> Legal Aid Practitioners Group (LAPG)
<input type="checkbox"/> Charity Jobs	<input type="checkbox"/> Law Centres Network
<input type="checkbox"/> Guardian Jobs	<input type="checkbox"/> Law Society Gazette
<input type="checkbox"/> Justice First Fellowship network	<input type="checkbox"/> Reed
<input type="checkbox"/> Linked In	<input type="checkbox"/> YLAL
<input type="checkbox"/> Legal Action Group (LAG)	<input type="checkbox"/> Other (please state): _____



		Please mark with X
Age	16-24	
	25-34	
	35-44	
	45-54	
	55-64	
	65+	
	Prefer not to say	
Are you married or in a civil partnership?	Yes	
	No	
	Prefer not to say	
What is your religion or belief	None	
	Buddhist	
	Christian	
	Hindu	
	Jewish	
	Muslim	
	Sikh	
	Any other religion	
	Prefer not to say	
I would describe my gender as	Male	
	Female	
	Transsexual	
	Transgender	
	Intersex	
	In another way	
	Prefer not to say	



I would describe my ethnic origin as	White – English/Welsh/Scottish/Northern Irish/British	
	White – Irish	
	White – Gypsy or Irish Traveller	
	White – any other white background	
	Black or black British – Caribbean	
	Black or black British – African	
	Black or black British – any other black background	
	Asian or Asian British – Indian	
	Asian or Asian British – Pakistani	
	Asian or Asian British – Bangladeshi	
	Asian or Asian British – Chinese	
	Asian or Asian British – any other Asian background	
	Mixed – white and black Caribbean	
	Mixed – white and black African	
	Mixed – white and Asian	
	Mixed – any other mixed background	
	Other ethnic group – Arab	
	Any other ethnic group	
	Prefer not to say	
Do you consider yourself to have a disability?	Yes	
	No	
	Prefer not to say	



If so, please state the type of impairment which applies to you. You may indicate more than one category.	Physical impairment	
	Sensory impairment	
	Mental health condition	
	Learning disability/ difficulty	
	Long-standing illness	
	Other	