Please see overleaf for information on why we request this data and how to return the form to us.
Equal Opportunities Monitoring Information

Higher education institutions have a legal duty to collect, analyse and publish equal opportunity data about characteristics that are protected against discrimination under the Equality Act 2012, such as age, race, and disability. Somerville is keen to comply with this legal duty so that it is able to measure the effectiveness of its equality policies, and to ensure that those who work and study at Somerville are treated equally and discrimination involving the ‘protected characteristics’ is avoided.

Therefore we need you to provide the College with your personal equal opportunities data by completing and returning this form to the Human Resources team. Any information you provide will be presented in an anonymous format and any data that has the potential to identify you as an individual will not be published. The information collected through this form will be held on the Human Resources database and will be accessible only by the Human Resources staff. Data you supply will be kept strictly confidential and according to the Data Protection Act 1998.

**Code:** The code used at the top of this form is a unique number and identifies the person who has completed this form only to the Human Resources Manager and Human Resources Administrator.

Somerville’s equality policy and reports can be found on [www.some.ox.ac.uk/equality](http://www.some.ox.ac.uk/equality)

**Please return one copy of this form to the Human Resources Manager**

**By hard copy to:** Somerville College, Woodstock Road, Oxford. OX2 6HD  
**Or by email to:** human.resources@some.ox.ac.uk

Thank you.