



CALDERDALE STATEMENT OF COMMITMENT TO EQUALITY & DIVERSITY

Approved Questions Checklist

1	Is it your policy as an employer and as a contractor to comply with your statutory obligations under the Equalities legislation, which applies in Great Britain, or equivalent legislation in the countries in which your organisation employs staff.	YES	NO
2	In the last three years, has any finding of unlawful discrimination been made against your organisation by the Employment Tribunal, the Employment Appeals Tribunal or any other court, or in comparable proceedings in any other jurisdiction?	YES	NO
3	In the last three years, has your organisation been the subject of formal investigation by the Commission for Racial Equality, the Disability Rights Commission, The Equal Opportunities Commission or a comparable body, on grounds of alleged unlawful discrimination?	YES	NO
<p>If the answer to question 2 is YES or in relation to question 3 a finding adverse to your organisation has been made, what steps did you take as a result of that finding? You must provide details when submitting a tender or expressing an interest in obtaining Council Business</p>			
4	Is your policy on Equal Opportunities/Diversity at Work set out:		
a	In instructions to those concerned with recruitment, training and promotion?	YES	NO
b	In documents available to employees, recognised trade unions or other representative groups of employees?	YES	NO
c	In recruitment advertisements or other literature?	YES	NO
5	Do you observe as far as possible the Commission for Racial Equality's Code of Practice for Employment as approved by Parliament in 1983, and updated in 2005? This gives practical guidance to employers and others on the elimination of racial discrimination and the promotion of equality of opportunity in employment, including the steps that can be taken to encourage members of the ethnic minority groups to apply for jobs or to take up training opportunities.	YES	NO

6 DECLARATION

I certify that the information submitted within and appended to this statement is correct.

I understand that the information will be used to assess my organisation's suitability to become a prospective supplier to the Authority and that information will be held on computer and manually for this purpose in accordance with the Data Protection Act 1998.

SIGNED

NAME

POSITION

FOR AND ON THE BEHALF OF

Name

Address

Please check appropriate Level.

Level Not Applicable

Level 1 – Less than 5 employees

Level 2 – 5 to 49 employees

Level 3 – 50 or more employees

DATE

A director or other authorised senior representative of your organisation must sign this form

Office Use Only

Copy to be returned to: Corporate Procurement Unit, Princess Buildings, HALIFAX. HX1 1TP

Has evidence been received	Yes / No
Is evidence suitable	Yes / No

Name

Section

Date