

RESTRICTED WHEN COMPLETE

Reporting your disability

Thanks for taking the time to complete the below questions. The information provided at Section B will be entered onto the Human Resource Computer System and treated as restricted.

This allows the Constabulary to monitor the diversity of the workforce and ensure that we are meeting individual needs. Accordingly, this document is only to be completed by those officers and staff who have a disability.

If you have any queries about this, please contact , HR/Resourcing on 700 2106

Please tick the relevant box where appropriate. You can either print the information off and submit via despatch, or complete online and e-mail to Force no. 9077.

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SECTION 1 - PERSONAL DETAILS

Q1. Full name: _____

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Q2. Employee No (Collar/4 figure no):

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Q3. Place of work:

Department:

Section:

Job title:

Location:

Contact No:

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INFORMATION REQUIRED FOR THE HR SYSTEM

Q4. Please tick the relevant description of your disability below:

- Physical
- Sensory
- Learning Disability
- Learning Difficulties
- Mental Health/psychological
- Other

Q5. Please can you provide a brief description of your disability:

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Q6. Have reasonable adjustments been made to your working arrangements to allow you to perform in your role?

- Yes
- No

Q7. If yes, please provide detail below:

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IF YOUR ANSWER TO QUESTION 6 IS 'NO', YOUR INFORMATION WILL BE PASSED TO YOUR LOCAL HR MANAGER TO DISCUSS YOUR REQUIREMENTS. PLEASE ALSO REFER TO THE REASONABLE ADJUSTMENTS GUIDE.

Thanks for taking the time to complete this document.

Please return it under confidential cover to 9077 in HQ Personnel.