

Consultation Questionnaire

Proposed Policy: **Draft Data Protection Policy**

Policy Stage: **Formal Consultation**

How can you help?

Your views on the above policy are very welcome and would be appreciated. This questionnaire may be used to help make a written response in respect of the above policy. Alternatively, you can forward your views by contacting in the first instance:

**Assistant Director – Human Resources
North West Regional College
Human Resource Department
78 – 80 Strand Road
LONDONDERRY
BT48 7AL**

**Telephone:(028) 71276060
Fax: (028) 71363245
Textphone:(028) 71276167
E-mail: kate.duffy@nwrc.ac.uk**

Please forward your views no later than **26 March 2010**.

Please note:

Your response, and all other responses to the consultation, may be disclosed on request. The North West Regional College can only refuse to disclose information in exceptional circumstances. Before you submit your response, please read the paragraphs below on the confidentiality of consultations and they will give you guidance on the legal position about any information given by you in response to this consultation.

The Freedom of Information Act gives a public right of access to any information held by any public authority, namely, the North West Regional College in this case. This right of access to information includes information provided in response to a consultation. The North West Regional College cannot automatically consider as confidential information supplied to them in response to a consultation. However, they do have the responsibility to decide whether any information provided by you in response to this consultation, including information about your identity, should be made public or treated as confidential.

This means that information provided by you in response to the consultation is unlikely to be treated as confidential, except in very particular circumstances. The Lord Chancellor's Code of Practice on the Freedom of Information Act provides that:

- The College should only accept information from third parties in confidence if it is necessary to obtain that information in connection with the exercise of any of the College's functions and it would not otherwise be provided.
- The College should not agree to hold information received from third parties "in confidence" which is not confidential in nature.
- Acceptance by the College of confidentiality provisions must be good for reasons, capable of being justified to the Information Commissioner.

ABOUT YOU AND YOUR ORGANISATION

Name of Organisation:

Name of Person responding on behalf of Organisation:

.....

Address of Organisation:

.....

.....

.....

Telephone No.

Fax:

email:

Text phone

Who does your Organisation represent?:

.....

.....

SIGNED: DATE:

If you have any particular requirements, (e.g. audio tape, Braille, large print, computer disc, in languages other than English), to enable you to make a response, please do not hesitate to contact us at the address given on the front page or by telephone/textphone, fax or e-mail.

If you or your organisation would like to have a face-to-face meeting to present your views on the equality implications of this draft policy, please contact the Assistant Director – Human Resources in the first instance (contact details on front page).

EQIA IMPACTS

1. Do you think the policy has any adverse/unhelpful/negative effects on equality of opportunity and/or good relations for any of the nine categories in the table below.

| CATEGORY | Your response - please tick as appropriate | |
|--|--|--|
| | Yes The policy is likely to have an adverse / unhelpful/ negative effect on this group. | No The policy is unlikely to have an adverse/ unhelpful/ negative effect on this group. |
| AGE e.g. people under 18; people aged between 18 and 65; people over 65 | <input type="checkbox"/> | <input type="checkbox"/> |
| MARITAL STATUS e.g. married people, unmarried people, divorced or separated people; widowed people | <input type="checkbox"/> | <input type="checkbox"/> |
| GENDER e.g. men (including boys), women (including girls), transgendered people and transsexual people | <input type="checkbox"/> | <input type="checkbox"/> |
| DISABILITY e.g. persons with a disability as defined in the Disability Discrimination Act 1995 | <input type="checkbox"/> | <input type="checkbox"/> |
| DEPENDANTS e.g. persons with responsibility for care of a child, person with a disability, or dependant elderly person | <input type="checkbox"/> | <input type="checkbox"/> |
| POLITICAL OPINION Unionists generally, Nationalists generally, members/supporters of any political party | <input type="checkbox"/> | <input type="checkbox"/> |
| RACIAL GROUP e.g. Chinese, Irish Traveller, Indian, Pakistani, Bangladeshi, Black African, Black Caribbean, mixed ethnic group, any other ethnic group, nationality. | <input type="checkbox"/> | <input type="checkbox"/> |
| RELIGIOUS BELIEF e.g. Protestant, Catholic, Bahai, Hindu, Jewish, Islam/Muslim, Sikh, Buddhist, other religion, people of no religious belief. | <input type="checkbox"/> | <input type="checkbox"/> |
| SEXUAL ORIENTATION e.g. Gay, lesbian, bi-sexual, heterosexual | <input type="checkbox"/> | <input type="checkbox"/> |

2. If you have ticked “Yes” to any of the categories listed in the previous question, please give details of the adverse/unhelpful/negative effect that you feel the policy may have on the category/categories that you have identified.

| CATEGORY | Adverse/Unhelpful/Negative Effect |
|----------|---|
| | <p>Please continue on another sheet, if required.</p> |

3. Please state how you think that the policy can be changed or what action can be taken to reduce or eliminate the adverse/unhelpful/negative effects that you have highlighted.

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

Please continue on another sheet, if required.

4. Do you have any suggestions as to how this policy can be changed to improve the promotion of equality of opportunity for the nine categories and/or good relations between persons of different religious belief, political opinion or racial group?

.....

.....

.....

.....

.....

.....

.....

.....

5. Are there any other comments you would like to make in regard to this questionnaire, the consultation process or the proposed policy?

.....

.....

.....

.....

.....

.....

.....

.....

Thank you for your assistance. All your comments will be considered carefully.