

**Forth Valley Supported Employment
Network**



**BUSINESS DIVERSITY
AWARDS 2008**

**Forth Valley Business Diversity Awards recognise businesses
in Forth Valley which demonstrate best practice in the
recruitment and retention of people from diverse
backgrounds and abilities**

**Don't delay, nominate today
Deadline 31st July 2008**

FORTH VALLEY BUSINESS DIVERSITY AWARDS NOMINATION FORM

GENERAL INFORMATION

Is this Business a Social Enterprise?	Yes <input type="checkbox"/> No <input type="checkbox"/> (Tick box or delete where applicable)
Name of Business Nominated:	
Contact Name:	
Address:	
Telephone Number:	
Email:	
What is the business's core activity or service?	
Nominated By:	
Telephone Number:	
Your relationship to the business [eg employee, customer, employer etc]	

Nominations for the Recruitment Award

This award recognises the business which has shown that its recruitment practice is open to people from diverse backgrounds and abilities. Good recruitment practices can include the job advert, application, interview, selection, induction, training, developing positive staff attitudes or other process which has enabled the business to employ people from diverse backgrounds.

1. Please show what steps the business has taken to ensure its recruitment process takes into account the needs of people from diverse backgrounds and abilities [200 words maximum] Please hit the enter key twice and start typing.
2. Please give an example of how the recruitment practices have taken into account the needs of people from diverse backgrounds and abilities [200 words maximum] Please hit the enter key twice and start typing.
3. And finally in no more than 200 words, tell us why you think this company should win this award. Please hit the enter key twice and start typing.

Nominations for the Retention Award

This award recognises the business that has taken positive steps to support and encourage staff from diverse backgrounds or abilities, to stay in work. Retention is about providing support or adjustments in the workplace to enable the employee to stay in employment or return to work after absence. Adjustments can include flexibility in hours, counselling, specialist equipment, time off for rehabilitation, phased return to work.

1. Please indicate the practices applied within the business to retain staff from diverse backgrounds and abilities [200 words maximum] Please hit the enter key twice and start typing.
2. Please give an example of how these steps have helped staff to stay in work [200 words maximum] Please hit the enter key twice and start typing.
3. And finally ...in no more than 200 words tell us why you think this company should win this award. Please hit the enter key twice and start typing.