

## One Wrexham Application Form

### PRIVATE AND BUSINESS SECTOR ONLY

<b>1. Full name / title of organisation applying.</b>
<b>2. Full postal address</b>
<b>3. Details of contact person</b>
<ul style="list-style-type: none"><li><input type="radio"/> Name</li><li><input type="radio"/> Phone number</li><li><input type="radio"/> Email</li><li><input type="radio"/> Fax</li></ul>
<b>4. Details as you want them to appear on Charter Certificate:</b>
Name of organisation or group:  Name of signatory:  Position of signatory:
<b>By signing this form you are granting your permission to include your organisations details on the database of groups that have adopted the One Wrexham Charter which will be published on the Councils Internet site.</b>
<b>Signed</b>  <b>Position</b>

**The next section will help you to assess your current arrangements and will help us to process your application.**

A key aim of the One Wrexham Charter is to develop and improve equality and community cohesion in Wrexham. The following section sets out a few simple and practical actions that underpin your commitment to the One Wrexham Charter.

<b>Please supply copies of policies and documents where possible.</b>	<b>YES</b>	<b>NO</b>	<b>Planning to do so in next 12 months</b>	<b>Need support to do this</b>
Do you have in place an Equal Opportunities / Inclusion Policy or Statement that is less than 2 years old?				
Do you have measures in place to deal with harassment and bullying?				
Do you have someone in your organisation that has main responsibility for equality?				
Do you provide training on equality and diversity issues for staff?				
Do you provide information about your services in accessible formats (such as Braille, large print, on audio cassette or computer disk)?				
Do you provide information in languages other than English and Welsh?				
Do you have a system or policy in place for dealing with complaints?				
Do you have a customer feedback system in operation?				

**If you do not all of the above elements in place at this time you do not need to delay your application.**

**However you will need to ensure that you are making progress to ensure that you retain the One Wrexham Charter award for the following year.**