Exhibit B

Chart of Legal Inquiries

Interviews provide a valuable source of information in determining an applicant’s qualifications for a position. You must be aware that Equal Employment Opportunity (EEO) laws, as well as individual state laws, prohibit discrimination against applicants on the basis of age, race, color, religion, sex, sexual orientation, disability or national origin. In order to avoid inquiries that may be perceived as discriminatory the following guidelines are suggested:

For a sample list of appropriate interview questions, please contact the Office of Human Resources at ext. 5470.

- Ask open-ended questions that are job-related
- Create a standard list of questions that will be asked of all interviewed applicants.

The chart below provides a convenient reference detailing legal and potentially discriminating interview questions:

<table>
<thead>
<tr>
<th>TOPIC</th>
<th>LEGAL QUESTIONS</th>
<th>DISCRIMINATORY QUESTIONS</th>
</tr>
</thead>
</table>
| Family Status                | Do you have any responsibilities that conflict with position attendance or travel requirements? | Are you married?  
Do you have any children?  
What is your spouse’s name? What does s/he do?  
What are your childcare arrangements? |
| Race                         | None                                                                            | What is your race?  
What is your childcare arrangements? |
| Religion                     | None                                                                            | What is your religion?  
What religious holidays do you observe?  
What church do you attend? |
| Residence                    | What is your address?                                                           | Do you own or rent a home?  
Who resides with you? |
| Sex                          | None                                                                            | How old are you?  
What is your birth date? |
| Age                          | If hired, can you offer proof that you are at least 18 years of age?             | Have you ever been arrested? |
| Arreets or convictions of a  | Have you ever been convicted of a crime? (You must state that a conviction will be considered only as it relates to fitness to perform the job being sought) | |
| crime                        |                                                                                  | |
| Citizenship or nationality  | Can you show proof of your eligibility to work in the US?  
Are you fluent in any languages other than English? (This question may only be asked as it relates to the job being sought.) | Are you a US citizen?  
Where were you born? |
| Disability                   | Are you able to perform the essential functions of this job with or without reasonable accommodation? | Are you disabled?  
What is the nature and severity of your disability? |