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REGISTER OF WAGE DETERMINATIONS UNDER
THE SERVICE CONTRACT ACT
By direction of the Secretary of Labor

U.S. DEPARTMENT OF LABOR
EMPLOYMENT STANDARDS ADMINISTRATION
WAGE AND HOUR DIVISION
WASHINGTON D.C. 20210

Diane C. Koplewski Division of
Director Wage Determinations

Wage Determination No.: 2005-2521
Revision No.: 14
Date Of Revision: 06/19/2013

State: Texas

Area: Texas Counties of Atascosa, Bandera, Bexar, Comal, De Witt, Edwards,
Gillespie, Gonzales, Guadalupe, Karnes, Kendall, Kerr, Kinney, McMullen,
Medina, Real, Uvalde, Val Verde, Wilson

- **Fringe Benefits Required Follow the Occupational Listing**

OCCUPATION CODE - TITLE

FOOTNOTE

RATE

01000 - Administrative Support And Clerical Occupations

01011 - Accounting Clerk I

13.82

01012 - Accounting Clerk II

15.51

01013 - Accounting Clerk III

17.35

01020 - Administrative Assistant

21.96

01040 - Court Reporter

22.14

01051 - Data Entry Operator I

11.59

01052 - Data Entry Operator II

12.65

01060 - Dispatcher, Motor Vehicle

16.11

01070 - Document Preparation Clerk

13.27

01090 - Duplicating Machine Operator

13.27

01111 - General Clerk I

11.26

01112 - General Clerk II

13.21

01113 - General Clerk III

15.45

01120 - Housing Referral Assistant

19.91

01141 - Messenger Courier

11.03

01191 - Order Clerk I

12.49

01192 - Order Clerk II

13.63

01261 - Personnel Assistant (Employment) I

17.04

01262 - Personnel Assistant (Employment) II

19.23
01263 - Personnel Assistant (Employment) III
21.26
01270 - Production Control Clerk
18.59
01280 - Receptionist
11.89
01290 - Rental Clerk
14.90
01300 - Scheduler, Maintenance
15.96
01311 - Secretary I
15.96
01312 - Secretary II
17.86
01313 - Secretary III
19.91
01320 - Service Order Dispatcher
14.26
01410 - Supply Technician
21.96
01420 - Survey Worker
16.65
01531 - Travel Clerk I
12.19
01532 - Travel Clerk II
12.94
01533 - Travel Clerk III
13.60
01611 - Word Processor I
13.33
01612 - Word Processor II
14.96
01613 - Word Processor III
16.73
05000 - Automotive Service Occupations
05005 - Automobile Body Repairer, Fiberglass
18.41
05010 - Automotive Electrician
17.75
05040 - Automotive Glass Installer
16.77
05070 - Automotive Worker
16.77
05110 - Mobile Equipment Servicer
14.96
05130 - Motor Equipment Metal Mechanic
18.68
05160 - Motor Equipment Metal Worker
16.77
05190 - Motor Vehicle Mechanic
18.41
05220 - Motor Vehicle Mechanic Helper
14.17
05250 - Motor Vehicle Upholstery Worker
15.83
05280 - Motor Vehicle Wrecker
16.77
05310 - Painter, Automotive
17.75
05340 - Radiator Repair Specialist
16.77
05370 - Tire Repairer

11.12
05400 - Transmission Repair Specialist
18.68
07000 - Food Preparation And Service Occupations
07010 - Baker
12.53
07041 - Cook I
9.42
07042 - Cook II
11.33
07070 - Dishwasher
7.76
07130 - Food Service Worker
8.51
07210 - Meat Cutter
12.63
07260 - Waiter/Waitress
7.94
09000 - Furniture Maintenance And Repair Occupations
09010 - Electrostatic Spray Painter
15.03
09040 - Furniture Handler
10.46
09080 - Furniture Refinisher
15.03
09090 - Furniture Refinisher Helper
12.00
09110 - Furniture Repairer, Minor
13.42
09130 - Upholsterer
15.03
11000 - General Services And Support Occupations
11030 - Cleaner, Vehicles
9.02
11060 - Elevator Operator
9.02
11090 - Gardener
13.57
11122 - Housekeeping Aide
10.53
11150 - Janitor
10.53
11210 - Laborer, Grounds Maintenance
11.41
11240 - Maid or Houseman
8.80
11260 - Pruner
10.36
11270 - Tractor Operator
12.91
11330 - Trail Maintenance Worker
11.41
11360 - Window Cleaner
11.60
12000 - Health Occupations
12010 - Ambulance Driver
14.40
12011 - Breath Alcohol Technician
14.74
12012 - Certified Occupational Therapist Assistant
28.34
12015 - Certified Physical Therapist Assistant
26.24

12020 - Dental Assistant
14.50
12025 - Dental Hygienist
32.84
12030 - EKG Technician
23.56
12035 - Electroneurodiagnostic Technologist
23.56
12040 - Emergency Medical Technician
14.40
12071 - Licensed Practical Nurse I
15.73
12072 - Licensed Practical Nurse II
17.60
12073 - Licensed Practical Nurse III
19.62
12100 - Medical Assistant
13.01
12130 - Medical Laboratory Technician
16.80
12160 - Medical Record Clerk
13.61
12190 - Medical Record Technician
14.86
12195 - Medical Transcriptionist
13.76
12210 - Nuclear Medicine Technologist
29.68
12221 - Nursing Assistant I
10.42
12222 - Nursing Assistant II
11.71
12223 - Nursing Assistant III
12.78
12224 - Nursing Assistant IV
14.35
12235 - Optical Dispenser
14.94
12236 - Optical Technician
15.20
12250 - Pharmacy Technician
16.23
12280 - Phlebotomist
14.35
12305 - Radiologic Technologist
24.06
12311 - Registered Nurse I
24.40
12312 - Registered Nurse II
29.85
12313 - Registered Nurse II, Specialist
29.85
12314 - Registered Nurse III
36.11
12315 - Registered Nurse III, Anesthetist
36.11
12316 - Registered Nurse IV
43.28
12317 - Scheduler (Drug and Alcohol Testing)
18.26
13000 - Information And Arts Occupations
13011 - Exhibits Specialist I
18.12

13012 - Exhibits Specialist II
22.45
13013 - Exhibits Specialist III
27.46
13041 - Illustrator I
18.68
13042 - Illustrator II
23.15
13043 - Illustrator III
26.62
13047 - Librarian
25.63
13050 - Library Aide/Clerk
11.03
13054 - Library Information Technology Systems
23.15
Administrator
13058 - Library Technician
14.44
13061 - Media Specialist I
15.87
13062 - Media Specialist II
17.79
13063 - Media Specialist III
19.84
13071 - Photographer I
14.29
13072 - Photographer II
16.15
13073 - Photographer III
18.92
13074 - Photographer IV
21.54
13075 - Photographer V
26.14
13110 - Video Teleconference Technician
16.33
14000 - Information Technology Occupations
14041 - Computer Operator I
15.51
14042 - Computer Operator II
17.35
14043 - Computer Operator III
19.35
14044 - Computer Operator IV
21.50
14045 - Computer Operator V
23.80
14071 - Computer Programmer I (see 1)
22.29
14072 - Computer Programmer II (see 1)
14073 - Computer Programmer III (see 1)
14074 - Computer Programmer IV (see 1)
14101 - Computer Systems Analyst I (see 1)
14102 - Computer Systems Analyst II (see 1)
14103 - Computer Systems Analyst III (see 1)
14150 - Peripheral Equipment Operator
15.51
14160 - Personal Computer Support Technician
21.50
15000 - Instructional Occupations
15010 - Aircrew Training Devices Instructor (Non-Rated)
26.31

15020 - Aircrew Training Devices Instructor (Rated)
31.51
15030 - Air Crew Training Devices Instructor (Pilot)
37.76
15050 - Computer Based Training Specialist / Instructor
26.31
15060 - Educational Technologist
26.86
15070 - Flight Instructor (Pilot)
37.76
15080 - Graphic Artist
22.57
15090 - Technical Instructor
18.93
15095 - Technical Instructor/Course Developer
23.16
15110 - Test Proctor
15.28
15120 - Tutor
15.28
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations
16010 - Assembler
8.64
16030 - Counter Attendant
8.64
16040 - Dry Cleaner
10.50
16070 - Finisher, Flatwork, Machine
8.64
16090 - Presser, Hand
8.64
16110 - Presser, Machine, Drycleaning
8.64
16130 - Presser, Machine, Shirts
8.64
16160 - Presser, Machine, Wearing Apparel, Laundry
8.64
16190 - Sewing Machine Operator
11.08
16220 - Tailor
11.63
16250 - Washer, Machine
9.37
19000 - Machine Tool Operation And Repair Occupations
19010 - Machine-Tool Operator (Tool Room)
16.35
19040 - Tool And Die Maker
19.26
21000 - Materials Handling And Packing Occupations
21020 - Forklift Operator
12.22
21030 - Material Coordinator
18.59
21040 - Material Expediter
18.59
21050 - Material Handling Laborer
10.58
21071 - Order Filler
11.28
21080 - Production Line Worker (Food Processing)
12.22
21110 - Shipping Packer
12.67

21130 - Shipping/Receiving Clerk
12.67
21140 - Store Worker I
10.23
21150 - Stock Clerk
13.18
21210 - Tools And Parts Attendant
12.22
21410 - Warehouse Specialist
12.22
23000 - Mechanics And Maintenance And Repair Occupations
23010 - Aerospace Structural Welder
20.73
23021 - Aircraft Mechanic I
19.59
23022 - Aircraft Mechanic II
20.73
23023 - Aircraft Mechanic III
21.85
23040 - Aircraft Mechanic Helper
13.74
23050 - Aircraft, Painter
17.58
23060 - Aircraft Servicer
15.39
23080 - Aircraft Worker
16.41
23110 - Appliance Mechanic
17.25
23120 - Bicycle Repairer
11.12
23125 - Cable Splicer
19.50
23130 - Carpenter, Maintenance
16.16
23140 - Carpet Layer
15.04
23160 - Electrician, Maintenance
19.55
23181 - Electronics Technician Maintenance I
22.30
23182 - Electronics Technician Maintenance II
23.80
23183 - Electronics Technician Maintenance III
25.32
23260 - Fabric Worker
14.33
23290 - Fire Alarm System Mechanic
17.71
23310 - Fire Extinguisher Repairer
13.77
23311 - Fuel Distribution System Mechanic
17.42
23312 - Fuel Distribution System Operator
14.33
23370 - General Maintenance Worker
15.37
23380 - Ground Support Equipment Mechanic
19.59
23381 - Ground Support Equipment Servicer
15.10
23382 - Ground Support Equipment Worker
16.10

23391 - Gunsmith I
14.33
23392 - Gunsmith II
15.37
23393 - Gunsmith III
17.42
23410 - Heating, Ventilation And Air-Conditioning
17.42
Mechanic
23411 - Heating, Ventilation And Air Contditioning
18.44
Mechanic (Research Facility)
23430 - Heavy Equipment Mechanic
17.55
23440 - Heavy Equipment Operator
17.42
23460 - Instrument Mechanic
20.11
23465 - Laboratory/Shelter Mechanic
16.41
23470 - Laborer
10.03
23510 - Locksmith
15.48
23530 - Machinery Maintenance Mechanic
17.57
23550 - Machinist, Maintenance
17.42
23580 - Maintenance Trades Helper
12.21
23591 - Metrology Technician I
20.11
23592 - Metrology Technician II
21.29
23593 - Metrology Technician III
22.45
23640 - Millwright
19.02
23710 - Office Appliance Repairer
16.68
23760 - Painter, Maintenance
16.16
23790 - Pipefitter, Maintenance
19.33
23810 - Plumber, Maintenance
18.21
23820 - Pneudraulic Systems Mechanic
17.42
23850 - Rigger
17.42
23870 - Scale Mechanic
15.13
23890 - Sheet-Metal Worker, Maintenance
17.78
23910 - Small Engine Mechanic
15.37
23931 - Telecommunications Mechanic I
21.97
23932 - Telecommunications Mechanic II
23.21
23950 - Telephone Lineman
20.66
23960 - Welder, Combination, Maintenance

17.15
23965 - Well Driller
17.15
23970 - Woodcraft Worker
17.42
23980 - Woodworker
13.16
24000 - Personal Needs Occupations
24570 - Child Care Attendant
9.45
24580 - Child Care Center Clerk
12.07
24610 - Chore Aide
10.57
24620 - Family Readiness And Support Services
10.76
Coordinator
24630 - Homemaker
13.69
25000 - Plant And System Operations Occupations
25010 - Boiler Tender
18.19
25040 - Sewage Plant Operator
16.47
25070 - Stationary Engineer
18.19
25190 - Ventilation Equipment Tender
12.13
25210 - Water Treatment Plant Operator
16.43
27000 - Protective Service Occupations
27004 - Alarm Monitor
14.89
27007 - Baggage Inspector
11.24
27008 - Corrections Officer
21.15
27010 - Court Security Officer
21.15
27030 - Detection Dog Handler
14.37
27040 - Detention Officer
21.15
27070 - Firefighter
22.59
27101 - Guard I
11.24
27102 - Guard II
14.20
27131 - Police Officer I
23.14
27132 - Police Officer II
25.77
28000 - Recreation Occupations
28041 - Carnival Equipment Operator
9.89
28042 - Carnival Equipment Repairer
10.39
28043 - Carnival Equipment Worker
8.25
28210 - Gate Attendant/Gate Tender
12.51
28310 - Lifeguard

11.05
28350 - Park Attendant (Aide)
13.88
28510 - Recreation Aide/Health Facility Attendant
10.13
28515 - Recreation Specialist
14.76
28630 - Sports Official
11.05
28690 - Swimming Pool Operator
13.35
29000 - Stevedoring/Longshoremen Occupational Services
29010 - Blocker And Bracer
18.90
29020 - Hatch Tender
18.90
29030 - Line Handler
18.90
29041 - Stevedore I
17.63
29042 - Stevedore II
20.19
30000 - Technical Occupations
30010 - Air Traffic Control Specialist, Center (HFO) (see 2)
35.77
30011 - Air Traffic Control Specialist, Station (HFO) (see 2)
24.66
30012 - Air Traffic Control Specialist, Terminal (HFO) (see 2)
27.16
30021 - Archeological Technician I
16.47
30022 - Archeological Technician II
17.18
30023 - Archeological Technician III
23.40
30030 - Cartographic Technician
23.74
30040 - Civil Engineering Technician
20.21
30061 - Drafter/CAD Operator I
17.13
30062 - Drafter/CAD Operator II
19.16
30063 - Drafter/CAD Operator III
21.37
30064 - Drafter/CAD Operator IV
26.29
30081 - Engineering Technician I
15.91
30082 - Engineering Technician II
17.86
30083 - Engineering Technician III
19.98
30084 - Engineering Technician IV
24.75
30085 - Engineering Technician V
30.27
30086 - Engineering Technician VI
36.63
30090 - Environmental Technician
19.43
30210 - Laboratory Technician
19.16

30240 - Mathematical Technician
23.74
30361 - Paralegal/Legal Assistant I
16.70
30362 - Paralegal/Legal Assistant II
21.82
30363 - Paralegal/Legal Assistant III
26.68
30364 - Paralegal/Legal Assistant IV
32.25
30390 - Photo-Optics Technician
23.74
30461 - Technical Writer I
24.59
30462 - Technical Writer II
30.08
30463 - Technical Writer III
34.17
30491 - Unexploded Ordnance (UXO) Technician I
22.74
30492 - Unexploded Ordnance (UXO) Technician II
27.51
30493 - Unexploded Ordnance (UXO) Technician III
32.97
30494 - Unexploded (UXO) Safety Escort
22.74
30495 - Unexploded (UXO) Sweep Personnel
22.74
30620 - Weather Observer, Combined Upper Air Or (see 2)
21.37
Surface Programs
30621 - Weather Observer, Senior (see 2)
23.74
31000 - Transportation/Mobile Equipment Operation Occupations
31020 - Bus Aide
12.95
31030 - Bus Driver
16.78
31043 - Driver Courier
13.17
31260 - Parking and Lot Attendant
9.64
31290 - Shuttle Bus Driver
14.18
31310 - Taxi Driver
11.35
31361 - Truckdriver, Light
14.18
31362 - Truckdriver, Medium
15.07
31363 - Truckdriver, Heavy
16.69
31364 - Truckdriver, Tractor-Trailer
16.69
99000 - Miscellaneous Occupations
99030 - Cashier
9.41
99050 - Desk Clerk
9.68
99095 - Embalmer
18.80
99251 - Laboratory Animal Caretaker I
10.07

99252 - Laboratory Animal Caretaker II
10.84
99310 - Mortician
22.43
99410 - Pest Controller
15.42
99510 - Photofinishing Worker
11.95
99710 - Recycling Laborer
13.34
99711 - Recycling Specialist
14.83
99730 - Refuse Collector
12.11
99810 - Sales Clerk
10.86
99820 - School Crossing Guard
10.97
99830 - Survey Party Chief
18.41
99831 - Surveying Aide
12.83
99832 - Surveying Technician
15.33
99840 - Vending Machine Attendant
11.39
99841 - Vending Machine Repairer
14.08
99842 - Vending Machine Repairer Helper
11.39

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$3.81 per hour or \$152.40 per week or \$660.40 per month

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 5 years, and 4 weeks after 15 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of ten paid holidays per year, New Year's Day, Martin Luther King Jr's Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4174)

THE OCCUPATIONS WHICH HAVE NUMBERED FOOTNOTES IN PARENTHESES RECEIVE THE FOLLOWING:

1) COMPUTER EMPLOYEES: Under the SCA at section 8(b), this wage determination does not apply to any employee who individually qualifies as a bona fide executive, administrative, or professional employee as defined in 29 C.F.R. Part 541. Because most Computer System Analysts and Computer Programmers who are compensated at a rate

not less than \$27.63 (or on a salary or fee basis at a rate not less than \$455 per week) an hour would likely qualify as exempt computer professionals, (29 C.F.R. 541.

400) wage rates may not be listed on this wage determination for all occupations within those job families. In addition, because this wage determination may not list a wage rate for some or all occupations within those job families if the survey

data indicates that the prevailing wage rate for the occupation equals or exceeds \$27.63 per hour conformances may be necessary for certain nonexempt employees. For example, if an individual employee is nonexempt but nevertheless performs duties within the scope of one of the Computer Systems Analyst or Computer Programmer occupations for which this wage determination does not specify an SCA wage rate, then the wage rate for that employee must be conformed in accordance with the conformance procedures described in the conformance note included on this wage determination.

Additionally, because job titles vary widely and change quickly in the computer industry, job titles are not determinative of the application of the computer professional exemption. Therefore, the exemption applies only to computer employees

who satisfy the compensation requirements and whose primary duty consists of:

(1) The application of systems analysis techniques and procedures, including consulting with users, to determine hardware, software or system functional specifications;

(2) The design, development, documentation, analysis, creation, testing or modification of computer systems or programs, including prototypes, based on and related to user or system design specifications;

(3) The design, documentation, testing, creation or modification of computer programs related to machine operating systems; or

(4) A combination of the aforementioned duties, the performance of which requires the same level of skills. (29 C.F.R. 541.400).

2) AIR TRAFFIC CONTROLLERS AND WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am.

If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime

(i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

HAZARDOUS PAY DIFFERENTIAL: An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordnance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordnance, explosives, and pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or explosives.

Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive ordnance, explosives and incendiary materials. All operations involving regrading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with, or in close proximity to ordnance, (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving, unloading, storage, and hauling of ordnance, explosive,

and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordnance, explosives, and incendiary material differential pay.

**** UNIFORM ALLOWANCE ****

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations", Fifth Edition, April 2006, unless otherwise indicated. Copies of the Directory are available on the Internet.

A

links to the Directory may be found on the WHD home page at <http://www.dol.gov/esa/whd/> or through the Wage Determinations On-Line (WDOL) Web site at <http://wdol.gov/>.

REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE {Standard Form 1444 (SF 1444)}

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. {See Section 4.6 (C) (vi)} When multiple wage determinations are included in a contract, a separate SF 1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

1) When preparing the bid, the contractor identifies the need for a conformed occupation(s) and computes a proposed rate(s).

2) After contract award, the contractor prepares a written report listing in order proposed classification title(s), a Federal grade equivalency (FGE) for each proposed classification(s), job description(s), and rationale for proposed wage rate(s), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.

3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b)(2) of Regulations 29 CFR Part 4).

4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.

5) The contracting officer transmits the Wage and Hour decision to the contractor.

6) The contractor informs the affected employees.

Information required by the Regulations must be submitted on SF 1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" (the Directory) should be used to compare job definitions to insure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination.