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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.: 2005-2049
Revision No.: 18
Date Of Revision: 12/22/2014

Note: Executive Order (EO) 13658 establishes an hourly minimum wage of \$10.10 for 2015 that applies to all contracts subject to the Service Contract Act for which the solicitation is issued on or after January 1, 2015. If this contract is covered by the EO, the contractor must pay all workers in any classification listed on this wage determination at least \$10.10 (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract. The EO minimum wage rate will be adjusted annually. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

State: California

Area: California Counties of Monterey, San Benito

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

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		16.61
01012 - Accounting Clerk II		18.65
01013 - Accounting Clerk III		20.86
01020 - Administrative Assistant		23.99
01040 - Court Reporter		18.52
01051 - Data Entry Operator I		13.74
01052 - Data Entry Operator II		15.11
01060 - Dispatcher, Motor Vehicle		18.79
01070 - Document Preparation Clerk		15.42
01090 - Duplicating Machine Operator		14.11
01111 - General Clerk I		15.14
01112 - General Clerk II		16.12
01113 - General Clerk III		18.55
01120 - Housing Referral Assistant		21.01
01141 - Messenger Courier		15.78
01191 - Order Clerk I		13.72
01192 - Order Clerk II		15.01
01261 - Personnel Assistant (Employment) I		16.46
01262 - Personnel Assistant (Employment) II		19.76
01263 - Personnel Assistant (Employment) III		22.92
01270 - Production Control Clerk		22.92
01280 - Receptionist		15.93
01290 - Rental Clerk		16.25
01300 - Scheduler, Maintenance		19.25
01311 - Secretary I		19.25
01312 - Secretary II		21.45
01313 - Secretary III		23.96
01320 - Service Order Dispatcher		15.59
01410 - Supply Technician		23.99
01420 - Survey Worker		19.82
01531 - Travel Clerk I		13.53
01532 - Travel Clerk II		14.35
01533 - Travel Clerk III		15.40
01611 - Word Processor I		15.04
01612 - Word Processor II		16.90
01613 - Word Processor III		18.89
05000 - Automotive Service Occupations		
05005 - Automobile Body Repairer, Fiberglass		22.62
05010 - Automotive Electrician		19.76
05040 - Automotive Glass Installer		20.98
05070 - Automotive Worker		20.98
05110 - Mobile Equipment Servicer		17.87
05130 - Motor Equipment Metal Mechanic		24.32
05160 - Motor Equipment Metal Worker		20.98
05190 - Motor Vehicle Mechanic		21.82
05220 - Motor Vehicle Mechanic Helper		16.88
05250 - Motor Vehicle Upholstery Worker		19.94
05280 - Motor Vehicle Wrecker		20.98
05310 - Painter, Automotive		22.00
05340 - Radiator Repair Specialist		20.98

05370 - Tire Repairer	13.10
05400 - Transmission Repair Specialist	24.32
07000 - Food Preparation And Service Occupations	
07010 - Baker	15.39
07041 - Cook I	15.22
07042 - Cook II	16.97
07070 - Dishwasher	10.40
07130 - Food Service Worker	10.06
07210 - Meat Cutter	17.83
07260 - Waiter/Waitress	9.70
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	18.96
09040 - Furniture Handler	13.98
09080 - Furniture Refinisher	19.82
09090 - Furniture Refinisher Helper	15.93
09110 - Furniture Repairer, Minor	17.87
09130 - Upholsterer	19.82
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	10.49
11060 - Elevator Operator	11.52
11090 - Gardener	17.50
11122 - Housekeeping Aide	12.86
11150 - Janitor	12.86
11210 - Laborer, Grounds Maintenance	14.74
11240 - Maid or Houseman	11.32
11260 - Pruner	12.82
11270 - Tractor Operator	18.13
11330 - Trail Maintenance Worker	14.74
11360 - Window Cleaner	13.81
12000 - Health Occupations	
12010 - Ambulance Driver	21.51
12011 - Breath Alcohol Technician	21.51
12012 - Certified Occupational Therapist Assistant	25.92
12015 - Certified Physical Therapist Assistant	25.48
12020 - Dental Assistant	18.18
12025 - Dental Hygienist	48.13
12030 - EKG Technician	31.29
12035 - Electroneurodiagnostic Technologist	31.29
12040 - Emergency Medical Technician	20.01
12071 - Licensed Practical Nurse I	21.15
12072 - Licensed Practical Nurse II	23.66
12073 - Licensed Practical Nurse III	26.38
12100 - Medical Assistant	18.50
12130 - Medical Laboratory Technician	23.27
12160 - Medical Record Clerk	16.24
12190 - Medical Record Technician	18.16
12195 - Medical Transcriptionist	17.11
12210 - Nuclear Medicine Technologist	39.73
12221 - Nursing Assistant I	11.51
12222 - Nursing Assistant II	12.94
12223 - Nursing Assistant III	14.12
12224 - Nursing Assistant IV	15.86
12235 - Optical Dispenser	17.36
12236 - Optical Technician	21.15
12250 - Pharmacy Technician	20.69
12280 - Phlebotomist	15.86
12305 - Radiologic Technologist	32.35
12311 - Registered Nurse I	28.49
12312 - Registered Nurse II	34.86
12313 - Registered Nurse II, Specialist	34.86
12314 - Registered Nurse III	42.17
12315 - Registered Nurse III, Anesthetist	42.17
12316 - Registered Nurse IV	50.54
12317 - Scheduler (Drug and Alcohol Testing)	28.14
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	22.69
13012 - Exhibits Specialist II	27.50
13013 - Exhibits Specialist III	34.40
13041 - Illustrator I	22.69
13042 - Illustrator II	28.11
13043 - Illustrator III	34.40
13047 - Librarian	30.27
13050 - Library Aide/Clerk	16.40
13054 - Library Information Technology Systems Administrator	27.30
13058 - Library Technician	18.04
13061 - Media Specialist I	17.31
13062 - Media Specialist II	19.22
13063 - Media Specialist III	21.33
13071 - Photographer I	17.39
13072 - Photographer II	20.82

13073	- Photographer III	25.80
13074	- Photographer IV	31.55
13075	- Photographer V	38.18
13110	- Video Teleconference Technician	19.37
14000	- Information Technology Occupations	
14041	- Computer Operator I	16.25
14042	- Computer Operator II	18.75
14043	- Computer Operator III	20.89
14044	- Computer Operator IV	23.24
14045	- Computer Operator V	23.72
14071	- Computer Programmer I	(see 1) 25.23
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	16.25
14160	- Personal Computer Support Technician	23.24
15000	- Instructional Occupations	
15010	- Aircrew Training Devices Instructor (Non-Rated)	29.67
15020	- Aircrew Training Devices Instructor (Rated)	33.42
15030	- Air Crew Training Devices Instructor (Pilot)	37.75
15050	- Computer Based Training Specialist / Instructor	29.67
15060	- Educational Technologist	33.83
15070	- Flight Instructor (Pilot)	37.75
15080	- Graphic Artist	26.61
15090	- Technical Instructor	22.00
15095	- Technical Instructor/Course Developer	26.91
15110	- Test Proctor	19.50
15120	- Tutor	19.50
16000	- Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010	- Assembler	11.01
16030	- Counter Attendant	11.01
16040	- Dry Cleaner	13.09
16070	- Finisher, Flatwork, Machine	11.01
16090	- Presser, Hand	11.01
16110	- Presser, Machine, Drycleaning	11.01
16130	- Presser, Machine, Shirts	11.01
16160	- Presser, Machine, Wearing Apparel, Laundry	11.01
16190	- Sewing Machine Operator	13.75
16220	- Tailor	14.45
16250	- Washer, Machine	11.70
19000	- Machine Tool Operation And Repair Occupations	
19010	- Machine-Tool Operator (Tool Room)	23.00
19040	- Tool And Die Maker	26.42
21000	- Materials Handling And Packing Occupations	
21020	- Forklift Operator	15.70
21030	- Material Coordinator	20.04
21040	- Material Expediter	20.04
21050	- Material Handling Laborer	12.82
21071	- Order Filler	15.57
21080	- Production Line Worker (Food Processing)	15.70
21110	- Shipping Packer	14.34
21130	- Shipping/Receiving Clerk	14.34
21140	- Store Worker I	15.38
21150	- Stock Clerk	18.12
21210	- Tools And Parts Attendant	15.90
21410	- Warehouse Specialist	15.70
23000	- Mechanics And Maintenance And Repair Occupations	
23010	- Aerospace Structural Welder	22.48
23021	- Aircraft Mechanic I	23.01
23022	- Aircraft Mechanic II	22.48
23023	- Aircraft Mechanic III	23.42
23040	- Aircraft Mechanic Helper	17.82
23050	- Aircraft, Painter	20.93
23060	- Aircraft Servicer	19.88
23080	- Aircraft Worker	20.96
23110	- Appliance Mechanic	24.49
23120	- Bicycle Repairer	14.26
23125	- Cable Splicer	23.36
23130	- Carpenter, Maintenance	25.95
23140	- Carpet Layer	21.35
23160	- Electrician, Maintenance	29.02
23181	- Electronics Technician Maintenance I	22.87
23182	- Electronics Technician Maintenance II	24.45
23183	- Electronics Technician Maintenance III	26.69
23260	- Fabric Worker	20.07
23290	- Fire Alarm System Mechanic	26.10
23310	- Fire Extinguisher Repairer	18.97
23311	- Fuel Distribution System Mechanic	25.70

23312	- Fuel Distribution System Operator	20.87
23370	- General Maintenance Worker	18.35
23380	- Ground Support Equipment Mechanic	23.01
23381	- Ground Support Equipment Servicer	19.88
23382	- Ground Support Equipment Worker	20.96
23391	- Gunsmith I	18.97
23392	- Gunsmith II	21.16
23393	- Gunsmith III	23.36
23410	- Heating, Ventilation And Air-Conditioning Mechanic	28.04
23411	- Heating, Ventilation And Air Contditioning Mechanic (Research Facility)	29.33
23430	- Heavy Equipment Mechanic	22.99
23440	- Heavy Equipment Operator	27.95
23460	- Instrument Mechanic	23.36
23465	- Laboratory/Shelter Mechanic	22.26
23470	- Laborer	13.29
23510	- Locksmith	22.07
23530	- Machinery Maintenance Mechanic	26.79
23550	- Machinist, Maintenance	20.97
23580	- Maintenance Trades Helper	15.14
23591	- Metrology Technician I	23.36
23592	- Metrology Technician II	24.43
23593	- Metrology Technician III	25.44
23640	- Millwright	23.36
23710	- Office Appliance Repairer	22.68
23760	- Painter, Maintenance	22.60
23790	- Pipefitter, Maintenance	23.94
23810	- Plumber, Maintenance	24.93
23820	- Pneudraulic Systems Mechanic	23.36
23850	- Rigger	23.36
23870	- Scale Mechanic	21.16
23890	- Sheet-Metal Worker, Maintenance	28.94
23910	- Small Engine Mechanic	20.99
23931	- Telecommunications Mechanic I	27.56
23932	- Telecommunications Mechanic II	28.83
23950	- Telephone Lineman	23.36
23960	- Welder, Combination, Maintenance	18.55
23965	- Well Driller	23.36
23970	- Woodcraft Worker	23.36
23980	- Woodworker	18.97
24000	- Personal Needs Occupations	
24570	- Child Care Attendant	10.36
24580	- Child Care Center Clerk	16.28
24610	- Chore Aide	11.81
24620	- Family Readiness And Support Services Coordinator	17.56
24630	- Homemaker	17.56
25000	- Plant And System Operations Occupations	
25010	- Boiler Tender	28.77
25040	- Sewage Plant Operator	27.24
25070	- Stationary Engineer	28.77
25190	- Ventilation Equipment Tender	21.46
25210	- Water Treatment Plant Operator	27.24
27000	- Protective Service Occupations	
27004	- Alarm Monitor	15.28
27007	- Baggage Inspector	11.48
27008	- Corrections Officer	30.61
27010	- Court Security Officer	30.20
27030	- Detection Dog Handler	13.65
27040	- Detention Officer	33.67
27070	- Firefighter	26.06
27101	- Guard I	11.48
27102	- Guard II	13.65
27131	- Police Officer I	34.33
27132	- Police Officer II	38.15
28000	- Recreation Occupations	
28041	- Carnival Equipment Operator	12.93
28042	- Carnival Equipment Repairer	13.65
28043	- Carnival Equipment Worker	10.77
28210	- Gate Attendant/Gate Tender	14.88
28310	- Lifeguard	14.61
28350	- Park Attendant (Aide)	16.68
28510	- Recreation Aide/Health Facility Attendant	12.14
28515	- Recreation Specialist	15.58
28630	- Sports Official	13.28
28690	- Swimming Pool Operator	19.59
29000	- Stevedoring/Longshoremen Occupational Services	
29010	- Blocker And Bracer	21.16
29020	- Hatch Tender	21.16
29030	- Line Handler	21.16

29041	- Stevedore I	17.82
29042	- Stevedore II	22.26
30000	- Technical Occupations	
30010	- Air Traffic Control Specialist, Center (HFO) (see 2)	42.35
30011	- Air Traffic Control Specialist, Station (HFO) (see 2)	29.20
30012	- Air Traffic Control Specialist, Terminal (HFO) (see 2)	32.16
30021	- Archeological Technician I	18.88
30022	- Archeological Technician II	21.63
30023	- Archeological Technician III	28.05
30030	- Cartographic Technician	28.05
30040	- Civil Engineering Technician	30.21
30061	- Drafter/CAD Operator I	20.25
30062	- Drafter/CAD Operator II	22.65
30063	- Drafter/CAD Operator III	25.24
30064	- Drafter/CAD Operator IV	31.07
30081	- Engineering Technician I	17.38
30082	- Engineering Technician II	19.47
30083	- Engineering Technician III	24.33
30084	- Engineering Technician IV	30.39
30085	- Engineering Technician V	34.33
30086	- Engineering Technician VI	39.21
30090	- Environmental Technician	28.05
30210	- Laboratory Technician	22.91
30240	- Mathematical Technician	28.05
30361	- Paralegal/Legal Assistant I	21.55
30362	- Paralegal/Legal Assistant II	26.65
30363	- Paralegal/Legal Assistant III	32.63
30364	- Paralegal/Legal Assistant IV	39.44
30390	- Photo-Optics Technician	28.05
30461	- Technical Writer I	22.51
30462	- Technical Writer II	27.53
30463	- Technical Writer III	33.32
30491	- Unexploded Ordnance (UXO) Technician I	26.92
30492	- Unexploded Ordnance (UXO) Technician II	32.56
30493	- Unexploded Ordnance (UXO) Technician III	39.03
30494	- Unexploded (UXO) Safety Escort	26.92
30495	- Unexploded (UXO) Sweep Personnel	26.92
30620	- Weather Observer, Combined Upper Air Or (see 2)	25.24
Surface Programs		
30621	- Weather Observer, Senior (see 2)	28.05
31000	- Transportation/Mobile Equipment Operation Occupations	
31020	- Bus Aide	13.87
31030	- Bus Driver	19.17
31043	- Driver Courier	12.20
31260	- Parking and Lot Attendant	10.15
31290	- Shuttle Bus Driver	12.94
31310	- Taxi Driver	12.31
31361	- Truckdriver, Light	12.94
31362	- Truckdriver, Medium	16.07
31363	- Truckdriver, Heavy	19.34
31364	- Truckdriver, Tractor-Trailer	19.34
99000	- Miscellaneous Occupations	
99030	- Cashier	16.13
99050	- Desk Clerk	13.17
99095	- Embalmer	25.27
99251	- Laboratory Animal Caretaker I	15.87
99252	- Laboratory Animal Caretaker II	16.83
99310	- Mortician	25.27
99410	- Pest Controller	16.75
99510	- Photofinishing Worker	13.88
99710	- Recycling Laborer	11.45
99711	- Recycling Specialist	20.57
99730	- Refuse Collector	16.80
99810	- Sales Clerk	12.72
99820	- School Crossing Guard	12.54
99830	- Survey Party Chief	26.68
99831	- Surveying Aide	13.98
99832	- Surveying Technician	19.14
99840	- Vending Machine Attendant	19.30
99841	- Vending Machine Repairer	22.83
99842	- Vending Machine Repairer Helper	19.30

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$4.02 per hour or \$160.80 per week or \$696.79 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.