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REGISTER OF WAGE DETERMINATIONS UNDER		U.S. DEPARTMENT OF LABOR
THE SERVICE CONTRACT ACT		EMPLOYMENT STANDARDS ADMINISTRATION
By direction of the Secretary of Labor		WAGE AND HOUR DIVISION
		WASHINGTON D.C. 20210

Daniel W. Simms	Division of		Wage Determination No.: 2005-2333
Director	Wage Determinations		Revision No.: 17
			Date Of Revision: 12/29/2015

Note: Under Executive Order (EO) 13658, an hourly minimum wage of \$10.15 for calendar year 2016 applies to all contracts subject to the Service Contract Act for which the solicitation was 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 \$10.15 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in calendar year 2016. 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.

States: California, Nevada

Area: California Counties of Lassen, Mono
Nevada - All Counties except : Clark, Esmeralda, Lincoln, Nye

Fringe Benefits Required Follow the Occupational Listing		
OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		15.00
01012 - Accounting Clerk II		16.46
01013 - Accounting Clerk III		18.34
01020 - Administrative Assistant		23.69
01040 - Court Reporter		19.55
01051 - Data Entry Operator I		11.86
01052 - Data Entry Operator II		13.86
01060 - Dispatcher, Motor Vehicle		21.62
01070 - Document Preparation Clerk		15.67
01090 - Duplicating Machine Operator		15.67
01111 - General Clerk I		14.06
01112 - General Clerk II		15.35
01113 - General Clerk III		17.51
01120 - Housing Referral Assistant		21.80
01141 - Messenger Courier		11.66
01191 - Order Clerk I		12.52
01192 - Order Clerk II		14.81
01261 - Personnel Assistant (Employment) I		15.66
01262 - Personnel Assistant (Employment) II		17.52
01263 - Personnel Assistant (Employment) III		19.53
01270 - Production Control Clerk		18.98
01280 - Receptionist		14.53
01290 - Rental Clerk		14.77
01300 - Scheduler, Maintenance		17.48
01311 - Secretary I		17.48
01312 - Secretary II		19.55
01313 - Secretary III		21.80
01320 - Service Order Dispatcher		17.78
01410 - Supply Technician		23.69

01420 - Survey Worker	17.81
01531 - Travel Clerk I	13.06
01532 - Travel Clerk II	13.87
01533 - Travel Clerk III	14.50
01611 - Word Processor I	14.86
01612 - Word Processor II	16.69
01613 - Word Processor III	18.66
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	23.47
05010 - Automotive Electrician	21.13
05040 - Automotive Glass Installer	19.65
05070 - Automotive Worker	19.65
05110 - Mobile Equipment Servicer	17.34
05130 - Motor Equipment Metal Mechanic	21.13
05160 - Motor Equipment Metal Worker	19.65
05190 - Motor Vehicle Mechanic	21.73
05220 - Motor Vehicle Mechanic Helper	17.34
05250 - Motor Vehicle Upholstery Worker	19.65
05280 - Motor Vehicle Wrecker	19.65
05310 - Painter, Automotive	20.49
05340 - Radiator Repair Specialist	19.65
05370 - Tire Repairer	14.76
05400 - Transmission Repair Specialist	21.13
07000 - Food Preparation And Service Occupations	
07010 - Baker	13.19
07041 - Cook I	11.79
07042 - Cook II	13.25
07070 - Dishwasher	9.30
07130 - Food Service Worker	9.66
07210 - Meat Cutter	19.04
07260 - Waiter/Waitress	8.11
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	18.99
09040 - Furniture Handler	14.83
09080 - Furniture Refinisher	18.99
09090 - Furniture Refinisher Helper	15.28
09110 - Furniture Repairer, Minor	17.11
09130 - Upholsterer	17.31
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	10.89
11060 - Elevator Operator	10.23
11090 - Gardener	15.14
11122 - Housekeeping Aide	10.23
11150 - Janitor	10.23
11210 - Laborer, Grounds Maintenance	12.80
11240 - Maid or Houseman	10.03
11260 - Pruner	11.64
11270 - Tractor Operator	14.51
11330 - Trail Maintenance Worker	12.60
11360 - Window Cleaner	11.07
12000 - Health Occupations	
12010 - Ambulance Driver	18.95
12011 - Breath Alcohol Technician	16.75
12012 - Certified Occupational Therapist Assistant	27.17
12015 - Certified Physical Therapist Assistant	23.73
12020 - Dental Assistant	18.09
12025 - Dental Hygienist	38.07
12030 - EKG Technician	30.03
12035 - Electroneurodiagnostic Technologist	30.03
12040 - Emergency Medical Technician	18.95
12071 - Licensed Practical Nurse I	18.01
12072 - Licensed Practical Nurse II	20.15

12073 - Licensed Practical Nurse III	22.47
12100 - Medical Assistant	16.51
12130 - Medical Laboratory Technician	16.92
12160 - Medical Record Clerk	15.91
12190 - Medical Record Technician	16.31
12195 - Medical Transcriptionist	20.17
12210 - Nuclear Medicine Technologist	38.38
12221 - Nursing Assistant I	10.39
12222 - Nursing Assistant II	11.68
12223 - Nursing Assistant III	12.74
12224 - Nursing Assistant IV	14.31
12235 - Optical Dispenser	18.41
12236 - Optical Technician	13.13
12250 - Pharmacy Technician	15.46
12280 - Phlebotomist	14.31
12305 - Radiologic Technologist	29.43
12311 - Registered Nurse I	27.63
12312 - Registered Nurse II	35.14
12313 - Registered Nurse II, Specialist	35.14
12314 - Registered Nurse III	40.94
12315 - Registered Nurse III, Anesthetist	40.94
12316 - Registered Nurse IV	49.04
12317 - Scheduler (Drug and Alcohol Testing)	24.88
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	21.37
13012 - Exhibits Specialist II	25.68
13013 - Exhibits Specialist III	32.35
13041 - Illustrator I	21.37
13042 - Illustrator II	25.68
13043 - Illustrator III	32.35
13047 - Librarian	29.32
13050 - Library Aide/Clerk	17.58
13054 - Library Information Technology Systems Administrator	26.48
13058 - Library Technician	18.86
13061 - Media Specialist I	18.53
13062 - Media Specialist II	20.73
13063 - Media Specialist III	23.84
13071 - Photographer I	15.87
13072 - Photographer II	17.74
13073 - Photographer III	21.98
13074 - Photographer IV	26.88
13075 - Photographer V	32.53
13110 - Video Teleconference Technician	20.97
14000 - Information Technology Occupations	
14041 - Computer Operator I	15.70
14042 - Computer Operator II	17.56
14043 - Computer Operator III	19.59
14044 - Computer Operator IV	21.76
14045 - Computer Operator V	24.09
14071 - Computer Programmer I	(see 1) 22.61
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	15.70
14160 - Personal Computer Support Technician	21.76
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	29.62
15020 - Aircrew Training Devices Instructor (Rated)	39.42

15030 - Air Crew Training Devices Instructor (Pilot)	40.72
15050 - Computer Based Training Specialist / Instructor	29.62
15060 - Educational Technologist	34.68
15070 - Flight Instructor (Pilot)	40.72
15080 - Graphic Artist	22.57
15090 - Technical Instructor	17.84
15095 - Technical Instructor/Course Developer	20.61
15110 - Test Proctor	16.24
15120 - Tutor	16.24
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	9.62
16030 - Counter Attendant	9.62
16040 - Dry Cleaner	12.34
16070 - Finisher, Flatwork, Machine	9.62
16090 - Presser, Hand	9.62
16110 - Presser, Machine, Drycleaning	9.62
16130 - Presser, Machine, Shirts	9.62
16160 - Presser, Machine, Wearing Apparel, Laundry	9.62
16190 - Sewing Machine Operator	13.24
16220 - Tailor	14.02
16250 - Washer, Machine	10.55
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	21.40
19040 - Tool And Die Maker	25.47
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	18.40
21030 - Material Coordinator	17.92
21040 - Material Expediter	19.69
21050 - Material Handling Laborer	14.34
21071 - Order Filler	14.13
21080 - Production Line Worker (Food Processing)	18.40
21110 - Shipping Packer	16.09
21130 - Shipping/Receiving Clerk	16.09
21140 - Store Worker I	13.51
21150 - Stock Clerk	17.12
21210 - Tools And Parts Attendant	18.40
21410 - Warehouse Specialist	18.40
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	26.47
23021 - Aircraft Mechanic I	25.39
23022 - Aircraft Mechanic II	26.47
23023 - Aircraft Mechanic III	27.47
23040 - Aircraft Mechanic Helper	19.61
23050 - Aircraft, Painter	25.84
23060 - Aircraft Servicer	21.97
23080 - Aircraft Worker	23.14
23110 - Appliance Mechanic	21.84
23120 - Bicycle Repairer	13.42
23125 - Cable Splicer	24.46
23130 - Carpenter, Maintenance	22.71
23140 - Carpet Layer	20.85
23160 - Electrician, Maintenance	25.61
23181 - Electronics Technician Maintenance I	20.33
23182 - Electronics Technician Maintenance II	23.14
23183 - Electronics Technician Maintenance III	28.00
23260 - Fabric Worker	19.56
23290 - Fire Alarm System Mechanic	22.68
23310 - Fire Extinguisher Repairer	18.41
23311 - Fuel Distribution System Mechanic	25.17
23312 - Fuel Distribution System Operator	21.51
23370 - General Maintenance Worker	18.24
23380 - Ground Support Equipment Mechanic	25.39

23381 - Ground Support Equipment Servicer	21.97
23382 - Ground Support Equipment Worker	23.14
23391 - Gunsmith I	18.41
23392 - Gunsmith II	20.69
23393 - Gunsmith III	23.01
23410 - Heating, Ventilation And Air-Conditioning Mechanic	23.45
23411 - Heating, Ventilation And Air Contditioning Mechanic (Research Facility)	24.63
23430 - Heavy Equipment Mechanic	23.00
23440 - Heavy Equipment Operator	24.61
23460 - Instrument Mechanic	23.90
23465 - Laboratory/Shelter Mechanic	21.84
23470 - Laborer	11.62
23510 - Locksmith	20.89
23530 - Machinery Maintenance Mechanic	22.80
23550 - Machinist, Maintenance	20.64
23580 - Maintenance Trades Helper	16.61
23591 - Metrology Technician I	23.90
23592 - Metrology Technician II	24.97
23593 - Metrology Technician III	26.19
23640 - Millwright	23.01
23710 - Office Appliance Repairer	20.16
23760 - Painter, Maintenance	18.20
23790 - Pipefitter, Maintenance	27.67
23810 - Plumber, Maintenance	26.88
23820 - Pneudraulic Systems Mechanic	23.01
23850 - Rigger	23.01
23870 - Scale Mechanic	20.69
23890 - Sheet-Metal Worker, Maintenance	23.24
23910 - Small Engine Mechanic	16.80
23931 - Telecommunications Mechanic I	21.44
23932 - Telecommunications Mechanic II	22.62
23950 - Telephone Lineman	22.80
23960 - Welder, Combination, Maintenance	21.89
23965 - Well Driller	25.17
23970 - Woodcraft Worker	23.01
23980 - Woodworker	18.21
24000 - Personal Needs Occupations	
24570 - Child Care Attendant	10.95
24580 - Child Care Center Clerk	14.96
24610 - Chore Aide	10.24
24620 - Family Readiness And Support Services Coordinator	15.19
24630 - Homemaker	16.68
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	22.88
25040 - Sewage Plant Operator	26.90
25070 - Stationary Engineer	22.88
25190 - Ventilation Equipment Tender	17.28
25210 - Water Treatment Plant Operator	26.90
27000 - Protective Service Occupations	
27004 - Alarm Monitor	24.00
27007 - Baggage Inspector	11.95
27008 - Corrections Officer	25.60
27010 - Court Security Officer	25.60
27030 - Detection Dog Handler	18.18
27040 - Detention Officer	25.60
27070 - Firefighter	22.91
27101 - Guard I	11.95
27102 - Guard II	18.18
27131 - Police Officer I	30.96

27132 - Police Officer II	34.42
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	11.60
28042 - Carnival Equipment Repairer	12.13
28043 - Carnival Equipment Worker	9.05
28210 - Gate Attendant/Gate Tender	13.43
28310 - Lifeguard	11.84
28350 - Park Attendant (Aide)	15.03
28510 - Recreation Aide/Health Facility Attendant	11.10
28515 - Recreation Specialist	18.62
28630 - Sports Official	12.42
28690 - Swimming Pool Operator	17.68
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	21.53
29020 - Hatch Tender	21.53
29030 - Line Handler	21.53
29041 - Stevedore I	20.81
29042 - Stevedore II	23.24
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	18.02
30022 - Archeological Technician II	20.17
30023 - Archeological Technician III	24.55
30030 - Cartographic Technician	24.55
30040 - Civil Engineering Technician	22.23
30061 - Drafter/CAD Operator I	18.02
30062 - Drafter/CAD Operator II	20.17
30063 - Drafter/CAD Operator III	22.50
30064 - Drafter/CAD Operator IV	27.19
30081 - Engineering Technician I	16.00
30082 - Engineering Technician II	17.96
30083 - Engineering Technician III	20.10
30084 - Engineering Technician IV	24.88
30085 - Engineering Technician V	30.45
30086 - Engineering Technician VI	36.85
30090 - Environmental Technician	27.01
30210 - Laboratory Technician	17.03
30240 - Mathematical Technician	26.12
30361 - Paralegal/Legal Assistant I	20.22
30362 - Paralegal/Legal Assistant II	25.06
30363 - Paralegal/Legal Assistant III	30.36
30364 - Paralegal/Legal Assistant IV	37.09
30390 - Photo-Optics Technician	24.55
30461 - Technical Writer I	25.32
30462 - Technical Writer II	30.65
30463 - Technical Writer III	32.80
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 Surface Programs (see 3)	22.50
30621 - Weather Observer, Senior (see 3)	24.55
31000 - Transportation/Mobile Equipment Operation Occupations	
31020 - Bus Aide	13.07
31030 - Bus Driver	17.04
31043 - Driver Courier	15.81
31260 - Parking and Lot Attendant	9.63
31290 - Shuttle Bus Driver	16.04

31310 - Taxi Driver	11.80
31361 - Truckdriver, Light	16.04
31362 - Truckdriver, Medium	17.68
31363 - Truckdriver, Heavy	22.69
31364 - Truckdriver, Tractor-Trailer	22.69
99000 - Miscellaneous Occupations	
99030 - Cashier	10.48
99050 - Desk Clerk	10.44
99095 - Embalmer	22.74
99251 - Laboratory Animal Caretaker I	10.53
99252 - Laboratory Animal Caretaker II	11.22
99310 - Mortician	20.20
99410 - Pest Controller	16.43
99510 - Photofinishing Worker	12.53
99710 - Recycling Laborer	12.46
99711 - Recycling Specialist	14.37
99730 - Refuse Collector	14.50
99810 - Sales Clerk	14.32
99820 - School Crossing Guard	14.70
99830 - Survey Party Chief	29.98
99831 - Surveying Aide	20.22
99832 - Surveying Technician	21.98
99840 - Vending Machine Attendant	13.60
99841 - Vending Machine Repairer	16.29
99842 - Vending Machine Repairer Helper	13.60

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$4.27 per hour or \$170.80 per week or \$740.13 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) APPLICABLE TO AIR TRAFFIC CONTROLLERS ONLY - NIGHT DIFFERENTIAL: An employee is entitled to pay for all work performed between the hours of 6:00 P.M. and 6:00 A.M. at the rate of basic pay plus a night pay differential amounting to 10 percent of the rate of basic pay.

3) 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.