

WD 15-4332 (Rev.-2) was first posted on www.wdol.gov on 01/03/2017

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.: 2015-4332
Director	Wage Determinations	Revision No.: 2
		Date Of Revision: 12/30/2016

Note: Under Executive Order (EO) 13658, an hourly minimum wage of \$10.20 for calendar year 2017 applies to all contracts subject to the Service Contract Act for which the contract is awarded (and any 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 \$10.20 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 2017. 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: Virginia

Area: Virginia Counties of Essex, King and Queen, Lancaster, Middlesex, Northumberland, Richmond, Westmoreland

Fringe Benefits Required Follow the Occupational Listing

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		14.48
01012 - Accounting Clerk II		16.47
01013 - Accounting Clerk III		18.43
01020 - Administrative Assistant		21.41
01035 - Court Reporter		20.21
01041 - Customer Service Representative I		10.37
01042 - Customer Service Representative II		11.66
01043 - Customer Service Representative III		12.72
01051 - Data Entry Operator I		12.26
01052 - Data Entry Operator II		13.55
01060 - Dispatcher, Motor Vehicle		18.37
01070 - Document Preparation Clerk		13.44
01090 - Duplicating Machine Operator		13.44
01111 - General Clerk I		12.06
01112 - General Clerk II		13.27
01113 - General Clerk III		17.46
01120 - Housing Referral Assistant		19.65
01141 - Messenger Courier		13.67
01191 - Order Clerk I		15.00
01192 - Order Clerk II		16.38
01261 - Personnel Assistant (Employment) I		17.28
01262 - Personnel Assistant (Employment) II		19.33
01263 - Personnel Assistant (Employment) III		21.56
01270 - Production Control Clerk		21.22
01290 - Rental Clerk		15.94
01300 - Scheduler, Maintenance		15.76
01311 - Secretary I		15.76
01312 - Secretary II		17.63

01313	- Secretary III	19.65
01320	- Service Order Dispatcher	16.34
01410	- Supply Technician	21.41
01420	- Survey Worker	18.37
01460	- Switchboard Operator/Receptionist	15.28
01531	- Travel Clerk I	12.84
01532	- Travel Clerk II	13.64
01533	- Travel Clerk III	14.52
01611	- Word Processor I	13.44
01612	- Word Processor II	15.94
01613	- Word Processor III	18.37
05000	- Automotive Service Occupations	
05005	- Automobile Body Repairer, Fiberglass	23.38
05010	- Automotive Electrician	20.97
05040	- Automotive Glass Installer	19.97
05070	- Automotive Worker	19.97
05110	- Mobile Equipment Servicer	17.96
05130	- Motor Equipment Metal Mechanic	21.96
05160	- Motor Equipment Metal Worker	19.97
05190	- Motor Vehicle Mechanic	22.89
05220	- Motor Vehicle Mechanic Helper	16.96
05250	- Motor Vehicle Upholstery Worker	18.96
05280	- Motor Vehicle Wrecker	19.97
05310	- Painter, Automotive	20.97
05340	- Radiator Repair Specialist	19.97
05370	- Tire Repairer	14.41
05400	- Transmission Repair Specialist	21.96
07000	- Food Preparation And Service Occupations	
07010	- Baker	12.98
07041	- Cook I	9.94
07042	- Cook II	11.11
07070	- Dishwasher	8.68
07130	- Food Service Worker	9.72
07210	- Meat Cutter	15.54
07260	- Waiter/Waitress	9.06
09000	- Furniture Maintenance And Repair Occupations	
09010	- Electrostatic Spray Painter	21.81
09040	- Furniture Handler	14.69
09080	- Furniture Refinisher	21.81
09090	- Furniture Refinisher Helper	17.54
09110	- Furniture Repairer, Minor	19.66
09130	- Upholsterer	21.81
11000	- General Services And Support Occupations	
11030	- Cleaner, Vehicles	10.42
11060	- Elevator Operator	11.46
11090	- Gardener	15.08
11122	- Housekeeping Aide	11.50
11150	- Janitor	11.73
11210	- Laborer, Grounds Maintenance	12.44
11240	- Maid or Houseman	9.44
11260	- Pruner	10.77
11270	- Tractor Operator	14.21
11330	- Trail Maintenance Worker	12.44
11360	- Window Cleaner	12.61
12000	- Health Occupations	
12010	- Ambulance Driver	17.35
12011	- Breath Alcohol Technician	18.55
12012	- Certified Occupational Therapist Assistant	25.05
12015	- Certified Physical Therapist Assistant	20.92
12020	- Dental Assistant	16.36
12025	- Dental Hygienist	37.36

12030 - EKG Technician	24.21
12035 - Electroneurodiagnostic Technologist	24.21
12040 - Emergency Medical Technician	17.35
12071 - Licensed Practical Nurse I	18.85
12072 - Licensed Practical Nurse II	21.09
12073 - Licensed Practical Nurse III	23.50
12100 - Medical Assistant	14.00
12130 - Medical Laboratory Technician	17.06
12160 - Medical Record Clerk	14.93
12190 - Medical Record Technician	16.71
12195 - Medical Transcriptionist	15.48
12210 - Nuclear Medicine Technologist	33.48
12221 - Nursing Assistant I	10.78
12222 - Nursing Assistant II	12.12
12223 - Nursing Assistant III	13.23
12224 - Nursing Assistant IV	14.85
12235 - Optical Dispenser	19.85
12236 - Optical Technician	15.48
12250 - Pharmacy Technician	13.59
12280 - Phlebotomist	14.85
12305 - Radiologic Technologist	24.97
12311 - Registered Nurse I	23.80
12312 - Registered Nurse II	29.10
12313 - Registered Nurse II, Specialist	29.10
12314 - Registered Nurse III	35.20
12315 - Registered Nurse III, Anesthetist	35.21
12316 - Registered Nurse IV	42.20
12317 - Scheduler (Drug and Alcohol Testing)	24.00
12320 - Substance Abuse Treatment Counselor	16.31
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	19.84
13012 - Exhibits Specialist II	24.58
13013 - Exhibits Specialist III	30.07
13041 - Illustrator I	20.45
13042 - Illustrator II	25.32
13043 - Illustrator III	30.97
13047 - Librarian	27.53
13050 - Library Aide/Clerk	12.84
13054 - Library Information Technology Systems Administrator	24.86
13058 - Library Technician	17.43
13061 - Media Specialist I	17.94
13062 - Media Specialist II	20.07
13063 - Media Specialist III	22.38
13071 - Photographer I	16.83
13072 - Photographer II	18.83
13073 - Photographer III	23.33
13074 - Photographer IV	28.53
13075 - Photographer V	34.52
13090 - Technical Order Library Clerk	16.12
13110 - Video Teleconference Technician	17.73
14000 - Information Technology Occupations	
14041 - Computer Operator I	15.61
14042 - Computer Operator II	17.46
14043 - Computer Operator III	19.46
14044 - Computer Operator IV	21.63
14045 - Computer Operator V	23.95
14071 - Computer Programmer I	(see 1) 24.99
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		15.61
14160 - Personal Computer Support Technician		21.63
14170 - System Support Specialist		29.21
15000 - Instructional Occupations		
15010 - Aircrew Training Devices Instructor (Non-Rated)		33.42
15020 - Aircrew Training Devices Instructor (Rated)		37.77
15030 - Air Crew Training Devices Instructor (Pilot)		45.27
15050 - Computer Based Training Specialist / Instructor		33.42
15060 - Educational Technologist		30.06
15070 - Flight Instructor (Pilot)		45.27
15080 - Graphic Artist		24.04
15085 - Maintenance Test Pilot, Fixed, Jet/Prop		35.80
15086 - Maintenance Test Pilot, Rotary Wing		35.80
15088 - Non-Maintenance Test/Co-Pilot		35.80
15090 - Technical Instructor		24.98
15095 - Technical Instructor/Course Developer		30.55
15110 - Test Proctor		20.16
15120 - Tutor		20.15
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations		
16010 - Assembler		9.11
16030 - Counter Attendant		9.10
16040 - Dry Cleaner		11.58
16070 - Finisher, Flatwork, Machine		9.11
16090 - Presser, Hand		9.11
16110 - Presser, Machine, Drycleaning		9.11
16130 - Presser, Machine, Shirts		9.11
16160 - Presser, Machine, Wearing Apparel, Laundry		9.11
16190 - Sewing Machine Operator		12.42
16220 - Tailor		13.17
16250 - Washer, Machine		9.82
19000 - Machine Tool Operation And Repair Occupations		
19010 - Machine-Tool Operator (Tool Room)		21.48
19040 - Tool And Die Maker		25.74
21000 - Materials Handling And Packing Occupations		
21020 - Forklift Operator		16.19
21030 - Material Coordinator		21.72
21040 - Material Expediter		21.72
21050 - Material Handling Laborer		13.82
21071 - Order Filler		13.30
21080 - Production Line Worker (Food Processing)		16.19
21110 - Shipping Packer		15.18
21130 - Shipping/Receiving Clerk		15.18
21140 - Store Worker I		12.39
21150 - Stock Clerk		16.96
21210 - Tools And Parts Attendant		16.19
21410 - Warehouse Specialist		16.19
23000 - Mechanics And Maintenance And Repair Occupations		
23010 - Aerospace Structural Welder		26.15
23019 - Aircraft Logs and Records Technician		21.46
23021 - Aircraft Mechanic I		24.99
23022 - Aircraft Mechanic II		26.15
23023 - Aircraft Mechanic III		27.35
23040 - Aircraft Mechanic Helper		19.46
23050 - Aircraft, Painter		24.03
23060 - Aircraft Servicer		21.46
23070 - Aircraft Survival Flight Equipment Technician		24.03
23080 - Aircraft Worker		22.61
23091 - Aircrew Life Support Equipment (ALSE) Mechanic		22.61

I		
23092	- Aircrew Life Support Equipment (ALSE) Mechanic	24.99
II		
23110	- Appliance Mechanic	20.78
23120	- Bicycle Repairer	17.09
23125	- Cable Splicer	26.42
23130	- Carpenter, Maintenance	19.52
23140	- Carpet Layer	21.54
23160	- Electrician, Maintenance	26.77
23181	- Electronics Technician Maintenance I	24.63
23182	- Electronics Technician Maintenance II	26.24
23183	- Electronics Technician Maintenance III	27.53
23260	- Fabric Worker	19.66
23290	- Fire Alarm System Mechanic	21.80
23310	- Fire Extinguisher Repairer	17.97
23311	- Fuel Distribution System Mechanic	21.80
23312	- Fuel Distribution System Operator	17.69
23370	- General Maintenance Worker	18.27
23380	- Ground Support Equipment Mechanic	24.99
23381	- Ground Support Equipment Servicer	21.46
23382	- Ground Support Equipment Worker	22.61
23391	- Gunsmith I	17.97
23392	- Gunsmith II	20.52
23393	- Gunsmith III	22.87
23410	- Heating, Ventilation And Air-Conditioning Mechanic	21.80
23411	- Heating, Ventilation And Air Contditioning Mechanic (Research Facility)	25.04
23430	- Heavy Equipment Mechanic	22.53
23440	- Heavy Equipment Operator	20.19
23460	- Instrument Mechanic	25.41
23465	- Laboratory/Shelter Mechanic	21.79
23470	- Laborer	12.44
23510	- Locksmith	22.78
23530	- Machinery Maintenance Mechanic	27.28
23550	- Machinist, Maintenance	22.53
23580	- Maintenance Trades Helper	16.98
23591	- Metrology Technician I	25.41
23592	- Metrology Technician II	26.58
23593	- Metrology Technician III	27.81
23640	- Millwright	23.93
23710	- Office Appliance Repairer	22.01
23760	- Painter, Maintenance	21.47
23790	- Pipefitter, Maintenance	24.01
23810	- Plumber, Maintenance	21.71
23820	- Pneudraulic Systems Mechanic	22.87
23850	- Rigger	22.87
23870	- Scale Mechanic	20.52
23890	- Sheet-Metal Worker, Maintenance	22.53
23910	- Small Engine Mechanic	19.73
23931	- Telecommunications Mechanic I	25.41
23932	- Telecommunications Mechanic II	26.65
23950	- Telephone Lineman	24.65
23960	- Welder, Combination, Maintenance	19.82
23965	- Well Driller	24.78
23970	- Woodcraft Worker	22.87
23980	- Woodworker	17.97
24000	- Personal Needs Occupations	
24550	- Case Manager	14.31
24570	- Child Care Attendant	9.74
24580	- Child Care Center Clerk	13.37

24610 - Chore Aide	8.91
24620 - Family Readiness And Support Services Coordinator	14.31
24630 - Homemaker	14.76
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	23.41
25040 - Sewage Plant Operator	19.90
25070 - Stationary Engineer	23.41
25190 - Ventilation Equipment Tender	17.54
25210 - Water Treatment Plant Operator	19.90
27000 - Protective Service Occupations	
27004 - Alarm Monitor	17.29
27007 - Baggage Inspector	12.22
27008 - Corrections Officer	18.21
27010 - Court Security Officer	21.30
27030 - Detection Dog Handler	13.67
27040 - Detention Officer	18.21
27070 - Firefighter	22.67
27101 - Guard I	12.22
27102 - Guard II	13.67
27131 - Police Officer I	23.07
27132 - Police Officer II	25.67
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	11.12
28042 - Carnival Equipment Repairer	11.95
28043 - Carnival Worker	8.38
28210 - Gate Attendant/Gate Tender	13.72
28310 - Lifeguard	11.95
28350 - Park Attendant (Aide)	15.35
28510 - Recreation Aide/Health Facility Attendant	11.10
28515 - Recreation Specialist	17.97
28630 - Sports Official	12.22
28690 - Swimming Pool Operator	15.22
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	20.79
29020 - Hatch Tender	20.79
29030 - Line Handler	20.79
29041 - Stevedore I	19.40
29042 - Stevedore II	22.09
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (see 2)	37.70
30011 - Air Traffic Control Specialist, Station (HFO) (see 2)	26.00
30012 - Air Traffic Control Specialist, Terminal (HFO) (see 2)	28.62
30021 - Archeological Technician I	18.86
30022 - Archeological Technician II	21.10
30023 - Archeological Technician III	26.14
30030 - Cartographic Technician	26.14
30040 - Civil Engineering Technician	26.14
30051 - Cryogenic Technician I	28.95
30052 - Cryogenic Technician II	31.98
30061 - Drafter/CAD Operator I	18.86
30062 - Drafter/CAD Operator II	21.10
30063 - Drafter/CAD Operator III	23.53
30064 - Drafter/CAD Operator IV	28.95
30081 - Engineering Technician I	16.82
30082 - Engineering Technician II	18.88
30083 - Engineering Technician III	21.11
30084 - Engineering Technician IV	26.16
30085 - Engineering Technician V	32.00
30086 - Engineering Technician VI	38.72
30090 - Environmental Technician	22.58

30095 - Evidence Control Specialist	26.14
30210 - Laboratory Technician	23.53
30221 - Latent Fingerprint Technician I	28.95
30222 - Latent Fingerprint Technician II	31.98
30240 - Mathematical Technician	26.14
30361 - Paralegal/Legal Assistant I	18.62
30362 - Paralegal/Legal Assistant II	24.16
30363 - Paralegal/Legal Assistant III	29.54
30364 - Paralegal/Legal Assistant IV	35.74
30375 - Petroleum Supply Specialist	31.98
30390 - Photo-Optics Technician	26.14
30395 - Radiation Control Technician	31.98
30461 - Technical Writer I	26.14
30462 - Technical Writer II	31.98
30463 - Technical Writer III	37.55
30491 - Unexploded Ordnance (UXO) Technician I	23.96
30492 - Unexploded Ordnance (UXO) Technician II	28.99
30493 - Unexploded Ordnance (UXO) Technician III	34.74
30494 - Unexploded (UXO) Safety Escort	23.96
30495 - Unexploded (UXO) Sweep Personnel	23.96
30501 - Weather Forecaster I	28.95
30502 - Weather Forecaster II	35.21
30620 - Weather Observer, Combined Upper Air Or	(see 2) 23.53
Surface Programs	
30621 - Weather Observer, Senior	(see 2) 26.14
31000 - Transportation/Mobile Equipment Operation Occupations	
31010 - Airplane Pilot	28.99
31020 - Bus Aide	11.45
31030 - Bus Driver	15.71
31043 - Driver Courier	13.21
31260 - Parking and Lot Attendant	9.41
31290 - Shuttle Bus Driver	14.22
31310 - Taxi Driver	10.85
31361 - Truckdriver, Light	14.22
31362 - Truckdriver, Medium	17.89
31363 - Truckdriver, Heavy	18.44
31364 - Truckdriver, Tractor-Trailer	18.44
99000 - Miscellaneous Occupations	
99020 - Cabin Safety Specialist	14.13
99030 - Cashier	9.69
99050 - Desk Clerk	10.71
99095 - Embalmer	30.04
99130 - Flight Follower	23.96
99251 - Laboratory Animal Caretaker I	10.88
99252 - Laboratory Animal Caretaker II	11.72
99260 - Marketing Analyst	26.67
99310 - Mortician	31.44
99410 - Pest Controller	19.70
99510 - Photofinishing Worker	13.94
99710 - Recycling Laborer	15.35
99711 - Recycling Specialist	17.59
99730 - Refuse Collector	13.75
99810 - Sales Clerk	13.16
99820 - School Crossing Guard	13.92
99830 - Survey Party Chief	19.56
99831 - Surveying Aide	12.80
99832 - Surveying Technician	17.53
99840 - Vending Machine Attendant	14.15
99841 - Vending Machine Repairer	16.80
99842 - Vending Machine Repairer Helper	14.15

Note: Executive Order (EO) 13706, Establishing Paid Sick Leave for Federal Contractors, applies to all contracts subject to the Service Contract Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2017. If this contract is covered by the EO, the contractor must provide employees with 1 hour of paid sick leave for every 30 hours they work, up to 56 hours of paid sick leave each year. Employees must be permitted to use paid sick leave for their own illness, injury or other health-related needs, including preventive care; to assist a family member (or person who is like family to the employee) who is ill, injured, or has other health-related needs, including preventive care; or for reasons resulting from, or to assist a family member (or person who is like family to the employee) who is the victim of, domestic violence, sexual assault, or stalking. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: Life, accident, and health insurance plans, sick leave, pension plans, civic and personal leave, severance pay, and savings and thrift plans. Minimum employer contributions costing an average of \$4.27 per hour computed on the basis of all hours worked by service employees employed on the contract.

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 4.174)

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 re-grading 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.

** SERVICE CONTRACT ACT DIRECTORY OF OCCUPATIONS **

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations", Fifth Edition (Revision 1), dated September 2015, unless otherwise indicated.

** 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 (See 29 CFR 4.6(b)(2)(i)). Such conforming procedures shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees (See 29 CFR 4.6(b)(2)(ii)). The Wage and Hour Division shall make a final determination of conformed classification, wage rate, and/or fringe benefits which shall be paid to all employees performing in the classification from the first day of work on which contract work is performed by them in the classification. Failure to pay such unlisted employees the compensation agreed upon by the interested parties and/or fully determined by the Wage and Hour Division retroactive to the date such class of employees commenced contract work shall be a violation of the Act and this contract. (See 29 CFR 4.6(b)(2)(v)). 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 the 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 U.S. Department of Labor, Wage and Hour Division, for review (See 29 CFR 4.6(b)(2)(ii)).
- 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 Division's decision to the contractor.

6) Each affected employee shall be furnished by the contractor with a written copy of such determination or it shall be posted as a part of the wage determination (See 29 CFR 4.6(b)(2)(iii)).

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" should be used to compare job definitions to ensure 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 (See 29 CFR 4.152(c)(1)).