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**Fringe Benefits Required Follow the Occupational Listing**		
OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		17.25
01012 - Accounting Clerk II		19.37
01013 - Accounting Clerk III		21.66
01020 - Administrative Assistant		28.01
01035 - Court Reporter		20.25
01041 - Customer Service Representative I		13.86
01042 - Customer Service Representative II		15.58
01043 - Customer Service Representative III		16.99
01051 - Data Entry Operator I		14.81
01052 - Data Entry Operator II		16.15
01060 - Dispatcher, Motor Vehicle		24.18
01070 - Document Preparation Clerk		16.54
01090 - Duplicating Machine Operator		16.54
01111 - General Clerk I		13.69
01112 - General Clerk II		14.93
01113 - General Clerk III		16.77
01120 - Housing Referral Assistant		22.12
01141 - Messenger Courier		15.67
01191 - Order Clerk I		16.13
01192 - Order Clerk II		17.60
01261 - Personnel Assistant (Employment) I		17.84
01262 - Personnel Assistant (Employment) II		19.95
01263 - Personnel Assistant (Employment) III		22.24
01270 - Production Control Clerk		24.27
01290 - Rental Clerk		17.41
01300 - Scheduler, Maintenance		18.36
01311 - Secretary I		18.36
01312 - Secretary II		19.84
01313 - Secretary III		22.12
01320 - Service Order Dispatcher		21.62
01410 - Supply Technician		28.01
01420 - Survey Worker		19.19

01460 - Switchboard Operator/Receptionist	13.79
01531 - Travel Clerk I	13.47
01532 - Travel Clerk II	14.57
01533 - Travel Clerk III	15.76
01611 - Word Processor I	16.08
01612 - Word Processor II	18.06
01613 - Word Processor III	20.20
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	25.97
05010 - Automotive Electrician	24.16
05040 - Automotive Glass Installer	23.05
05070 - Automotive Worker	23.05
05110 - Mobile Equipment Servicer	20.85
05130 - Motor Equipment Metal Mechanic	27.79
05160 - Motor Equipment Metal Worker	23.05
05190 - Motor Vehicle Mechanic	27.79
05220 - Motor Vehicle Mechanic Helper	19.73
05250 - Motor Vehicle Upholstery Worker	21.96
05280 - Motor Vehicle Wrecker	23.09
05310 - Painter, Automotive	24.16
05340 - Radiator Repair Specialist	23.05
05370 - Tire Repairer	15.92
05400 - Transmission Repair Specialist	27.79
07000 - Food Preparation And Service Occupations	
07010 - Baker	13.71
07041 - Cook I	13.34
07042 - Cook II	15.03
07070 - Dishwasher	10.19
07130 - Food Service Worker	10.75
07210 - Meat Cutter	13.72
07260 - Waiter/Waitress	9.96
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	20.06
09040 - Furniture Handler	14.52
09080 - Furniture Refinisher	20.06
09090 - Furniture Refinisher Helper	16.37
09110 - Furniture Repairer, Minor	18.23
09130 - Upholsterer	20.05
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	12.32
11060 - Elevator Operator	13.70
11090 - Gardener	17.47
11122 - Housekeeping Aide	13.70
11150 - Janitor	13.70
11210 - Laborer, Grounds Maintenance	13.93
11240 - Maid or Houseman	12.11
11260 - Pruner	12.75
11270 - Tractor Operator	16.36
11330 - Trail Maintenance Worker	13.93
11360 - Window Cleaner	14.96
12000 - Health Occupations	
12010 - Ambulance Driver	19.13
12011 - Breath Alcohol Technician	22.75
12012 - Certified Occupational Therapist Assistant	31.01
12015 - Certified Physical Therapist Assistant	29.17
12020 - Dental Assistant	18.65
12025 - Dental Hygienist	37.42
12030 - EKG Technician	29.63
12035 - Electroneurodiagnostic Technologist	29.63
12040 - Emergency Medical Technician	19.13
12071 - Licensed Practical Nurse I	20.34
12072 - Licensed Practical Nurse II	22.75
12073 - Licensed Practical Nurse III	25.36

12100 - Medical Assistant	16.00
12130 - Medical Laboratory Technician	21.74
12160 - Medical Record Clerk	18.08
12190 - Medical Record Technician	20.22
12195 - Medical Transcriptionist	17.07
12210 - Nuclear Medicine Technologist	36.40
12221 - Nursing Assistant I	12.26
12222 - Nursing Assistant II	13.78
12223 - Nursing Assistant III	15.04
12224 - Nursing Assistant IV	16.89
12235 - Optical Dispenser	17.16
12236 - Optical Technician	19.62
12250 - Pharmacy Technician	15.75
12280 - Phlebotomist	17.50
12305 - Radiologic Technologist	31.64
12311 - Registered Nurse I	29.17
12312 - Registered Nurse II	32.57
12313 - Registered Nurse II, Specialist	32.57
12314 - Registered Nurse III	38.43
12315 - Registered Nurse III, Anesthetist	38.43
12316 - Registered Nurse IV	46.07
12317 - Scheduler (Drug and Alcohol Testing)	28.18
12320 - Substance Abuse Treatment Counselor	17.09
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	21.92
13012 - Exhibits Specialist II	27.16
13013 - Exhibits Specialist III	33.22
13041 - Illustrator I	21.63
13042 - Illustrator II	26.80
13043 - Illustrator III	32.77
13047 - Librarian	35.08
13050 - Library Aide/Clerk	14.14
13054 - Library Information Technology Systems Administrator	29.01
13058 - Library Technician	17.38
13061 - Media Specialist I	21.16
13062 - Media Specialist II	23.66
13063 - Media Specialist III	26.39
13071 - Photographer I	18.50
13072 - Photographer II	20.70
13073 - Photographer III	25.64
13074 - Photographer IV	31.35
13075 - Photographer V	37.94
13090 - Technical Order Library Clerk	16.95
13110 - Video Teleconference Technician	18.31
14000 - Information Technology Occupations	
14041 - Computer Operator I	18.11
14042 - Computer Operator II	20.25
14043 - Computer Operator III	22.58
14044 - Computer Operator IV	25.09
14045 - Computer Operator V	27.79
14071 - Computer Programmer I	(see 1) 25.49
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	18.11
14160 - Personal Computer Support Technician	25.09
14170 - System Support Specialist	33.74
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	36.22

15020 - Aircrew Training Devices Instructor (Rated)	41.82
15030 - Air Crew Training Devices Instructor (Pilot)	46.94
15050 - Computer Based Training Specialist / Instructor	36.22
15060 - Educational Technologist	30.14
15070 - Flight Instructor (Pilot)	46.94
15080 - Graphic Artist	26.41
15085 - Maintenance Test Pilot, Fixed, Jet/Prop	42.18
15086 - Maintenance Test Pilot, Rotary Wing	42.18
15088 - Non-Maintenance Test/Co-Pilot	42.18
15090 - Technical Instructor	27.45
15095 - Technical Instructor/Course Developer	28.35
15110 - Test Proctor	18.71
15120 - Tutor	18.71
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	11.74
16030 - Counter Attendant	11.74
16040 - Dry Cleaner	13.43
16070 - Finisher, Flatwork, Machine	11.74
16090 - Presser, Hand	11.74
16110 - Presser, Machine, Drycleaning	11.74
16130 - Presser, Machine, Shirts	11.74
16160 - Presser, Machine, Wearing Apparel, Laundry	11.74
16190 - Sewing Machine Operator	14.16
16220 - Tailor	15.16
16250 - Washer, Machine	12.30
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	23.40
19040 - Tool And Die Maker	28.57
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	16.53
21030 - Material Coordinator	24.27
21040 - Material Expediter	24.27
21050 - Material Handling Laborer	18.12
21071 - Order Filler	13.80
21080 - Production Line Worker (Food Processing)	16.53
21110 - Shipping Packer	16.66
21130 - Shipping/Receiving Clerk	16.66
21140 - Store Worker I	14.65
21150 - Stock Clerk	19.20
21210 - Tools And Parts Attendant	16.53
21410 - Warehouse Specialist	16.53
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	33.25
23019 - Aircraft Logs and Records Technician	26.84
23021 - Aircraft Mechanic I	31.64
23022 - Aircraft Mechanic II	33.25
23023 - Aircraft Mechanic III	34.57
23040 - Aircraft Mechanic Helper	23.66
23050 - Aircraft, Painter	30.03
23060 - Aircraft Servicer	26.84
23070 - Aircraft Survival Flight Equipment Technician	30.03
23080 - Aircraft Worker	28.45
23091 - Aircrew Life Support Equipment (ALSE) Mechanic I	28.45
23092 - Aircrew Life Support Equipment (ALSE) Mechanic II	31.64
23110 - Appliance Mechanic	27.22
23120 - Bicycle Repairer	19.26
23125 - Cable Splicer	33.51
23130 - Carpenter, Maintenance	39.71
23140 - Carpet Layer	32.44
23160 - Electrician, Maintenance	41.77
23181 - Electronics Technician Maintenance I	26.30

23182 - Electronics Technician Maintenance II	27.75
23183 - Electronics Technician Maintenance III	29.24
23260 - Fabric Worker	21.01
23290 - Fire Alarm System Mechanic	27.57
23310 - Fire Extinguisher Repairer	25.26
23311 - Fuel Distribution System Mechanic	31.86
23312 - Fuel Distribution System Operator	25.43
23370 - General Maintenance Worker	23.74
23380 - Ground Support Equipment Mechanic	31.64
23381 - Ground Support Equipment Servicer	26.84
23382 - Ground Support Equipment Worker	28.45
23391 - Gunsmith I	25.26
23392 - Gunsmith II	28.46
23393 - Gunsmith III	31.64
23410 - Heating, Ventilation And Air-Conditioning Mechanic	28.00
23411 - Heating, Ventilation And Air Contditioning Mechanic (Research Facility)	29.42
23430 - Heavy Equipment Mechanic	31.12
23440 - Heavy Equipment Operator	42.39
23460 - Instrument Mechanic	30.86
23465 - Laboratory/Shelter Mechanic	30.03
23470 - Laborer	13.78
23510 - Locksmith	22.07
23530 - Machinery Maintenance Mechanic	26.82
23550 - Machinist, Maintenance	27.46
23580 - Maintenance Trades Helper	16.14
23591 - Metrology Technician I	30.86
23592 - Metrology Technician II	32.43
23593 - Metrology Technician III	33.72
23640 - Millwright	30.22
23710 - Office Appliance Repairer	23.17
23760 - Painter, Maintenance	27.38
23790 - Pipefitter, Maintenance	41.26
23810 - Plumber, Maintenance	39.16
23820 - Pneudraulic Systems Mechanic	31.64
23850 - Rigger	30.19
23870 - Scale Mechanic	28.46
23890 - Sheet-Metal Worker, Maintenance	40.45
23910 - Small Engine Mechanic	21.18
23931 - Telecommunications Mechanic I	29.20
23932 - Telecommunications Mechanic II	30.69
23950 - Telephone Lineman	34.65
23960 - Welder, Combination, Maintenance	20.97
23965 - Well Driller	36.85
23970 - Woodcraft Worker	31.64
23980 - Woodworker	23.98
24000 - Personal Needs Occupations	
24550 - Case Manager	15.53
24570 - Child Care Attendant	11.38
24580 - Child Care Center Clerk	14.27
24610 - Chore Aide	10.97
24620 - Family Readiness And Support Services Coordinator	15.53
24630 - Homemaker	16.03
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	39.33
25040 - Sewage Plant Operator	31.39
25070 - Stationary Engineer	39.33
25190 - Ventilation Equipment Tender	29.41
25210 - Water Treatment Plant Operator	31.39
27000 - Protective Service Occupations	
27004 - Alarm Monitor	26.63

27007 - Baggage Inspector	14.10
27008 - Corrections Officer	29.78
27010 - Court Security Officer	31.95
27030 - Detection Dog Handler	16.66
27040 - Detention Officer	29.78
27070 - Firefighter	34.11
27101 - Guard I	14.10
27102 - Guard II	16.66
27131 - Police Officer I	34.72
27132 - Police Officer II	38.58
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	13.37
28042 - Carnival Equipment Repairer	14.31
28043 - Carnival Worker	10.02
28210 - Gate Attendant/Gate Tender	16.44
28310 - Lifeguard	13.10
28350 - Park Attendant (Aide)	18.37
28510 - Recreation Aide/Health Facility Attendant	10.94
28515 - Recreation Specialist	18.57
28630 - Sports Official	14.64
28690 - Swimming Pool Operator	18.21
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	27.56
29020 - Hatch Tender	27.56
29030 - Line Handler	27.56
29041 - Stevedore I	26.00
29042 - Stevedore II	29.08
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (see 2)	41.36
30011 - Air Traffic Control Specialist, Station (HFO) (see 2)	28.52
30012 - Air Traffic Control Specialist, Terminal (HFO) (see 2)	31.42
30021 - Archeological Technician I	18.12
30022 - Archeological Technician II	20.27
30023 - Archeological Technician III	25.81
30030 - Cartographic Technician	26.98
30040 - Civil Engineering Technician	28.64
30051 - Cryogenic Technician I	27.80
30052 - Cryogenic Technician II	30.71
30061 - Drafter/CAD Operator I	18.12
30062 - Drafter/CAD Operator II	20.27
30063 - Drafter/CAD Operator III	22.59
30064 - Drafter/CAD Operator IV	28.96
30081 - Engineering Technician I	18.16
30082 - Engineering Technician II	20.39
30083 - Engineering Technician III	22.81
30084 - Engineering Technician IV	28.26
30085 - Engineering Technician V	34.56
30086 - Engineering Technician VI	45.66
30090 - Environmental Technician	22.17
30095 - Evidence Control Specialist	25.10
30210 - Laboratory Technician	22.13
30221 - Latent Fingerprint Technician I	36.47
30222 - Latent Fingerprint Technician II	40.27
30240 - Mathematical Technician	25.18
30361 - Paralegal/Legal Assistant I	21.05
30362 - Paralegal/Legal Assistant II	26.08
30363 - Paralegal/Legal Assistant III	31.89
30364 - Paralegal/Legal Assistant IV	38.59
30375 - Petroleum Supply Specialist	30.71
30390 - Photo-Optics Technician	26.33
30395 - Radiation Control Technician	30.71
30461 - Technical Writer I	26.76
30462 - Technical Writer II	32.65

30463 - Technical Writer III	39.34
30491 - Unexploded Ordnance (UXO) Technician I	26.29
30492 - Unexploded Ordnance (UXO) Technician II	31.81
30493 - Unexploded Ordnance (UXO) Technician III	38.12
30494 - Unexploded (UXO) Safety Escort	26.29
30495 - Unexploded (UXO) Sweep Personnel	26.29
30501 - Weather Forecaster I	27.80
30502 - Weather Forecaster II	33.81
30620 - Weather Observer, Combined Upper Air Or	(see 2) 22.59
Surface Programs	
30621 - Weather Observer, Senior	(see 2) 25.10
31000 - Transportation/Mobile Equipment Operation Occupations	
31010 - Airplane Pilot	31.81
31020 - Bus Aide	21.38
31030 - Bus Driver	28.49
31043 - Driver Courier	19.14
31260 - Parking and Lot Attendant	12.59
31290 - Shuttle Bus Driver	21.43
31310 - Taxi Driver	15.18
31361 - Truckdriver, Light	21.43
31362 - Truckdriver, Medium	22.78
31363 - Truckdriver, Heavy	24.15
31364 - Truckdriver, Tractor-Trailer	24.15
99000 - Miscellaneous Occupations	
99020 - Cabin Safety Specialist	15.51
99030 - Cashier	9.94
99050 - Desk Clerk	11.94
99095 - Embalmer	30.05
99130 - Flight Follower	26.29
99251 - Laboratory Animal Caretaker I	14.03
99252 - Laboratory Animal Caretaker II	15.43
99260 - Marketing Analyst	27.97
99310 - Mortician	36.98
99410 - Pest Controller	19.86
99510 - Photofinishing Worker	15.92
99710 - Recycling Laborer	26.63
99711 - Recycling Specialist	31.28
99730 - Refuse Collector	24.38
99810 - Sales Clerk	13.81
99820 - School Crossing Guard	16.35
99830 - Survey Party Chief	27.96
99831 - Surveying Aide	17.54
99832 - Surveying Technician	24.04
99840 - Vending Machine Attendant	16.09
99841 - Vending Machine Repairer	19.18
99842 - Vending Machine Repairer Helper	16.09

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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](http://www.dol.gov/whd/govcontracts).

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 eleven paid holidays per year: New Year's Day, Martin Luther King Jr's Birthday, Washington's Birthday, Good Friday, 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)).