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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

Daniel W. Simms Division of
Director Wage Determinations

Wage Determination No.: 2015-5716
Revision No.: 3
Date Of Revision: 08/03/2017

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: Virgin Islands
Area: Virgin Islands Statewide

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

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		13.59
01012 - Accounting Clerk II		15.25
01013 - Accounting Clerk III		17.06
01020 - Administrative Assistant		20.54
01035 - Court Reporter		16.61
01041 - Customer Service Representative I		11.65
01042 - Customer Service Representative II		13.09
01043 - Customer Service Representative III		14.29
01051 - Data Entry Operator I		12.10
01052 - Data Entry Operator II		13.21
01060 - Dispatcher, Motor Vehicle		14.10
01070 - Document Preparation Clerk		13.22
01090 - Duplicating Machine Operator		13.22
01111 - General Clerk I		12.50
01112 - General Clerk II		13.64
01113 - General Clerk III		15.32
01120 - Housing Referral Assistant		18.51
01141 - Messenger Courier		12.06
01191 - Order Clerk I		12.12
01192 - Order Clerk II		13.22
01261 - Personnel Assistant (Employment) I		15.14
01262 - Personnel Assistant (Employment) II		16.95
01263 - Personnel Assistant (Employment) III		18.89
01270 - Production Control Clerk		18.52
01290 - Rental Clerk		10.78
01300 - Scheduler, Maintenance		14.85
01311 - Secretary I		14.85
01312 - Secretary II		16.61
01313 - Secretary III		18.51
01320 - Service Order Dispatcher		13.01
01410 - Supply Technician		20.54
01420 - Survey Worker		16.31
01460 - Switchboard Operator/Receptionist		11.31
01531 - Travel Clerk I		11.58
01532 - Travel Clerk II		12.77
01533 - Travel Clerk III		14.08
01611 - Word Processor I		12.65
01612 - Word Processor II		14.16
01613 - Word Processor III		15.94
05000 - Automotive Service Occupations		
05005 - Automobile Body Repairer, Fiberglass		16.34
05010 - Automotive Electrician		15.55
05040 - Automotive Glass Installer		14.72
05070 - Automotive Worker		14.72
05110 - Mobile Equipment Servicer		12.78
05130 - Motor Equipment Metal Mechanic		16.34
05160 - Motor Equipment Metal Worker		14.32
05190 - Motor Vehicle Mechanic		17.28
05220 - Motor Vehicle Mechanic Helper		12.29
05250 - Motor Vehicle Upholstery Worker		13.95

05280	- Motor Vehicle Wrecker	14.72
05310	- Painter, Automotive	15.55
05340	- Radiator Repair Specialist	14.72
05370	- Tire Repairer	9.83
05400	- Transmission Repair Specialist	16.34
07000	- Food Preparation And Service Occupations	
07010	- Baker	12.56
07041	- Cook I	10.65
07042	- Cook II	11.82
07070	- Dishwasher	9.63
07130	- Food Service Worker	9.30
07210	- Meat Cutter	13.16
07260	- Waiter/Waitress	8.92
09000	- Furniture Maintenance And Repair Occupations	
09010	- Electrostatic Spray Painter	16.25
09040	- Furniture Handler	10.77
09080	- Furniture Refinisher	14.77
09090	- Furniture Refinisher Helper	12.10
09110	- Furniture Repairer, Minor	13.43
09130	- Upholsterer	16.25
11000	- General Services And Support Occupations	
11030	- Cleaner, Vehicles	9.33
11060	- Elevator Operator	9.86
11090	- Gardener	14.45
11122	- Housekeeping Aide	9.86
11150	- Janitor	9.86
11210	- Laborer, Grounds Maintenance	11.57
11240	- Maid or Houseman	10.54
11260	- Pruner	10.44
11270	- Tractor Operator	13.39
11330	- Trail Maintenance Worker	11.57
11360	- Window Cleaner	10.92
12000	- Health Occupations	
12010	- Ambulance Driver	18.10
12011	- Breath Alcohol Technician	16.85
12012	- Certified Occupational Therapist Assistant	23.12
12015	- Certified Physical Therapist Assistant	23.12
12020	- Dental Assistant	15.13
12025	- Dental Hygienist	37.51
12030	- EKG Technician	25.54
12035	- Electroneurodiagnostic Technologist	25.54
12040	- Emergency Medical Technician	18.10
12071	- Licensed Practical Nurse I	15.06
12072	- Licensed Practical Nurse II	16.85
12073	- Licensed Practical Nurse III	18.78
12100	- Medical Assistant	13.56
12130	- Medical Laboratory Technician	17.79
12160	- Medical Record Clerk	13.88
12190	- Medical Record Technician	21.01
12195	- Medical Transcriptionist	15.06
12210	- Nuclear Medicine Technologist	37.02
12221	- Nursing Assistant I	10.63
12222	- Nursing Assistant II	11.96
12223	- Nursing Assistant III	13.05
12224	- Nursing Assistant IV	14.65
12235	- Optical Dispenser	16.85
12236	- Optical Technician	15.06
12250	- Pharmacy Technician	15.11
12280	- Phlebotomist	14.65
12305	- Radiologic Technologist	25.54
12311	- Registered Nurse I	21.11
12312	- Registered Nurse II	25.82
12313	- Registered Nurse II, Specialist	25.82
12314	- Registered Nurse III	31.24
12315	- Registered Nurse III, Anesthetist	31.24
12316	- Registered Nurse IV	37.44
12317	- Scheduler (Drug and Alcohol Testing)	20.87
12320	- Substance Abuse Treatment Counselor	22.41
13000	- Information And Arts Occupations	
13011	- Exhibits Specialist I	15.81
13012	- Exhibits Specialist II	19.57
13013	- Exhibits Specialist III	23.95
13041	- Illustrator I	15.81
13042	- Illustrator II	19.57
13043	- Illustrator III	23.95
13047	- Librarian	21.68
13050	- Library Aide/Clerk	12.58
13054	- Library Information Technology Systems Administrator	19.57
13058	- Library Technician	13.52
13061	- Media Specialist I	14.13

13062	- Media Specialist II	15.81
13063	- Media Specialist III	17.61
13071	- Photographer I	14.13
13072	- Photographer II	15.81
13073	- Photographer III	19.57
13074	- Photographer IV	23.95
13075	- Photographer V	28.97
13090	- Technical Order Library Clerk	15.42
13110	- Video Teleconference Technician	14.13
14000	- Information Technology Occupations	
14041	- Computer Operator I	12.50
14042	- Computer Operator II	14.00
14043	- Computer Operator III	15.63
14044	- Computer Operator IV	17.69
14045	- Computer Operator V	19.61
14071	- Computer Programmer I	(see 1) 21.27
14072	- Computer Programmer II	(see 1) 26.27
14073	- Computer Programmer III	(see 1)
14074	- Computer Programmer IV	(see 1)
14101	- Computer Systems Analyst I	(see 1) 24.45
14102	- Computer Systems Analyst II	(see 1)
14103	- Computer Systems Analyst III	(see 1)
14150	- Peripheral Equipment Operator	12.50
14160	- Personal Computer Support Technician	19.33
14170	- System Support Specialist	21.24
15000	- Instructional Occupations	
15010	- Aircrew Training Devices Instructor (Non-Rated)	23.85
15020	- Aircrew Training Devices Instructor (Rated)	27.62
15030	- Air Crew Training Devices Instructor (Pilot)	33.32
15050	- Computer Based Training Specialist / Instructor	23.85
15060	- Educational Technologist	32.20
15070	- Flight Instructor (Pilot)	33.32
15080	- Graphic Artist	22.34
15085	- Maintenance Test Pilot, Fixed, Jet/Prop	33.32
15086	- Maintenance Test Pilot, Rotary Wing	33.32
15088	- Non-Maintenance Test/Co-Pilot	33.32
15090	- Technical Instructor	17.53
15095	- Technical Instructor/Course Developer	21.45
15110	- Test Proctor	14.16
15120	- Tutor	14.16
16000	- Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010	- Assembler	9.43
16030	- Counter Attendant	9.43
16040	- Dry Cleaner	10.37
16070	- Finisher, Flatwork, Machine	9.43
16090	- Presser, Hand	9.43
16110	- Presser, Machine, Drycleaning	9.43
16130	- Presser, Machine, Shirts	9.43
16160	- Presser, Machine, Wearing Apparel, Laundry	9.43
16190	- Sewing Machine Operator	10.72
16220	- Tailor	11.01
16250	- Washer, Machine	9.76
19000	- Machine Tool Operation And Repair Occupations	
19010	- Machine-Tool Operator (Tool Room)	19.08
19040	- Tool And Die Maker	22.27
21000	- Materials Handling And Packing Occupations	
21020	- Forklift Operator	13.68
21030	- Material Coordinator	18.52
21040	- Material Expediter	18.52
21050	- Material Handling Laborer	10.74
21071	- Order Filler	8.92
21080	- Production Line Worker (Food Processing)	13.68
21110	- Shipping Packer	12.92
21130	- Shipping/Receiving Clerk	12.92
21140	- Store Worker I	9.09
21150	- Stock Clerk	12.10
21210	- Tools And Parts Attendant	13.68
21410	- Warehouse Specialist	13.68
23000	- Mechanics And Maintenance And Repair Occupations	
23010	- Aerospace Structural Welder	20.53
23019	- Aircraft Logs and Records Technician	17.03
23021	- Aircraft Mechanic I	19.53
23022	- Aircraft Mechanic II	20.53
23023	- Aircraft Mechanic III	21.36
23040	- Aircraft Mechanic Helper	15.31
23050	- Aircraft, Painter	18.49
23060	- Aircraft Servicer	17.03
23070	- Aircraft Survival Flight Equipment Technician	18.49
23080	- Aircraft Worker	17.88
23091	- Aircrew Life Support Equipment (ALSE) Mechanic	17.88

23092 - Aircrew Life Support Equipment (ALSE) Mechanic II	19.53
23110 - Appliance Mechanic	18.59
23120 - Bicycle Repairer	10.20
23125 - Cable Splicer	19.53
23130 - Carpenter, Maintenance	22.69
23140 - Carpet Layer	17.59
23160 - Electrician, Maintenance	22.06
23181 - Electronics Technician Maintenance I	18.83
23182 - Electronics Technician Maintenance II	19.72
23183 - Electronics Technician Maintenance III	20.59
23260 - Fabric Worker	16.69
23290 - Fire Alarm System Mechanic	19.53
23310 - Fire Extinguisher Repairer	15.85
23311 - Fuel Distribution System Mechanic	22.58
23312 - Fuel Distribution System Operator	18.71
23370 - General Maintenance Worker	14.46
23380 - Ground Support Equipment Mechanic	19.53
23381 - Ground Support Equipment Servicer	17.03
23382 - Ground Support Equipment Worker	17.88
23391 - Gunsmith I	15.85
23392 - Gunsmith II	17.59
23393 - Gunsmith III	19.53
23410 - Heating, Ventilation And Air-Conditioning Mechanic	19.32
23411 - Heating, Ventilation And Air Contidioning Mechanic (Research Facility)	20.31
23430 - Heavy Equipment Mechanic	19.43
23440 - Heavy Equipment Operator	17.74
23460 - Instrument Mechanic	19.53
23465 - Laboratory/Shelter Mechanic	18.59
23470 - Laborer	10.74
23510 - Locksmith	18.54
23530 - Machinery Maintenance Mechanic	22.70
23550 - Machinist, Maintenance	19.53
23580 - Maintenance Trades Helper	14.61
23591 - Metrology Technician I	19.53
23592 - Metrology Technician II	20.53
23593 - Metrology Technician III	21.38
23640 - Millwright	19.53
23710 - Office Appliance Repairer	18.59
23760 - Painter, Maintenance	16.35
23790 - Pipefitter, Maintenance	21.07
23810 - Plumber, Maintenance	20.18
23820 - Pneudraulic Systems Mechanic	19.53
23850 - Rigger	19.53
23870 - Scale Mechanic	17.59
23890 - Sheet-Metal Worker, Maintenance	21.02
23910 - Small Engine Mechanic	17.59
23931 - Telecommunications Mechanic I	19.62
23932 - Telecommunications Mechanic II	20.48
23950 - Telephone Lineman	19.53
23960 - Welder, Combination, Maintenance	21.42
23965 - Well Driller	19.53
23970 - Woodcraft Worker	19.53
23980 - Woodworker	15.85
24000 - Personal Needs Occupations	
24550 - Case Manager	12.77
24570 - Child Care Attendant	10.60
24580 - Child Care Center Clerk	13.26
24610 - Chore Aide	9.87
24620 - Family Readiness And Support Services Coordinator	12.77
24630 - Homemaker	14.77
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	19.43
25040 - Sewage Plant Operator	18.02
25070 - Stationary Engineer	19.43
25190 - Ventilation Equipment Tender	14.61
25210 - Water Treatment Plant Operator	18.02
27000 - Protective Service Occupations	
27004 - Alarm Monitor	10.89
27007 - Baggage Inspector	9.68
27008 - Corrections Officer	16.73
27010 - Court Security Officer	16.73
27030 - Detection Dog Handler	10.89
27040 - Detention Officer	16.73
27070 - Firefighter	16.73
27101 - Guard I	9.68
27102 - Guard II	10.84
27131 - Police Officer I	18.66

27132	- Police Officer II	19.59
28000	- Recreation Occupations	
28041	- Carnival Equipment Operator	14.83
28042	- Carnival Equipment Repairer	15.38
28043	- Carnival Worker	11.32
28210	- Gate Attendant/Gate Tender	15.03
28310	- Lifeguard	11.97
28350	- Park Attendant (Aide)	16.81
28510	- Recreation Aide/Health Facility Attendant	12.21
28515	- Recreation Specialist	19.79
28630	- Sports Official	13.38
28690	- Swimming Pool Operator	17.91
29000	- Stevedoring/Longshoremen Occupational Services	
29010	- Blocker And Bracer	17.59
29020	- Hatch Tender	17.59
29030	- Line Handler	17.59
29041	- Stevedore I	16.69
29042	- Stevedore II	18.59
30000	- Technical Occupations	
30010	- Air Traffic Control Specialist, Center (HFO) (see 2)	37.52
30011	- Air Traffic Control Specialist, Station (HFO) (see 2)	25.87
30012	- Air Traffic Control Specialist, Terminal (HFO) (see 2)	28.49
30021	- Archeological Technician I	13.92
30022	- Archeological Technician II	16.70
30023	- Archeological Technician III	19.69
30030	- Cartographic Technician	18.56
30040	- Civil Engineering Technician	18.51
30051	- Cryogenic Technician I	21.24
30052	- Cryogenic Technician II	23.46
30061	- Drafter/CAD Operator I	13.92
30062	- Drafter/CAD Operator II	16.70
30063	- Drafter/CAD Operator III	17.35
30064	- Drafter/CAD Operator IV	20.52
30081	- Engineering Technician I	12.08
30082	- Engineering Technician II	15.27
30083	- Engineering Technician III	17.58
30084	- Engineering Technician IV	19.69
30085	- Engineering Technician V	26.64
30086	- Engineering Technician VI	32.43
30090	- Environmental Technician	18.46
30095	- Evidence Control Specialist	19.18
30210	- Laboratory Technician	18.19
30221	- Latent Fingerprint Technician I	21.24
30222	- Latent Fingerprint Technician II	23.46
30240	- Mathematical Technician	18.51
30361	- Paralegal/Legal Assistant I	16.35
30362	- Paralegal/Legal Assistant II	20.31
30363	- Paralegal/Legal Assistant III	24.76
30364	- Paralegal/Legal Assistant IV	29.96
30375	- Petroleum Supply Specialist	23.46
30390	- Photo-Optics Technician	18.51
30395	- Radiation Control Technician	23.46
30461	- Technical Writer I	18.56
30462	- Technical Writer II	23.16
30463	- Technical Writer III	28.04
30491	- Unexploded Ordnance (UXO) Technician I	23.85
30492	- Unexploded Ordnance (UXO) Technician II	28.85
30493	- Unexploded Ordnance (UXO) Technician III	34.58
30494	- Unexploded (UXO) Safety Escort	23.85
30495	- Unexploded (UXO) Sweep Personnel	23.85
30501	- Weather Forecaster I	21.24
30502	- Weather Forecaster II	25.84
30620	- Weather Observer, Combined Upper Air Or (see 2)	17.35
Surface Programs		
30621	- Weather Observer, Senior (see 2)	18.51
31000	- Transportation/Mobile Equipment Operation Occupations	
31010	- Airplane Pilot	28.85
31020	- Bus Aide	10.86
31030	- Bus Driver	14.70
31043	- Driver Courier	11.68
31260	- Parking and Lot Attendant	9.81
31290	- Shuttle Bus Driver	12.62
31310	- Taxi Driver	13.27
31361	- Truckdriver, Light	12.62
31362	- Truckdriver, Medium	13.52
31363	- Truckdriver, Heavy	15.51
31364	- Truckdriver, Tractor-Trailer	15.51
99000	- Miscellaneous Occupations	
99020	- Cabin Safety Specialist	14.07
99030	- Cashier	8.82
99050	- Desk Clerk	11.01

99095 - Embalmer	23.85
99130 - Flight Follower	23.85
99251 - Laboratory Animal Caretaker I	12.51
99252 - Laboratory Animal Caretaker II	13.50
99260 - Marketing Analyst	23.46
99310 - Mortician	23.85
99410 - Pest Controller	13.54
99510 - Photofinishing Worker	12.53
99710 - Recycling Laborer	10.49
99711 - Recycling Specialist	12.51
99730 - Refuse Collector	9.47
99810 - Sales Clerk	10.72
99820 - School Crossing Guard	9.47
99830 - Survey Party Chief	13.20
99831 - Surveying Aide	11.50
99832 - Surveying Technician	15.74
99840 - Vending Machine Attendant	12.51
99841 - Vending Machine Repairer	14.98
99842 - Vending Machine Repairer Helper	12.51

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 \$4.41 per hour computed on the basis of all hours worked by service employees employed on the contract.

HEALTH & WELFARE EO 13706: Minimum employer contributions costing an average of \$4.13 per hour computed on the basis of all hours worked by service employees employed on the covered contracts.

VACATION: 1 week paid vacation after 1 year of service with a contractor or successor; 2 weeks after 2 years; 3 weeks after 5 years; and 4 weeks after 10 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractor 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)).