

Shreveport Caddo Parish WD

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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  
Director

Division of  
Wage Determinations

Wage Determination No. : 2015-5191  
Revision No. : 5  
Date Of Revision: 01/10/2018

Note: Under Executive Order (EO) 13658, an hourly minimum wage of \$10.35 for calendar year 2018 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 \$10.35 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 2018. 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: Louisiana

Area: Louisiana Parishes of Bossier, Caddo, De Soto, Webster

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

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		13.53
01012 - Accounting Clerk II		15.19
01013 - Accounting Clerk III		16.99
01020 - Administrative Assistant		19.06
01035 - Court Reporter		21.16
01041 - Customer Service Representative I		11.91
01042 - Customer Service Representative II		13.39
01043 - Customer Service Representative III		14.62
01051 - Data Entry Operator I		12.58
01052 - Data Entry Operator II		13.73
01060 - Dispatcher, Motor Vehicle		16.24
01070 - Document Preparation Clerk		12.45
01090 - Duplicating Machine Operator		12.45
01111 - General Clerk I		11.20
01112 - General Clerk II		12.25
01113 - General Clerk III		13.73
01120 - Housing Referral Assistant		17.52
01141 - Messenger Courier		10.49
01191 - Order Clerk I		12.75
01192 - Order Clerk II		13.92
01261 - Personnel Assistant (Employment) I		15.44
01262 - Personnel Assistant (Employment) II		17.27
01263 - Personnel Assistant (Employment) III		19.25
01270 - Production Control Clerk		19.87
01290 - Rental Clerk		11.61
01300 - Scheduler, Maintenance		14.05
01311 - Secretary I		14.05
01312 - Secretary II		15.72
01313 - Secretary III		17.52
01320 - Service Order Dispatcher		14.44
01410 - Supply Technician		19.06
01420 - Survey Worker		13.89

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01460	- Switchboard Operator/Receptionist	10.01
01531	- Travel Clerk I	12.05
01532	- Travel Clerk II	12.92
01533	- Travel Clerk III	13.57
01611	- Word Processor I	13.43
01612	- Word Processor II	15.15
01613	- Word Processor III	16.86
05000	- Automotive Service Occupations	
05005	- Automobile Body Repairer, Fiberglass	20.91
05010	- Automotive Electrician	19.87
05040	- Automotive Glass Installer	17.89
05070	- Automotive Worker	17.89
05110	- Mobile Equipment Servicer	16.31
05130	- Motor Equipment Metal Mechanic	20.91
05160	- Motor Equipment Metal Worker	17.89
05190	- Motor Vehicle Mechanic	20.91
05220	- Motor Vehicle Mechanic Helper	15.27
05250	- Motor Vehicle Upholstery Worker	17.57
05280	- Motor Vehicle Wrecker	17.89
05310	- Painter, Automotive	19.87
05340	- Radiator Repair Specialist	17.89
05370	- Tire Repairer	14.33
05400	- Transmission Repair Specialist	20.91
07000	- Food Preparation And Service Occupations	
07010	- Baker	10.80
07041	- Cook I	9.13
07042	- Cook II	10.51
07070	- Dishwasher	8.67
07130	- Food Service Worker	8.63
07210	- Meat Cutter	13.63
07260	- Waiter/Waitress	8.56
09000	- Furniture Maintenance And Repair Occupations	
09010	- Electrostatic Spray Painter	19.03
09040	- Furniture Handler	11.79
09080	- Furniture Refinisher	19.03
09090	- Furniture Refinisher Helper	14.28
09110	- Furniture Repairer, Minor	16.78
09130	- Upholsterer	19.03
11000	- General Services And Support Occupations	
11030	- Cleaner, Vehicles	9.43
11060	- Elevator Operator	9.20
11090	- Gardener	14.94
11122	- Housekeeping Aide	9.20
11150	- Janitor	9.20
11210	- Laborer, Grounds Maintenance	11.30
11240	- Maid or Houseman	8.73
11260	- Pruner	10.01
11270	- Tractor Operator	13.68
11330	- Trail Maintenance Worker	11.30
11360	- Window Cleaner	10.39
12000	- Health Occupations	
12010	- Ambulance Driver	14.54
12011	- Breath Alcohol Technician	16.15
12012	- Certified Occupational Therapist Assistant	22.72
12015	- Certified Physical Therapist Assistant	22.96
12020	- Dental Assistant	15.20
12025	- Dental Hygienist	31.06
12030	- EKG Technician	20.04
12035	- Electroneurodiagnostic Technologist	20.04
12040	- Emergency Medical Technician	14.54
12071	- Licensed Practical Nurse I	14.44
12072	- Licensed Practical Nurse II	16.15
12073	- Licensed Practical Nurse III	18.00

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12100 - Medical Assistant	12.61
12130 - Medical Laboratory Technician	14.08
12160 - Medical Record Clerk	12.31
12190 - Medical Record Technician	16.45
12195 - Medical Transcriptionist	16.62
12210 - Nuclear Medicine Technologist	33.72
12221 - Nursing Assistant I	10.62
12222 - Nursing Assistant II	11.94
12223 - Nursing Assistant III	13.03
12224 - Nursing Assistant IV	14.64
12235 - Optical Dispenser	20.89
12236 - Optical Technician	15.07
12250 - Pharmacy Technician	14.34
12280 - Phlebotomist	13.71
12305 - Radiologic Technologist	20.88
12311 - Registered Nurse I	23.21
12312 - Registered Nurse II	28.40
12313 - Registered Nurse II, Specialist	28.40
12314 - Registered Nurse III	34.35
12315 - Registered Nurse III, Anesthetist	34.35
12316 - Registered Nurse IV	41.18
12317 - Scheduler (Drug and Alcohol Testing)	20.00
12320 - Substance Abuse Treatment Counselor	21.26
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	19.65
13012 - Exhibits Specialist II	24.34
13013 - Exhibits Specialist III	29.78
13041 - Illustrator I	19.65
13042 - Illustrator II	24.34
13043 - Illustrator III	29.78
13047 - Librarian	26.96
13050 - Library Aide/Clerk	13.71
13054 - Library Information Technology Systems Administrator	24.34
13058 - Library Technician	13.32
13061 - Media Specialist I	17.57
13062 - Media Specialist II	19.65
13063 - Media Specialist III	21.90
13071 - Photographer I	16.27
13072 - Photographer II	18.19
13073 - Photographer III	23.01
13074 - Photographer IV	27.59
13075 - Photographer V	33.37
13090 - Technical Order Library Clerk	15.74
13110 - Video Teleconference Technician	17.04
14000 - Information Technology Occupations	
14041 - Computer Operator I	14.31
14042 - Computer Operator II	16.01
14043 - Computer Operator III	19.08
14044 - Computer Operator IV	20.40
14045 - Computer Operator V	22.26
14071 - Computer Programmer I	(see 1) 18.85
14072 - Computer Programmer II	(see 1) 23.36
14073 - Computer Programmer III	(see 1)
14074 - Computer Programmer IV	(see 1)
14101 - Computer Systems Analyst I	(see 1) 27.52
14102 - Computer Systems Analyst II	(see 1)
14103 - Computer Systems Analyst III	(see 1)
14150 - Peripheral Equipment Operator	14.31
14160 - Personal Computer Support Technician	23.14
14170 - System Support Specialist	19.13
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	26.42

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15020 - Aircrew Training Devices Instructor (Rated)	32.13
15030 - Air Crew Training Devices Instructor (Pilot)	38.52
15050 - Computer Based Training Specialist / Instructor	27.30
15060 - Educational Technologist	26.22
15070 - Flight Instructor (Pilot)	38.52
15080 - Graphic Artist	18.90
15085 - Maintenance Test Pilot, Fixed, Jet/Prop	38.31
15086 - Maintenance Test Pilot, Rotary Wing	38.31
15088 - Non-Maintenance Test/Co-Pilot	38.31
15090 - Technical Instructor	18.38
15095 - Technical Instructor/Course Developer	22.48
15110 - Test Proctor	14.83
15120 - Tutor	14.83
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	9.30
16030 - Counter Attendant	9.30
16040 - Dry Cleaner	10.96
16070 - Finisher, Flatwork, Machine	9.30
16090 - Presser, Hand	9.30
16110 - Presser, Machine, Drycleaning	9.30
16130 - Presser, Machine, Shirts	9.30
16160 - Presser, Machine, Wearing Apparel, Laundry	9.30
16190 - Sewing Machine Operator	11.62
16220 - Tailor	12.24
16250 - Washer, Machine	9.79
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	20.91
19040 - Tool And Die Maker	25.70
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	14.01
21030 - Material Coordinator	20.23
21040 - Material Expediter	20.23
21050 - Material Handling Laborer	11.82
21071 - Order Filler	11.15
21080 - Production Line Worker (Food Processing)	14.01
21110 - Shipping Packer	13.69
21130 - Shipping/Receiving Clerk	13.69
21140 - Store Worker I	11.59
21150 - Stock Clerk	16.38
21210 - Tools And Parts Attendant	14.01
21410 - Warehouse Specialist	14.01
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	28.76
23019 - Aircraft Logs and Records Technician	22.77
23021 - Aircraft Mechanic I	27.33
23022 - Aircraft Mechanic II	28.76
23023 - Aircraft Mechanic III	30.19
23040 - Aircraft Mechanic Helper	19.37
23050 - Aircraft, Painter	24.89
23060 - Aircraft Servicer	22.77
23070 - Aircraft Survival Flight Equipment Technician	24.89
23080 - Aircraft Worker	24.36
23091 - Aircrew Life Support Equipment (ALSE) Mechanic I	24.36
23092 - Aircrew Life Support Equipment (ALSE) Mechanic II	27.33
23110 - Appliance Mechanic	20.91
23120 - Bicycle Repairer	17.14
23125 - Cable Splicer	24.48
23130 - Carpenter, Maintenance	18.11
23140 - Carpet Layer	18.61
23160 - Electrician, Maintenance	22.64
23181 - Electronics Technician Maintenance I	22.71

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23182 - Electronics Technician Maintenance II	24.07
23183 - Electronics Technician Maintenance III	25.48
23260 - Fabric Worker	18.44
23290 - Fire Alarm System Mechanic	19.17
23310 - Fire Extinguisher Repairer	17.14
23311 - Fuel Distribution System Mechanic	22.14
23312 - Fuel Distribution System Operator	17.14
23370 - General Maintenance Worker	17.08
23380 - Ground Support Equipment Mechanic	27.33
23381 - Ground Support Equipment Servicer	22.77
23382 - Ground Support Equipment Worker	24.36
23391 - Gunsmith I	17.14
23392 - Gunsmith II	19.73
23393 - Gunsmith III	22.14
23410 - Heating, Ventilation And Air-Conditioning Mechanic	22.52
23411 - Heating, Ventilation And Air Conditioning Mechanic (Research Facility)	23.68
23430 - Heavy Equipment Mechanic	19.57
23440 - Heavy Equipment Operator	21.09
23460 - Instrument Mechanic	20.45
23465 - Laboratory/Shelter Mechanic	20.91
23470 - Laborer	11.82
23510 - Locksmith	19.88
23530 - Machinery Maintenance Mechanic	24.77
23550 - Machinist, Maintenance	20.94
23580 - Maintenance Trades Helper	15.27
23591 - Metrology Technician I	20.45
23592 - Metrology Technician II	21.52
23593 - Metrology Technician III	22.59
23640 - Millwright	23.20
23710 - Office Appliance Repairer	18.11
23760 - Painter, Maintenance	18.11
23790 - Pipefitter, Maintenance	24.84
23810 - Plumber, Maintenance	23.46
23820 - Pneumatic Systems Mechanic	22.14
23850 - Rigger	19.17
23870 - Scale Mechanic	19.73
23890 - Sheet-Metal Worker, Maintenance	23.20
23910 - Small Engine Mechanic	19.73
23931 - Telecommunications Mechanic I	23.10
23932 - Telecommunications Mechanic II	24.31
23950 - Telephone Lineman	22.14
23960 - Welder, Combination, Maintenance	20.58
23965 - Well Driller	22.14
23970 - Woodcraft Worker	22.14
23980 - Woodworker	17.14
24000 - Personal Needs Occupations	
24550 - Case Manager	14.53
24570 - Child Care Attendant	9.49
24580 - Child Care Center Clerk	13.02
24610 - Chore Aide	8.73
24620 - Family Readiness And Support Services Coordinator	14.53
24630 - Homemaker	14.53
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	23.00
25040 - Sewage Plant Operator	19.88
25070 - Stationary Engineer	23.71
25190 - Ventilation Equipment Tender	15.69
25210 - Water Treatment Plant Operator	19.87
27000 - Protective Service Occupations	
27004 - Alarm Monitor	17.26

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27007 - Baggage Inspector	10.52
27008 - Corrections Officer	20.42
27010 - Court Security Officer	19.88
27030 - Detection Dog Handler	12.94
27040 - Detention Officer	20.42
27070 - Firefighter	19.33
27101 - Guard I	10.52
27102 - Guard II	12.94
27131 - Police Officer I	20.71
27132 - Police Officer II	23.01
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	12.33
28042 - Carnival Equipment Repairer	13.06
28043 - Carnival Worker	9.02
28210 - Gate Attendant/Gate Tender	14.95
28310 - Lifeguard	12.87
28350 - Park Attendant (Aide)	16.73
28510 - Recreation Aide/Health Facility Attendant	12.20
28515 - Recreation Specialist	20.71
28630 - Sports Official	13.32
28690 - Swimming Pool Operator	15.50
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	21.80
29020 - Hatch Tender	19.81
29030 - Line Handler	21.65
29041 - Stevedore I	20.45
29042 - Stevedore II	23.10
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	17.64
30022 - Archeological Technician II	19.73
30023 - Archeological Technician III	24.44
30030 - Cartographic Technician	24.44
30040 - Civil Engineering Technician	23.23
30051 - Cryogenic Technician I	23.66
30052 - Cryogenic Technician II	26.13
30061 - Drafter/CAD Operator I	17.64
30062 - Drafter/CAD Operator II	19.73
30063 - Drafter/CAD Operator III	22.00
30064 - Drafter/CAD Operator IV	27.08
30081 - Engineering Technician I	14.86
30082 - Engineering Technician II	19.06
30083 - Engineering Technician III	21.32
30084 - Engineering Technician IV	26.42
30085 - Engineering Technician V	32.32
30086 - Engineering Technician VI	38.24
30090 - Environmental Technician	23.24
30095 - Evidence Control Specialist	21.36
30210 - Laboratory Technician	25.15
30221 - Latent Fingerprint Technician I	23.66
30222 - Latent Fingerprint Technician II	26.13
30240 - Mathematical Technician	24.44
30361 - Paralegal/Legal Assistant I	17.64
30362 - Paralegal/Legal Assistant II	21.84
30363 - Paralegal/Legal Assistant III	26.73
30364 - Paralegal/Legal Assistant IV	32.33
30375 - Petroleum Supply Specialist	26.13
30390 - Photo-Optics Technician	24.44
30395 - Radiation Control Technician	26.13
30461 - Technical Writer I	24.44
30462 - Technical Writer II	31.19

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30463 - Technical Writer III	37.52
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	27.08
30502 - Weather Forecaster II	32.94
30620 - Weather Observer, Combined Upper Air Or	(see 2) 22.00
Surface Programs	
30621 - Weather Observer, Senior	(see 2) 24.44
31000 - Transportation/Mobile Equipment Operation Occupations	
31010 - Airplane Pilot	28.85
31020 - Bus Aide	12.13
31030 - Bus Driver	17.26
31043 - Driver Courier	12.78
31260 - Parking and Lot Attendant	9.04
31290 - Shuttle Bus Driver	13.16
31310 - Taxi Driver	9.90
31361 - Truckdriver, Light	13.16
31362 - Truckdriver, Medium	15.99
31363 - Truckdriver, Heavy	18.47
31364 - Truckdriver, Tractor-Trailer	18.47
99000 - Miscellaneous Occupations	
99020 - Cabin Safety Specialist	14.07
99030 - Cashier	8.84
99050 - Desk Clerk	9.85
99095 - Embalmer	23.72
99130 - Flight Follower	23.85
99251 - Laboratory Animal Caretaker I	10.19
99252 - Laboratory Animal Caretaker II	10.34
99260 - Marketing Analyst	25.59
99310 - Mortician	23.72
99410 - Pest Controller	14.00
99510 - Photofinishing Worker	12.53
99710 - Recycling Laborer	13.18
99711 - Recycling Specialist	15.96
99730 - Refuse Collector	11.67
99810 - Sales Clerk	12.21
99820 - School Crossing Guard	12.19
99830 - Survey Party Chief	18.48
99831 - Surveying Aide	11.32
99832 - Surveying Technician	15.52
99840 - Vending Machine Attendant	12.31
99841 - Vending Machine Repairer	15.21
99842 - Vending Machine Repairer Helper	12.31

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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

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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: \$4.41 per hour or \$176.40 per week or \$764.40 per month

HEALTH & WELFARE EO 13706: \$4.13 per hour, or \$165.20 per week, or \$715.87 per month\*

\*This rate is to be used only when compensating employees for performance on an SCA-covered contract also covered by EO 13706, Establishing Paid Sick Leave for Federal Contractors. A contractor may not receive credit toward its SCA obligations for any paid sick leave provided pursuant to EO 13706.

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor, 3 weeks after 8 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. (See 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).



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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.

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\*\* 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.

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Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination (See 29 CFR 4.152(c)(1)).