



01420 - Survey Worker	16.31
01460 - Switchboard Operator/Receptionist	13.48
01531 - Travel Clerk I	14.00
01532 - Travel Clerk II	15.11
01533 - Travel Clerk III	16.19
01611 - Word Processor I	13.93
01612 - Word Processor II	15.64
01613 - Word Processor III	17.50
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer Fiberglass	19.74
05010 - Automotive Electrician	18.15
05040 - Automotive Glass Installer	17.17
05070 - Automotive Worker	17.17
05110 - Mobile Equipment Servicer	15.50
05130 - Motor Equipment Metal Mechanic	18.88
05160 - Motor Equipment Metal Worker	17.17
05190 - Motor Vehicle Mechanic	18.80
05220 - Motor Vehicle Mechanic Helper	14.58
05250 - Motor Vehicle Upholstery Worker	16.58
05280 - Motor Vehicle Wrecker	17.17
05310 - Painter Automotive	18.04
05340 - Radiator Repair Specialist	17.17
05370 - Tire Repairer	13.08
05400 - Transmission Repair Specialist	18.88
07000 - Food Preparation And Service Occupations	
07010 - Baker	12.08
07041 - Cook I	11.84
07042 - Cook II	13.63
07070 - Dishwasher	9.34
07130 - Food Service Worker	11.01
07210 - Meat Cutter	16.60
07260 - Waiter/Waitress	10.76
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	18.39
09040 - Furniture Handler	13.01
09080 - Furniture Refinisher	18.39
09090 - Furniture Refinisher Helper	13.94
09110 - Furniture Repairer Minor	16.18
09130 - Upholsterer	18.39
11000 - General Services And Support Occupations	
11030 - Cleaner Vehicles	10.63
11060 - Elevator Operator	11.47
11090 - Gardener	15.12
11122 - Housekeeping Aide	11.47
11150 - Janitor	11.47
11210 - Laborer Grounds Maintenance	11.82
11240 - Maid or Houseman	9.89
11260 - Pruner	10.76
11270 - Tractor Operator	14.03
11330 - Trail Maintenance Worker	11.82
11360 - Window Cleaner	12.61
12000 - Health Occupations	
12010 - Ambulance Driver	20.65
12011 - Breath Alcohol Technician	18.93
12012 - Certified Occupational Therapist Assistant	34.44
12015 - Certified Physical Therapist Assistant	32.31
12020 - Dental Assistant	17.59
12025 - Dental Hygienist	34.50
12030 - EKG Technician	20.02
12035 - Electroneurodiagnostic Technologist	20.02
12040 - Emergency Medical Technician	20.65
12071 - Licensed Practical Nurse I	16.92

12072	- Licensed Practical Nurse II		18.93
12073	- Licensed Practical Nurse III		21.11
12100	- Medical Assistant		14.51
12130	- Medical Laboratory Technician		22.59
12160	- Medical Record Clerk		15.86
12190	- Medical Record Technician		17.74
12195	- Medical Transcriptionist		14.93
12210	- Nuclear Medicine Technologist		34.08
12221	- Nursing Assistant I		11.31
12222	- Nursing Assistant II		12.72
12223	- Nursing Assistant III		13.88
12224	- Nursing Assistant IV		15.58
12235	- Optical Dispenser		21.40
12236	- Optical Technician		16.92
12250	- Pharmacy Technician		15.09
12280	- Phlebotomist		15.14
12305	- Radiologic Technologist		27.80
12311	- Registered Nurse I		22.67
12312	- Registered Nurse II		27.73
12313	- Registered Nurse II Specialist		27.73
12314	- Registered Nurse III		33.55
12315	- Registered Nurse III Anesthetist		33.55
12316	- Registered Nurse IV		40.22
12317	- Scheduler (Drug and Alcohol Testing)		25.08
12320	- Substance Abuse Treatment Counselor		19.59
13000	- Information And Arts Occupations		
13011	- Exhibits Specialist I		17.52
13012	- Exhibits Specialist II		20.85
13013	- Exhibits Specialist III		25.27
13041	- Illustrator I		16.67
13042	- Illustrator II		20.65
13043	- Illustrator III		25.27
13047	- Librarian		22.87
13050	- Library Aide/Clerk		13.23
13054	- Library Information Technology Systems Administrator		20.85
13058	- Library Technician		17.58
13061	- Media Specialist I		15.05
13062	- Media Specialist II		16.67
13063	- Media Specialist III		18.59
13071	- Photographer I		15.54
13072	- Photographer II		17.39
13073	- Photographer III		21.53
13074	- Photographer IV		26.35
13075	- Photographer V		30.02
13090	- Technical Order Library Clerk		16.62
13110	- Video Teleconference Technician		15.74
14000	- Information Technology Occupations		
14041	- Computer Operator I		16.15
14042	- Computer Operator II		18.06
14043	- Computer Operator III		20.14
14044	- Computer Operator IV		22.37
14045	- Computer Operator V		24.79
14071	- Computer Programmer I	(see 1)	23.18
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		16.15
14160	- Personal Computer Support Technician		22.37

14170 - System Support Specialist	24.32
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	29.98
15020 - Aircrew Training Devices Instructor (Rated)	33.63
15030 - Air Crew Training Devices Instructor (Pilot)	40.23
15050 - Computer Based Training Specialist / Instructor	29.98
15060 - Educational Technologist	26.85
15070 - Flight Instructor (Pilot)	40.23
15080 - Graphic Artist	20.58
15085 - Maintenance Test Pilot Fixed Jet/Prop	40.23
15086 - Maintenance Test Pilot Rotary Wing	40.23
15088 - Non-Maintenance Test/Co-Pilot	40.23
15090 - Technical Instructor	23.85
15095 - Technical Instructor/Course Developer	29.16
15110 - Test Proctor	19.25
15120 - Tutor	19.25
16000 - Laundry Dry-Cleaning Pressing And Related Occupations	
16010 - Assembler	9.61
16030 - Counter Attendant	9.61
16040 - Dry Cleaner	11.75
16070 - Finisher Flatwork Machine	9.61
16090 - Presser Hand	9.61
16110 - Presser Machine Drycleaning	9.61
16130 - Presser Machine Shirts	9.61
16160 - Presser Machine Wearing Apparel Laundry	9.61
16190 - Sewing Machine Operator	12.52
16220 - Tailor	13.32
16250 - Washer Machine	10.20
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	21.53
19040 - Tool And Die Maker	26.60
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	14.59
21030 - Material Coordinator	21.82
21040 - Material Expediter	21.82
21050 - Material Handling Laborer	11.58
21071 - Order Filler	11.85
21080 - Production Line Worker (Food Processing)	14.59
21110 - Shipping Packer	14.28
21130 - Shipping/Receiving Clerk	14.28
21140 - Store Worker I	13.09
21150 - Stock Clerk	17.47
21210 - Tools And Parts Attendant	14.66
21410 - Warehouse Specialist	14.59
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	29.88
23019 - Aircraft Logs and Records Technician	23.44
23021 - Aircraft Mechanic I	28.27
23022 - Aircraft Mechanic II	29.88
23023 - Aircraft Mechanic III	31.48
23040 - Aircraft Mechanic Helper	20.19
23050 - Aircraft Painter	26.63
23060 - Aircraft Servicer	23.44
23070 - Aircraft Survival Flight Equipment Technician	26.63
23080 - Aircraft Worker	25.04
23091 - Aircrew Life Support Equipment (ALSE) Mechanic I	25.04
23092 - Aircrew Life Support Equipment (ALSE) Mechanic II	28.27
23110 - Appliance Mechanic	19.71
23120 - Bicycle Repairer	16.10
23125 - Cable Splicer	29.99

23130 - Carpenter Maintenance	18.77
23140 - Carpet Layer	18.53
23160 - Electrician Maintenance	24.31
23181 - Electronics Technician Maintenance I	23.67
23182 - Electronics Technician Maintenance II	25.18
23183 - Electronics Technician Maintenance III	26.73
23260 - Fabric Worker	17.34
23290 - Fire Alarm System Mechanic	19.24
23310 - Fire Extinguisher Repairer	16.10
23311 - Fuel Distribution System Mechanic	20.79
23312 - Fuel Distribution System Operator	16.75
23370 - General Maintenance Worker	17.61
23380 - Ground Support Equipment Mechanic	28.27
23381 - Ground Support Equipment Servicer	23.44
23382 - Ground Support Equipment Worker	25.04
23391 - Gunsmith I	17.56
23392 - Gunsmith II	20.20
23393 - Gunsmith III	22.75
23410 - Heating Ventilation And Air-Conditioning Mechanic	18.83
23411 - Heating Ventilation And Air Contidioning Mechanic (Research Facility)	19.91
23430 - Heavy Equipment Mechanic	25.53
23440 - Heavy Equipment Operator	17.90
23460 - Instrument Mechanic	20.92
23465 - Laboratory/Shelter Mechanic	20.21
23470 - Laborer	12.14
23510 - Locksmith	18.66
23530 - Machinery Maintenance Mechanic	23.76
23550 - Machinist Maintenance	20.27
23580 - Maintenance Trades Helper	15.08
23591 - Metrology Technician I	20.92
23592 - Metrology Technician II	22.12
23593 - Metrology Technician III	23.29
23640 - Millwright	20.92
23710 - Office Appliance Repairer	18.22
23760 - Painter Maintenance	17.34
23790 - Pipefitter Maintenance	23.32
23810 - Plumber Maintenance	21.97
23820 - Pneudraulic Systems Mechanic	20.92
23850 - Rigger	20.92
23870 - Scale Mechanic	18.53
23890 - Sheet-Metal Worker Maintenance	20.02
23910 - Small Engine Mechanic	17.41
23931 - Telecommunications Mechanic I	24.15
23932 - Telecommunications Mechanic II	25.23
23950 - Telephone Lineman	21.31
23960 - Welder Combination Maintenance	18.14
23965 - Well Driller	20.92
23970 - Woodcraft Worker	20.92
23980 - Woodworker	16.10
24000 - Personal Needs Occupations	
24550 - Case Manager	17.24
24570 - Child Care Attendant	10.66
24580 - Child Care Center Clerk	13.34
24610 - Chore Aide	10.85
24620 - Family Readiness And Support Services Coordinator	17.24
24630 - Homemaker	17.24
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	20.92
25040 - Sewage Plant Operator	19.81

25070 - Stationary Engineer	20.92
25190 - Ventilation Equipment Tender	14.94
25210 - Water Treatment Plant Operator	19.81
27000 - Protective Service Occupations	
27004 - Alarm Monitor	17.31
27007 - Baggage Inspector	12.42
27008 - Corrections Officer	20.24
27010 - Court Security Officer	20.58
27030 - Detection Dog Handler	17.09
27040 - Detention Officer	20.24
27070 - Firefighter	21.14
27101 - Guard I	12.42
27102 - Guard II	17.09
27131 - Police Officer I	20.43
27132 - Police Officer II	22.70
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	13.12
28042 - Carnival Equipment Repairer	13.58
28043 - Carnival Worker	9.66
28210 - Gate Attendant/Gate Tender	15.45
28310 - Lifeguard	12.08
28350 - Park Attendant (Aide)	17.29
28510 - Recreation Aide/Health Facility Attendant	12.62
28515 - Recreation Specialist	21.41
28630 - Sports Official	13.77
28690 - Swimming Pool Operator	15.63
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	23.84
29020 - Hatch Tender	23.84
29030 - Line Handler	23.84
29041 - Stevedore I	22.65
29042 - Stevedore II	26.76
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist Center (HFO) (see 2)	39.01
30011 - Air Traffic Control Specialist Station (HFO) (see 2)	26.89
30012 - Air Traffic Control Specialist Terminal (HFO) (see 2)	29.62
30021 - Archeological Technician I	15.68
30022 - Archeological Technician II	17.55
30023 - Archeological Technician III	22.25
30030 - Cartographic Technician	21.74
30040 - Civil Engineering Technician	26.73
30051 - Cryogenic Technician I	25.61
30052 - Cryogenic Technician II	28.29
30061 - Drafter/CAD Operator I	15.68
30062 - Drafter/CAD Operator II	17.55
30063 - Drafter/CAD Operator III	20.03
30064 - Drafter/CAD Operator IV	24.07
30081 - Engineering Technician I	15.41
30082 - Engineering Technician II	17.30
30083 - Engineering Technician III	19.35
30084 - Engineering Technician IV	23.98
30085 - Engineering Technician V	29.33
30086 - Engineering Technician VI	35.49
30090 - Environmental Technician	22.07
30095 - Evidence Control Specialist	23.12
30210 - Laboratory Technician	22.77
30221 - Latent Fingerprint Technician I	25.61
30222 - Latent Fingerprint Technician II	28.29
30240 - Mathematical Technician	21.74
30361 - Paralegal/Legal Assistant I	19.31
30362 - Paralegal/Legal Assistant II	23.91
30363 - Paralegal/Legal Assistant III	29.26

30364 - Paralegal/Legal Assistant IV	35.40
30375 - Petroleum Supply Specialist	28.29
30390 - Photo-Optics Technician	21.74
30395 - Radiation Control Technician	28.29
30461 - Technical Writer I	23.53
30462 - Technical Writer II	28.79
30463 - Technical Writer III	34.83
30491 - Unexploded Ordnance (UXO) Technician I	24.79
30492 - Unexploded Ordnance (UXO) Technician II	29.99
30493 - Unexploded Ordnance (UXO) Technician III	35.95
30494 - Unexploded (UXO) Safety Escort	24.79
30495 - Unexploded (UXO) Sweep Personnel	24.79
30501 - Weather Forecaster I	25.61
30502 - Weather Forecaster II	31.15
30620 - Weather Observer Combined Upper Air Or Surface Programs	(see 2) 20.03
30621 - Weather Observer Senior	(see 2) 21.74
31000 - Transportation/Mobile Equipment Operation Occupations	
31010 - Airplane Pilot	29.99
31020 - Bus Aide	11.81
31030 - Bus Driver	16.28
31043 - Driver Courier	15.56
31260 - Parking and Lot Attendant	11.35
31290 - Shuttle Bus Driver	14.77
31310 - Taxi Driver	13.42
31361 - Truckdriver Light	14.77
31362 - Truckdriver Medium	15.67
31363 - Truckdriver Heavy	17.39
31364 - Truckdriver Tractor-Trailer	17.39
99000 - Miscellaneous Occupations	
99020 - Cabin Safety Specialist	14.62
99030 - Cashier	9.91
99050 - Desk Clerk	10.95
99095 - Embalmer	24.79
99130 - Flight Follower	24.79
99251 - Laboratory Animal Caretaker I	12.97
99252 - Laboratory Animal Caretaker II	13.98
99260 - Marketing Analyst	28.42
99310 - Mortician	24.79
99410 - Pest Controller	15.62
99510 - Photofinishing Worker	13.03
99710 - Recycling Laborer	16.70
99711 - Recycling Specialist	19.82
99730 - Refuse Collector	15.20
99810 - Sales Clerk	11.66
99820 - School Crossing Guard	11.08
99830 - Survey Party Chief	20.20
99831 - Surveying Aide	13.38
99832 - Surveying Technician	18.36
99840 - Vending Machine Attendant	19.00
99841 - Vending Machine Repairer	22.67
99842 - Vending Machine Repairer Helper	19.00

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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

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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: \$4.54 per hour up to 40 hours per week or \$181.60 per week or \$786.93 per month

HEALTH & WELFARE EO 13706: \$4.22 per hour up to 40 hours per week or \$168.80 per week or \$731.47 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 5 years 4 weeks after 15 years and 5 weeks after 20 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;

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(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))."

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