

01320 - Service Order Dispatcher	18.07
01410 - Supply Technician	35.73
01420 - Survey Worker	20.18
01460 - Switchboard Operator/Receptionist	14.51
01531 - Travel Clerk I	14.62
01532 - Travel Clerk II	15.80
01533 - Travel Clerk III	17.04
01611 - Word Processor I	16.76
01612 - Word Processor II	18.83
01613 - Word Processor III	21.05
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer Fiberglass	32.10
05010 - Automotive Electrician	30.49
05040 - Automotive Glass Installer	28.71
05070 - Automotive Worker	28.71
05110 - Mobile Equipment Servicer	24.70
05130 - Motor Equipment Metal Mechanic	32.10
05160 - Motor Equipment Metal Worker	28.71
05190 - Motor Vehicle Mechanic	32.10
05220 - Motor Vehicle Mechanic Helper	22.59
05250 - Motor Vehicle Upholstery Worker	26.80
05280 - Motor Vehicle Wrecker	28.71
05310 - Painter Automotive	30.49
05340 - Radiator Repair Specialist	28.71
05370 - Tire Repairer	23.25
05400 - Transmission Repair Specialist	32.10
07000 - Food Preparation And Service Occupations	
07010 - Baker	19.76
07041 - Cook I	16.20
07042 - Cook II	18.84
07070 - Dishwasher	11.59
07130 - Food Service Worker	11.78
07210 - Meat Cutter	19.89
07260 - Waiter/Waitress	10.74
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	27.12
09040 - Furniture Handler	16.40
09080 - Furniture Refinisher	27.12
09090 - Furniture Refinisher Helper	20.10
09110 - Furniture Repairer Minor	23.84
09130 - Upholsterer	27.12
11000 - General Services And Support Occupations	
11030 - Cleaner Vehicles	12.00
11060 - Elevator Operator	15.28
11090 - Gardener	20.58
11122 - Housekeeping Aide	15.28
11150 - Janitor	15.28
11210 - Laborer Grounds Maintenance	15.36
11240 - Maid or Houseman	12.16
11260 - Pruner	13.62
11270 - Tractor Operator	18.83
11330 - Trail Maintenance Worker	15.36
11360 - Window Cleaner	17.10
12000 - Health Occupations	
12010 - Ambulance Driver	24.64
12011 - Breath Alcohol Technician	24.64
12012 - Certified Occupational Therapist Assistant	33.80
12015 - Certified Physical Therapist Assistant	33.80
12020 - Dental Assistant	23.48
12025 - Dental Hygienist	44.76
12030 - EKG Technician	37.33
12035 - Electroneurodiagnostic Technologist	37.33
12040 - Emergency Medical Technician	24.64
12071 - Licensed Practical Nurse I	22.03
12072 - Licensed Practical Nurse II	24.64

12073 - Licensed Practical Nurse III	27.46
12100 - Medical Assistant	15.01
12130 - Medical Laboratory Technician	22.03
12160 - Medical Record Clerk	22.03
12190 - Medical Record Technician	24.99
12195 - Medical Transcriptionist	22.03
12210 - Nuclear Medicine Technologist	54.14
12221 - Nursing Assistant I	13.46
12222 - Nursing Assistant II	15.13
12223 - Nursing Assistant III	16.51
12224 - Nursing Assistant IV	18.55
12235 - Optical Dispenser	24.64
12236 - Optical Technician	22.03
12250 - Pharmacy Technician	18.12
12280 - Phlebotomist	21.98
12305 - Radiologic Technologist	32.39
12311 - Registered Nurse I	30.40
12312 - Registered Nurse II	36.78
12313 - Registered Nurse II Specialist	36.78
12314 - Registered Nurse III	44.14
12315 - Registered Nurse III Anesthetist	44.14
12316 - Registered Nurse IV	52.91
12317 - Scheduler (Drug and Alcohol Testing)	30.50
12320 - Substance Abuse Treatment Counselor	30.52
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	23.14
13012 - Exhibits Specialist II	28.67
13013 - Exhibits Specialist III	35.07
13041 - Illustrator I	23.14
13042 - Illustrator II	28.67
13043 - Illustrator III	35.07
13047 - Librarian	33.88
13050 - Library Aide/Clerk	18.25
13054 - Library Information Technology Systems Administrator	30.60
13058 - Library Technician	19.89
13061 - Media Specialist I	20.69
13062 - Media Specialist II	23.14
13063 - Media Specialist III	25.81
13071 - Photographer I	20.50
13072 - Photographer II	22.93
13073 - Photographer III	28.64
13074 - Photographer IV	34.74
13075 - Photographer V	42.03
13090 - Technical Order Library Clerk	21.40
13110 - Video Teleconference Technician	20.77
14000 - Information Technology Occupations	
14041 - Computer Operator I	20.81
14042 - Computer Operator II	23.30
14043 - Computer Operator III	25.96
14044 - Computer Operator IV	28.84
14045 - Computer Operator V	31.96
14071 - Computer Programmer I	(see 1) 26.36
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	20.81
14160 - Personal Computer Support Technician	28.84
14170 - System Support Specialist	46.00
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	36.47
15020 - Aircrew Training Devices Instructor (Rated)	44.06

15030 - Air Crew Training Devices Instructor (Pilot)	52.81
15050 - Computer Based Training Specialist / Instructor	36.47
15060 - Educational Technologist	40.72
15070 - Flight Instructor (Pilot)	52.81
15080 - Graphic Artist	32.43
15085 - Maintenance Test Pilot Fixed Jet/Prop	47.48
15086 - Maintenance Test Pilot Rotary Wing	47.48
15088 - Non-Maintenance Test/Co-Pilot	47.48
15090 - Technical Instructor	35.02
15095 - Technical Instructor/Course Developer	42.85
15110 - Test Proctor	28.28
15120 - Tutor	28.28
16000 - Laundry Dry-Cleaning Pressing And Related Occupations	
16010 - Assembler	12.71
16030 - Counter Attendant	12.71
16040 - Dry Cleaner	14.68
16070 - Finisher Flatwork Machine	12.71
16090 - Presser Hand	12.71
16110 - Presser Machine Drycleaning	12.71
16130 - Presser Machine Shirts	12.71
16160 - Presser Machine Wearing Apparel Laundry	12.71
16190 - Sewing Machine Operator	15.29
16220 - Tailor	15.90
16250 - Washer Machine	13.46
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	27.12
19040 - Tool And Die Maker	32.94
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	18.02
21030 - Material Coordinator	29.05
21040 - Material Expediter	29.05
21050 - Material Handling Laborer	15.58
21071 - Order Filler	15.09
21080 - Production Line Worker (Food Processing)	18.02
21110 - Shipping Packer	20.09
21130 - Shipping/Receiving Clerk	20.09
21140 - Store Worker I	15.79
21150 - Stock Clerk	19.69
21210 - Tools And Parts Attendant	18.02
21410 - Warehouse Specialist	18.02
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	38.45
23019 - Aircraft Logs and Records Technician	30.49
23021 - Aircraft Mechanic I	36.51
23022 - Aircraft Mechanic II	38.45
23023 - Aircraft Mechanic III	40.33
23040 - Aircraft Mechanic Helper	25.70
23050 - Aircraft Painter	34.67
23060 - Aircraft Servicer	30.49
23070 - Aircraft Survival Flight Equipment Technician	34.67
23080 - Aircraft Worker	32.66
23091 - Aircrew Life Support Equipment (ALSE) Mechanic I	32.66
23092 - Aircrew Life Support Equipment (ALSE) Mechanic II	36.51
23110 - Appliance Mechanic	27.12
23120 - Bicycle Repairer	21.97
23125 - Cable Splicer	28.56
23130 - Carpenter Maintenance	26.31
23140 - Carpet Layer	25.54
23160 - Electrician Maintenance	33.22
23181 - Electronics Technician Maintenance I	25.54
23182 - Electronics Technician Maintenance II	27.12
23183 - Electronics Technician Maintenance III	28.56
23260 - Fabric Worker	23.84

23290 - Fire Alarm System Mechanic	28.56
23310 - Fire Extinguisher Repairer	21.97
23311 - Fuel Distribution System Mechanic	28.56
23312 - Fuel Distribution System Operator	21.97
23370 - General Maintenance Worker	23.99
23380 - Ground Support Equipment Mechanic	36.51
23381 - Ground Support Equipment Servicer	30.49
23382 - Ground Support Equipment Worker	32.66
23391 - Gunsmith I	21.97
23392 - Gunsmith II	25.54
23393 - Gunsmith III	28.56
23410 - Heating Ventilation And Air-Conditioning Mechanic	24.94
23411 - Heating Ventilation And Air Contidioning Mechanic (Research Facility)	26.26
23430 - Heavy Equipment Mechanic	28.56
23440 - Heavy Equipment Operator	28.56
23460 - Instrument Mechanic	28.56
23465 - Laboratory/Shelter Mechanic	27.12
23470 - Laborer	15.58
23510 - Locksmith	27.12
23530 - Machinery Maintenance Mechanic	29.24
23550 - Machinist Maintenance	27.94
23580 - Maintenance Trades Helper	19.30
23591 - Metrology Technician I	28.56
23592 - Metrology Technician II	30.07
23593 - Metrology Technician III	31.55
23640 - Millwright	28.56
23710 - Office Appliance Repairer	27.12
23760 - Painter Maintenance	27.12
23790 - Pipefitter Maintenance	32.19
23810 - Plumber Maintenance	30.57
23820 - Pneudraulic Systems Mechanic	28.56
23850 - Rigger	28.56
23870 - Scale Mechanic	25.54
23890 - Sheet-Metal Worker Maintenance	28.56
23910 - Small Engine Mechanic	25.54
23931 - Telecommunications Mechanic I	29.95
23932 - Telecommunications Mechanic II	31.55
23950 - Telephone Lineman	28.56
23960 - Welder Combination Maintenance	28.56
23965 - Well Driller	28.56
23970 - Woodcraft Worker	28.56
23980 - Woodworker	21.97
24000 - Personal Needs Occupations	
24550 - Case Manager	16.90
24570 - Child Care Attendant	12.79
24580 - Child Care Center Clerk	17.77
24610 - Chore Aide	12.94
24620 - Family Readiness And Support Services Coordinator	16.90
24630 - Homemaker	18.43
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	28.56
25040 - Sewage Plant Operator	27.12
25070 - Stationary Engineer	28.56
25190 - Ventilation Equipment Tender	20.10
25210 - Water Treatment Plant Operator	27.12
27000 - Protective Service Occupations	
27004 - Alarm Monitor	20.57
27007 - Baggage Inspector	18.33
27008 - Corrections Officer	22.80
27010 - Court Security Officer	24.72
27030 - Detection Dog Handler	20.57
27040 - Detention Officer	22.80

27070 - Firefighter	24.63
27101 - Guard I	18.33
27102 - Guard II	20.57
27131 - Police Officer I	26.52
27132 - Police Officer II	29.67
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	15.40
28042 - Carnival Equipment Repairer	16.84
28043 - Carnival Worker	11.38
28210 - Gate Attendant/Gate Tender	15.23
28310 - Lifeguard	13.56
28350 - Park Attendant (Aide)	17.03
28510 - Recreation Aide/Health Facility Attendant	12.43
28515 - Recreation Specialist	21.10
28630 - Sports Official	13.56
28690 - Swimming Pool Operator	19.57
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	25.54
29020 - Hatch Tender	25.54
29030 - Line Handler	25.54
29041 - Stevedore I	23.84
29042 - Stevedore II	27.12
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist Center (HFO) (see 2)	45.33
30011 - Air Traffic Control Specialist Station (HFO) (see 2)	31.26
30012 - Air Traffic Control Specialist Terminal (HFO) (see 2)	34.43
30021 - Archeological Technician I	21.28
30022 - Archeological Technician II	23.81
30023 - Archeological Technician III	29.50
30030 - Cartographic Technician	29.50
30040 - Civil Engineering Technician	28.53
30051 - Cryogenic Technician I	32.66
30052 - Cryogenic Technician II	36.07
30061 - Drafter/CAD Operator I	21.28
30062 - Drafter/CAD Operator II	23.81
30063 - Drafter/CAD Operator III	26.54
30064 - Drafter/CAD Operator IV	32.66
30081 - Engineering Technician I	22.92
30082 - Engineering Technician II	25.72
30083 - Engineering Technician III	28.79
30084 - Engineering Technician IV	35.64
30085 - Engineering Technician V	43.61
30086 - Engineering Technician VI	52.76
30090 - Environmental Technician	29.50
30095 - Evidence Control Specialist	29.50
30210 - Laboratory Technician	26.54
30221 - Latent Fingerprint Technician I	32.66
30222 - Latent Fingerprint Technician II	36.07
30240 - Mathematical Technician	29.50
30361 - Paralegal/Legal Assistant I	21.36
30362 - Paralegal/Legal Assistant II	26.47
30363 - Paralegal/Legal Assistant III	32.36
30364 - Paralegal/Legal Assistant IV	39.16
30375 - Petroleum Supply Specialist	36.07
30390 - Photo-Optics Technician	29.50
30395 - Radiation Control Technician	36.07
30461 - Technical Writer I	26.32
30462 - Technical Writer II	32.19
30463 - Technical Writer III	38.96
30491 - Unexploded Ordnance (UXO) Technician I	28.81
30492 - Unexploded Ordnance (UXO) Technician II	34.86
30493 - Unexploded Ordnance (UXO) Technician III	41.78
30494 - Unexploded (UXO) Safety Escort	28.81
30495 - Unexploded (UXO) Sweep Personnel	28.81
30501 - Weather Forecaster I	32.66

30502 - Weather Forecaster II		39.73
30620 - Weather Observer Combined Upper Air Or Surface Programs	(see 2)	26.54
30621 - Weather Observer Senior	(see 2)	29.50
31000 - Transportation/Mobile Equipment Operation Occupations		
31010 - Airplane Pilot		34.86
31020 - Bus Aide		14.32
31030 - Bus Driver		20.85
31043 - Driver Courier		14.18
31260 - Parking and Lot Attendant		11.70
31290 - Shuttle Bus Driver		17.23
31310 - Taxi Driver		16.92
31361 - Truckdriver Light		15.66
31362 - Truckdriver Medium		17.90
31363 - Truckdriver Heavy		21.73
31364 - Truckdriver Tractor-Trailer		21.73
99000 - Miscellaneous Occupations		
99020 - Cabin Safety Specialist		17.00
99030 - Cashier		11.93
99050 - Desk Clerk		15.41
99095 - Embalmer		31.73
99130 - Flight Follower		28.81
99251 - Laboratory Animal Caretaker I		20.01
99252 - Laboratory Animal Caretaker II		21.90
99260 - Marketing Analyst		43.09
99310 - Mortician		31.73
99410 - Pest Controller		25.71
99510 - Photofinishing Worker		15.14
99710 - Recycling Laborer		18.50
99711 - Recycling Specialist		22.71
99730 - Refuse Collector		16.58
99810 - Sales Clerk		12.09
99820 - School Crossing Guard		16.58
99830 - Survey Party Chief		24.13
99831 - Surveying Aide		14.99
99832 - Surveying Technician		22.94
99840 - Vending Machine Attendant		21.67
99841 - Vending Machine Repairer		27.54
99842 - Vending Machine Repairer Helper		21.67

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: \$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 and 4 weeks after 15 years. Length of service includes the whole span of continuous service with the present contractor or successor wherever employed and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of ten paid holidays per year: New Year's Day Martin Luther King Jr.'s Birthday Washington's Birthday Memorial Day Independence Day Labor Day Columbus Day Veterans' Day Thanksgiving Day and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4.174)

THE OCCUPATIONS WHICH HAVE NUMBERED FOOTNOTES IN PARENTHESES RECEIVE THE FOLLOWING:

1) COMPUTER EMPLOYEES: Under the SCA at section 8(b) this wage determination does not apply to any employee who individually qualifies as a bona fide executive administrative or professional employee as defined in 29 C.F.R. Part 541. Because most Computer System Analysts and Computer Programmers who are compensated at a rate not less than \$27.63 (or on a salary or fee basis at a rate not less than \$455 per week) an hour would likely qualify as exempt computer professionals (29 C.F.R. 541.400) wage rates may not be listed on this wage determination for all occupations within those job families. In addition because this wage determination may not list a wage rate for some or all occupations within those job families if the survey data indicates that the prevailing wage rate for the occupation equals or exceeds \$27.63 per hour conformances may be necessary for certain nonexempt employees. For example if an individual employee is nonexempt but nevertheless performs duties within the scope of one of the Computer Systems Analyst or Computer Programmer occupations for which this wage determination does not specify an SCA wage rate then the wage rate for that employee must be conformed in accordance with the conformance procedures described in the conformance note included on this wage determination.

Additionally because job titles vary widely and change quickly in the computer industry job titles are not determinative of the application of the computer professional exemption. Therefore the exemption applies only to computer employees who satisfy the compensation requirements and whose primary duty consists of:

(1) The application of systems analysis techniques and procedures including consulting with users to determine hardware software or system functional specifications;

(2) The design development documentation analysis creation testing or modification of computer systems or programs including prototypes based on and related to user or system design specifications;

(3) The design documentation testing creation or modification of computer programs related to machine operating systems; or

(4) A combination of the aforementioned duties the performance of which requires the same level of skills. (29 C.F.R. 541.400).

2) AIR TRAFFIC CONTROLLERS AND WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

**** HAZARDOUS PAY DIFFERENTIAL ****

An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordnance explosives and incendiary materials. This includes work such as screening blending dying mixing and pressing of sensitive ordnance explosives and pyrotechnic compositions such as lead azide black powder and photoflash powder. All dry-house activities involving propellants or explosives. Demilitarization modification renovation demolition and maintenance operations on sensitive ordnance explosives and incendiary materials. All operations involving re-grading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with or in close proximity to ordnance (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands face or arms of the employee engaged in the operation irritation of the skin minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving unloading storage and hauling of ordnance explosive and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordnance explosives and incendiary material differential pay.

**** UNIFORM ALLOWANCE ****

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract by the employer by the state or local law etc.) the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition where uniform cleaning and maintenance is made the responsibility of the employee all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount or the furnishing of contrary affirmative proof as to the actual cost) reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day). However in those instances where the uniforms furnished are made of "wash and wear" materials may be routinely washed and dried with other personal garments and do not require any special treatment such as dry cleaning daily washing or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract by the contractor by law or by the nature of the work there is no requirement that employees be reimbursed for uniform maintenance costs.

** SERVICE CONTRACT ACT DIRECTORY OF OCCUPATIONS **

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

** REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE Standard Form 1444 (SF-1444) **

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e. the work to be performed is not performed by any classification listed in the wage determination) be classified by the contractor so as to provide a reasonable relationship (i.e. appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination (See 29 CFR 4.6(b)(2)(i)). Such conforming procedures shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees (See 29 CFR 4.6(b)(2)(ii)). The Wage and Hour Division shall make a final determination of conformed classification wage rate and/or fringe benefits which shall be paid to all employees performing in the classification from the first day of work on which contract work is performed by them in the classification. Failure to pay such unlisted employees the compensation agreed upon by the interested parties and/or fully determined by the Wage and Hour Division retroactive to the date such class of employees commenced contract work shall be a violation of the Act and this contract. (See 29 CFR 4.6(b)(2)(v)). When multiple wage determinations are included in a contract a separate SF-1444 should be prepared for each wage

determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

- 1) When preparing the bid the contractor identifies the need for a conformed occupation(s) and computes a proposed rate(s).

- 2) After contract award the contractor prepares a written report listing in order the proposed classification title(s) a Federal grade equivalency (FGE) for each proposed classification(s) job description(s) and rationale for proposed wage rate(s) including information regarding the agreement or disagreement of the authorized representative of the employees involved or where there is no authorized representative the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.

- 3) The contracting officer reviews the proposed action and promptly submits a report of the action together with the agency's recommendations and pertinent information including the position of the contractor and the employees to the U.S. Department of Labor Wage and Hour Division for review (See 29 CFR 4.6(b)(2)(ii)).

- 4) Within 30 days of receipt the Wage and Hour Division approves modifies or disapproves the action via transmittal to the agency contracting officer or notifies the contracting officer that additional time will be required to process the request.

- 5) The contracting officer transmits the Wage and Hour Division's decision to the contractor.

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

Information required by the Regulations must be submitted on SF-1444 or bond paper.

When preparing a conformance request the ""Service Contract Act Directory of Occupations"" should be used to compare job definitions to ensure that duties requested are not performed by a classification already listed in the wage determination. Remember it is not the job title but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split combine or subdivide classifications listed in the wage determination (See 29 CFR 4.152(c)(1))."