

01320 - Service Order Dispatcher	15.15
01410 - Supply Technician	23.58
01420 - Survey Worker	15.40
01460 - Switchboard Operator/Receptionist	13.53
01531 - Travel Clerk I	13.61
01532 - Travel Clerk II	14.27
01533 - Travel Clerk III	14.99
01611 - Word Processor I	15.39
01612 - Word Processor II	17.29
01613 - Word Processor III	19.34
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer Fiberglass	25.61
05010 - Automotive Electrician	19.27
05040 - Automotive Glass Installer	17.40
05070 - Automotive Worker	17.40
05110 - Mobile Equipment Servicer	15.55
05130 - Motor Equipment Metal Mechanic	19.27
05160 - Motor Equipment Metal Worker	17.40
05190 - Motor Vehicle Mechanic	19.27
05220 - Motor Vehicle Mechanic Helper	14.46
05250 - Motor Vehicle Upholstery Worker	16.51
05280 - Motor Vehicle Wrecker	17.40
05310 - Painter Automotive	18.34
05340 - Radiator Repair Specialist	17.40
05370 - Tire Repairer	13.08
05400 - Transmission Repair Specialist	19.27
07000 - Food Preparation And Service Occupations	
07010 - Baker	13.50
07041 - Cook I	13.51
07042 - Cook II	15.23
07070 - Dishwasher	11.69
07130 - Food Service Worker	12.23
07210 - Meat Cutter	18.52
07260 - Waiter/Waitress	12.11
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	19.48
09040 - Furniture Handler	11.77
09080 - Furniture Refinisher	17.58
09090 - Furniture Refinisher Helper	13.86
09110 - Furniture Repairer Minor	15.81
09130 - Upholsterer	18.51
11000 - General Services And Support Occupations	
11030 - Cleaner Vehicles	11.76
11060 - Elevator Operator	11.76
11090 - Gardener	16.64
11122 - Housekeeping Aide	12.33
11150 - Janitor	12.33
11210 - Laborer Grounds Maintenance	13.29
11240 - Maid or Houseman	11.69
11260 - Pruner	12.21
11270 - Tractor Operator	15.52
11330 - Trail Maintenance Worker	13.29
11360 - Window Cleaner	13.42
12000 - Health Occupations	
12010 - Ambulance Driver	20.72
12011 - Breath Alcohol Technician	21.92
12012 - Certified Occupational Therapist Assistant	29.26
12015 - Certified Physical Therapist Assistant	25.31
12020 - Dental Assistant	17.92
12025 - Dental Hygienist	42.51
12030 - EKG Technician	29.97
12035 - Electroneurodiagnostic Technologist	29.97
12040 - Emergency Medical Technician	20.72
12071 - Licensed Practical Nurse I	19.58
12072 - Licensed Practical Nurse II	21.92

12073 - Licensed Practical Nurse III	24.43
12100 - Medical Assistant	15.49
12130 - Medical Laboratory Technician	24.84
12160 - Medical Record Clerk	17.82
12190 - Medical Record Technician	19.93
12195 - Medical Transcriptionist	18.60
12210 - Nuclear Medicine Technologist	48.15
12221 - Nursing Assistant I	12.02
12222 - Nursing Assistant II	13.52
12223 - Nursing Assistant III	14.75
12224 - Nursing Assistant IV	16.56
12235 - Optical Dispenser	17.25
12236 - Optical Technician	19.58
12250 - Pharmacy Technician	18.21
12280 - Phlebotomist	16.00
12305 - Radiologic Technologist	30.71
12311 - Registered Nurse I	25.04
12312 - Registered Nurse II	30.63
12313 - Registered Nurse II Specialist	30.63
12314 - Registered Nurse III	37.06
12315 - Registered Nurse III Anesthetist	37.06
12316 - Registered Nurse IV	44.41
12317 - Scheduler (Drug and Alcohol Testing)	27.15
12320 - Substance Abuse Treatment Counselor	18.98
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	17.70
13012 - Exhibits Specialist II	21.76
13013 - Exhibits Specialist III	26.61
13041 - Illustrator I	18.56
13042 - Illustrator II	21.76
13043 - Illustrator III	26.61
13047 - Librarian	24.09
13050 - Library Aide/Clerk	12.42
13054 - Library Information Technology Systems Administrator	21.76
13058 - Library Technician	18.14
13061 - Media Specialist I	15.70
13062 - Media Specialist II	17.56
13063 - Media Specialist III	19.57
13071 - Photographer I	17.09
13072 - Photographer II	19.13
13073 - Photographer III	23.69
13074 - Photographer IV	28.96
13075 - Photographer V	35.05
13090 - Technical Order Library Clerk	15.51
13110 - Video Teleconference Technician	19.26
14000 - Information Technology Occupations	
14041 - Computer Operator I	17.18
14042 - Computer Operator II	19.23
14043 - Computer Operator III	21.43
14044 - Computer Operator IV	23.82
14045 - Computer Operator V	26.38
14071 - Computer Programmer I	(see 1) 23.28
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) 27.28
14102 - Computer Systems Analyst II	(see 1)
14103 - Computer Systems Analyst III	(see 1)
14150 - Peripheral Equipment Operator	17.18
14160 - Personal Computer Support Technician	23.82
14170 - System Support Specialist	25.10
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	27.28
15020 - Aircrew Training Devices Instructor (Rated)	33.00

15030 - Air Crew Training Devices Instructor (Pilot)	39.55
15050 - Computer Based Training Specialist / Instructor	27.28
15060 - Educational Technologist	24.12
15070 - Flight Instructor (Pilot)	39.55
15080 - Graphic Artist	22.49
15085 - Maintenance Test Pilot Fixed Jet/Prop	39.18
15086 - Maintenance Test Pilot Rotary Wing	39.18
15088 - Non-Maintenance Test/Co-Pilot	39.18
15090 - Technical Instructor	21.68
15095 - Technical Instructor/Course Developer	26.51
15110 - Test Proctor	17.50
15120 - Tutor	17.50
16000 - Laundry Dry-Cleaning Pressing And Related Occupations	
16010 - Assembler	13.13
16030 - Counter Attendant	13.13
16040 - Dry Cleaner	15.02
16070 - Finisher Flatwork Machine	13.13
16090 - Presser Hand	13.13
16110 - Presser Machine Drycleaning	13.13
16130 - Presser Machine Shirts	13.13
16160 - Presser Machine Wearing Apparel Laundry	13.13
16190 - Sewing Machine Operator	15.65
16220 - Tailor	16.28
16250 - Washer Machine	13.76
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	22.31
19040 - Tool And Die Maker	27.25
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	17.10
21030 - Material Coordinator	26.50
21040 - Material Expediter	26.50
21050 - Material Handling Laborer	12.96
21071 - Order Filler	12.19
21080 - Production Line Worker (Food Processing)	17.10
21110 - Shipping Packer	15.04
21130 - Shipping/Receiving Clerk	15.04
21140 - Store Worker I	14.58
21150 - Stock Clerk	18.87
21210 - Tools And Parts Attendant	17.10
21410 - Warehouse Specialist	17.10
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	29.16
23019 - Aircraft Logs and Records Technician	23.50
23021 - Aircraft Mechanic I	27.70
23022 - Aircraft Mechanic II	29.16
23023 - Aircraft Mechanic III	30.59
23040 - Aircraft Mechanic Helper	20.62
23050 - Aircraft Painter	26.23
23060 - Aircraft Servicer	23.50
23070 - Aircraft Survival Flight Equipment Technician	26.23
23080 - Aircraft Worker	24.88
23091 - Aircrew Life Support Equipment (ALSE) Mechanic I	24.88
23092 - Aircrew Life Support Equipment (ALSE) Mechanic II	27.70
23110 - Appliance Mechanic	23.55
23120 - Bicycle Repairer	19.65
23125 - Cable Splicer	31.15
23130 - Carpenter Maintenance	18.32
23140 - Carpet Layer	18.36
23160 - Electrician Maintenance	22.64
23181 - Electronics Technician Maintenance I	27.25
23182 - Electronics Technician Maintenance II	28.72
23183 - Electronics Technician Maintenance III	30.33
23260 - Fabric Worker	20.38

23290 - Fire Alarm System Mechanic	20.26
23310 - Fire Extinguisher Repairer	19.15
23311 - Fuel Distribution System Mechanic	24.20
23312 - Fuel Distribution System Operator	19.25
23370 - General Maintenance Worker	16.69
23380 - Ground Support Equipment Mechanic	27.70
23381 - Ground Support Equipment Servicer	23.50
23382 - Ground Support Equipment Worker	24.88
23391 - Gunsmith I	19.15
23392 - Gunsmith II	21.59
23393 - Gunsmith III	24.08
23410 - Heating Ventilation And Air-Conditioning Mechanic	22.22
23411 - Heating Ventilation And Air Contidioning Mechanic (Research Facility)	23.39
23430 - Heavy Equipment Mechanic	25.55
23440 - Heavy Equipment Operator	19.69
23460 - Instrument Mechanic	24.08
23465 - Laboratory/Shelter Mechanic	22.79
23470 - Laborer	12.96
23510 - Locksmith	19.31
23530 - Machinery Maintenance Mechanic	25.66
23550 - Machinist Maintenance	21.53
23580 - Maintenance Trades Helper	14.29
23591 - Metrology Technician I	24.08
23592 - Metrology Technician II	25.34
23593 - Metrology Technician III	26.59
23640 - Millwright	24.08
23710 - Office Appliance Repairer	19.65
23760 - Painter Maintenance	17.58
23790 - Pipefitter Maintenance	23.25
23810 - Plumber Maintenance	22.01
23820 - Pneudraulic Systems Mechanic	24.08
23850 - Rigger	24.08
23870 - Scale Mechanic	21.59
23890 - Sheet-Metal Worker Maintenance	21.41
23910 - Small Engine Mechanic	19.99
23931 - Telecommunications Mechanic I	30.07
23932 - Telecommunications Mechanic II	33.59
23950 - Telephone Lineman	29.04
23960 - Welder Combination Maintenance	21.19
23965 - Well Driller	24.08
23970 - Woodcraft Worker	24.08
23980 - Woodworker	19.15
24000 - Personal Needs Occupations	
24550 - Case Manager	16.42
24570 - Child Care Attendant	11.81
24580 - Child Care Center Clerk	14.73
24610 - Chore Aide	12.06
24620 - Family Readiness And Support Services Coordinator	16.42
24630 - Homemaker	16.42
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	24.08
25040 - Sewage Plant Operator	22.20
25070 - Stationary Engineer	24.08
25190 - Ventilation Equipment Tender	17.86
25210 - Water Treatment Plant Operator	22.20
27000 - Protective Service Occupations	
27004 - Alarm Monitor	20.09
27007 - Baggage Inspector	12.37
27008 - Corrections Officer	20.11
27010 - Court Security Officer	22.42
27030 - Detection Dog Handler	13.84
27040 - Detention Officer	20.11

27070 - Firefighter	20.11
27101 - Guard I	12.37
27102 - Guard II	13.84
27131 - Police Officer I	25.67
27132 - Police Officer II	29.60
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	14.98
28042 - Carnival Equipment Repairer	16.07
28043 - Carnival Worker	11.79
28210 - Gate Attendant/Gate Tender	15.40
28310 - Lifeguard	13.72
28350 - Park Attendant (Aide)	17.23
28510 - Recreation Aide/Health Facility Attendant	13.08
28515 - Recreation Specialist	20.44
28630 - Sports Official	13.72
28690 - Swimming Pool Operator	18.12
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	21.59
29020 - Hatch Tender	21.59
29030 - Line Handler	21.59
29041 - Stevedore I	20.38
29042 - Stevedore II	22.79
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist Center (HFO) (see 2)	40.31
30011 - Air Traffic Control Specialist Station (HFO) (see 2)	27.79
30012 - Air Traffic Control Specialist Terminal (HFO) (see 2)	30.61
30021 - Archeological Technician I	18.71
30022 - Archeological Technician II	20.94
30023 - Archeological Technician III	25.94
30030 - Cartographic Technician	25.94
30040 - Civil Engineering Technician	25.13
30051 - Cryogenic Technician I	28.73
30052 - Cryogenic Technician II	31.73
30061 - Drafter/CAD Operator I	18.71
30062 - Drafter/CAD Operator II	20.94
30063 - Drafter/CAD Operator III	23.34
30064 - Drafter/CAD Operator IV	28.73
30081 - Engineering Technician I	15.25
30082 - Engineering Technician II	17.12
30083 - Engineering Technician III	19.16
30084 - Engineering Technician IV	23.73
30085 - Engineering Technician V	29.02
30086 - Engineering Technician VI	35.11
30090 - Environmental Technician	21.80
30095 - Evidence Control Specialist	25.94
30210 - Laboratory Technician	22.23
30221 - Latent Fingerprint Technician I	24.40
30222 - Latent Fingerprint Technician II	26.95
30240 - Mathematical Technician	25.94
30361 - Paralegal/Legal Assistant I	21.49
30362 - Paralegal/Legal Assistant II	26.65
30363 - Paralegal/Legal Assistant III	28.53
30364 - Paralegal/Legal Assistant IV	34.52
30375 - Petroleum Supply Specialist	31.73
30390 - Photo-Optics Technician	25.94
30395 - Radiation Control Technician	31.73
30461 - Technical Writer I	24.09
30462 - Technical Writer II	29.47
30463 - Technical Writer III	35.65
30491 - Unexploded Ordnance (UXO) Technician I	25.62
30492 - Unexploded Ordnance (UXO) Technician II	31.00
30493 - Unexploded Ordnance (UXO) Technician III	37.15
30494 - Unexploded (UXO) Safety Escort	25.62
30495 - Unexploded (UXO) Sweep Personnel	25.62
30501 - Weather Forecaster I	28.73

30502 - Weather Forecaster II		34.93
30620 - Weather Observer Combined Upper Air Or Surface Programs	(see 2)	23.34
30621 - Weather Observer Senior	(see 2)	25.94
31000 - Transportation/Mobile Equipment Operation Occupations		
31010 - Airplane Pilot		31.00
31020 - Bus Aide		16.25
31030 - Bus Driver		21.65
31043 - Driver Courier		13.89
31260 - Parking and Lot Attendant		12.41
31290 - Shuttle Bus Driver		14.90
31310 - Taxi Driver		13.69
31361 - Truckdriver Light		14.90
31362 - Truckdriver Medium		16.77
31363 - Truckdriver Heavy		22.33
31364 - Truckdriver Tractor-Trailer		22.33
99000 - Miscellaneous Occupations		
99020 - Cabin Safety Specialist		15.11
99030 - Cashier		11.73
99050 - Desk Clerk		11.79
99095 - Embalmer		25.32
99130 - Flight Follower		25.62
99251 - Laboratory Animal Caretaker I		14.24
99252 - Laboratory Animal Caretaker II		15.27
99260 - Marketing Analyst		25.92
99310 - Mortician		25.32
99410 - Pest Controller		17.86
99510 - Photofinishing Worker		13.51
99710 - Recycling Laborer		17.44
99711 - Recycling Specialist		20.36
99730 - Refuse Collector		16.02
99810 - Sales Clerk		12.63
99820 - School Crossing Guard		11.74
99830 - Survey Party Chief		33.97
99831 - Surveying Aide		19.22
99832 - Surveying Technician		23.84
99840 - Vending Machine Attendant		12.73
99841 - Vending Machine Repairer		15.36
99842 - Vending Machine Repairer Helper		12.73

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))."