

01120 - Housing Referral Assistant	22.04
01141 - Messenger Courier	12.84***
01191 - Order Clerk I	15.59
01192 - Order Clerk II	18.54
01261 - Personnel Assistant (Employment) I	17.67
01262 - Personnel Assistant (Employment) II	20.39
01263 - Personnel Assistant (Employment) III	23.30
01270 - Production Control Clerk	24.79
01290 - Rental Clerk	13.51***
01300 - Scheduler Maintenance	17.67
01311 - Secretary I	17.67
01312 - Secretary II	19.77
01313 - Secretary III	22.04
01320 - Service Order Dispatcher	17.67
01410 - Supply Technician	23.08
01420 - Survey Worker	17.88
01460 - Switchboard Operator/Receptionist	14.07***
01531 - Travel Clerk I	13.92***
01532 - Travel Clerk II	14.80***
01533 - Travel Clerk III	15.76
01611 - Word Processor I	15.75
01612 - Word Processor II	17.67
01613 - Word Processor III	19.77
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer Fiberglass	22.31
05010 - Automotive Electrician	21.36
05040 - Automotive Glass Installer	20.03
05070 - Automotive Worker	20.03
05110 - Mobile Equipment Servicer	18.10
05130 - Motor Equipment Metal Mechanic	22.66
05160 - Motor Equipment Metal Worker	20.03
05190 - Motor Vehicle Mechanic	22.66
05220 - Motor Vehicle Mechanic Helper	17.33
05250 - Motor Vehicle Upholstery Worker	18.88
05280 - Motor Vehicle Wrecker	20.03
05310 - Painter Automotive	21.36
05340 - Radiator Repair Specialist	20.03
05370 - Tire Repairer	17.51
05400 - Transmission Repair Specialist	22.66
07000 - Food Preparation And Service Occupations	
07010 - Baker	14.31***
07041 - Cook I	14.70***
07042 - Cook II	16.83
07070 - Dishwasher	9.46***
07130 - Food Service Worker	11.31***
07210 - Meat Cutter	14.16***
07260 - Waiter/Waitress	9.41***
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	23.96
09040 - Furniture Handler	15.47
09080 - Furniture Refinisher	23.96
09090 - Furniture Refinisher Helper	18.22
09110 - Furniture Repairer Minor	21.04
09130 - Upholsterer	23.96
11000 - General Services And Support Occupations	
11030 - Cleaner Vehicles	14.00***
11060 - Elevator Operator	14.00***
11090 - Gardener	20.28
11122 - Housekeeping Aide	14.36***
11150 - Janitor	14.36***
11210 - Laborer Grounds Maintenance	16.01
11240 - Maid or Houseman	12.33***
11260 - Pruner	14.58***
11270 - Tractor Operator	18.82
11330 - Trail Maintenance Worker	16.01

11360 - Window Cleaner	15.80
12000 - Health Occupations	
12010 - Ambulance Driver	20.84
12011 - Breath Alcohol Technician	20.84
12012 - Certified Occupational Therapist Assistant	27.81
12015 - Certified Physical Therapist Assistant	27.52
12020 - Dental Assistant	22.41
12025 - Dental Hygienist	36.88
12030 - EKG Technician	30.73
12035 - Electroneurodiagnostic Technologist	30.73
12040 - Emergency Medical Technician	20.84
12071 - Licensed Practical Nurse I	18.12
12072 - Licensed Practical Nurse II	20.27
12073 - Licensed Practical Nurse III	22.60
12100 - Medical Assistant	18.05
12130 - Medical Laboratory Technician	23.47
12160 - Medical Record Clerk	18.57
12190 - Medical Record Technician	22.41
12195 - Medical Transcriptionist	18.92
12210 - Nuclear Medicine Technologist	44.56
12221 - Nursing Assistant I	11.93***
12222 - Nursing Assistant II	13.41***
12223 - Nursing Assistant III	14.63***
12224 - Nursing Assistant IV	16.42
12235 - Optical Dispenser	19.10
12236 - Optical Technician	18.12
12250 - Pharmacy Technician	17.61
12280 - Phlebotomist	15.80
12305 - Radiologic Technologist	25.30
12311 - Registered Nurse I	24.62
12312 - Registered Nurse II	30.12
12313 - Registered Nurse II Specialist	30.12
12314 - Registered Nurse III	36.45
12315 - Registered Nurse III Anesthetist	36.45
12316 - Registered Nurse IV	43.68
12317 - Scheduler (Drug and Alcohol Testing)	25.81
12320 - Substance Abuse Treatment Counselor	29.05
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	21.75
13012 - Exhibits Specialist II	26.95
13013 - Exhibits Specialist III	32.97
13041 - Illustrator I	21.75
13042 - Illustrator II	26.95
13043 - Illustrator III	32.97
13047 - Librarian	29.84
13050 - Library Aide/Clerk	17.71
13054 - Library Information Technology Systems Administrator	26.95
13058 - Library Technician	21.75
13061 - Media Specialist I	19.44
13062 - Media Specialist II	21.75
13063 - Media Specialist III	24.25
13071 - Photographer I	19.44
13072 - Photographer II	21.75
13073 - Photographer III	26.95
13074 - Photographer IV	32.97
13075 - Photographer V	39.87
13090 - Technical Order Library Clerk	22.23
13110 - Video Teleconference Technician	19.44
14000 - Information Technology Occupations	
14041 - Computer Operator I	18.55
14042 - Computer Operator II	20.75
14043 - Computer Operator III	23.12
14044 - Computer Operator IV	25.70
14045 - Computer Operator V	28.46

14071 - Computer Programmer I	(see 1)	22.64
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		18.55
14160 - Personal Computer Support Technician		27.02
14170 - System Support Specialist		30.00
15000 - Instructional Occupations		
15010 - Aircrew Training Devices Instructor (Non-Rated)		30.86
15020 - Aircrew Training Devices Instructor (Rated)		37.33
15030 - Air Crew Training Devices Instructor (Pilot)		44.75
15050 - Computer Based Training Specialist / Instructor		30.86
15060 - Educational Technologist		34.90
15070 - Flight Instructor (Pilot)		44.75
15080 - Graphic Artist		24.43
15085 - Maintenance Test Pilot Fixed Jet/Prop		44.14
15086 - Maintenance Test Pilot Rotary Wing		44.14
15088 - Non-Maintenance Test/Co-Pilot		44.14
15090 - Technical Instructor		23.80
15095 - Technical Instructor/Course Developer		29.12
15110 - Test Proctor		19.21
15120 - Tutor		19.21
16000 - Laundry Dry-Cleaning Pressing And Related Occupations		
16010 - Assembler		11.08***
16030 - Counter Attendant		11.08***
16040 - Dry Cleaner		12.66***
16070 - Finisher Flatwork Machine		11.08***
16090 - Presser Hand		11.08***
16110 - Presser Machine Drycleaning		11.08***
16130 - Presser Machine Shirts		11.08***
16160 - Presser Machine Wearing Apparel Laundry		11.08***
16190 - Sewing Machine Operator		13.38***
16220 - Tailor		14.17***
16250 - Washer Machine		11.61***
19000 - Machine Tool Operation And Repair Occupations		
19010 - Machine-Tool Operator (Tool Room)		23.96
19040 - Tool And Die Maker		29.38
21000 - Materials Handling And Packing Occupations		
21020 - Forklift Operator		22.04
21030 - Material Coordinator		24.79
21040 - Material Expediter		24.79
21050 - Material Handling Laborer		17.77
21071 - Order Filler		14.08***
21080 - Production Line Worker (Food Processing)		22.04
21110 - Shipping Packer		18.11
21130 - Shipping/Receiving Clerk		18.11
21140 - Store Worker I		13.75***
21150 - Stock Clerk		18.29
21210 - Tools And Parts Attendant		22.04
21410 - Warehouse Specialist		22.04
23000 - Mechanics And Maintenance And Repair Occupations		
23010 - Aerospace Structural Welder		26.88
23019 - Aircraft Logs and Records Technician		21.04
23021 - Aircraft Mechanic I		25.42
23022 - Aircraft Mechanic II		26.88
23023 - Aircraft Mechanic III		28.32
23040 - Aircraft Mechanic Helper		19.20
23050 - Aircraft Painter		23.96
23060 - Aircraft Servicer		21.04
23070 - Aircraft Survival Flight Equipment Technician		23.96
23080 - Aircraft Worker		22.47
23091 - Aircrew Life Support Equipment (ALSE) Mechanic		22.47

I		
23092	- Aircrew Life Support Equipment (ALSE) Mechanic	25.42
II		
23110	- Appliance Mechanic	23.96
23120	- Bicycle Repairer	19.64
23125	- Cable Splicer	25.42
23130	- Carpenter Maintenance	22.33
23140	- Carpet Layer	22.47
23160	- Electrician Maintenance	28.79
23181	- Electronics Technician Maintenance I	24.42
23182	- Electronics Technician Maintenance II	26.02
23183	- Electronics Technician Maintenance III	27.60
23260	- Fabric Worker	21.04
23290	- Fire Alarm System Mechanic	25.42
23310	- Fire Extinguisher Repairer	19.64
23311	- Fuel Distribution System Mechanic	25.42
23312	- Fuel Distribution System Operator	19.64
23370	- General Maintenance Worker	22.17
23380	- Ground Support Equipment Mechanic	25.42
23381	- Ground Support Equipment Servicer	21.04
23382	- Ground Support Equipment Worker	22.47
23391	- Gunsmith I	19.64
23392	- Gunsmith II	22.47
23393	- Gunsmith III	25.42
23410	- Heating Ventilation And Air-Conditioning Mechanic	27.97
23411	- Heating Ventilation And Air Contidioning Mechanic (Research Facility)	29.58
23430	- Heavy Equipment Mechanic	25.43
23440	- Heavy Equipment Operator	24.55
23460	- Instrument Mechanic	25.42
23465	- Laboratory/Shelter Mechanic	23.96
23470	- Laborer	17.77
23510	- Locksmith	23.96
23530	- Machinery Maintenance Mechanic	29.38
23550	- Machinist Maintenance	23.34
23580	- Maintenance Trades Helper	18.22
23591	- Metrology Technician I	25.42
23592	- Metrology Technician II	26.88
23593	- Metrology Technician III	28.32
23640	- Millwright	25.42
23710	- Office Appliance Repairer	23.96
23760	- Painter Maintenance	20.36
23790	- Pipefitter Maintenance	25.42
23810	- Plumber Maintenance	23.96
23820	- Pneudraulic Systems Mechanic	25.42
23850	- Rigger	25.42
23870	- Scale Mechanic	22.47
23890	- Sheet-Metal Worker Maintenance	27.89
23910	- Small Engine Mechanic	22.47
23931	- Telecommunications Mechanic I	30.56
23932	- Telecommunications Mechanic II	32.31
23950	- Telephone Lineman	25.42
23960	- Welder Combination Maintenance	22.72
23965	- Well Driller	25.42
23970	- Woodcraft Worker	25.42
23980	- Woodworker	19.64
24000	- Personal Needs Occupations	
24550	- Case Manager	16.78
24570	- Child Care Attendant	10.62***
24580	- Child Care Center Clerk	13.25***
24610	- Chore Aide	13.89***
24620	- Family Readiness And Support Services Coordinator	16.78
24630	- Homemaker	17.66

25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	25.42
25040 - Sewage Plant Operator	23.96
25070 - Stationary Engineer	25.42
25190 - Ventilation Equipment Tender	18.22
25210 - Water Treatment Plant Operator	23.96
27000 - Protective Service Occupations	
27004 - Alarm Monitor	25.40
27007 - Baggage Inspector	13.55***
27008 - Corrections Officer	22.35
27010 - Court Security Officer	20.95
27030 - Detection Dog Handler	18.66
27040 - Detention Officer	22.35
27070 - Firefighter	19.70
27101 - Guard I	13.55***
27102 - Guard II	18.66
27131 - Police Officer I	28.99
27132 - Police Officer II	32.21
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	13.90***
28042 - Carnival Equipment Repairer	14.99***
28043 - Carnival Worker	10.73***
28210 - Gate Attendant/Gate Tender	14.23***
28310 - Lifeguard	12.68***
28350 - Park Attendant (Aide)	15.92
28510 - Recreation Aide/Health Facility Attendant	11.62***
28515 - Recreation Specialist	19.72
28630 - Sports Official	12.68***
28690 - Swimming Pool Operator	19.08
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	22.47
29020 - Hatch Tender	22.47
29030 - Line Handler	22.47
29041 - Stevedore I	21.05
29042 - Stevedore II	23.96
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist Center (HFO) (see 2)	41.37
30011 - Air Traffic Control Specialist Station (HFO) (see 2)	28.53
30012 - Air Traffic Control Specialist Terminal (HFO) (see 2)	31.42
30021 - Archeological Technician I	18.59
30022 - Archeological Technician II	20.79
30023 - Archeological Technician III	25.76
30030 - Cartographic Technician	25.76
30040 - Civil Engineering Technician	36.30
30051 - Cryogenic Technician I	31.26
30052 - Cryogenic Technician II	34.53
30061 - Drafter/CAD Operator I	18.59
30062 - Drafter/CAD Operator II	20.79
30063 - Drafter/CAD Operator III	23.18
30064 - Drafter/CAD Operator IV	28.53
30081 - Engineering Technician I	17.34
30082 - Engineering Technician II	19.46
30083 - Engineering Technician III	21.77
30084 - Engineering Technician IV	26.96
30085 - Engineering Technician V	32.98
30086 - Engineering Technician VI	39.91
30090 - Environmental Technician	26.53
30095 - Evidence Control Specialist	28.22
30210 - Laboratory Technician	22.40
30221 - Latent Fingerprint Technician I	31.26
30222 - Latent Fingerprint Technician II	34.53
30240 - Mathematical Technician	25.76
30361 - Paralegal/Legal Assistant I	19.03
30362 - Paralegal/Legal Assistant II	23.63
30363 - Paralegal/Legal Assistant III	28.90

30364 - Paralegal/Legal Assistant IV	34.98
30375 - Petroleum Supply Specialist	34.53
30390 - Photo-Optics Technician	27.59
30395 - Radiation Control Technician	34.53
30461 - Technical Writer I	25.76
30462 - Technical Writer II	31.52
30463 - Technical Writer III	38.12
30491 - Unexploded Ordnance (UXO) Technician I	26.29
30492 - Unexploded Ordnance (UXO) Technician II	31.81
30493 - Unexploded Ordnance (UXO) Technician III	38.13
30494 - Unexploded (UXO) Safety Escort	26.29
30495 - Unexploded (UXO) Sweep Personnel	26.29
30501 - Weather Forecaster I	31.26
30502 - Weather Forecaster II	38.02
30620 - Weather Observer Combined Upper Air Or (see 2)	23.18
Surface Programs	
30621 - Weather Observer Senior (see 2)	27.31
31000 - Transportation/Mobile Equipment Operation Occupations	
31010 - Airplane Pilot	31.81
31020 - Bus Aide	14.89***
31030 - Bus Driver	20.24
31043 - Driver Courier	15.93
31260 - Parking and Lot Attendant	13.69***
31290 - Shuttle Bus Driver	15.81
31310 - Taxi Driver	13.46***
31361 - Truckdriver Light	17.39
31362 - Truckdriver Medium	18.04
31363 - Truckdriver Heavy	22.37
31364 - Truckdriver Tractor-Trailer	22.37
99000 - Miscellaneous Occupations	
99020 - Cabin Safety Specialist	15.51
99030 - Cashier	11.27***
99050 - Desk Clerk	11.20***
99095 - Embalmer	27.89
99130 - Flight Follower	26.29
99251 - Laboratory Animal Caretaker I	14.86***
99252 - Laboratory Animal Caretaker II	16.02
99260 - Marketing Analyst	29.17
99310 - Mortician	27.89
99410 - Pest Controller	22.84
99510 - Photofinishing Worker	13.82***
99710 - Recycling Laborer	17.60
99711 - Recycling Specialist	20.70
99730 - Refuse Collector	16.02
99810 - Sales Clerk	13.63***
99820 - School Crossing Guard	15.26
99830 - Survey Party Chief	26.36
99831 - Surveying Aide	14.12***
99832 - Surveying Technician	19.93
99840 - Vending Machine Attendant	19.77
99841 - Vending Machine Repairer	24.39
99842 - Vending Machine Repairer Helper	19.77

***Workers in this classification may be entitled to a higher minimum wage under Executive Order 14026 (\$15.00 per hour) or 13658 (\$11.25 per hour). Please see the Note at the top of the wage determination for more information. Please also note that the minimum wage requirements of Executive Order 14026 and 13658 are not currently being enforced as to contracts or contract-like instruments entered into with the federal government in connection with seasonal recreational services or seasonal recreational equipment rental for the general public on federal lands.

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: \$4.80 per hour up to 40 hours per week or \$192.00 per week or \$832.00 per month

HEALTH & WELFARE EO 13706: \$4.41 per hour up to 40 hours per week or \$176.40 per week or \$764.40 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 eleven paid holidays per year: New Year's Day Martin Luther King Jr.'s Birthday Washington's Birthday Memorial Day Juneteenth National Independence 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: This wage determination does not apply to any individual employed in a bona fide executive administrative or professional capacity as defined in 29 C.F.R. Part 541. (See 41 C.F.R. 6701(3)). Because most Computer Systems Analysts and Computer Programmers who are paid at least \$27.63 per hour (or at least \$684 per week if paid on a salary or fee basis) likely qualify as exempt computer professionals under 29 U.S.C. 213(a)(1) and 29 U.S.C. 213(a)(17) this wage determination may not include wage rates for all occupations within those job families. In such instances a conformance will be necessary if there are nonexempt employees in these job families working on the contract.

Job titles vary widely and change quickly in the computer industry and are not determinative of whether an employee is an exempt computer professional. To be exempt computer employees who satisfy the compensation requirements must also have a primary duty that 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).

Any computer employee who meets the applicable compensation requirements and the above duties test qualifies as an exempt computer professional under both section 13(a)(1) and section 13(a)(17) of the Fair Labor Standards Act. (Field Assistance Bulletin No. 2006-3 (Dec. 14 2006)). Accordingly this wage determination will not apply to any exempt computer employee regardless of which of these two exemptions is utilized.

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))."