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REGISTER OF WAGE DETERMINATIONS UNDER THE SERVICE CONTRACT ACT ADMINISTRATION By direction of the Secretary of Labor		U.S. DEPARTMENT OF LABOR EMPLOYMENT STANDARDS WAGE AND HOUR DIVISION WASHINGTON D.C. 20210 Wage Determination No.: 2005- Revision No.: 17 Date Of Revision:
2159 Daniel W. Simms Director 07/08/2015		Division of Wage Determinations

Note: Executive Order (EO) 13658 establishes an hourly minimum wage of \$10.10 for 2015 that applies to all contracts subject to the Service Contract Act for which the solicitation is issued on or after January 1, 2015. If this contract is covered by the EO, the contractor must pay all workers in any classification listed on this wage determination at least \$10.10 (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract. The EO minimum wage rate will be adjusted annually. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

State: Idaho
Area: Idaho Statewide

Fringe Benefits Required Follow the Occupational Listing

OCCUPATION CODE - TITLE	FOOTNOTE
01000 - Administrative Support And Clerical Occupations	
01011 - Accounting Clerk I	
12.27	
01012 - Accounting Clerk II	
13.83	
01013 - Accounting Clerk III	
15.09	
01020 - Administrative Assistant	
17.16	
01040 - Court Reporter	
22.66	

01051 - Data Entry Operator I
11.51
01052 - Data Entry Operator II
12.57
01060 - Dispatcher, Motor Vehicle
17.87
01070 - Document Preparation Clerk
14.34
01090 - Duplicating Machine Operator
14.34
01111 - General Clerk I
11.17
01112 - General Clerk II
12.19
01113 - General Clerk III
13.68
01120 - Housing Referral Assistant
17.37
01141 - Messenger Courier
10.69
01191 - Order Clerk I
14.76
01192 - Order Clerk II
16.11
01261 - Personnel Assistant (Employment) I
13.55
01262 - Personnel Assistant (Employment) II
15.15
01263 - Personnel Assistant (Employment) III
16.89
01270 - Production Control Clerk
18.51
01280 - Receptionist
11.51
01290 - Rental Clerk
12.35
01300 - Scheduler, Maintenance
13.93
01311 - Secretary I
13.93
01312 - Secretary II
15.58
01313 - Secretary III
17.37
01320 - Service Order Dispatcher
16.49
01410 - Supply Technician
17.16
01420 - Survey Worker
11.40
01531 - Travel Clerk I
12.07
01532 - Travel Clerk II
12.66

01533 - Travel Clerk III
13.73
01611 - Word Processor I
13.03
01612 - Word Processor II
13.92
01613 - Word Processor III
15.58
05000 - Automotive Service Occupations
05005 - Automobile Body Repairer, Fiberglass
17.65
05010 - Automotive Electrician
14.43
05040 - Automotive Glass Installer
14.24
05070 - Automotive Worker
14.07
05110 - Mobile Equipment Servicer
11.50
05130 - Motor Equipment Metal Mechanic
15.83
05160 - Motor Equipment Metal Worker
14.07
05190 - Motor Vehicle Mechanic
15.83
05220 - Motor Vehicle Mechanic Helper
11.50
05250 - Motor Vehicle Upholstery Worker
13.30
05280 - Motor Vehicle Wrecker
14.07
05310 - Painter, Automotive
15.03
05340 - Radiator Repair Specialist
15.27
05370 - Tire Repairer
10.02
05400 - Transmission Repair Specialist
15.83
07000 - Food Preparation And Service Occupations
07010 - Baker
11.89
07041 - Cook I
9.80
07042 - Cook II
11.37
07070 - Dishwasher
7.90
07130 - Food Service Worker
9.41
07210 - Meat Cutter
14.58
07260 - Waiter/Waitress
8.62

09000 - Furniture Maintenance And Repair Occupations
09010 - Electrostatic Spray Painter
13.60
09040 - Furniture Handler
10.99
09080 - Furniture Refinisher
13.05
09090 - Furniture Refinisher Helper
11.51
09110 - Furniture Repairer, Minor
11.54
09130 - Upholsterer
12.83
11000 - General Services And Support Occupations
11030 - Cleaner, Vehicles
8.95
11060 - Elevator Operator
8.95
11090 - Gardener
14.27
11122 - Housekeeping Aide
10.75
11150 - Janitor
11.06
11210 - Laborer, Grounds Maintenance
11.56
11240 - Maid or Houseman
8.80
11260 - Pruner
10.14
11270 - Tractor Operator
14.11
11330 - Trail Maintenance Worker
11.56
11360 - Window Cleaner
12.19
12000 - Health Occupations
12010 - Ambulance Driver
16.49
12011 - Breath Alcohol Technician
16.25
12012 - Certified Occupational Therapist Assistant
24.40
12015 - Certified Physical Therapist Assistant
21.99
12020 - Dental Assistant
14.94
12025 - Dental Hygienist
33.20
12030 - EKG Technician
24.91
12035 - Electroneurodiagnostic Technologist
24.91

12040 - Emergency Medical Technician
16.49
12071 - Licensed Practical Nurse I
14.53
12072 - Licensed Practical Nurse II
16.25
12073 - Licensed Practical Nurse III
18.12
12100 - Medical Assistant
14.79
12130 - Medical Laboratory Technician
17.53
12160 - Medical Record Clerk
13.47
12190 - Medical Record Technician
15.07
12195 - Medical Transcriptionist
15.16
12210 - Nuclear Medicine Technologist
32.30
12221 - Nursing Assistant I
10.66
12222 - Nursing Assistant II
11.99
12223 - Nursing Assistant III
13.08
12224 - Nursing Assistant IV
14.66
12235 - Optical Dispenser
14.76
12236 - Optical Technician
13.18
12250 - Pharmacy Technician
14.80
12280 - Phlebotomist
14.66
12305 - Radiologic Technologist
22.77
12311 - Registered Nurse I
22.72
12312 - Registered Nurse II
27.78
12313 - Registered Nurse II, Specialist
27.78
12314 - Registered Nurse III
33.61
12315 - Registered Nurse III, Anesthetist
33.61
12316 - Registered Nurse IV
40.02
12317 - Scheduler (Drug and Alcohol Testing)
20.13
13000 - Information And Arts Occupations

13011 - Exhibits Specialist I
16.36
13012 - Exhibits Specialist II
20.27
13013 - Exhibits Specialist III
24.80
13041 - Illustrator I
16.36
13042 - Illustrator II
20.27
13043 - Illustrator III
24.80
13047 - Librarian
22.59
13050 - Library Aide/Clerk
13.53
13054 - Library Information Technology Systems
20.57
Administrator
13058 - Library Technician
13.31
13061 - Media Specialist I
14.72
13062 - Media Specialist II
16.48
13063 - Media Specialist III
18.36
13071 - Photographer I
13.38
13072 - Photographer II
16.76
13073 - Photographer III
18.78
13074 - Photographer IV
23.09
13075 - Photographer V
28.39
13110 - Video Teleconference Technician
18.11
14000 - Information Technology Occupations
14041 - Computer Operator I
14.69
14042 - Computer Operator II
16.43
14043 - Computer Operator III
18.32
14044 - Computer Operator IV
20.50
14045 - Computer Operator V
22.54
14071 - Computer Programmer I
17.62
14072 - Computer Programmer II
22.88

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
14.69
14160 - Personal Computer Support Technician
20.50
15000 - Instructional Occupations
15010 - Aircrew Training Devices Instructor (Non-Rated)
27.58
15020 - Aircrew Training Devices Instructor (Rated)
33.36
15030 - Air Crew Training Devices Instructor (Pilot)
36.70
15050 - Computer Based Training Specialist / Instructor
27.58
15060 - Educational Technologist
20.74
15070 - Flight Instructor (Pilot)
36.70
15080 - Graphic Artist
18.46
15090 - Technical Instructor
18.36
15095 - Technical Instructor/Course Developer
22.46
15110 - Test Proctor
14.79
15120 - Tutor
14.79
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations
16010 - Assembler
8.97
16030 - Counter Attendant
8.97
16040 - Dry Cleaner
10.70
16070 - Finisher, Flatwork, Machine
8.97
16090 - Presser, Hand
8.97
16110 - Presser, Machine, Drycleaning
8.97
16130 - Presser, Machine, Shirts
8.97
16160 - Presser, Machine, Wearing Apparel, Laundry
8.97
16190 - Sewing Machine Operator
11.28
16220 - Tailor
11.90

16250 - Washer, Machine
9.39
19000 - Machine Tool Operation And Repair Occupations
19010 - Machine-Tool Operator (Tool Room)
14.91
19040 - Tool And Die Maker
22.33
21000 - Materials Handling And Packing Occupations
21020 - Forklift Operator
12.95
21030 - Material Coordinator
18.51
21040 - Material Expediter
18.51
21050 - Material Handling Laborer
10.85
21071 - Order Filler
11.95
21080 - Production Line Worker (Food Processing)
12.95
21110 - Shipping Packer
12.87
21130 - Shipping/Receiving Clerk
12.87
21140 - Store Worker I
10.50
21150 - Stock Clerk
15.07
21210 - Tools And Parts Attendant
12.95
21410 - Warehouse Specialist
12.95
23000 - Mechanics And Maintenance And Repair Occupations
23010 - Aerospace Structural Welder
21.20
23021 - Aircraft Mechanic I
20.19
23022 - Aircraft Mechanic II
21.20
23023 - Aircraft Mechanic III
22.26
23040 - Aircraft Mechanic Helper
13.63
23050 - Aircraft, Painter
19.01
23060 - Aircraft Servicer
16.63
23080 - Aircraft Worker
17.60
23110 - Appliance Mechanic
17.03
23120 - Bicycle Repairer
10.23

23125 - Cable Splicer
29.76
23130 - Carpenter, Maintenance
17.46
23140 - Carpet Layer
19.20
23160 - Electrician, Maintenance
20.50
23181 - Electronics Technician Maintenance I
21.33
23182 - Electronics Technician Maintenance II
22.66
23183 - Electronics Technician Maintenance III
26.15
23260 - Fabric Worker
16.56
23290 - Fire Alarm System Mechanic
18.62
23310 - Fire Extinguisher Repairer
15.33
23311 - Fuel Distribution System Mechanic
21.65
23312 - Fuel Distribution System Operator
17.67
23370 - General Maintenance Worker
16.45
23380 - Ground Support Equipment Mechanic
20.19
23381 - Ground Support Equipment Servicer
16.63
23382 - Ground Support Equipment Worker
17.60
23391 - Gunsmith I
15.33
23392 - Gunsmith II
17.65
23393 - Gunsmith III
21.89
23410 - Heating, Ventilation And Air-Conditioning
18.62
Mechanic
23411 - Heating, Ventilation And Air Contditioning
19.43
Mechanic (Research Facility)
23430 - Heavy Equipment Mechanic
18.62
23440 - Heavy Equipment Operator
18.62
23460 - Instrument Mechanic
20.48
23465 - Laboratory/Shelter Mechanic
18.74
23470 - Laborer
10.85

23510 - Locksmith
17.48
23530 - Machinery Maintenance Mechanic
21.22
23550 - Machinist, Maintenance
17.44
23580 - Maintenance Trades Helper
13.09
23591 - Metrology Technician I
20.48
23592 - Metrology Technician II
21.51
23593 - Metrology Technician III
22.53
23640 - Millwright
22.43
23710 - Office Appliance Repairer
17.48
23760 - Painter, Maintenance
16.06
23790 - Pipefitter, Maintenance
21.74
23810 - Plumber, Maintenance
19.55
23820 - Pneudraulic Systems Mechanic
21.89
23850 - Rigger
21.88
23870 - Scale Mechanic
17.65
23890 - Sheet-Metal Worker, Maintenance
19.69
23910 - Small Engine Mechanic
14.51
23931 - Telecommunications Mechanic I
23.06
23932 - Telecommunications Mechanic II
24.50
23950 - Telephone Lineman
20.45
23960 - Welder, Combination, Maintenance
16.65
23965 - Well Driller
18.62
23970 - Woodcraft Worker
21.89
23980 - Woodworker
14.28
24000 - Personal Needs Occupations
24570 - Child Care Attendant
8.80
24580 - Child Care Center Clerk
12.47

24610 - Chore Aide
9.06
24620 - Family Readiness And Support Services
12.08
Coordinator
24630 - Homemaker
10.19
25000 - Plant And System Operations Occupations
25010 - Boiler Tender
19.84
25040 - Sewage Plant Operator
15.28
25070 - Stationary Engineer
19.84
25190 - Ventilation Equipment Tender
13.95
25210 - Water Treatment Plant Operator
15.28
27000 - Protective Service Occupations
27004 - Alarm Monitor
16.88
27007 - Baggage Inspector
13.20
27008 - Corrections Officer
18.72
27010 - Court Security Officer
19.91
27030 - Detection Dog Handler
15.80
27040 - Detention Officer
18.72
27070 - Firefighter
18.98
27101 - Guard I
13.20
27102 - Guard II
15.80
27131 - Police Officer I
22.26
27132 - Police Officer II
24.73
28000 - Recreation Occupations
28041 - Carnival Equipment Operator
11.94
28042 - Carnival Equipment Repairer
14.41
28043 - Carnival Equipment Worker
10.11
28210 - Gate Attendant/Gate Tender
14.60
28310 - Lifeguard
11.34
28350 - Park Attendant (Aide)
15.36

28510 - Recreation Aide/Health Facility Attendant
11.92
28515 - Recreation Specialist
15.92
28630 - Sports Official
13.01
28690 - Swimming Pool Operator
17.28
29000 - Stevedoring/Longshoremen Occupational Services
29010 - Blocker And Bracer
19.42
29020 - Hatch Tender
19.42
29030 - Line Handler
19.42
29041 - Stevedore I
16.97
29042 - Stevedore II
19.50
30000 - Technical Occupations
30010 - Air Traffic Control Specialist, Center (HFO) (see 2)
35.77
30011 - Air Traffic Control Specialist, Station (HFO) (see 2)
24.67
30012 - Air Traffic Control Specialist, Terminal (HFO) (see 2)
27.16
30021 - Archeological Technician I
17.79
30022 - Archeological Technician II
20.00
30023 - Archeological Technician III
24.38
30030 - Cartographic Technician
24.39
30040 - Civil Engineering Technician
22.41
30061 - Drafter/CAD Operator I
17.59
30062 - Drafter/CAD Operator II
20.76
30063 - Drafter/CAD Operator III
21.94
30064 - Drafter/CAD Operator IV
25.54
30081 - Engineering Technician I
13.93
30082 - Engineering Technician II
15.62
30083 - Engineering Technician III
18.43
30084 - Engineering Technician IV
21.66
30085 - Engineering Technician V
26.49

30086 - Engineering Technician VI
 30.94
 30090 - Environmental Technician
 22.32
 30210 - Laboratory Technician
 20.26
 30240 - Mathematical Technician
 24.45
 30361 - Paralegal/Legal Assistant I
 16.96
 30362 - Paralegal/Legal Assistant II
 21.01
 30363 - Paralegal/Legal Assistant III
 25.70
 30364 - Paralegal/Legal Assistant IV
 31.10
 30390 - Photo-Optics Technician
 24.45
 30461 - Technical Writer I
 20.81
 30462 - Technical Writer II
 25.45
 30463 - Technical Writer III
 27.75
 30491 - Unexploded Ordnance (UXO) Technician I
 22.74
 30492 - Unexploded Ordnance (UXO) Technician II
 27.51
 30493 - Unexploded Ordnance (UXO) Technician III
 32.97
 30494 - Unexploded (UXO) Safety Escort
 22.74
 30495 - Unexploded (UXO) Sweep Personnel
 22.74
 30620 - Weather Observer, Combined Upper Air Or (see 2)
 19.61
 Surface Programs
 30621 - Weather Observer, Senior (see 2)
 23.97
 31000 - Transportation/Mobile Equipment Operation Occupations
 31020 - Bus Aide
 10.06
 31030 - Bus Driver
 12.58
 31043 - Driver Courier
 12.40
 31260 - Parking and Lot Attendant
 8.69
 31290 - Shuttle Bus Driver
 13.52
 31310 - Taxi Driver
 9.78
 31361 - Truckdriver, Light
 13.52

31362 - Truckdriver, Medium
14.62
31363 - Truckdriver, Heavy
16.12
31364 - Truckdriver, Tractor-Trailer
16.12
99000 - Miscellaneous Occupations
99030 - Cashier
9.03
99050 - Desk Clerk
8.36
99095 - Embalmer
25.86
99251 - Laboratory Animal Caretaker I
9.90
99252 - Laboratory Animal Caretaker II
10.80
99310 - Mortician
25.86
99410 - Pest Controller
16.64
99510 - Photofinishing Worker
13.32
99710 - Recycling Laborer
15.96
99711 - Recycling Specialist
18.07
99730 - Refuse Collector
13.99
99810 - Sales Clerk
11.95
99820 - School Crossing Guard
11.85
99830 - Survey Party Chief
20.27
99831 - Surveying Aide
13.74
99832 - Surveying Technician
18.43
99840 - Vending Machine Attendant
11.52
99841 - Vending Machine Repairer
14.81
99842 - Vending Machine Repairer Helper
11.13

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$4.27 per hour or \$170.80 per week or \$740.13 per month

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 4174)

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 regrading 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.

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations", Fifth Edition, April 2006, unless otherwise indicated. Copies of the Directory are available on the Internet. A links to the Directory may be found on the WHD home page at <http://www.dol.gov/esa/whd/> or through the Wage Determinations On-Line (WDOL) Web site at <http://wdol.gov/>.

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. Such conformed classes of employees shall be paid the monetary wages and furnished the

fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. {See Section 4.6 (C)(vi)}

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 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 Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b)(2) of Regulations 29 CFR Part 4).
- 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 decision to the contractor.

6) The contractor informs the affected employees.

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" (the Directory) should be used to compare job definitions to insure 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.