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REGISTER OF WAGE DETERMINATIONS UNDER
THE SERVICE CONTRACT ACT
By direction of the Secretary of Labor

U.S. DEPARTMENT OF LABOR
EMPLOYMENT STANDARDS ADMINISTRATION
WAGE AND HOUR DIVISION
WASHINGTON D.C. 20210

Daniel W. Simms Division of
Director Wage Determinations

Wage Determination No.: 2005-2393
Revision No.: 17
Date Of Revision: 07/08/2015

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.

States: North Carolina, South Carolina

Area: North Carolina Counties of Beaufort, Bladen, Brunswick, Carteret, Columbus, Craven, Cumberland, Dare, Duplin, Greene, Harnett, Hoke, Hyde, Johnston, Jones, Lee, Lenoir, Martin, Moore, New Hanover, Onslow, Pamlico, Pender, Pitt, Richmond, Robeson, Sampson, Scotland, Tyrrell, Washington, Wayne, Wilson
South Carolina Counties of Dillon, Horry, Marion, Marlboro

Fringe Benefits Required Follow the Occupational Listing

OCCUPATION CODE - TITLE	FOOTNOTE
01000 - Administrative Support And Clerical Occupations	
01011 - Accounting Clerk I	
12.40	
01012 - Accounting Clerk II	
14.00	
01013 - Accounting Clerk III	
15.65	
01020 - Administrative Assistant	
19.33	
01040 - Court Reporter	
14.47	
01051 - Data Entry Operator I	
11.58	
01052 - Data Entry Operator II	
12.64	

01060 - Dispatcher, Motor Vehicle
16.32
01070 - Document Preparation Clerk
11.40
01090 - Duplicating Machine Operator
11.40
01111 - General Clerk I
11.48
01112 - General Clerk II
12.53
01113 - General Clerk III
14.06
01120 - Housing Referral Assistant
17.94
01141 - Messenger Courier
10.81
01191 - Order Clerk I
11.60
01192 - Order Clerk II
12.66
01261 - Personnel Assistant (Employment) I
13.15
01262 - Personnel Assistant (Employment) II
14.71
01263 - Personnel Assistant (Employment) III
18.35
01270 - Production Control Clerk
17.84
01280 - Receptionist
10.77
01290 - Rental Clerk
11.75
01300 - Scheduler, Maintenance
12.79
01311 - Secretary I
12.79
01312 - Secretary II
14.47
01313 - Secretary III
17.94
01320 - Service Order Dispatcher
11.54
01410 - Supply Technician
19.33
01420 - Survey Worker
13.16
01531 - Travel Clerk I
11.20
01532 - Travel Clerk II
11.93
01533 - Travel Clerk III
12.67
01611 - Word Processor I
12.41
01612 - Word Processor II
13.92

01613 - Word Processor III
15.58
05000 - Automotive Service Occupations
05005 - Automobile Body Repairer, Fiberglass
19.71
05010 - Automotive Electrician
19.33
05040 - Automotive Glass Installer
17.76
05070 - Automotive Worker
17.76
05110 - Mobile Equipment Servicer
15.82
05130 - Motor Equipment Metal Mechanic
19.71
05160 - Motor Equipment Metal Worker
17.76
05190 - Motor Vehicle Mechanic
19.71
05220 - Motor Vehicle Mechanic Helper
14.83
05250 - Motor Vehicle Upholstery Worker
16.17
05280 - Motor Vehicle Wrecker
17.76
05310 - Painter, Automotive
18.99
05340 - Radiator Repair Specialist
17.76
05370 - Tire Repairer
11.68
05400 - Transmission Repair Specialist
19.71
07000 - Food Preparation And Service Occupations
07010 - Baker
13.08
07041 - Cook I
11.58
07042 - Cook II
13.08
07070 - Dishwasher
8.48
07130 - Food Service Worker
8.48
07210 - Meat Cutter
13.62
07260 - Waiter/Waitress
9.32
09000 - Furniture Maintenance And Repair Occupations
09010 - Electrostatic Spray Painter
17.05
09040 - Furniture Handler
11.47
09080 - Furniture Refinisher
17.05
09090 - Furniture Refinisher Helper
13.34

09110 - Furniture Repairer, Minor
15.17
09130 - Upholsterer
17.05
11000 - General Services And Support Occupations
11030 - Cleaner, Vehicles
8.90
11060 - Elevator Operator
8.90
11090 - Gardener
13.69
11122 - Housekeeping Aide
9.40
11150 - Janitor
9.40
11210 - Laborer, Grounds Maintenance
10.22
11240 - Maid or Houseman
8.05
11260 - Pruner
9.16
11270 - Tractor Operator
12.44
11330 - Trail Maintenance Worker
10.22
11360 - Window Cleaner
10.49
12000 - Health Occupations
12010 - Ambulance Driver
14.47
12011 - Breath Alcohol Technician
15.98
12012 - Certified Occupational Therapist Assistant
23.49
12015 - Certified Physical Therapist Assistant
23.49
12020 - Dental Assistant
15.81
12025 - Dental Hygienist
29.84
12030 - EKG Technician
24.17
12035 - Electroneurodiagnostic Technologist
24.17
12040 - Emergency Medical Technician
14.47
12071 - Licensed Practical Nurse I
14.29
12072 - Licensed Practical Nurse II
15.98
12073 - Licensed Practical Nurse III
17.83
12100 - Medical Assistant
12.14
12130 - Medical Laboratory Technician
17.08

12160 - Medical Record Clerk
12.81
12190 - Medical Record Technician
14.33
12195 - Medical Transcriptionist
15.43
12210 - Nuclear Medicine Technologist
33.19
12221 - Nursing Assistant I
9.44
12222 - Nursing Assistant II
10.61
12223 - Nursing Assistant III
11.58
12224 - Nursing Assistant IV
12.99
12235 - Optical Dispenser
15.99
12236 - Optical Technician
14.25
12250 - Pharmacy Technician
17.03
12280 - Phlebotomist
12.99
12305 - Radiologic Technologist
23.06
12311 - Registered Nurse I
22.96
12312 - Registered Nurse II
28.09
12313 - Registered Nurse II, Specialist
28.09
12314 - Registered Nurse III
33.98
12315 - Registered Nurse III, Anesthetist
33.98
12316 - Registered Nurse IV
40.72
12317 - Scheduler (Drug and Alcohol Testing)
20.57
13000 - Information And Arts Occupations
13011 - Exhibits Specialist I
16.27
13012 - Exhibits Specialist II
20.17
13013 - Exhibits Specialist III
24.67
13041 - Illustrator I
16.27
13042 - Illustrator II
20.17
13043 - Illustrator III
24.67
13047 - Librarian
22.33
13050 - Library Aide/Clerk
11.32

13054 - Library Information Technology Systems
 20.17
 Administrator
 13058 - Library Technician
 15.22
 13061 - Media Specialist I
 14.61
 13062 - Media Specialist II
 16.27
 13063 - Media Specialist III
 18.15
 13071 - Photographer I
 14.21
 13072 - Photographer II
 15.85
 13073 - Photographer III
 19.62
 13074 - Photographer IV
 23.41
 13075 - Photographer V
 28.34
 13110 - Video Teleconference Technician
 16.35
 14000 - Information Technology Occupations
 14041 - Computer Operator I
 14.20
 14042 - Computer Operator II
 15.88
 14043 - Computer Operator III
 18.75
 14044 - Computer Operator IV
 19.68
 14045 - Computer Operator V
 21.79
 14071 - Computer Programmer I (see 1)
 22.75
 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
 14.20
 14160 - Personal Computer Support Technician
 19.68
 15000 - Instructional Occupations
 15010 - Aircrew Training Devices Instructor (Non-Rated)
 30.58
 15020 - Aircrew Training Devices Instructor (Rated)
 36.99
 15030 - Air Crew Training Devices Instructor (Pilot)
 41.77
 15050 - Computer Based Training Specialist / Instructor
 30.11
 15060 - Educational Technologist
 25.36

15070 - Flight Instructor (Pilot)
41.77
15080 - Graphic Artist
21.52
15090 - Technical Instructor
18.45
15095 - Technical Instructor/Course Developer
22.57
15110 - Test Proctor
14.89
15120 - Tutor
14.89
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations
16010 - Assembler
8.27
16030 - Counter Attendant
8.27
16040 - Dry Cleaner
10.20
16070 - Finisher, Flatwork, Machine
8.27
16090 - Presser, Hand
8.27
16110 - Presser, Machine, Drycleaning
8.27
16130 - Presser, Machine, Shirts
8.27
16160 - Presser, Machine, Wearing Apparel, Laundry
8.27
16190 - Sewing Machine Operator
10.85
16220 - Tailor
11.49
16250 - Washer, Machine
8.90
19000 - Machine Tool Operation And Repair Occupations
19010 - Machine-Tool Operator (Tool Room)
20.22
19040 - Tool And Die Maker
22.18
21000 - Materials Handling And Packing Occupations
21020 - Forklift Operator
12.45
21030 - Material Coordinator
17.84
21040 - Material Expediter
17.84
21050 - Material Handling Laborer
10.32
21071 - Order Filler
10.09
21080 - Production Line Worker (Food Processing)
12.45
21110 - Shipping Packer
13.41
21130 - Shipping/Receiving Clerk
13.41

21140 - Store Worker I
11.35
21150 - Stock Clerk
15.84
21210 - Tools And Parts Attendant
12.45
21410 - Warehouse Specialist
12.45
23000 - Mechanics And Maintenance And Repair Occupations
23010 - Aerospace Structural Welder
21.35
23021 - Aircraft Mechanic I
20.34
23022 - Aircraft Mechanic II
21.35
23023 - Aircraft Mechanic III
22.92
23040 - Aircraft Mechanic Helper
15.11
23050 - Aircraft, Painter
19.31
23060 - Aircraft Servicer
17.20
23080 - Aircraft Worker
18.24
23110 - Appliance Mechanic
17.05
23120 - Bicycle Repairer
13.11
23125 - Cable Splicer
23.00
23130 - Carpenter, Maintenance
17.05
23140 - Carpet Layer
16.29
23160 - Electrician, Maintenance
20.76
23181 - Electronics Technician Maintenance I
20.99
23182 - Electronics Technician Maintenance II
22.91
23183 - Electronics Technician Maintenance III
24.22
23260 - Fabric Worker
15.24
23290 - Fire Alarm System Mechanic
17.96
23310 - Fire Extinguisher Repairer
14.25
23311 - Fuel Distribution System Mechanic
18.40
23312 - Fuel Distribution System Operator
14.31
23370 - General Maintenance Worker
16.30
23380 - Ground Support Equipment Mechanic
20.34

23381 - Ground Support Equipment Servicer
17.20
23382 - Ground Support Equipment Worker
18.24
23391 - Gunsmith I
14.13
23392 - Gunsmith II
16.30
23393 - Gunsmith III
18.40
23410 - Heating, Ventilation And Air-Conditioning
18.40
Mechanic
23411 - Heating, Ventilation And Air Contditioning
19.42
Mechanic (Research Facility)
23430 - Heavy Equipment Mechanic
18.81
23440 - Heavy Equipment Operator
17.31
23460 - Instrument Mechanic
18.40
23465 - Laboratory/Shelter Mechanic
17.41
23470 - Laborer
10.32
23510 - Locksmith
17.05
23530 - Machinery Maintenance Mechanic
20.47
23550 - Machinist, Maintenance
18.40
23580 - Maintenance Trades Helper
13.34
23591 - Metrology Technician I
18.40
23592 - Metrology Technician II
19.42
23593 - Metrology Technician III
20.40
23640 - Millwright
20.34
23710 - Office Appliance Repairer
17.05
23760 - Painter, Maintenance
17.05
23790 - Pipefitter, Maintenance
18.17
23810 - Plumber, Maintenance
17.26
23820 - Pneudraulic Systems Mechanic
18.40
23850 - Rigger
18.40
23870 - Scale Mechanic
16.30

23890 - Sheet-Metal Worker, Maintenance
18.40
23910 - Small Engine Mechanic
16.11
23931 - Telecommunications Mechanic I
23.46
23932 - Telecommunications Mechanic II
24.76
23950 - Telephone Lineman
21.84
23960 - Welder, Combination, Maintenance
18.40
23965 - Well Driller
18.40
23970 - Woodcraft Worker
18.40
23980 - Woodworker
14.25
24000 - Personal Needs Occupations
24570 - Child Care Attendant
11.68
24580 - Child Care Center Clerk
14.58
24610 - Chore Aide
9.33
24620 - Family Readiness And Support Services
13.63
Coordinator
24630 - Homemaker
16.20
25000 - Plant And System Operations Occupations
25010 - Boiler Tender
19.87
25040 - Sewage Plant Operator
19.00
25070 - Stationary Engineer
20.69
25190 - Ventilation Equipment Tender
14.40
25210 - Water Treatment Plant Operator
19.00
27000 - Protective Service Occupations
27004 - Alarm Monitor
14.25
27007 - Baggage Inspector
12.21
27008 - Corrections Officer
15.39
27010 - Court Security Officer
16.56
27030 - Detection Dog Handler
14.10
27040 - Detention Officer
15.39
27070 - Firefighter
15.64

27101 - Guard I
12.21
27102 - Guard II
14.10
27131 - Police Officer I
17.27
27132 - Police Officer II
19.18
28000 - Recreation Occupations
28041 - Carnival Equipment Operator
11.38
28042 - Carnival Equipment Repairer
12.16
28043 - Carnival Equipment Worker
8.90
28210 - Gate Attendant/Gate Tender
12.73
28310 - Lifeguard
11.34
28350 - Park Attendant (Aide)
14.24
28510 - Recreation Aide/Health Facility Attendant
11.10
28515 - Recreation Specialist
14.99
28630 - Sports Official
11.34
28690 - Swimming Pool Operator
18.94
29000 - Stevedoring/Longshoremen Occupational Services
29010 - Blocker And Bracer
16.04
29020 - Hatch Tender
16.04
29030 - Line Handler
16.04
29041 - Stevedore I
15.00
29042 - Stevedore II
17.13
30000 - Technical Occupations
30010 - Air Traffic Control Specialist, Center (HFO) (see 2)
35.77
30011 - Air Traffic Control Specialist, Station (HFO) (see 2)
24.66
30012 - Air Traffic Control Specialist, Terminal (HFO) (see 2)
27.16
30021 - Archeological Technician I
15.11
30022 - Archeological Technician II
18.98
30023 - Archeological Technician III
22.25
30030 - Cartographic Technician
22.36
30040 - Civil Engineering Technician
19.11

30061 - Drafter/CAD Operator I
15.11
30062 - Drafter/CAD Operator II
16.96
30063 - Drafter/CAD Operator III
18.98
30064 - Drafter/CAD Operator IV
22.83
30081 - Engineering Technician I
14.39
30082 - Engineering Technician II
16.14
30083 - Engineering Technician III
18.06
30084 - Engineering Technician IV
22.38
30085 - Engineering Technician V
27.38
30086 - Engineering Technician VI
33.12
30090 - Environmental Technician
19.53
30210 - Laboratory Technician
22.43
30240 - Mathematical Technician
22.25
30361 - Paralegal/Legal Assistant I
15.95
30362 - Paralegal/Legal Assistant II
19.77
30363 - Paralegal/Legal Assistant III
24.18
30364 - Paralegal/Legal Assistant IV
29.25
30390 - Photo-Optics Technician
21.48
30461 - Technical Writer I
21.77
30462 - Technical Writer II
26.63
30463 - Technical Writer III
32.22
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)
18.98
Surface Programs
30621 - Weather Observer, Senior (see 2)
20.69

31000 - Transportation/Mobile Equipment Operation Occupations
31020 - Bus Aide
10.37
31030 - Bus Driver
14.98
31043 - Driver Courier
11.73
31260 - Parking and Lot Attendant
8.42
31290 - Shuttle Bus Driver
12.85
31310 - Taxi Driver
9.29
31361 - Truckdriver, Light
12.85
31362 - Truckdriver, Medium
14.80
31363 - Truckdriver, Heavy
16.27
31364 - Truckdriver, Tractor-Trailer
16.27
99000 - Miscellaneous Occupations
99030 - Cashier
8.14
99050 - Desk Clerk
9.83
99095 - Embalmer
22.74
99251 - Laboratory Animal Caretaker I
10.07
99252 - Laboratory Animal Caretaker II
11.07
99310 - Mortician
22.74
99410 - Pest Controller
13.60
99510 - Photofinishing Worker
11.95
99710 - Recycling Laborer
12.53
99711 - Recycling Specialist
15.25
99730 - Refuse Collector
11.23
99810 - Sales Clerk
11.08
99820 - School Crossing Guard
12.86
99830 - Survey Party Chief
18.64
99831 - Surveying Aide
11.03
99832 - Surveying Technician
15.12
99840 - Vending Machine Attendant
13.63

99841 - Vending Machine Repairer
16.43
99842 - Vending Machine Repairer Helper
13.63

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 8 years, and 4 weeks after 20 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

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