

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

Diane C. Koplowski Division of
Director Wage Determinations

Wage Determination No. : 2005-2089
Revision No. : 18
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Applicable statewide in Connecticut, EXCLUDING:

Fairfield County and New Haven is listed on WD 2005-3027

New London County, Colchester Town ONLY is covered on 2005-2087, the rest of
New London County - see WD 2005-3023

Hartford Metropolitan Statistical Area is listed on WD 200-2087

****Fringe Benefits Required Follow the Occupational Listing****

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		16.79
01012 - Accounting Clerk II		18.80
01013 - Accounting Clerk III		21.03
01020 - Administrative Assistant		24.37
01040 - Court Reporter		19.67
01051 - Data Entry Operator I		13.79
01052 - Data Entry Operator II		15.05
01060 - Dispatcher, Motor Vehicle		19.65
01070 - Document Preparation Clerk		14.16
01090 - Duplicating Machine Operator		14.16
01111 - General Clerk I		13.69
01112 - General Clerk II		14.90
01113 - General Clerk III		17.00
01120 - Housing Referral Assistant		22.34
01141 - Messenger Courier		14.44
01191 - Order Clerk I		15.25
01192 - Order Clerk II		18.40
01261 - Personnel Assistant (Employment) I		18.32
01262 - Personnel Assistant (Employment) II		20.49
01263 - Personnel Assistant (Employment) III		22.85
01270 - Production Control Clerk		22.72
01280 - Recepti onist		14.59
01290 - Rental Clerk		15.52
01300 - Scheduler, Maintenance		17.58
01311 - Secretary I		17.58
01312 - Secretary II		19.67
01313 - Secretary III		22.21
01320 - Service Order Dispatcher		19.27
01410 - Supply Technician		24.37
01420 - Survey Worker		16.83
01531 - Travel Clerk I		13.24

01532 - Travel Clerk II	14.43
01533 - Travel Clerk III	15.70
01611 - Word Processor I	15.17
01612 - Word Processor II	17.03
01613 - Word Processor III	19.05
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	21.50
05010 - Automotive Electrician	22.65
05040 - Automotive Glass Installer	21.90
05070 - Automotive Worker	21.90
05110 - Mobile Equipment Servicer	20.56
05130 - Motor Equipment Metal Mechanic	23.27
05160 - Motor Equipment Metal Worker	21.90
05190 - Motor Vehicle Mechanic	21.30
05220 - Motor Vehicle Mechanic Helper	19.81
05250 - Motor Vehicle Upholstery Worker	21.27
05280 - Motor Vehicle Wrecker	21.90
05310 - Painter, Automotive	20.38
05340 - Radiator Repair Specialist	19.72
05370 - Tire Repairer	15.94
05400 - Transmission Repair Specialist	21.30
07000 - Food Preparation And Service Occupations	
07010 - Baker	13.46
07041 - Cook I	14.87
07042 - Cook II	16.18
07070 - Dishwasher	11.24
07130 - Food Service Worker	11.08
07210 - Meat Cutter	20.41
07260 - Waiter/Waitress	11.15
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	22.22
09040 - Furniture Handler	18.11
09080 - Furniture Refinisher	23.86
09090 - Furniture Refinisher Helper	19.99
09110 - Furniture Repairer, Minor	21.98
09130 - Upholsterer	22.22
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	11.58
11060 - Elevator Operator	12.48
11090 - Gardener	16.24
11122 - Housekeeping Aide	13.48
11150 - Janitor	13.48
11210 - Laborer, Grounds Maintenance	14.36
11240 - Maid or Houseman	11.27
11260 - Pruner	13.81
11270 - Tractor Operator	15.96
11330 - Trail Maintenance Worker	14.36
11360 - Window Cleaner	14.98
12000 - Health Occupations	
12010 - Ambulance Driver	18.06
12011 - Breath Alcohol Technician	19.92
12012 - Certified Occupational Therapist Assistant	26.56
12015 - Certified Physical Therapist Assistant	26.08
12020 - Dental Assistant	19.37
12025 - Dental Hygienist	36.73
12030 - EKG Technician	28.97
12035 - Electroneurodiagnostic Technologist	28.97
12040 - Emergency Medical Technician	18.06
12071 - Licensed Practical Nurse I	20.31
12072 - Licensed Practical Nurse II	22.72
12073 - Licensed Practical Nurse III	25.34
12100 - Medical Assistant	16.19
12130 - Medical Laboratory Technician	20.68

12160 - Medical Record Clerk	15.58
12190 - Medical Record Technician	17.43
12195 - Medical Transcriptionist	18.03
12210 - Nuclear Medicine Technologist	36.94
12221 - Nursing Assistant I	12.30
12222 - Nursing Assistant II	14.36
12223 - Nursing Assistant III	15.67
12224 - Nursing Assistant IV	16.78
12235 - Optical Dispenser	24.10
12236 - Optical Technician	18.90
12250 - Pharmacy Technician	15.11
12280 - Phlebotomist	16.78
12305 - Radiologic Technologist	28.97
12311 - Registered Nurse I	27.91
12312 - Registered Nurse II	34.14
12313 - Registered Nurse II, Specialist	34.14
12314 - Registered Nurse III	41.30
12315 - Registered Nurse III, Anesthetist	41.30
12316 - Registered Nurse IV	49.50
12317 - Scheduler (Drug and Alcohol Testing)	22.40
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	22.71
13012 - Exhibits Specialist II	28.13
13013 - Exhibits Specialist III	34.42
13041 - Illustrator I	23.40
13042 - Illustrator II	29.00
13043 - Illustrator III	35.47
13047 - Librarian	30.08
13050 - Library Aide/Clerk	12.46
13054 - Library Information Technology Systems Administrator	27.17
13058 - Library Technician	16.83
13061 - Media Specialist I	19.60
13062 - Media Specialist II	21.93
13063 - Media Specialist III	24.46
13071 - Photographer I	18.79
13072 - Photographer II	21.93
13073 - Photographer III	27.17
13074 - Photographer IV	33.24
13075 - Photographer V	40.21
13110 - Video Teleconference Technician	17.78
14000 - Information Technology Occupations	
14041 - Computer Operator I	16.71
14042 - Computer Operator II	18.69
14043 - Computer Operator III	20.85
14044 - Computer Operator IV	24.21
14045 - Computer Operator V	26.82
14071 - Computer Programmer I	(see 1)
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	16.71
14160 - Personal Computer Support Technician	26.63
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	28.29
15020 - Aircrew Training Devices Instructor (Rated)	34.29
15030 - Air Crew Training Devices Instructor (Pilot)	41.01
15050 - Computer Based Training Specialist / Instructor	28.35
15060 - Educational Technologist	36.20
15070 - Flight Instructor (Pilot)	41.01

15080 - Graphic Artist	25.72
15090 - Technical Instructor	24.06
15095 - Technical Instructor/Course Developer	29.43
15110 - Test Proctor	19.42
15120 - Tutor	19.42
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	10.08
16030 - Counter Attendant	10.08
16040 - Dry Cleaner	12.86
16070 - Finisher, Flatwork, Machine	10.08
16090 - Presser, Hand	10.08
16110 - Presser, Machine, Drycleaning	10.08
16130 - Presser, Machine, Shirts	10.08
16160 - Presser, Machine, Wearing Apparel, Laundry	10.08
16190 - Sewing Machine Operator	14.04
16220 - Tailor	15.16
16250 - Washer, Machine	10.97
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	25.52
19040 - Tool And Die Maker	27.47
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	18.46
21030 - Material Coordinator	22.72
21040 - Material Expediter	22.72
21050 - Material Handling Laborer	15.84
21071 - Order Filler	14.33
21080 - Production Line Worker (Food Processing)	18.46
21110 - Shipping Packer	14.91
21130 - Shipping/Receiving Clerk	14.88
21140 - Store Worker I	13.41
21150 - Stock Clerk	17.93
21210 - Tools And Parts Attendant	18.46
21410 - Warehouse Specialist	18.46
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	28.72
23021 - Aircraft Mechanic I	27.73
23022 - Aircraft Mechanic II	28.72
23023 - Aircraft Mechanic III	29.88
23040 - Aircraft Mechanic Helper	22.29
23050 - Aircraft, Painter	26.63
23060 - Aircraft Servicer	24.52
23080 - Aircraft Worker	25.42
23110 - Appliance Mechanic	22.77
23120 - Bicycle Repairer	17.72
23125 - Cable Splicer	33.67
23130 - Carpenter, Maintenance	23.91
23140 - Carpet Layer	22.30
23160 - Electrician, Maintenance	25.70
23181 - Electronics Technician Maintenance I	24.69
23182 - Electronics Technician Maintenance II	25.76
23183 - Electronics Technician Maintenance III	26.83
23260 - Fabric Worker	21.97
23290 - Fire Alarm System Mechanic	23.54
23310 - Fire Extinguisher Repairer	21.02
23311 - Fuel Distribution System Mechanic	28.54
23312 - Fuel Distribution System Operator	25.43
23370 - General Maintenance Worker	20.46
23380 - Ground Support Equipment Mechanic	27.73
23381 - Ground Support Equipment Servicer	24.52
23382 - Ground Support Equipment Worker	25.42
23391 - Gunsmith I	21.02
23392 - Gunsmith II	22.87
23393 - Gunsmith III	24.85

23410 - Heating, Ventilation And Air-Conditioning Mechanic	25.87
23411 - Heating, Ventilation And Air Contditi oning Mechanic (Research Facility)	26.79
23430 - Heavy Equipment Mechanic	24.80
23440 - Heavy Equipment Operator	26.55
23460 - Instrument Mechanic	24.85
23465 - Laboratory/Shelter Mechanic	23.86
23470 - Laborer	13.39
23510 - Locksmith	24.62
23530 - Machinery Maintenance Mechanic	23.34
23550 - Machinist, Maintenance	22.84
23580 - Maintenance Trades Helper	19.38
23591 - Metrology Technician I	24.85
23592 - Metrology Technician II	25.73
23593 - Metrology Technician III	26.78
23640 - Millwright	24.78
23710 - Office Appliance Repairer	22.93
23760 - Painter, Maintenance	21.76
23790 - Pipefitter, Maintenance	27.74
23810 - Plumber, Maintenance	26.32
23820 - Pneudraulic Systems Mechanic	24.85
23850 - Rigger	22.10
23870 - Scale Mechanic	22.87
23890 - Sheet-Metal Worker, Maintenance	22.72
23910 - Small Engine Mechanic	21.49
23931 - Telecommunications Mechanic I	24.64
23932 - Telecommunications Mechanic II	25.52
23950 - Telephone Lineman	23.04
23960 - Welder, Combination, Maintenance	22.84
23965 - Well Driller	23.52
23970 - Woodcraft Worker	24.85
23980 - Woodworker	18.45
24000 - Personal Needs Occupati ons	
24570 - Child Care Attendant	13.75
24580 - Child Care Center Clerk	17.44
24610 - Chore Aide	10.35
24620 - Family Readiness And Support Services Coordinator	19.38
24630 - Homemaker	22.09
25000 - Plant And System Operati ons Occupati ons	
25010 - Boiler Tender	25.96
25040 - Sewage Plant Operator	23.91
25070 - Stationary Engineer	25.96
25190 - Ventilation Equipment Tender	20.87
25210 - Water Treatment Plant Operator	23.91
27000 - Protecti ve Servi ce Occupati ons	
27004 - Alarm Monitor	20.66
27007 - Baggage Inspector	13.83
27008 - Corrections Offi cer	27.19
27010 - Court Securi ty Offi cer	27.19
27030 - Detecti on Dog Handler	19.88
27040 - Detenti on Offi cer	27.19
27070 - Fi refi ghter	27.05
27101 - Guard I	13.83
27102 - Guard II	19.88
27131 - Pol ice Offi cer I	29.08
27132 - Pol ice Offi cer II	32.31
28000 - Recreati on Occupati ons	
28041 - Carni val Equipment Operator	11.15
28042 - Carni val Equipment Repairer	11.76
28043 - Carni val Equipment Worker	10.96
28210 - Gate Attendant/Gate Tender	15.00

28310	- Lifeguard	12.47
28350	- Park Attendant (Aide)	16.78
28510	- Recreation Aide/Health Facility Attendant	12.25
28515	- Recreation Specialist	20.80
28630	- Sports Official	13.37
28690	- Swimming Pool Operator	17.71
29000	- Stevedoring/Longshoremen Occupational Services	
29010	- Blocker And Bracer	26.35
29020	- Hatch Tender	26.35
29030	- Line Handler	26.35
29041	- Stevedore I	25.32
29042	- Stevedore II	28.29
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	18.49
30022	- Archeological Technician II	21.33
30023	- Archeological Technician III	26.41
30030	- Cartographic Technician	26.66
30040	- Civil Engineering Technician	27.35
30061	- Drafter/CAD Operator I	18.49
30062	- Drafter/CAD Operator II	21.95
30063	- Drafter/CAD Operator III	23.43
30064	- Drafter/CAD Operator IV	28.84
30081	- Engineering Technician I	16.86
30082	- Engineering Technician II	18.91
30083	- Engineering Technician III	21.96
30084	- Engineering Technician IV	25.74
30085	- Engineering Technician V	30.54
30086	- Engineering Technician VI	36.92
30090	- Environmental Technician	24.81
30210	- Laboratory Technician	21.41
30240	- Mathematical Technician	26.66
30361	- Paralegal/Legal Assistant I	19.36
30362	- Paralegal/Legal Assistant II	23.99
30363	- Paralegal/Legal Assistant III	29.35
30364	- Paralegal/Legal Assistant IV	35.50
30390	- Photo-Optics Technician	26.66
30461	- Technical Writer I	22.99
30462	- Technical Writer II	28.13
30463	- Technical Writer III	34.04
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) 23.43
	Surface Programs	
30621	- Weather Observer, Senior	(see 2) 25.62
31000	- Transportation/Mobile Equipment Operation Occupations	
31020	- Bus Aide	13.39
31030	- Bus Driver	17.95
31043	- Driver Courier	14.89
31260	- Parking and Lot Attendant	10.36
31290	- Shuttle Bus Driver	15.66
31310	- Taxi Driver	14.53
31361	- Truckdriver, Light	15.66
31362	- Truckdriver, Medium	19.84
31363	- Truckdriver, Heavy	21.05
31364	- Truckdriver, Tractor-Trailer	21.05
99000	- Miscellaneous Occupations	
99030	- Cashier	10.95

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99050 - Desk Clerk	13.41
99095 - Embalmer	26.70
99251 - Laboratory Animal Caretaker I	13.19
99252 - Laboratory Animal Caretaker II	13.87
99310 - Mortician	32.85
99410 - Pest Controller	16.40
99510 - Photofinishing Worker	13.24
99710 - Recycling Laborer	17.60
99711 - Recycling Specialist	19.37
99730 - Refuse Collector	16.41
99810 - Sales Clerk	13.39
99820 - School Crossing Guard	13.24
99830 - Survey Party Chief	26.30
99831 - Surveying Aide	16.46
99832 - Surveying Technician	19.91
99840 - Vending Machine Attendant	14.74
99841 - Vending Machine Repairer	16.80
99842 - Vending Machine Repairer Helper	14.74

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ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$3.71 per hour or \$148.40 per week or \$643.07 per month

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 5 years, 4 weeks after 15 years, and 5 weeks after 25 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, Good Friday, 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

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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.