

Section J, Attachment 2

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REGISTER OF WAGE DETERMINATIONS UNDER | U.S. DEPARTMENT OF LABOR
 THE SERVICE CONTRACT ACT | EMPLOYMENT STANDARDS ADMINISTRATION

By direction of the Secretary of Labor | WAGE AND HOUR DIVISION
 | WASHINGTON D.C. 20210

Shirley F. Ebbesen Division of | Wage Determination No.: 2005-2036
 Director Wage Determinations | Revision No.: 8
 | Date Of Revision: 07/22/2009

State: Arkansas

Area: Arkansas Counties of Arkansas, Ashley, Bradley, Calhoun, Chicot, Clark, Cleveland, Dallas, Desha, Drew, Grant, Jefferson, Lincoln, Ouachita, Phillips, Pike, Union

Fringe Benefits Required Follow the Occupational Listing

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		10.02
01012 - Accounting Clerk II		11.25
01013 - Accounting Clerk III		12.58
01020 - Administrative Assistant		14.33
01040 - Court Reporter		11.69
01051 - Data Entry Operator I		8.71
01052 - Data Entry Operator II		9.51
01060 - Dispatcher, Motor Vehicle		12.18
01070 - Document Preparation Clerk		8.97
01090 - Duplicating Machine Operator		8.97
01111 - General Clerk I		9.10
01112 - General Clerk II		9.94
01113 - General Clerk III		11.16
01120 - Housing Referral Assistant		13.66
01141 - Messenger Courier		7.38
01191 - Order Clerk I		8.73
01192 - Order Clerk II		9.83
01261 - Personnel Assistant (Employment) I		10.62
01262 - Personnel Assistant (Employment) II		11.90
01263 - Personnel Assistant (Employment) III		13.89
01270 - Production Control Clerk		17.43
01280 - Receptionist		9.30
01290 - Rental Clerk		9.11
01300 - Scheduler, Maintenance		10.45
01311 - Secretary I		10.45
01312 - Secretary II		11.69
01313 - Secretary III		13.66
01320 - Service Order Dispatcher		11.99
01410 - Supply Technician		14.33
01420 - Survey Worker		11.69
01531 - Travel Clerk I		11.12
01532 - Travel Clerk II		12.10
01533 - Travel Clerk III		12.79
01611 - Word Processor I		9.23

Section J, Attachment 2

01612 - Word Processor II	10.17
01613 - Word Processor III	11.38
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	17.09
05010 - Automotive Electrician	16.48
05040 - Automotive Glass Installer	14.71
05070 - Automotive Worker	14.71
05110 - Mobile Equipment Servicer	13.26
05130 - Motor Equipment Metal Mechanic	16.48
05160 - Motor Equipment Metal Worker	14.71
05190 - Motor Vehicle Mechanic	16.48
05220 - Motor Vehicle Mechanic Helper	12.12
05250 - Motor Vehicle Upholstery Worker	14.71
05280 - Motor Vehicle Wrecker	14.71
05310 - Painter, Automotive	15.62
05340 - Radiator Repair Specialist	14.71
05370 - Tire Repairer	9.79
05400 - Transmission Repair Specialist	16.48
07000 - Food Preparation And Service Occupations	
07010 - Baker	12.69
07041 - Cook I	11.06
07042 - Cook II	12.69
07070 - Dishwasher	8.11
07130 - Food Service Worker	8.11
07210 - Meat Cutter	12.69
07260 - Waiter/Waitress	9.20
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	13.38
09040 - Furniture Handler	9.44
09080 - Furniture Refinisher	13.38
09090 - Furniture Refinisher Helper	10.38
09110 - Furniture Repairer, Minor	11.79
09130 - Upholsterer	13.38
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	9.72
11060 - Elevator Operator	9.20
11090 - Gardener	11.06
11122 - Housekeeping Aide	9.20
11150 - Janitor	8.38
11210 - Laborer, Grounds Maintenance	9.20
11240 - Maid or Houseman	7.27
11260 - Pruner	8.38
11270 - Tractor Operator	10.33
11330 - Trail Maintenance Worker	9.20
11360 - Window Cleaner	9.51
12000 - Health Occupations	
12010 - Ambulance Driver	14.24
12011 - Breath Alcohol Technician	14.24
12012 - Certified Occupational Therapist Assistant	19.54
12015 - Certified Physical Therapist Assistant	21.14
12020 - Dental Assistant	12.85
12025 - Dental Hygienist	31.30
12030 - EKG Technician	21.58
12035 - Electroneurodiagnostic Technologist	21.58

Section J, Attachment 2

12040 - Emergency Medical Technician	14.24
12071 - Licensed Practical Nurse I	12.66
12072 - Licensed Practical Nurse II	14.20
12073 - Licensed Practical Nurse III	15.88
12100 - Medical Assistant	10.75
12130 - Medical Laboratory Technician	12.73
12160 - Medical Record Clerk	11.64
12190 - Medical Record Technician	14.66
12195 - Medical Transcriptionist	12.73
12210 - Nuclear Medicine Technologist	31.30
12221 - Nursing Assistant I	8.54
12222 - Nursing Assistant II	9.61
12223 - Nursing Assistant III	10.48
12224 - Nursing Assistant IV	11.76
12235 - Optical Dispenser	13.52
12236 - Optical Technician	12.73
12250 - Pharmacy Technician	13.41
12280 - Phlebotomist	11.76
12305 - Radiologic Technologist	20.15
12311 - Registered Nurse I	17.64
12312 - Registered Nurse II	21.60
12313 - Registered Nurse II, Specialist	21.60
12314 - Registered Nurse III	26.13
12315 - Registered Nurse III, Anesthetist	26.13
12316 - Registered Nurse IV	31.28
12317 - Scheduler (Drug and Alcohol Testing)	17.64
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	14.72
13012 - Exhibits Specialist II	17.33
13013 - Exhibits Specialist III	22.24
13041 - Illustrator I	14.72
13042 - Illustrator II	17.33
13043 - Illustrator III	22.24
13047 - Librarian	21.12
13050 - Library Aide/Clerk	11.90
13054 - Library Information Technology Systems Administrator	19.87
13058 - Library Technician	13.52
13061 - Media Specialist I	13.12
13062 - Media Specialist II	14.67
13063 - Media Specialist III	16.37
13071 - Photographer I	11.53
13072 - Photographer II	14.78
13073 - Photographer III	17.40
13074 - Photographer IV	22.34
13075 - Photographer V	23.64
13110 - Video Teleconference Technician	13.12
14000 - Information Technology Occupations	
14041 - Computer Operator I	10.90
14042 - Computer Operator II	12.20
14043 - Computer Operator III	14.48
14044 - Computer Operator IV	19.77
14045 - Computer Operator V	21.45
14071 - Computer Programmer I	(see 1) 17.84

Section J, Attachment 2

14072 - Computer Programmer II	(see 1)	19.64
14073 - Computer Programmer III	(see 1)	24.01
14074 - Computer Programmer IV	(see 1)	27.62
14101 - Computer Systems Analyst I	(see 1)	24.39
14102 - Computer Systems Analyst II	(see 1)	27.62
14103 - Computer Systems Analyst III	(see 1)	27.62
14150 - Peripheral Equipment Operator		10.90
14160 - Personal Computer Support Technician		21.75
15000 - Instructional Occupations		
15010 - Aircrew Training Devices Instructor (Non-Rated)		21.90
15020 - Aircrew Training Devices Instructor (Rated)		26.50
15030 - Air Crew Training Devices Instructor (Pilot)		31.76
15050 - Computer Based Training Specialist / Instructor		24.39
15060 - Educational Technologist		21.58
15070 - Flight Instructor (Pilot)		31.76
15080 - Graphic Artist		16.65
15090 - Technical Instructor		16.82
15095 - Technical Instructor/Course Developer		20.58
15110 - Test Proctor		13.58
15120 - Tutor		13.58
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations		
16010 - Assembler		8.26
16030 - Counter Attendant		8.26
16040 - Dry Cleaner		10.36
16070 - Finisher, Flatwork, Machine		8.26
16090 - Presser, Hand		8.26
16110 - Presser, Machine, Drycleaning		8.26
16130 - Presser, Machine, Shirts		8.26
16160 - Presser, Machine, Wearing Apparel, Laundry		8.26
16190 - Sewing Machine Operator		11.12
16220 - Tailor		11.82
16250 - Washer, Machine		8.98
19000 - Machine Tool Operation And Repair Occupations		
19010 - Machine-Tool Operator (Tool Room)		16.93
19040 - Tool And Die Maker		20.69
21000 - Materials Handling And Packing Occupations		
21020 - Forklift Operator		12.97
21030 - Material Coordinator		17.43
21040 - Material Expediter		17.43
21050 - Material Handling Laborer		10.74
21071 - Order Filler		10.21
21080 - Production Line Worker (Food Processing)		12.97
21110 - Shipping Packer		12.43
21130 - Shipping/Receiving Clerk		12.43
21140 - Store Worker I		9.95
21150 - Stock Clerk		13.20
21210 - Tools And Parts Attendant		12.97
21410 - Warehouse Specialist		12.97
23000 - Mechanics And Maintenance And Repair Occupations		
23010 - Aerospace Structural Welder		19.71
23021 - Aircraft Mechanic I		18.78
23022 - Aircraft Mechanic II		19.71
23023 - Aircraft Mechanic III		20.70
23040 - Aircraft Mechanic Helper		13.82

Section J, Attachment 2

23050 - Aircraft, Painter	17.81
23060 - Aircraft Servicer	15.75
23080 - Aircraft Worker	16.78
23110 - Appliance Mechanic	17.81
23120 - Bicycle Repairer	9.79
23125 - Cable Splicer	18.78
23130 - Carpenter, Maintenance	14.67
23140 - Carpet Layer	16.56
23160 - Electrician, Maintenance	20.14
23181 - Electronics Technician Maintenance I	14.91
23182 - Electronics Technician Maintenance II	17.90
23183 - Electronics Technician Maintenance III	18.95
23260 - Fabric Worker	16.29
23290 - Fire Alarm System Mechanic	18.78
23310 - Fire Extinguisher Repairer	13.82
23311 - Fuel Distribution System Mechanic	17.68
23312 - Fuel Distribution System Operator	13.83
23370 - General Maintenance Worker	17.40
23380 - Ground Support Equipment Mechanic	18.78
23381 - Ground Support Equipment Servicer	15.75
23382 - Ground Support Equipment Worker	16.78
23391 - Gunsmith I	13.82
23392 - Gunsmith II	15.73
23393 - Gunsmith III	17.68
23410 - Heating, Ventilation And Air-Conditioning Mechanic	15.94
23411 - Heating, Ventilation And Air Contditioning Mechanic (Research Facility)	16.83
23430 - Heavy Equipment Mechanic	17.94
23440 - Heavy Equipment Operator	15.25
23460 - Instrument Mechanic	18.78
23465 - Laboratory/Shelter Mechanic	16.69
23470 - Laborer	10.74
23510 - Locksmith	16.69
23530 - Machinery Maintenance Mechanic	17.44
23550 - Machinist, Maintenance	17.05
23580 - Maintenance Trades Helper	10.38
23591 - Metrology Technician I	18.78
23592 - Metrology Technician II	19.83
23593 - Metrology Technician III	20.86
23640 - Millwright	19.10
23710 - Office Appliance Repairer	17.54
23760 - Painter, Maintenance	15.84
23790 - Pipefitter, Maintenance	17.84
23810 - Plumber, Maintenance	17.36
23820 - Pneudraulic Systems Mechanic	18.78
23850 - Rigger	18.78
23870 - Scale Mechanic	15.73
23890 - Sheet-Metal Worker, Maintenance	15.53
23910 - Small Engine Mechanic	16.79
23931 - Telecommunications Mechanic I	18.78
23932 - Telecommunications Mechanic II	19.79
23950 - Telephone Lineman	17.88
23960 - Welder, Combination, Maintenance	15.52

Section J, Attachment 2

23965 - Well Driller	18.78	
23970 - Woodcraft Worker	18.78	
23980 - Woodworker	14.94	
24000 - Personal Needs Occupations		
24570 - Child Care Attendant	7.73	
24580 - Child Care Center Clerk	10.60	
24610 - Chore Aide	9.66	
24620 - Family Readiness And Support Services Coordinator		11.87
24630 - Homemaker	11.32	
25000 - Plant And System Operations Occupations		
25010 - Boiler Tender	16.65	
25040 - Sewage Plant Operator	15.72	
25070 - Stationary Engineer	16.65	
25190 - Ventilation Equipment Tender	12.12	
25210 - Water Treatment Plant Operator	15.72	
27000 - Protective Service Occupations		
27004 - Alarm Monitor	12.32	
27007 - Baggage Inspector	12.20	
27008 - Corrections Officer	14.08	
27010 - Court Security Officer	13.60	
27030 - Detection Dog Handler	13.00	
27040 - Detention Officer	14.08	
27070 - Firefighter	13.06	
27101 - Guard I	12.20	
27102 - Guard II	13.00	
27131 - Police Officer I	17.85	
27132 - Police Officer II	19.84	
28000 - Recreation Occupations		
28041 - Carnival Equipment Operator	11.36	
28042 - Carnival Equipment Repairer	12.17	
28043 - Carnival Equipment Worker	8.92	
28210 - Gate Attendant/Gate Tender	12.73	
28310 - Lifeguard	11.34	
28350 - Park Attendant (Aide)	14.24	
28510 - Recreation Aide/Health Facility Attendant		10.39
28515 - Recreation Specialist	13.11	
28630 - Sports Official	11.34	
28690 - Swimming Pool Operator	17.47	
29000 - Stevedoring/Longshoremen Occupational Services		
29010 - Blocker And Bracer	15.73	
29020 - Hatch Tender	15.73	
29030 - Line Handler	15.73	
29041 - Stevedore I	14.79	
29042 - Stevedore II	16.69	
30000 - Technical Occupations		
30010 - Air Traffic Control Specialist, Center (HFO) (see 2)		33.98
30011 - Air Traffic Control Specialist, Station (HFO) (see 2)		23.42
30012 - Air Traffic Control Specialist, Terminal (HFO) (see 2)		26.29
30021 - Archeological Technician I	13.62	
30022 - Archeological Technician II	16.59	
30023 - Archeological Technician III	20.55	
30030 - Cartographic Technician	20.55	
30040 - Civil Engineering Technician	18.68	

Section J, Attachment 2

30061 - Drafter/CAD Operator I	13.62	
30062 - Drafter/CAD Operator II	17.45	
30063 - Drafter/CAD Operator III	18.71	
30064 - Drafter/CAD Operator IV	20.55	
30081 - Engineering Technician I	11.82	
30082 - Engineering Technician II	13.62	
30083 - Engineering Technician III	17.45	
30084 - Engineering Technician IV	18.68	
30085 - Engineering Technician V	26.38	
30086 - Engineering Technician VI	27.93	
30090 - Environmental Technician	16.98	
30210 - Laboratory Technician	15.13	
30240 - Mathematical Technician	18.68	
30361 - Paralegal/Legal Assistant I	11.63	
30362 - Paralegal/Legal Assistant II	16.12	
30363 - Paralegal/Legal Assistant III	19.72	
30364 - Paralegal/Legal Assistant IV	23.84	
30390 - Photo-Optics Technician	18.68	
30461 - Technical Writer I	17.16	
30462 - Technical Writer II	20.98	
30463 - Technical Writer III	25.39	
30491 - Unexploded Ordnance (UXO) Technician I		21.58
30492 - Unexploded Ordnance (UXO) Technician II		26.11
30493 - Unexploded Ordnance (UXO) Technician III		31.30
30494 - Unexploded (UXO) Safety Escort	21.58	
30495 - Unexploded (UXO) Sweep Personnel	21.58	
30620 - Weather Observer, Combined Upper Air Or Surface Programs		15.53
30621 - Weather Observer, Senior	18.68	
31000 - Transportation/Mobile Equipment Operation Occupations		
31020 - Bus Aide	9.06	
31030 - Bus Driver	12.30	
31043 - Driver Courier	9.50	
31260 - Parking and Lot Attendant	7.33	
31290 - Shuttle Bus Driver	10.21	
31310 - Taxi Driver	10.69	
31361 - Truckdriver, Light	10.21	
31362 - Truckdriver, Medium	13.84	
31363 - Truckdriver, Heavy	13.75	
31364 - Truckdriver, Tractor-Trailer	13.75	
99000 - Miscellaneous Occupations		
99030 - Cashier	7.25	
99050 - Desk Clerk	7.25	
99095 - Embalmer	21.58	
99251 - Laboratory Animal Caretaker I		14.05
99252 - Laboratory Animal Caretaker II		15.09
99310 - Mortician	21.58	
99410 - Pest Controller	15.08	
99510 - Photofinishing Worker	9.96	
99710 - Recycling Laborer	12.11	
99711 - Recycling Specialist	14.63	
99730 - Refuse Collector	11.04	
99810 - Sales Clerk	12.11	
99820 - School Crossing Guard		11.04

Section J, Attachment 2

99830 - Survey Party Chief	16.26
99831 - Surveying Aide	10.65
99832 - Surveying Technician	14.57
99840 - Vending Machine Attendant	11.40
99841 - Vending Machine Repairer	14.00
99842 - Vending Machine Repairer Helper	11.97

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$3.35 per hour or \$134.00 per week or \$580.66 per month

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; and 3 weeks after 10 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.

Section J, Attachment 2

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.

** NOTES APPLYING TO THIS WAGE DETERMINATION **

Under the policy and guidance contained in All Agency Memorandum No. 159, the Wage and Hour Division does not recognize, for section 4(c) purposes, prospective wage rates and fringe benefit provisions that are effective only upon such contingencies as "approval of Wage and Hour, issuance of a wage determination, incorporation of the wage determination in the contract, adjusting the contract price, etc." (The relevant CBA section) in the collective bargaining agreement between (the parties) contains contingency language that Wage and Hour does not recognize as reflecting "arm's length negotiation" under section 4(c) of the Act and 29 C.F.R. 5.11(a) of the regulations. This wage determination therefore reflects the actual CBA wage rates and fringe benefits paid under the predecessor contract.

Section J, Attachment 2

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.