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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-

3025
Shirley F. Ebbesen Division of
Director Wage Determinations
05/26/2009

Revision No.: 10
Date Of Revision:

State: South Dakota

Area: South Dakota Counties of Aurora, Beadle, Bon Homme, Brookings,
Brown,
Brule, Buffalo, Campbell, Charles Mix, Clark, Clay, Codington, Davison,
Day,
Deuel, Douglas, Edmunds, Faulk, Grant, Hamlin, Hand, Hanson, Hughes,
Hutchinson, Hyde, Jerauld, Kingsbury, Lake, Lincoln, Marshall, McCook,
McPherson, Miner, Minnehaha, Moody, Potter, Roberts, Sanborn, Spink,
Sully,
Turner, Union, Walworth, Yankton

Fringe Benefits Required Follow the Occupational Listing

OCCUPATION CODE - TITLE

FOOTNOTE

RATE

01000 - Administrative Support And Clerical Occupations

01011 - Accounting Clerk I

11.40

01012 - Accounting Clerk II

12.82

01013 - Accounting Clerk III

14.78

01020 - Administrative Assistant

17.09

01040 - Court Reporter

12.82

01051 - Data Entry Operator I

10.98

01052 - Data Entry Operator II

11.98

01060 - Dispatcher, Motor Vehicle

14.87

01070 - Document Preparation Clerk

10.57

01090 - Duplicating Machine Operator
10.57
01111 - General Clerk I
10.00
01112 - General Clerk II
10.90
01113 - General Clerk III
12.86
01120 - Housing Referral Assistant
14.93
01141 - Messenger Courier
9.21
01191 - Order Clerk I
11.18
01192 - Order Clerk II
12.29
01261 - Personnel Assistant (Employment) I
12.04
01262 - Personnel Assistant (Employment) II
13.53
01263 - Personnel Assistant (Employment) III
15.01
01270 - Production Control Clerk
15.53
01280 - Receptionist
10.74
01290 - Rental Clerk
10.16
01300 - Scheduler, Maintenance
11.47
01311 - Secretary I
11.47
01312 - Secretary II
12.82
01313 - Secretary III
15.18
01320 - Service Order Dispatcher
12.78
01410 - Supply Technician
17.09
01420 - Survey Worker
12.15
01531 - Travel Clerk I
12.17
01532 - Travel Clerk II
12.94
01533 - Travel Clerk III
13.73
01611 - Word Processor I
10.20
01612 - Word Processor II
11.47
01613 - Word Processor III
13.05

05000 - Automotive Service Occupations
05005 - Automobile Body Repairer, Fiberglass
16.16
05010 - Automotive Electrician
15.36
05040 - Automotive Glass Installer
14.63
05070 - Automotive Worker
14.63
05110 - Mobile Equipment Servicer
13.13
05130 - Motor Equipment Metal Mechanic
16.09
05160 - Motor Equipment Metal Worker
14.63
05190 - Motor Vehicle Mechanic
16.09
05220 - Motor Vehicle Mechanic Helper
12.41
05250 - Motor Vehicle Upholstery Worker
13.88
05280 - Motor Vehicle Wrecker
14.63
05310 - Painter, Automotive
15.36
05340 - Radiator Repair Specialist
14.63
05370 - Tire Repairer
10.36
05400 - Transmission Repair Specialist
16.09
07000 - Food Preparation And Service Occupations
07010 - Baker
10.77
07041 - Cook I
9.88
07042 - Cook II
10.98
07070 - Dishwasher
7.94
07130 - Food Service Worker
8.75
07210 - Meat Cutter
12.65
07260 - Waiter/Waitress
7.54
09000 - Furniture Maintenance And Repair Occupations
09010 - Electrostatic Spray Painter
12.53
09040 - Furniture Handler
9.34
09080 - Furniture Refinisher
13.78

09090 - Furniture Refinisher Helper
10.94
09110 - Furniture Repairer, Minor
12.40
09130 - Upholsterer
13.78
11000 - General Services And Support Occupations
11030 - Cleaner, Vehicles
8.20
11060 - Elevator Operator
9.27
11090 - Gardener
13.77
11122 - Housekeeping Aide
9.27
11150 - Janitor
10.03
11210 - Laborer, Grounds Maintenance
10.99
11240 - Maid or Houseman
8.86
11260 - Pruner
10.55
11270 - Tractor Operator
12.83
11330 - Trail Maintenance Worker
10.99
11360 - Window Cleaner
10.92
12000 - Health Occupations
12010 - Ambulance Driver
14.25
12011 - Breath Alcohol Technician
14.74
12012 - Certified Occupational Therapist Assistant
15.94
12015 - Certified Physical Therapist Assistant
14.10
12020 - Dental Assistant
14.72
12025 - Dental Hygienist
26.84
12030 - EKG Technician
21.75
12035 - Electroneurodiagnostic Technologist
21.75
12040 - Emergency Medical Technician
14.25
12071 - Licensed Practical Nurse I
12.43
12072 - Licensed Practical Nurse II
13.83
12073 - Licensed Practical Nurse III
15.54

12100 - Medical Assistant
12.06
12130 - Medical Laboratory Technician
14.61
12160 - Medical Record Clerk
12.51
12190 - Medical Record Technician
16.23
12195 - Medical Transcriptionist
14.18
12210 - Nuclear Medicine Technologist
25.63
12221 - Nursing Assistant I
9.82
12222 - Nursing Assistant II
11.17
12223 - Nursing Assistant III
12.17
12224 - Nursing Assistant IV
13.62
12235 - Optical Dispenser
14.08
12236 - Optical Technician
12.15
12250 - Pharmacy Technician
14.75
12280 - Phlebotomist
13.62
12305 - Radiologic Technologist
22.20
12311 - Registered Nurse I
20.65
12312 - Registered Nurse II
25.32
12313 - Registered Nurse II, Specialist
25.32
12314 - Registered Nurse III
30.56
12315 - Registered Nurse III, Anesthetist
30.56
12316 - Registered Nurse IV
36.71
12317 - Scheduler (Drug and Alcohol Testing)
18.26
13000 - Information And Arts Occupations
13011 - Exhibits Specialist I
15.11
13012 - Exhibits Specialist II
18.68
13013 - Exhibits Specialist III
22.89
13041 - Illustrator I
14.70

13042 - Illustrator II
 18.21
 13043 - Illustrator III
 22.27
 13047 - Librarian
 20.17
 13050 - Library Aide/Clerk
 11.70
 13054 - Library Information Technology Systems
 18.21
 Administrator
 13058 - Library Technician
 13.14
 13061 - Media Specialist I
 13.48
 13062 - Media Specialist II
 14.70
 13063 - Media Specialist III
 16.39
 13071 - Photographer I
 12.74
 13072 - Photographer II
 14.24
 13073 - Photographer III
 17.64
 13074 - Photographer IV
 21.59
 13075 - Photographer V
 26.13
 13110 - Video Teleconference Technician
 11.40
 14000 - Information Technology Occupations
 14041 - Computer Operator I
 14.10
 14042 - Computer Operator II
 15.85
 14043 - Computer Operator III
 17.59
 14044 - Computer Operator IV
 19.49
 14045 - Computer Operator V
 21.71
 14071 - Computer Programmer I (see 1)
 17.83
 14072 - Computer Programmer II (see 1)
 22.29
 14073 - Computer Programmer III (see 1)
 27.19
 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
 14.10

14160 - Personal Computer Support Technician
22.57
15000 - Instructional Occupations
15010 - Aircrew Training Devices Instructor (Non-Rated)
30.75
15020 - Aircrew Training Devices Instructor (Rated)
36.31
15030 - Air Crew Training Devices Instructor (Pilot)
39.94
15050 - Computer Based Training Specialist / Instructor
24.92
15060 - Educational Technologist
21.32
15070 - Flight Instructor (Pilot)
39.94
15080 - Graphic Artist
17.93
15090 - Technical Instructor
15.21
15095 - Technical Instructor/Course Developer
18.88
15110 - Test Proctor
12.27
15120 - Tutor
12.27
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations
16010 - Assembler
9.03
16030 - Counter Attendant
9.03
16040 - Dry Cleaner
10.82
16070 - Finisher, Flatwork, Machine
9.03
16090 - Presser, Hand
9.03
16110 - Presser, Machine, Drycleaning
9.03
16130 - Presser, Machine, Shirts
9.03
16160 - Presser, Machine, Wearing Apparel, Laundry
9.03
16190 - Sewing Machine Operator
11.44
16220 - Tailor
12.11
16250 - Washer, Machine
9.68
19000 - Machine Tool Operation And Repair Occupations
19010 - Machine-Tool Operator (Tool Room)
17.30
19040 - Tool And Die Maker
21.07
21000 - Materials Handling And Packing Occupations

21020 - Forklift Operator
12.66
21030 - Material Coordinator
15.53
21040 - Material Expediter
15.53
21050 - Material Handling Laborer
12.78
21071 - Order Filler
10.24
21080 - Production Line Worker (Food Processing)
12.66
21110 - Shipping Packer
12.85
21130 - Shipping/Receiving Clerk
12.85
21140 - Store Worker I
10.62
21150 - Stock Clerk
13.93
21210 - Tools And Parts Attendant
12.66
21410 - Warehouse Specialist
12.66
23000 - Mechanics And Maintenance And Repair Occupations
23010 - Aerospace Structural Welder
22.58
23021 - Aircraft Mechanic I
21.46
23022 - Aircraft Mechanic II
22.58
23023 - Aircraft Mechanic III
23.61
23040 - Aircraft Mechanic Helper
15.82
23050 - Aircraft, Painter
19.63
23060 - Aircraft Servicer
18.11
23080 - Aircraft Worker
19.24
23110 - Appliance Mechanic
16.14
23120 - Bicycle Repairer
10.36
23125 - Cable Splicer
24.80
23130 - Carpenter, Maintenance
16.26
23140 - Carpet Layer
15.95
23160 - Electrician, Maintenance
18.83

23181 - Electronics Technician Maintenance I
20.94
23182 - Electronics Technician Maintenance II
22.37
23183 - Electronics Technician Maintenance III
23.80
23260 - Fabric Worker
14.98
23290 - Fire Alarm System Mechanic
17.21
23310 - Fire Extinguisher Repairer
14.03
23311 - Fuel Distribution System Mechanic
22.21
23312 - Fuel Distribution System Operator
15.43
23370 - General Maintenance Worker
14.05
23380 - Ground Support Equipment Mechanic
21.46
23381 - Ground Support Equipment Servicer
18.11
23382 - Ground Support Equipment Worker
19.24
23391 - Gunsmith I
14.03
23392 - Gunsmith II
15.95
23393 - Gunsmith III
17.96
23410 - Heating, Ventilation And Air-Conditioning
18.64
Mechanic
23411 - Heating, Ventilation And Air Contdditioning
19.59
Mechanic (Research Facility)
23430 - Heavy Equipment Mechanic
17.79
23440 - Heavy Equipment Operator
17.21
23460 - Instrument Mechanic
17.21
23465 - Laboratory/Shelter Mechanic
16.95
23470 - Laborer
10.54
23510 - Locksmith
16.95
23530 - Machinery Maintenance Mechanic
17.54
23550 - Machinist, Maintenance
15.88
23580 - Maintenance Trades Helper
12.53

23591 - Metrology Technician I
17.21
23592 - Metrology Technician II
18.32
23593 - Metrology Technician III
19.15
23640 - Millwright
17.96
23710 - Office Appliance Repairer
18.83
23760 - Painter, Maintenance
15.16
23790 - Pipefitter, Maintenance
20.57
23810 - Plumber, Maintenance
18.34
23820 - Pneudraulic Systems Mechanic
17.96
23850 - Rigger
17.96
23870 - Scale Mechanic
15.95
23890 - Sheet-Metal Worker, Maintenance
16.26
23910 - Small Engine Mechanic
15.95
23931 - Telecommunications Mechanic I
22.58
23932 - Telecommunications Mechanic II
23.60
23950 - Telephone Lineman
17.17
23960 - Welder, Combination, Maintenance
15.88
23965 - Well Driller
17.96
23970 - Woodcraft Worker
17.96
23980 - Woodworker
13.44
24000 - Personal Needs Occupations
24570 - Child Care Attendant
8.72
24580 - Child Care Center Clerk
10.87
24610 - Chore Aide
9.76
24620 - Family Readiness And Support Services
10.38
Coordinator
24630 - Homemaker
15.28
25000 - Plant And System Operations Occupations

25010 - Boiler Tender
18.64
25040 - Sewage Plant Operator
20.21
25070 - Stationary Engineer
18.64
25190 - Ventilation Equipment Tender
13.44
25210 - Water Treatment Plant Operator
20.21
27000 - Protective Service Occupations
27004 - Alarm Monitor
13.98
27007 - Baggage Inspector
11.56
27008 - Corrections Officer
15.42
27010 - Court Security Officer
15.42
27030 - Detection Dog Handler
13.98
27040 - Detention Officer
15.42
27070 - Firefighter
15.42
27101 - Guard I
11.56
27102 - Guard II
13.98
27131 - Police Officer I
18.52
27132 - Police Officer II
20.58
28000 - Recreation Occupations
28041 - Carnival Equipment Operator
9.83
28042 - Carnival Equipment Repairer
10.51
28043 - Carnival Equipment Worker
8.81
28210 - Gate Attendant/Gate Tender
12.98
28310 - Lifeguard
11.01
28350 - Park Attendant (Aide)
14.47
28510 - Recreation Aide/Health Facility Attendant
10.90
28515 - Recreation Specialist
16.08
28630 - Sports Official
11.59
28690 - Swimming Pool Operator
15.02

29000 - Stevedoring/Longshoremen Occupational Services
29010 - Blocker And Bracer
16.90
29020 - Hatch Tender
16.90
29030 - Line Handler
16.90
29041 - Stevedore I
15.50
29042 - Stevedore II
17.98
30000 - Technical Occupations
30010 - Air Traffic Control Specialist, Center (HFO) (see 2)
35.15
30011 - Air Traffic Control Specialist, Station (HFO) (see 2)
24.24
30012 - Air Traffic Control Specialist, Terminal (HFO) (see 2)
26.69
30021 - Archeological Technician I
15.01
30022 - Archeological Technician II
16.87
30023 - Archeological Technician III
20.75
30030 - Cartographic Technician
20.75
30040 - Civil Engineering Technician
17.82
30061 - Drafter/CAD Operator I
15.01
30062 - Drafter/CAD Operator II
16.87
30063 - Drafter/CAD Operator III
18.72
30064 - Drafter/CAD Operator IV
23.11
30081 - Engineering Technician I
12.95
30082 - Engineering Technician II
14.57
30083 - Engineering Technician III
16.19
30084 - Engineering Technician IV
20.24
30085 - Engineering Technician V
25.42
30086 - Engineering Technician VI
29.95
30090 - Environmental Technician
20.75
30210 - Laboratory Technician
18.72
30240 - Mathematical Technician
20.75

30361 - Paralegal/Legal Assistant I
 16.06
 30362 - Paralegal/Legal Assistant II
 19.89
 30363 - Paralegal/Legal Assistant III
 24.33
 30364 - Paralegal/Legal Assistant IV
 29.44
 30390 - Photo-Optics Technician
 20.75
 30461 - Technical Writer I
 20.45
 30462 - Technical Writer II
 24.94
 30463 - Technical Writer III
 30.26
 30491 - Unexploded Ordnance (UXO) Technician I
 22.34
 30492 - Unexploded Ordnance (UXO) Technician II
 27.03
 30493 - Unexploded Ordnance (UXO) Technician III
 32.40
 30494 - Unexploded (UXO) Safety Escort
 22.34
 30495 - Unexploded (UXO) Sweep Personnel
 22.34
 30620 - Weather Observer, Combined Upper Air Or (see 2)
 18.72
 Surface Programs
 30621 - Weather Observer, Senior (see 2)
 20.75
 31000 - Transportation/Mobile Equipment Operation Occupations
 31020 - Bus Aide
 10.45
 31030 - Bus Driver
 13.99
 31043 - Driver Courier
 12.70
 31260 - Parking and Lot Attendant
 10.27
 31290 - Shuttle Bus Driver
 13.63
 31310 - Taxi Driver
 9.64
 31361 - Truckdriver, Light
 13.63
 31362 - Truckdriver, Medium
 15.91
 31363 - Truckdriver, Heavy
 16.32
 31364 - Truckdriver, Tractor-Trailer
 16.32
 99000 - Miscellaneous Occupations

99030 - Cashier
8.63
99050 - Desk Clerk
8.84
99095 - Embalmer
23.74
99251 - Laboratory Animal Caretaker I
11.24
99252 - Laboratory Animal Caretaker II
12.17
99310 - Mortician
23.74
99410 - Pest Controller
17.77
99510 - Photofinishing Worker
11.85
99710 - Recycling Laborer
13.38
99711 - Recycling Specialist
15.63
99730 - Refuse Collector
12.24
99810 - Sales Clerk
11.19
99820 - School Crossing Guard
11.73
99830 - Survey Party Chief
16.33
99831 - Surveying Aide
10.76
99832 - Surveying Technician
14.74
99840 - Vending Machine Attendant
12.41
99841 - Vending Machine Repairer
14.83
99842 - Vending Machine Repairer Helper
12.41

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; 3 weeks after 10 years, and 4 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 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.