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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

Diane C. Koplewski
Director

Division of Wage Determinations

Wage Determination No.: 2005-2407
Revision No.: 15
Date Of Revision: 12/22/2014

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

State: North Dakota
Area: North Dakota Statewide

Fringe Benefits Required Follow the Occupational Listing

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		12.65
01012 - Accounting Clerk II		14.20
01013 - Accounting Clerk III		15.88
01020 - Administrative Assistant		18.37
01040 - Court Reporter		18.26
01051 - Data Entry Operator I		11.34
01052 - Data Entry Operator II		12.37
01060 - Dispatcher, Motor Vehicle		16.93
01070 - Document Preparation Clerk		13.29
01090 - Duplicating Machine Operator		13.29
01111 - General Clerk I		10.60
01112 - General Clerk II		11.57
01113 - General Clerk III		12.98
01120 - Housing Referral Assistant		17.54
01141 - Messenger Courier		9.92
01191 - Order Clerk I		12.53
01192 - Order Clerk II		13.67
01261 - Personnel Assistant (Employment) I		13.58
01262 - Personnel Assistant (Employment) II		15.19
01263 - Personnel Assistant (Employment) III		17.73
01270 - Production Control Clerk		19.50
01280 - Receptionist		10.94
01290 - Rental Clerk		9.35
01300 - Scheduler, Maintenance		14.06
01311 - Secretary I		14.06
01312 - Secretary II		15.73
01313 - Secretary III		17.54
01320 - Service Order Dispatcher		15.13
01410 - Supply Technician		18.37
01420 - Survey Worker		11.28
01531 - Travel Clerk I		11.35
01532 - Travel Clerk II		12.01

01533 - Travel Clerk III	12.69
01611 - Word Processor I	11.65
01612 - Word Processor II	13.08
01613 - Word Processor III	14.63
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	18.32
05010 - Automotive Electrician	16.27
05040 - Automotive Glass Installer	15.57
05070 - Automotive Worker	15.57
05110 - Mobile Equipment Servicer	14.21
05130 - Motor Equipment Metal Mechanic	16.90
05160 - Motor Equipment Metal Worker	15.57
05190 - Motor Vehicle Mechanic	16.90
05220 - Motor Vehicle Mechanic Helper	13.36
05250 - Motor Vehicle Upholstery Worker	14.93
05280 - Motor Vehicle Wrecker	15.57
05310 - Painter, Automotive	16.27
05340 - Radiator Repair Specialist	15.57
05370 - Tire Repairer	13.50
05400 - Transmission Repair Specialist	16.90
07000 - Food Preparation And Service Occupations	
07010 - Baker	10.49
07041 - Cook I	10.51
07042 - Cook II	11.83
07070 - Dishwasher	7.62
07130 - Food Service Worker	10.33
07210 - Meat Cutter	11.33
07260 - Waiter/Waitress	8.09
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	18.16
09040 - Furniture Handler	12.30
09080 - Furniture Refinisher	18.16
09090 - Furniture Refinisher Helper	14.41
09110 - Furniture Repairer, Minor	16.14
09130 - Upholsterer	17.59
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	8.70
11060 - Elevator Operator	10.06
11090 - Gardener	13.00
11122 - Housekeeping Aide	10.08
11150 - Janitor	10.88
11210 - Laborer, Grounds Maintenance	11.82
11240 - Maid or Houseman	8.71
11260 - Pruner	10.50
11270 - Tractor Operator	12.66
11330 - Trail Maintenance Worker	11.82
11360 - Window Cleaner	12.00
12000 - Health Occupations	
12010 - Ambulance Driver	13.29
12011 - Breath Alcohol Technician	16.48
12012 - Certified Occupational Therapist Assistant	16.52
12015 - Certified Physical Therapist Assistant	16.25
12020 - Dental Assistant	15.12
12025 - Dental Hygienist	26.36
12030 - EKG Technician	19.18
12035 - Electroneurodiagnostic Technologist	19.18
12040 - Emergency Medical Technician	13.29
12071 - Licensed Practical Nurse I	14.73
12072 - Licensed Practical Nurse II	16.48
12073 - Licensed Practical Nurse III	18.38
12100 - Medical Assistant	13.39
12130 - Medical Laboratory Technician	15.25

12160 - Medical Record Clerk		13.29
12190 - Medical Record Technician		14.87
12195 - Medical Transcriptionist		13.25
12210 - Nuclear Medicine Technologist		32.84
12221 - Nursing Assistant I		9.80
12222 - Nursing Assistant II		11.01
12223 - Nursing Assistant III		12.10
12224 - Nursing Assistant IV		13.58
12235 - Optical Dispenser		12.67
12236 - Optical Technician		14.21
12250 - Pharmacy Technician		14.02
12280 - Phlebotomist		13.58
12305 - Radiologic Technologist		21.40
12311 - Registered Nurse I		21.72
12312 - Registered Nurse II		26.57
12313 - Registered Nurse II, Specialist		26.57
12314 - Registered Nurse III		32.14
12315 - Registered Nurse III, Anesthetist		32.14
12316 - Registered Nurse IV		38.52
12317 - Scheduler (Drug and Alcohol Testing)		19.43
13000 - Information And Arts Occupations		
13011 - Exhibits Specialist I		17.19
13012 - Exhibits Specialist II		20.55
13013 - Exhibits Specialist III		23.23
13041 - Illustrator I		17.19
13042 - Illustrator II		20.55
13043 - Illustrator III		23.23
13047 - Librarian		19.53
13050 - Library Aide/Clerk		9.03
13054 - Library Information Technology Systems Administrator		17.24
13058 - Library Technician		13.91
13061 - Media Specialist I		12.61
13062 - Media Specialist II		14.10
13063 - Media Specialist III		15.73
13071 - Photographer I		14.47
13072 - Photographer II		16.18
13073 - Photographer III		20.05
13074 - Photographer IV		24.54
13075 - Photographer V		29.68
13110 - Video Teleconference Technician		15.87
14000 - Information Technology Occupations		
14041 - Computer Operator I		13.59
14042 - Computer Operator II		15.21
14043 - Computer Operator III		16.96
14044 - Computer Operator IV		18.85
14045 - Computer Operator V		20.86
14071 - Computer Programmer I		18.90
14072 - Computer Programmer II		22.00
14073 - Computer Programmer III		26.91
14074 - Computer Programmer IV	(see 1)	
14101 - Computer Systems Analyst I		24.37
14102 - Computer Systems Analyst II	(see 1)	
14103 - Computer Systems Analyst III	(see 1)	
14150 - Peripheral Equipment Operator		13.59
14160 - Personal Computer Support Technician		21.97
15000 - Instructional Occupations		
15010 - Aircrew Training Devices Instructor (Non-Rated)		24.34
15020 - Aircrew Training Devices Instructor (Rated)		29.45
15030 - Air Crew Training Devices Instructor (Pilot)		35.30
15050 - Computer Based Training Specialist / Instructor		25.60
15060 - Educational Technologist		26.30

15070 - Flight Instructor (Pilot)	35.30
15080 - Graphic Artist	18.47
15090 - Technical Instructor	17.94
15095 - Technical Instructor/Course Developer	21.95
15110 - Test Proctor	14.48
15120 - Tutor	14.48
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	8.73
16030 - Counter Attendant	8.73
16040 - Dry Cleaner	10.18
16070 - Finisher, Flatwork, Machine	8.73
16090 - Presser, Hand	8.73
16110 - Presser, Machine, Drycleaning	8.73
16130 - Presser, Machine, Shirts	8.73
16160 - Presser, Machine, Wearing Apparel, Laundry	8.73
16190 - Sewing Machine Operator	10.65
16220 - Tailor	11.14
16250 - Washer, Machine	9.15
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	17.90
19040 - Tool And Die Maker	21.08
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	14.94
21030 - Material Coordinator	19.50
21040 - Material Expediter	19.50
21050 - Material Handling Laborer	11.70
21071 - Order Filler	10.91
21080 - Production Line Worker (Food Processing)	14.94
21110 - Shipping Packer	14.15
21130 - Shipping/Receiving Clerk	14.15
21140 - Store Worker I	10.82
21150 - Stock Clerk	14.74
21210 - Tools And Parts Attendant	14.94
21410 - Warehouse Specialist	14.94
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	22.53
23021 - Aircraft Mechanic I	21.57
23022 - Aircraft Mechanic II	22.53
23023 - Aircraft Mechanic III	23.33
23040 - Aircraft Mechanic Helper	17.06
23050 - Aircraft, Painter	20.19
23060 - Aircraft Servicer	19.06
23080 - Aircraft Worker	19.86
23110 - Appliance Mechanic	16.96
23120 - Bicycle Repairer	13.50
23125 - Cable Splicer	27.10
23130 - Carpenter, Maintenance	17.59
23140 - Carpet Layer	16.83
23160 - Electrician, Maintenance	21.31
23181 - Electronics Technician Maintenance I	21.80
23182 - Electronics Technician Maintenance II	23.40
23183 - Electronics Technician Maintenance III	24.79
23260 - Fabric Worker	17.11
23290 - Fire Alarm System Mechanic	19.76
23310 - Fire Extinguisher Repairer	15.79
23311 - Fuel Distribution System Mechanic	24.95
23312 - Fuel Distribution System Operator	20.99
23370 - General Maintenance Worker	17.03
23380 - Ground Support Equipment Mechanic	21.57
23381 - Ground Support Equipment Servicer	19.06
23382 - Ground Support Equipment Worker	19.87
23391 - Gunsmith I	15.76

23392 - Gunsmith II	18.44
23393 - Gunsmith III	20.97
23410 - Heating, Ventilation And Air-Conditioning Mechanic	20.66
23411 - Heating, Ventilation And Air Contditioning Mechanic (Research Facility)	21.57
23430 - Heavy Equipment Mechanic	21.33
23440 - Heavy Equipment Operator	19.58
23460 - Instrument Mechanic	22.09
23465 - Laboratory/Shelter Mechanic	19.90
23470 - Laborer	11.70
23510 - Locksmith	19.90
23530 - Machinery Maintenance Mechanic	23.46
23550 - Machinist, Maintenance	20.97
23580 - Maintenance Trades Helper	14.41
23591 - Metrology Technician I	22.09
23592 - Metrology Technician II	23.07
23593 - Metrology Technician III	23.95
23640 - Millwright	22.90
23710 - Office Appliance Repairer	18.94
23760 - Painter, Maintenance	17.59
23790 - Pipefitter, Maintenance	21.86
23810 - Plumber, Maintenance	20.66
23820 - Pneudraulic Systems Mechanic	20.97
23850 - Rigger	20.97
23870 - Scale Mechanic	18.44
23890 - Sheet-Metal Worker, Maintenance	18.01
23910 - Small Engine Mechanic	16.83
23931 - Telecommunications Mechanic I	25.27
23932 - Telecommunications Mechanic II	26.40
23950 - Telephone Lineman	18.74
23960 - Welder, Combination, Maintenance	19.95
23965 - Well Driller	19.98
23970 - Woodcraft Worker	20.97
23980 - Woodworker	15.37
24000 - Personal Needs Occupations	
24570 - Child Care Attendant	10.16
24580 - Child Care Center Clerk	12.80
24610 - Chore Aide	9.55
24620 - Family Readiness And Support Services Coordinator	12.64
24630 - Homemaker	17.52
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	21.78
25040 - Sewage Plant Operator	17.97
25070 - Stationary Engineer	21.78
25190 - Ventilation Equipment Tender	15.08
25210 - Water Treatment Plant Operator	17.97
27000 - Protective Service Occupations	
27004 - Alarm Monitor	15.57
27007 - Baggage Inspector	12.42
27008 - Corrections Officer	17.50
27010 - Court Security Officer	17.93
27030 - Detection Dog Handler	13.89
27040 - Detention Officer	17.50
27070 - Firefighter	19.46
27101 - Guard I	12.42
27102 - Guard II	13.89
27131 - Police Officer I	19.61
27132 - Police Officer II	21.79
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	10.22

28042 - Carnival Equipment Repairer		10.98
28043 - Carnival Equpment Worker		8.60
28210 - Gate Attendant/Gate Tender		12.73
28310 - Lifeguard		11.01
28350 - Park Attendant (Aide)		14.24
28510 - Recreation Aide/Health Facility Attendant		10.29
28515 - Recreation Specialist		17.16
28630 - Sports Official		11.34
28690 - Swimming Pool Operator		15.59
29000 - Stevedoring/Longshoremen Occupational Services		
29010 - Blocker And Bracer		19.85
29020 - Hatch Tender		19.85
29030 - Line Handler		19.85
29041 - Stevedore I		19.31
29042 - Stevedore II		21.76
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		15.85
30022 - Archeological Technician II		17.12
30023 - Archeological Technician III		22.16
30030 - Cartographic Technician		23.25
30040 - Civil Engineering Technician		19.01
30061 - Drafter/CAD Operator I		15.99
30062 - Drafter/CAD Operator II		17.95
30063 - Drafter/CAD Operator III		19.95
30064 - Drafter/CAD Operator IV		24.55
30081 - Engineering Technician I		16.65
30082 - Engineering Technician II		18.70
30083 - Engineering Technician III		21.71
30084 - Engineering Technician IV		26.89
30085 - Engineering Technician V		32.90
30086 - Engineering Technician VI		39.41
30090 - Environmental Technician		23.25
30210 - Laboratory Technician		17.42
30240 - Mathematical Technician		23.63
30361 - Paralegal/Legal Assistant I		15.46
30362 - Paralegal/Legal Assistant II		19.15
30363 - Paralegal/Legal Assistant III		24.53
30364 - Paralegal/Legal Assistant IV		28.34
30390 - Photo-Optics Technician		23.75
30461 - Technical Writer I		19.43
30462 - Technical Writer II		23.77
30463 - Technical Writer III		28.76
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 Surface Programs	(see 2)	19.95
30621 - Weather Observer, Senior	(see 2)	22.16
31000 - Transportation/Mobile Equipment Operation Occupations		
31020 - Bus Aide		8.34
31030 - Bus Driver		12.29
31043 - Driver Courier		13.37
31260 - Parking and Lot Attendant		9.02
31290 - Shuttle Bus Driver		14.65
31310 - Taxi Driver		10.72
31361 - Truckdriver, Light		14.65
31362 - Truckdriver, Medium		15.64

31363 - Truckdriver, Heavy	17.56
31364 - Truckdriver, Tractor-Trailer	17.56
99000 - Miscellaneous Occupations	
99030 - Cashier	8.03
99050 - Desk Clerk	9.31
99095 - Embalmer	24.90
99251 - Laboratory Animal Caretaker I	10.24
99252 - Laboratory Animal Caretaker II	11.19
99310 - Mortician	30.07
99410 - Pest Controller	19.92
99510 - Photofinishing Worker	11.95
99710 - Recycling Laborer	14.39
99711 - Recycling Specialist	17.84
99730 - Refuse Collector	12.79
99810 - Sales Clerk	11.90
99820 - School Crossing Guard	11.72
99830 - Survey Party Chief	21.05
99831 - Surveying Aide	14.14
99832 - Surveying Technician	18.49
99840 - Vending Machine Attendant	13.93
99841 - Vending Machine Repairer	16.37
99842 - Vending Machine Repairer Helper	13.93

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: $4.02 per hour or $160.80 per week or $696.79 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 ordance, 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 ordance, (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 ordance, 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 ordance, 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.