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
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| Wage Determination No.: 2005-2449
Diane C. Koplewski Division of | Revision No.: 12
Director Wage Determinations| Date Of Last Revision: 06/13/2012

States: New Jersey, Pennsylvania

Area: New Jersey Counties of Burlington, Camden, Gloucester

Pennsylvania Counties of Bucks, Chester, Delaware, Lehigh, Montgomery,
Northampton, Philadelphia

Fringe Benefits Required Follow the Occupational Listing

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		14.53
01012 - Accounting Clerk II		16.31
01013 - Accounting Clerk III		18.24
01020 - Administrative Assistant		27.42
01040 - Court Reporter		21.74
01051 - Data Entry Operator I		14.22
01052 - Data Entry Operator II		15.51
01060 - Dispatcher, Motor Vehicle		17.92
01070 - Document Preparation Clerk		13.66
01090 - Duplicating Machine Operator		13.66
01111 - General Clerk I		13.45
01112 - General Clerk II		14.68
01113 - General Clerk III		16.48
01120 - Housing Referral Assistant		24.11
01141 - Messenger Courier		12.91
01191 - Order Clerk I		14.81
01192 - Order Clerk II		15.68
01261 - Personnel Assistant (Employment) I		16.56
01262 - Personnel Assistant (Employment) II		18.52
01263 - Personnel Assistant (Employment) III		20.64
01270 - Production Control Clerk		22.74
01280 - Receptionist		14.72
01290 - Rental Clerk		16.83
01300 - Scheduler, Maintenance		17.52
01311 - Secretary I		19.12
01312 - Secretary II		21.84
01313 - Secretary III		24.11

01320 - Service Order Dispatcher 16.76
01410 - Supply Technician 27.02
01420 - Survey Worker 17.92
01531 - Travel Clerk I 13.42
01532 - Travel Clerk II 14.10
01533 - Travel Clerk III 15.03
01611 - Word Processor I 15.91
01612 - Word Processor II 17.86
01613 - Word Processor III 19.98
05000 - Automotive Service Occupations
05005 - Automobile Body Repairer, Fiberglass 22.83
05010 - Automotive Electrician 22.03
05040 - Automotive Glass Installer 20.34
05070 - Automotive Worker 21.11
05110 - Mobile Equipment Servicer 19.63
05130 - Motor Equipment Metal Mechanic 22.81
05160 - Motor Equipment Metal Worker 21.22
05190 - Motor Vehicle Mechanic 22.83
05220 - Motor Vehicle Mechanic Helper 18.71
05250 - Motor Vehicle Upholstery Worker 20.54
05280 - Motor Vehicle Wrecker 21.22
05310 - Painter, Automotive 22.14
05340 - Radiator Repair Specialist 21.22
05370 - Tire Repairer 14.89
05400 - Transmission Repair Specialist 23.49
07000 - Food Preparation And Service Occupations
07010 - Baker 13.05
07041 - Cook I 12.99
07042 - Cook II 13.84
07070 - Dishwasher 9.76
07130 - Food Service Worker 11.55
07210 - Meat Cutter 17.30
07260 - Waiter/Waitress 10.10
09000 - Furniture Maintenance And Repair Occupations
09010 - Electrostatic Spray Painter 19.40
09040 - Furniture Handler 17.39
09080 - Furniture Refinisher 22.85
09090 - Furniture Refinisher Helper 19.50
09110 - Furniture Repairer, Minor 21.21
09130 - Upholsterer 19.41
11000 - General Services And Support Occupations
11030 - Cleaner, Vehicles 12.81
11060 - Elevator Operator 12.33
11090 - Gardener 16.09
11122 - Housekeeping Aide 12.81
11150 - Janitor 12.81
11210 - Laborer, Grounds Maintenance 13.67
11240 - Maid or Houseman 11.29
11260 - Pruner 12.83
11270 - Tractor Operator 15.33
11330 - Trail Maintenance Worker 13.76
11360 - Window Cleaner 13.61
12000 - Health Occupations
12010 - Ambulance Driver 17.48

12011 - Breath Alcohol Technician 20.44
12012 - Certified Occupational Therapist Assistant 22.91
12015 - Certified Physical Therapist Assistant 22.60
12020 - Dental Assistant 18.36
12025 - Dental Hygienist 32.95
12030 - EKG Technician 30.31
12035 - Electroneurodiagnostic Technologist 30.31
12040 - Emergency Medical Technician 17.48
12071 - Licensed Practical Nurse I 20.15
12072 - Licensed Practical Nurse II 22.05
12073 - Licensed Practical Nurse III 24.57
12100 - Medical Assistant 14.97
12130 - Medical Laboratory Technician 21.17
12160 - Medical Record Clerk 15.47
12190 - Medical Record Technician 17.00
12195 - Medical Transcriptionist 17.02
12210 - Nuclear Medicine Technologist 34.99
12221 - Nursing Assistant I 10.52
12222 - Nursing Assistant II 11.83
12223 - Nursing Assistant III 12.91
12224 - Nursing Assistant IV 14.49
12235 - Optical Dispenser 21.62
12236 - Optical Technician 16.60
12250 - Pharmacy Technician 15.13
12280 - Phlebotomist 14.49
12305 - Radiologic Technologist 28.02
12311 - Registered Nurse I 29.51
12312 - Registered Nurse II 32.76
12313 - Registered Nurse II, Specialist 32.76
12314 - Registered Nurse III 39.32
12315 - Registered Nurse III, Anesthetist 39.32
12316 - Registered Nurse IV 47.11
12317 - Scheduler (Drug and Alcohol Testing) 23.50
13000 - Information And Arts Occupations
13011 - Exhibits Specialist I 21.74
13012 - Exhibits Specialist II 28.77
13013 - Exhibits Specialist III 35.16
13041 - Illustrator I 22.94
13042 - Illustrator II 30.61
13043 - Illustrator III 37.43
13047 - Librarian 31.00
13050 - Library Aide/Clerk 16.83
13054 - Library Information Technology Systems Administrator 27.98
13058 - Library Technician 17.62
13061 - Media Specialist I 18.35
13062 - Media Specialist II 20.52
13063 - Media Specialist III 22.88
13071 - Photographer I 17.96
13072 - Photographer II 19.97
13073 - Photographer III 25.04
13074 - Photographer IV 30.62
13075 - Photographer V 37.06
13110 - Video Teleconference Technician 22.29

14000 - Information Technology Occupations
14041 - Computer Operator I 18.50
14042 - Computer Operator II 20.70
14043 - Computer Operator III 23.06
14044 - Computer Operator IV 25.64
14045 - Computer Operator V 28.39
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 18.50
14160 - Personal Computer Support Technician 25.64
15000 - Instructional Occupations
15010 - Aircrew Training Devices Instructor (Non-Rated) 33.14
15020 - Aircrew Training Devices Instructor (Rated) 40.11
15030 - Air Crew Training Devices Instructor (Pilot) 48.06
15050 - Computer Based Training Specialist / Instructor 33.14
15060 - Educational Technologist 30.33
15070 - Flight Instructor (Pilot) 48.06
15080 - Graphic Artist 24.99
15090 - Technical Instructor 24.41
15095 - Technical Instructor/Course Developer 29.85
15110 - Test Proctor 19.71
15120 - Tutor 19.71
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations
16010 - Assembler 9.77
16030 - Counter Attendant 9.77
16040 - Dry Cleaner 12.76
16070 - Finisher, Flatwork, Machine 9.77
16090 - Presser, Hand 9.77
16110 - Presser, Machine, Drycleaning 9.77
16130 - Presser, Machine, Shirts 9.77
16160 - Presser, Machine, Wearing Apparel, Laundry 9.77
16190 - Sewing Machine Operator 13.65
16220 - Tailor 14.52
16250 - Washer, Machine 10.80
19000 - Machine Tool Operation And Repair Occupations
19010 - Machine-Tool Operator (Tool Room) 20.24
19040 - Tool And Die Maker 24.23
21000 - Materials Handling And Packing Occupations
21020 - Forklift Operator 19.21
21030 - Material Coordinator 20.91
21040 - Material Expediter 20.91
21050 - Material Handling Laborer 13.92
21071 - Order Filler 13.88
21080 - Production Line Worker (Food Processing) 19.21
21110 - Shipping Packer 16.45
21130 - Shipping/Receiving Clerk 16.45
21140 - Store Worker I 16.93
21150 - Stock Clerk 19.11
21210 - Tools And Parts Attendant 19.21

21410 - Warehouse Specialist 19.21
23000 - Mechanics And Maintenance And Repair Occupations
23010 - Aerospace Structural Welder 26.75
23021 - Aircraft Mechanic I 25.74
23022 - Aircraft Mechanic II 26.75
23023 - Aircraft Mechanic III 28.12
23040 - Aircraft Mechanic Helper 20.97
23050 - Aircraft, Painter 21.66
23060 - Aircraft Servicer 22.92
23080 - Aircraft Worker 23.95
23110 - Appliance Mechanic 21.01
23120 - Bicycle Repairer 15.11
23125 - Cable Splicer 34.08
23130 - Carpenter, Maintenance 24.40
23140 - Carpet Layer 22.57
23160 - Electrician, Maintenance 29.02
23181 - Electronics Technician Maintenance I 25.72
23182 - Electronics Technician Maintenance II 27.03
23183 - Electronics Technician Maintenance III 27.92
23260 - Fabric Worker 21.87
23290 - Fire Alarm System Mechanic 23.71
23310 - Fire Extinguisher Repairer 22.72
23311 - Fuel Distribution System Mechanic 26.86
23312 - Fuel Distribution System Operator 23.17
23370 - General Maintenance Worker 21.37
23380 - Ground Support Equipment Mechanic 25.74
23381 - Ground Support Equipment Servicer 22.92
23382 - Ground Support Equipment Worker 23.95
23391 - Gunsmith I 22.07
23392 - Gunsmith II 23.77
23393 - Gunsmith III 25.51
23410 - Heating, Ventilation And Air-Conditioning Mechanic 25.17
23411 - Heating, Ventilation And Air Contditioning Mechanic (Research Facility) 26.15
23430 - Heavy Equipment Mechanic 24.33
23440 - Heavy Equipment Operator 27.08
23460 - Instrument Mechanic 25.03
23465 - Laboratory/Shelter Mechanic 24.64
23470 - Laborer 15.83
23510 - Locksmith 23.29
23530 - Machinery Maintenance Mechanic 24.32
23550 - Machinist, Maintenance 21.24
23580 - Maintenance Trades Helper 18.52
23591 - Metrology Technician I 25.03
23592 - Metrology Technician II 26.01
23593 - Metrology Technician III 26.83
23640 - Millwright 25.21
23710 - Office Appliance Repairer 23.06
23760 - Painter, Maintenance 21.97
23790 - Pipefitter, Maintenance 30.24
23810 - Plumber, Maintenance 26.56
23820 - Pneudraulic Systems Mechanic 25.51
23850 - Rigger 25.51

23870 - Scale Mechanic 23.77
23890 - Sheet-Metal Worker, Maintenance 26.51
23910 - Small Engine Mechanic 18.79
23931 - Telecommunications Mechanic I 25.91
23932 - Telecommunications Mechanic II 26.92
23950 - Telephone Lineman 28.29
23960 - Welder, Combination, Maintenance 20.91
23965 - Well Driller 23.53
23970 - Woodcraft Worker 25.51
23980 - Woodworker 19.14
24000 - Personal Needs Occupations
24570 - Child Care Attendant 12.00
24580 - Child Care Center Clerk 14.96
24610 - Chore Aide 11.62
24620 - Family Readiness And Support Services Coordinator 14.06
24630 - Homemaker 14.79
25000 - Plant And System Operations Occupations
25010 - Boiler Tender 22.73
25040 - Sewage Plant Operator 22.47
25070 - Stationary Engineer 22.73
25190 - Ventilation Equipment Tender 18.74
25210 - Water Treatment Plant Operator 22.47
27000 - Protective Service Occupations
27004 - Alarm Monitor 20.30
27007 - Baggage Inspector 13.48
27008 - Corrections Officer 24.29
27010 - Court Security Officer 27.70
27030 - Detection Dog Handler 18.81
27040 - Detention Officer 24.29
27070 - Firefighter 27.25
27101 - Guard I 13.48
27102 - Guard II 18.81
27131 - Police Officer I 28.28
27132 - Police Officer II 31.43
28000 - Recreation Occupations
28041 - Carnival Equipment Operator 11.46
28042 - Carnival Equipment Repairer 12.02
28043 - Carnival Equpment Worker 9.59
28210 - Gate Attendant/Gate Tender 16.04
28310 - Lifeguard 12.78
28350 - Park Attendant (Aide) 17.94
28510 - Recreation Aide/Health Facility Attendant 11.54
28515 - Recreation Specialist 22.22
28630 - Sports Official 14.29
28690 - Swimming Pool Operator 17.23
29000 - Stevedoring/Longshoremen Occupational Services
29010 - Blocker And Bracer 24.30
29020 - Hatch Tender 24.30
29030 - Line Handler 24.30
29041 - Stevedore I 23.38
29042 - Stevedore II 25.20
30000 - Technical Occupations
30010 - Air Traffic Control Specialist, Center (HFO) (see 2) 38.17

30011 - Air Traffic Control Specialist, Station (HFO) (see 2) 26.31
30012 - Air Traffic Control Specialist, Terminal (HFO) (see 2) 28.98
30021 - Archeological Technician I 20.33
30022 - Archeological Technician II 22.75
30023 - Archeological Technician III 28.18
30030 - Cartographic Technician 28.27
30040 - Civil Engineering Technician 26.15
30061 - Drafter/CAD Operator I 20.33
30062 - Drafter/CAD Operator II 22.75
30063 - Drafter/CAD Operator III 25.36
30064 - Drafter/CAD Operator IV 31.21
30081 - Engineering Technician I 18.23
30082 - Engineering Technician II 20.47
30083 - Engineering Technician III 23.23
30084 - Engineering Technician IV 28.83
30085 - Engineering Technician V 35.18
30086 - Engineering Technician VI 42.58
30090 - Environmental Technician 21.49
30210 - Laboratory Technician 25.35
30240 - Mathematical Technician 28.18
30361 - Paralegal/Legal Assistant I 19.08
30362 - Paralegal/Legal Assistant II 23.64
30363 - Paralegal/Legal Assistant III 28.92
30364 - Paralegal/Legal Assistant IV 34.64
30390 - Photo-Optics Technician 28.18
30461 - Technical Writer I 21.76
30462 - Technical Writer II 26.62
30463 - Technical Writer III 34.22
30491 - Unexploded Ordnance (UXO) Technician I 24.25
30492 - Unexploded Ordnance (UXO) Technician II 29.35
30493 - Unexploded Ordnance (UXO) Technician III 35.17
30494 - Unexploded (UXO) Safety Escort 24.25
30495 - Unexploded (UXO) Sweep Personnel 24.25
30620 - Weather Observer, Combined Upper Air Or Surface Programs (see 3) 25.36
30621 - Weather Observer, Senior (see 3) 28.18
31000 - Transportation/Mobile Equipment Operation Occupations
31020 - Bus Aide 15.22
31030 - Bus Driver 19.16
31043 - Driver Courier 18.13
31260 - Parking and Lot Attendant 10.54
31290 - Shuttle Bus Driver 19.00
31310 - Taxi Driver 12.01
31361 - Truckdriver, Light 19.00
31362 - Truckdriver, Medium 19.28
31363 - Truckdriver, Heavy 19.99
31364 - Truckdriver, Tractor-Trailer 19.99
99000 - Miscellaneous Occupations
99030 - Cashier 11.80
99050 - Desk Clerk 12.64
99095 - Embalmer 33.77
99251 - Laboratory Animal Caretaker I 11.48
99252 - Laboratory Animal Caretaker II 12.25
99310 - Mortician 34.20

99410 - Pest Controller	17.02
99510 - Photofinishing Worker	14.65
99710 - Recycling Laborer	18.72
99711 - Recycling Specialist	21.14
99730 - Refuse Collector	17.57
99810 - Sales Clerk	12.43
99820 - School Crossing Guard	11.48
99830 - Survey Party Chief	20.60
99831 - Surveying Aide	12.23
99832 - Surveying Technician	18.07
99840 - Vending Machine Attendant	14.45
99841 - Vending Machine Repairer	16.98
99842 - Vending Machine Repairer Helper	14.45

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 8 years, and 4 weeks 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 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) APPLICABLE TO AIR TRAFFIC CONTROLLERS ONLY - NIGHT DIFFERENTIAL: An employee is entitled to pay for all work performed between the hours of 6:00 P.M. and 6:00 A.M. at the rate of basic pay plus a night pay differential amounting to 10 percent of the rate of basic pay.

3) 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.