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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
Shirley F. Ebbesen                      Division of Director                                      Wage Determinations	WAGE AND HOUR DIVISION WASHINGTON D.C. 20210
	Wage Determination No.: 2005-2062 Revision No.: 7 Date Of Revision: 05/29/2008

State: California

Area: California Counties of Santa Clara, Santa Cruz

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

OCCUPATION CODE - TITLE	MINIMUM WAGE RATE
01000 - Administrative Support And Clerical Occupations	
01011 - Accounting Clerk I	16.51
01012 - Accounting Clerk II	18.53
01013 - Accounting Clerk III	20.73
01020 - Administrative Assistant	30.87
01040 - Court Reporter	22.21
01051 - Data Entry Operator I	15.38
01052 - Data Entry Operator II	16.78
01060 - Dispatcher, Motor Vehicle	24.10
01070 - Document Preparation Clerk	15.93
01090 - Duplicating Machine Operator	15.93
01111 - General Clerk I	15.87
01112 - General Clerk II	17.31
01113 - General Clerk III	19.37
01120 - Housing Referral Assistant	27.33
01141 - Messenger Courier	13.02
01191 - Order Clerk I	15.60
01192 - Order Clerk II	17.02
01261 - Personnel Assistant (Employment) I	18.18
01262 - Personnel Assistant (Employment) II	20.40
01263 - Personnel Assistant (Employment) III	22.74
01270 - Production Control Clerk	26.31
01280 - Receptionist	17.21
01290 - Rental Clerk	16.09
01300 - Scheduler, Maintenance	21.77
01311 - Secretary I	21.77
01312 - Secretary II	24.46
01313 - Secretary III	27.33
01320 - Service Order Dispatcher	19.47
01410 - Supply Technician	30.87
01420 - Survey Worker	19.75
01531 - Travel Clerk I	15.41

01532 - Travel Clerk II	17.34
01533 - Travel Clerk III	19.53
01611 - Word Processor I	19.77
01612 - Word Processor II	22.19
01613 - Word Processor III	24.83
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	22.32
05010 - Automotive Electrician	21.82
05040 - Automotive Glass Installer	18.99
05070 - Automotive Worker	20.84
05110 - Mobile Equipment Servicer	18.97
05130 - Motor Equipment Metal Mechanic	22.77
05160 - Motor Equipment Metal Worker	20.84
05190 - Motor Vehicle Mechanic	22.77
05220 - Motor Vehicle Mechanic Helper	18.00
05250 - Motor Vehicle Upholstery Worker	19.92
05280 - Motor Vehicle Wrecker	20.87
05310 - Painter, Automotive	21.82
05340 - Radiator Repair Specialist	20.87
05370 - Tire Repairer	14.48
05400 - Transmission Repair Specialist	22.77
07000 - Food Preparation And Service Occupations	
07010 - Baker	12.55
07041 - Cook I	14.68
07042 - Cook II	16.17
07070 - Dishwasher	10.27
07130 - Food Service Worker	10.72
07210 - Meat Cutter	17.72
07260 - Waiter/Waitress	9.68
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	20.21
09040 - Furniture Handler	14.58
09080 - Furniture Refinisher	20.21
09090 - Furniture Refinisher Helper	16.64
09110 - Furniture Repairer, Minor	18.45
09130 - Upholsterer	20.21
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	11.46
11060 - Elevator Operator	11.30
11090 - Gardener	21.60
11122 - Housekeeping Aide	13.67
11150 - Janitor	13.23
11210 - Laborer, Grounds Maintenance	17.52
11240 - Maid or Houseman	12.54
11260 - Pruner	15.75
11270 - Tractor Operator	20.48
11330 - Trail Maintenance Worker	17.52
11360 - Window Cleaner	14.33
12000 - Health Occupations	
12010 - Ambulance Driver	19.41
12011 - Breath Alcohol Technician	19.41
12012 - Certified Occupational Therapist Assistant	25.78
12015 - Certified Physical Therapist Assistant	24.41
12020 - Dental Assistant	20.55
12025 - Dental Hygienist	31.72
12030 - EKG Technician	33.39

12035 - Electroneurodiagnostic Technologist	33.39
12040 - Emergency Medical Technician	19.41
12071 - Licensed Practical Nurse I	19.13
12072 - Licensed Practical Nurse II	21.45
12073 - Licensed Practical Nurse III	24.00
12100 - Medical Assistant	18.25
12130 - Medical Laboratory Technician	19.90
12160 - Medical Record Clerk	18.50
12190 - Medical Record Technician	20.70
12195 - Medical Transcriptionist	20.45
12210 - Nuclear Medicine Technologist	42.30
12221 - Nursing Assistant I	12.93
12222 - Nursing Assistant II	14.53
12223 - Nursing Assistant III	15.85
12224 - Nursing Assistant IV	17.79
12235 - Optical Dispenser	19.51
12236 - Optical Technician	17.94
12250 - Pharmacy Technician	21.25
12280 - Phlebotomist	17.79
12305 - Radiologic Technologist	33.12
12311 - Registered Nurse I	31.93
12312 - Registered Nurse II	39.04
12313 - Registered Nurse II, Specialist	39.04
12314 - Registered Nurse III	47.21
12315 - Registered Nurse III, Anesthetist	47.21
12316 - Registered Nurse IV	56.64
12317 - Scheduler (Drug and Alcohol Testing)	31.03
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	22.87
13012 - Exhibits Specialist II	28.33
13013 - Exhibits Specialist III	34.65
13041 - Illustrator I	24.70
13042 - Illustrator II	29.23
13043 - Illustrator III	35.75
13047 - Librarian	34.08
13050 - Library Aide/Clerk	20.80
13054 - Library Information Technology Systems Administrator	28.12
13058 - Library Technician	23.96
13061 - Media Specialist I	19.73
13062 - Media Specialist II	22.08
13063 - Media Specialist III	24.63
13071 - Photographer I	19.48
13072 - Photographer II	21.80
13073 - Photographer III	27.00
13074 - Photographer IV	33.02
13075 - Photographer V	38.43
13110 - Video Teleconference Technician	20.92
14000 - Information Technology Occupations	
14041 - Computer Operator I	19.57
14042 - Computer Operator II	21.89
14043 - Computer Operator III	24.40
14044 - Computer Operator IV	27.12
14045 - Computer Operator V	27.62
14071 - Computer Programmer I (1)	24.08
14072 - Computer Programmer II (1)	
14073 - Computer Programmer III (1)	

14074 - Computer Programmer IV (1)	
14101 - Computer Systems Analyst I (1)	
14102 - Computer Systems Analyst II (1)	
14103 - Computer Systems Analyst III (1)	
14150 - Peripheral Equipment Operator	19.57
14160 - Personal Computer Support Technician	27.12
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	34.68
15020 - Aircrew Training Devices Instructor (Rated)	41.97
15030 - Air Crew Training Devices Instructor (Pilot)	46.16
15050 - Computer Based Training Specialist / Instructor	36.97
15060 - Educational Technologist	28.17
15070 - Flight Instructor (Pilot)	46.16
15080 - Graphic Artist	26.12
15090 - Technical Instructor	23.75
15095 - Technical Instructor/Course Developer	31.97
15110 - Test Proctor	22.20
15120 - Tutor	22.20
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	10.71
16030 - Counter Attendant	10.71
16040 - Dry Cleaner	14.57
16070 - Finisher, Flatwork, Machine	10.71
16090 - Presser, Hand	10.71
16110 - Presser, Machine, Drycleaning	10.71
16130 - Presser, Machine, Shirts	10.71
16160 - Presser, Machine, Wearing Apparel, Laundry	10.71
16190 - Sewing Machine Operator	15.86
16220 - Tailor	17.13
16250 - Washer, Machine	12.01
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	21.96
19040 - Tool And Die Maker	25.80
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	15.40
21030 - Material Coordinator	23.69
21040 - Material Expediter	23.69
21050 - Material Handling Laborer	15.36
21071 - Order Filler	14.76
21080 - Production Line Worker (Food Processing)	15.40
21110 - Shipping Packer	15.84
21130 - Shipping/Receiving Clerk	15.84
21140 - Store Worker I	13.65
21150 - Stock Clerk	18.78
21210 - Tools And Parts Attendant	15.40
21410 - Warehouse Specialist	15.40
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	24.22
23021 - Aircraft Mechanic I	23.05
23022 - Aircraft Mechanic II	24.27
23023 - Aircraft Mechanic III	25.48
23040 - Aircraft Mechanic Helper	17.11
23050 - Aircraft, Painter	22.34
23060 - Aircraft Servicer	19.49
23080 - Aircraft Worker	20.68

23110 - Appliance Mechanic	23.84
23120 - Bicycle Repairer	15.44
23125 - Cable Splicer	24.22
23130 - Carpenter, Maintenance	24.84
23140 - Carpet Layer	24.72
23160 - Electrician, Maintenance	32.30
23181 - Electronics Technician Maintenance I	24.02
23182 - Electronics Technician Maintenance II	25.70
23183 - Electronics Technician Maintenance III	29.21
23260 - Fabric Worker	21.26
23290 - Fire Alarm System Mechanic	25.14
23310 - Fire Extinguisher Repairer	20.67
23311 - Fuel Distribution System Mechanic	25.02
23312 - Fuel Distribution System Operator	19.79
23370 - General Maintenance Worker	21.69
23380 - Ground Support Equipment Mechanic	23.05
23381 - Ground Support Equipment Servicer	19.26
23382 - Ground Support Equipment Worker	20.43
23391 - Gunsmith I	19.88
23392 - Gunsmith II	22.54
23393 - Gunsmith III	25.14
23410 - Heating, Ventilation And Air-Conditioning Mechanic	27.55
23411 - Heating, Ventilation And Air Conditioning Mechanic (Research Facility)	28.95
23430 - Heavy Equipment Mechanic	26.73
23440 - Heavy Equipment Operator	29.74
23460 - Instrument Mechanic	25.14
23465 - Laboratory/Shelter Mechanic	23.84
23470 - Laborer	14.73
23510 - Locksmith	25.62
23530 - Machinery Maintenance Mechanic	25.71
23550 - Machinist, Maintenance	27.28
23580 - Maintenance Trades Helper	17.26
23591 - Metrology Technician I	25.14
23592 - Metrology Technician II	26.42
23593 - Metrology Technician III	27.54
23640 - Millwright	25.14
23710 - Office Appliance Repairer	22.89
23760 - Painter, Maintenance	20.21
23790 - Pipefitter, Maintenance	30.20
23810 - Plumber, Maintenance	28.82
23820 - Pneudraulic Systems Mechanic	25.14
23850 - Rigger	25.14
23870 - Scale Mechanic	22.54
23890 - Sheet-Metal Worker, Maintenance	26.30
23910 - Small Engine Mechanic	19.31
23931 - Telecommunications Mechanic I	24.14
23932 - Telecommunications Mechanic II	25.37
23950 - Telephone Lineman	27.26
23960 - Welder, Combination, Maintenance	21.10
23965 - Well Driller	26.64
23970 - Woodcraft Worker	25.14
23980 - Woodworker	17.58
24000 - Personal Needs Occupations	
24570 - Child Care Attendant	12.45
24580 - Child Care Center Clerk	14.10

24610 - Chore Aide	10.84
24620 - Family Readiness And Support Services Coordinator	16.95
24630 - Homemaker	16.23
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	36.51
25040 - Sewage Plant Operator	27.78
25070 - Stationary Engineer	36.51
25190 - Ventilation Equipment Tender	26.47
25210 - Water Treatment Plant Operator	27.78
27000 - Protective Service Occupations	
27004 - Alarm Monitor	15.80
27007 - Baggage Inspector	13.29
27008 - Corrections Officer	31.73
27010 - Court Security Officer	35.30
27030 - Detection Dog Handler	15.80
27040 - Detention Officer	32.37
27070 - Firefighter	31.83
27101 - Guard I	13.29
27102 - Guard II	15.80
27131 - Police Officer I	38.76
27132 - Police Officer II	43.08
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	13.09
28042 - Carnival Equipment Repairer	13.81
28043 - Carnival Equipment Worker	10.58
28210 - Gate Attendant/Gate Tender	14.91
28310 - Lifeguard	10.77
28350 - Park Attendant (Aide)	15.07
28510 - Recreation Aide/Health Facility Attendant	12.85
28515 - Recreation Specialist	15.87
28630 - Sports Official	11.85
28690 - Swimming Pool Operator	19.13
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	22.04
29020 - Hatch Tender	22.04
29030 - Line Handler	22.04
29041 - Stevedore I	20.77
29042 - Stevedore II	23.29
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (2)	39.76
30011 - Air Traffic Control Specialist, Station (HFO) (2)	27.42
30012 - Air Traffic Control Specialist, Terminal (HFO) (2)	30.20
30021 - Archeological Technician I	16.90
30022 - Archeological Technician II	19.56
30023 - Archeological Technician III	26.85
30030 - Cartographic Technician	29.83
30040 - Civil Engineering Technician	26.63
30061 - Drafter/CAD Operator I	23.38
30062 - Drafter/CAD Operator II	26.30
30063 - Drafter/CAD Operator III	29.34
30064 - Drafter/CAD Operator IV	34.98
30081 - Engineering Technician I	17.78
30082 - Engineering Technician II	19.96
30083 - Engineering Technician III	22.33
30084 - Engineering Technician IV	27.66
30085 - Engineering Technician V	33.83

30086 - Engineering Technician VI	40.94
30090 - Environmental Technician	25.55
30210 - Laboratory Technician	21.91
30240 - Mathematical Technician	31.80
30361 - Paralegal/Legal Assistant I	22.78
30362 - Paralegal/Legal Assistant II	28.23
30363 - Paralegal/Legal Assistant III	34.53
30364 - Paralegal/Legal Assistant IV	41.78
30390 - Photo-Optics Technician	32.40
30461 - Technical Writer I	25.38
30462 - Technical Writer II	31.05
30463 - Technical Writer III	37.57
30491 - Unexploded Ordnance (UXO) Technician I	25.27
30492 - Unexploded Ordnance (UXO) Technician II	30.58
30493 - Unexploded Ordnance (UXO) Technician III	36.65
30494 - Unexploded (UXO) Safety Escort	25.27
30495 - Unexploded (UXO) Sweep Personnel	25.27
30620 - Weather Observer, Combined Upper Air Or Surface	25.76
Programs (2)	
30621 - Weather Observer, Senior (2)	28.59
31000 - Transportation/Mobile Equipment Operation Occupations	
31020 - Bus Aide	12.44
31030 - Bus Driver	17.29
31043 - Driver Courier	15.75
31260 - Parking and Lot Attendant	10.12
31290 - Shuttle Bus Driver	16.38
31310 - Taxi Driver	11.74
31361 - Truckdriver, Light	16.38
31362 - Truckdriver, Medium	17.22
31363 - Truckdriver, Heavy	20.16
31364 - Truckdriver, Tractor-Trailer	20.16
99000 - Miscellaneous Occupations	
99030 - Cashier	11.26
99050 - Desk Clerk	10.56
99095 - Embalmer	23.54
99251 - Laboratory Animal Caretaker I	11.74
99252 - Laboratory Animal Caretaker II	12.77
99310 - Mortician	25.27
99410 - Pest Controller	17.21
99510 - Photofinishing Worker	11.97
99710 - Recycling Laborer	16.87
99711 - Recycling Specialist	20.28
99730 - Refuse Collector	15.19
99810 - Sales Clerk	11.97
99820 - School Crossing Guard	13.86
99830 - Survey Party Chief	21.60
99831 - Surveying Aide	10.86
99832 - Surveying Technician	13.70
99840 - Vending Machine Attendant	14.98
99841 - Vending Machine Repairer	17.39
99842 - Vending Machine Repairer Helper	14.98

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

**HEALTH & WELFARE:** Life, accident, and health insurance plans, sick leave, pension plans, civic and personal leave, severance pay, and savings and thrift plans. Minimum employer contributions costing an average of \$3.24 per hour computed on the basis of all hours worked by service employees employed on the contract.

**VACATION:** 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 5 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 eleven paid holidays per year: New Year's Day, Martin Luther King Jr's Birthday, Washington's Birthday, Good Friday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4.174)

THE OCCUPATIONS WHICH HAVE PARENTHESES AFTER THEM RECEIVE THE FOLLOWING BENEFITS (as numbered):

1) 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 ordnance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordnance, explosives, and pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or explosives. Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive ordnance, explosives and incendiary materials. All operations involving regrading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with, or in close proximity to ordnance, (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving, unloading, storage, and hauling of ordnance, explosive, and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordnance, explosives, and incendiary material differential pay.

**\*\* UNIFORM ALLOWANCE \*\***

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations", Fifth Edition, April 2006, unless otherwise indicated. Copies of the Directory are available on the Internet. A links to the Directory may be found on the WHD home page at <http://www.dol.gov/esa/whd/> or through the Wage Determinations On-Line (WDOL) Web site at <http://wdol.gov/>.

**REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE (Standard Form 1444 (SF 1444))**

**Conformance Process:**

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. {See Section 4.6 (C)(vi)} When multiple wage determinations are included in a contract, a separate SF 1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

- 1) When preparing the bid, the contractor identifies the need for a conformed occupation) and computes a proposed rate).
- 2) After contract award, the contractor prepares a written report listing in order proposed classification title), a Federal grade equivalency (FGE) for each proposed classification), job description), and rationale for proposed wage rate), 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.