

Attachment 5

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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

Shirley F. Ebbesen Division of
 Director Wage Determinations

Wage Determination No.: 2005-2508
 Revision No.: 7
 Date Of Revision: 05/29/2008

State: Texas

Area: Texas Counties of Aransas, Bee, Calhoun, Goliad, Jim Wells, Kleberg, Live Oak,
 Nueces, Refugio, San Patricio, Victoria

Fringe Benefits Required Follow the Occupational Listing

OCCUPATION CODE - TITLE	MINIMUM WAGE RATE
01000 - Administrative Support And Clerical Occupations	
01011 - Accounting Clerk I	12.67
01012 - Accounting Clerk II	14.22
01013 - Accounting Clerk III	15.91
01020 - Administrative Assistant	18.48
01040 - Court Reporter	14.50
01051 - Data Entry Operator I	9.77
01052 - Data Entry Operator II	12.12
01060 - Dispatcher, Motor Vehicle	14.50
01070 - Document Preparation Clerk	10.74
01090 - Duplicating Machine Operator	10.74
01111 - General Clerk I	10.36
01112 - General Clerk II	13.33
01113 - General Clerk III	15.06
01120 - Housing Referral Assistant	18.25
01141 - Messenger Courier	9.74
01191 - Order Clerk I	9.77
01192 - Order Clerk II	10.89
01261 - Personnel Assistant (Employment) I	13.27
01262 - Personnel Assistant (Employment) II	14.84
01263 - Personnel Assistant (Employment) III	16.55
01270 - Production Control Clerk	19.32
01280 - Receptionist	9.60
01290 - Rental Clerk	13.27
01300 - Scheduler, Maintenance	13.54
01311 - Secretary I	13.54
01312 - Secretary II	16.37
01313 - Secretary III	18.25
01320 - Service Order Dispatcher	14.50
01410 - Supply Technician	20.10
01420 - Survey Worker	14.50
01531 - Travel Clerk I	10.33
01532 - Travel Clerk II	10.31
01533 - Travel Clerk III	12.13
01611 - Word Processor I	11.54
01612 - Word Processor II	12.96
01613 - Word Processor III	14.50
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	18.21
05010 - Automotive Electrician	17.48
05040 - Automotive Glass Installer	16.74
05070 - Automotive Worker	16.74
05110 - Mobile Equipment Servicer	15.29
05130 - Motor Equipment Metal Mechanic	18.21
05160 - Motor Equipment Metal Worker	16.74
05190 - Motor Vehicle Mechanic	18.21
05220 - Motor Vehicle Mechanic Helper	14.51
05250 - Motor Vehicle Upholstery Worker	16.01
05280 - Motor Vehicle Wrecker	16.74
05310 - Painter, Automotive	17.48
05340 - Radiator Repair Specialist	16.74
05370 - Tire Repairer	14.77
05400 - Transmission Repair Specialist	18.21
07000 - Food Preparation And Service Occupations	
07010 - Baker	9.21
07041 - Cook I	8.30

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07042	- Cook II	9.66
07070	- Dishwasher	6.61
07130	- Food Service Worker	7.77
07210	- Meat Cutter	12.69
07260	- Waiter/Waitress	7.03
09000	- Furniture Maintenance And Repair Occupations	
09010	- Electrostatic Spray Painter	16.65
09040	- Furniture Handler	13.82
09080	- Furniture Refinisher	16.65
09090	- Furniture Refinisher Helper	13.82
09110	- Furniture Repairer, Minor	15.25
09130	- Upholsterer	17.70
11000	- General Services And Support Occupations	
11030	- Cleaner, Vehicles	10.04
11060	- Elevator Operator	8.11
11090	- Gardener	11.45
11122	- Housekeeping Aide	8.11
11150	- Janitor	8.48
11210	- Laborer, Grounds Maintenance	9.90
11240	- Maid or Houseman	7.55
11260	- Pruner	9.86
11270	- Tractor Operator	11.36
11330	- Trail Maintenance Worker	9.90
11360	- Window Cleaner	9.83
12000	- Health Occupations	
12010	- Ambulance Driver	15.37
12011	- Breath Alcohol Technician	15.37
12012	- Certified Occupational Therapist Assistant	24.23
12015	- Certified Physical Therapist Assistant	21.78
12020	- Dental Assistant	12.59
12025	- Dental Hygienist	23.74
12030	- EKG Technician	23.00
12035	- Electroneurodiagnostic Technologist	23.00
12040	- Emergency Medical Technician	15.37
12071	- Licensed Practical Nurse I	12.91
12072	- Licensed Practical Nurse II	14.45
12073	- Licensed Practical Nurse III	16.11
12100	- Medical Assistant	10.75
12130	- Medical Laboratory Technician	13.29
12160	- Medical Record Clerk	12.01
12190	- Medical Record Technician	14.67
12195	- Medical Transcriptionist	12.33
12210	- Nuclear Medicine Technologist	24.65
12221	- Nursing Assistant I	8.92
12222	- Nursing Assistant II	10.02
12223	- Nursing Assistant III	10.93
12224	- Nursing Assistant IV	12.27
12235	- Optical Dispenser	11.01
12236	- Optical Technician	10.24
12250	- Pharmacy Technician	12.22
12280	- Phlebotomist	12.27
12305	- Radiologic Technologist	22.02
12311	- Registered Nurse I	23.49
12312	- Registered Nurse II	28.74
12313	- Registered Nurse II, Specialist	28.74
12314	- Registered Nurse III	34.77
12315	- Registered Nurse III, Anesthetist	34.77
12316	- Registered Nurse IV	41.68
12317	- Scheduler (Drug and Alcohol Testing)	19.69
13000	- Information And Arts Occupations	
13011	- Exhibits Specialist I	16.99
13012	- Exhibits Specialist II	20.82
13013	- Exhibits Specialist III	25.46
13041	- Illustrator I	16.99
13042	- Illustrator II	20.82
13043	- Illustrator III	25.46
13047	- Librarian	22.64
13050	- Library Aide/Clerk	9.96
13054	- Library Information Technology Systems Administrator	19.80
13058	- Library Technician	11.99
13061	- Media Specialist I	14.29
13062	- Media Specialist II	15.99
13063	- Media Specialist III	17.83
13071	- Photographer I	13.47
13072	- Photographer II	16.43
13073	- Photographer III	19.23
13074	- Photographer IV	23.46
13075	- Photographer V	28.47
13110	- Video Teleconference Technician	14.29
14000	- Information Technology Occupations	
14041	- Computer Operator I	13.34

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14042	- Computer Operator II	14.92
14043	- Computer Operator III	16.64
14044	- Computer Operator IV	18.49
14045	- Computer Operator V	20.48
14071	- Computer Programmer I (1)	19.11
14072	- Computer Programmer II (1)	21.53
14073	- Computer Programmer III (1)	26.33
14074	- Computer Programmer IV (1)	
14101	- Computer Systems Analyst I (1)	26.32
14102	- Computer Systems Analyst II (1)	
14103	- Computer Systems Analyst III (1)	
14150	- Peripheral Equipment Operator	13.34
14160	- Personal Computer Support Technician	18.49
15000	- Instructional Occupations	
15010	- Aircrew Training Devices Instructor (Non-Rated)	27.65
15020	- Aircrew Training Devices Instructor (Rated)	33.46
15030	- Air Crew Training Devices Instructor (Pilot)	39.29
15050	- Computer Based Training Specialist / Instructor	27.65
15060	- Educational Technologist	26.91
15070	- Flight Instructor (Pilot)	35.72
15080	- Graphic Artist	19.07
15090	- Technical Instructor	18.00
15095	- Technical Instructor/Course Developer	22.24
15110	- Test Proctor	14.53
15120	- Tutor	14.53
16000	- Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010	- Assembler	7.56
16030	- Counter Attendant	7.56
16040	- Dry Cleaner	9.04
16070	- Finisher, Flatwork, Machine	7.56
16090	- Presser, Hand	7.56
16110	- Presser, Machine, Drycleaning	7.56
16130	- Presser, Machine, Shirts	7.56
16160	- Presser, Machine, Wearing Apparel, Laundry	7.56
16190	- Sewing Machine Operator	9.50
16220	- Tailor	10.01
16250	- Washer, Machine	8.04
19000	- Machine Tool Operation And Repair Occupations	
19010	- Machine-Tool Operator (Tool Room)	17.60
19040	- Tool And Die Maker	20.55
21000	- Materials Handling And Packing Occupations	
21020	- Forklift Operator	10.80
21030	- Material Coordinator	23.00
21040	- Material Expediter	23.00
21050	- Material Handling Laborer	9.74
21071	- Order Filler	10.37
21080	- Production Line Worker (Food Processing)	10.80
21110	- Shipping Packer	11.38
21130	- Shipping/Receiving Clerk	11.38
21140	- Store Worker I	12.57
21150	- Stock Clerk	17.06
21210	- Tools And Parts Attendant	11.77
21410	- Warehouse Specialist	11.77
23000	- Mechanics And Maintenance And Repair Occupations	
23010	- Aerospace Structural Welder	23.51
23021	- Aircraft Mechanic I	22.55
23022	- Aircraft Mechanic II	23.51
23023	- Aircraft Mechanic III	24.51
23040	- Aircraft Mechanic Helper	17.97
23050	- Aircraft, Painter	19.13
23060	- Aircraft Servicer	19.84
23080	- Aircraft Worker	20.72
23110	- Appliance Mechanic	17.33
23120	- Bicycle Repairer	13.35
23125	- Cable Splicer	20.98
23130	- Carpenter, Maintenance	17.36
23140	- Carpet Layer	16.56
23160	- Electrician, Maintenance	19.38
23181	- Electronics Technician Maintenance I	20.66
23182	- Electronics Technician Maintenance II	22.55
23183	- Electronics Technician Maintenance III	23.59
23260	- Fabric Worker	15.81
23290	- Fire Alarm System Mechanic	17.34
23310	- Fire Extinguisher Repairer	15.25
23311	- Fuel Distribution System Mechanic	23.15
23312	- Fuel Distribution System Operator	18.94
23370	- General Maintenance Worker	14.41
23380	- Ground Support Equipment Mechanic	22.55
23381	- Ground Support Equipment Servicer	19.84
23382	- Ground Support Equipment Worker	20.72
23391	- Gunsmith I	15.00

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23392	- Gunsmith II	16.56
23393	- Gunsmith III	18.16
23410	- Heating, Ventilation And Air-Conditioning Mechanic	18.79
23411	- Heating, Ventilation And Air Contditioning Mechanic (Research Facility)	
19.59		
23430	- Heavy Equipment Mechanic	17.79
23440	- Heavy Equipment Operator	17.34
23460	- Instrument Mechanic	20.98
23465	- Laboratory/Shelter Mechanic	17.36
23470	- Laborer	12.71
23510	- Locksmith	17.53
23530	- Machinery Maintenance Mechanic	21.16
23550	- Machinist, Maintenance	20.96
23580	- Maintenance Trades Helper	13.82
23591	- Metrology Technician I	20.98
23592	- Metrology Technician II	21.88
23593	- Metrology Technician III	22.78
23640	- Millwright	18.16
23710	- Office Appliance Repairer	16.65
23760	- Painter, Maintenance	16.87
23790	- Pipefitter, Maintenance	19.61
23810	- Plumber, Maintenance	18.84
23820	- Pneudraulic Systems Mechanic	18.16
23850	- Rigger	21.25
23870	- Scale Mechanic	16.56
23890	- Sheet-Metal Worker, Maintenance	20.58
23910	- Small Engine Mechanic	15.97
23931	- Telecommunications Mechanic I	20.53
23932	- Telecommunications Mechanic II	21.35
23950	- Telephone Lineman	20.53
23960	- Welder, Combination, Maintenance	17.34
23965	- Well Driller	17.41
23970	- Woodcraft Worker	18.16
23980	- Woodworker	15.94
24000	- Personal Needs Occupations	
24570	- Child Care Attendant	8.99
24580	- Child Care Center Clerk	11.21
24610	- Chore Aide	7.60
24620	- Family Readiness And Support Services Coordinator	10.06
24630	- Homemaker	13.71
25000	- Plant And System Operations Occupations	
25010	- Boiler Tender	20.98
25040	- Sewage Plant Operator	18.32
25070	- Stationary Engineer	20.98
25190	- Ventilation Equipment Tender	15.93
25210	- Water Treatment Plant Operator	18.16
27000	- Protective Service Occupations	
27004	- Alarm Monitor	12.66
27007	- Baggage Inspector	9.85
27008	- Corrections Officer	19.97
27010	- Court Security Officer	19.97
27030	- Detection Dog Handler	12.66
27040	- Detention Officer	19.97
27070	- Firefighter	18.49
27101	- Guard I	9.85
27102	- Guard II	12.53
27131	- Police Officer I	21.79
27132	- Police Officer II	24.22
28000	- Recreation Occupations	
28041	- Carnival Equipment Operator	10.67
28042	- Carnival Equipment Repairer	11.11
28043	- Carnival Equipment Worker	8.73
28210	- Gate Attendant/Gate Tender	12.73
28310	- Lifeguard	11.34
28350	- Park Attendant (Aide)	14.24
28510	- Recreation Aide/Health Facility Attendant	10.09
28515	- Recreation Specialist	15.08
28630	- Sports Official	11.34
28690	- Swimming Pool Operator	14.80
29000	- Stevedoring/Longshoremen Occupational Services	
29010	- Blocker And Bracer	17.93
29020	- Hatch Tender	17.93
29030	- Line Handler	17.93
29041	- Stevedore I	17.11
29042	- Stevedore II	18.79
30000	- Technical Occupations	
30010	- Air Traffic Control Specialist, Center (HFO) (2)	33.96
30011	- Air Traffic Control Specialist, Station (HFO) (2)	23.42
30012	- Air Traffic Control Specialist, Terminal (HFO) (2)	25.79
30021	- Archeological Technician I	17.44
30022	- Archeological Technician II	20.26

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30023	- Archeological Technician III	24.17
30030	- Cartographic Technician	24.17
30040	- Civil Engineering Technician	21.15
30061	- Drafter/CAD Operator I	17.44
30062	- Drafter/CAD Operator II	20.26
30063	- Drafter/CAD Operator III	22.67
30064	- Drafter/CAD Operator IV	26.77
30081	- Engineering Technician I	15.64
30082	- Engineering Technician II	17.56
30083	- Engineering Technician III	19.64
30084	- Engineering Technician IV	24.33
30085	- Engineering Technician V	31.55
30086	- Engineering Technician VI	36.00
30090	- Environmental Technician	22.33
30210	- Laboratory Technician	19.51
30240	- Mathematical Technician	24.32
30361	- Paralegal/Legal Assistant I	16.91
30362	- Paralegal/Legal Assistant II	20.18
30363	- Paralegal/Legal Assistant III	24.45
30364	- Paralegal/Legal Assistant IV	29.59
30390	- Photo-Optics Technician	24.17
30461	- Technical Writer I	24.17
30462	- Technical Writer II	29.57
30463	- Technical Writer III	35.51
30491	- Unexploded Ordnance (UXO) Technician I	21.58
30492	- Unexploded Ordnance (UXO) Technician II	26.11
30493	- Unexploded Ordnance (UXO) Technician III	31.30
30494	- Unexploded (UXO) Safety Escort	21.58
30495	- Unexploded (UXO) Sweep Personnel	21.58
30620	- Weather Observer, Combined Upper Air Or Surface Programs (3)	19.59
30621	- Weather Observer, Senior (3)	21.76
31000	- Transportation/Mobile Equipment Operation Occupations	
31020	- Bus Aide	9.65
31030	- Bus Driver	12.90
31043	- Driver Courier	11.45
31260	- Parking and Lot Attendant	8.48
31290	- Shuttle Bus Driver	12.24
31310	- Taxi Driver	9.28
31361	- Truckdriver, Light	12.24
31362	- Truckdriver, Medium	15.17
31363	- Truckdriver, Heavy	15.38
31364	- Truckdriver, Tractor-Trailer	15.38
99000	- Miscellaneous Occupations	
99030	- Cashier	8.94
99050	- Desk Clerk	8.99
99095	- Embalmer	20.95
99251	- Laboratory Animal Caretaker I	9.41
99252	- Laboratory Animal Caretaker II	9.88
99310	- Mortician	20.95
99410	- Pest Controller	15.36
99510	- Photofinishing Worker	11.34
99710	- Recycling Laborer	11.84
99711	- Recycling Specialist	14.05
99730	- Refuse Collector	10.72
99810	- Sales Clerk	10.24
99820	- School Crossing Guard	9.31
99830	- Survey Party Chief	18.20
99831	- Surveying Aide	12.24
99832	- Surveying Technician	15.06
99840	- Vending Machine Attendant	10.82
99841	- Vending Machine Repairer	12.50
99842	- Vending Machine Repairer Helper	10.82

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; and 3 weeks after 8 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

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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 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) 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 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 link 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

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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.