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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

Daniel W. Simms	Division of	Wage Determination No.: 2015-2133
Director	Wage Determinations	Revision No.: 1
		Date Of Revision: 01/27/2016

Note: Under Executive Order (EO) 13658, an hourly minimum wage of \$10.15 for calendar year 2016 applies to all contracts subject to the Service Contract Act for which the solicitation was 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 \$10.15 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in calendar year 2016. 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: Georgia

Area: Georgia Counties of Banks, Barrow, Bartow, Butts, Carroll, Chattooga, Cherokee, Clarke, Clayton, Cobb, Coweta, Dawson, De Kalb, Douglas, Fannin, Fayette, Floyd, Forsyth, Franklin, Fulton, Gilmer, Gordon, Greene, Gwinnett, Habersham, Haralson, Henry, Jackson, Lumpkin, Madison, Morgan, Murray, Newton, Oconee, Oglethorpe, Paulding, Pickens, Polk, Rabun, Rockdale, Spalding, Stephens, Towns, Union, Walton, White, Whitfield

Fringe Benefits Required Follow the Occupational Listing

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		13.40
01012 - Accounting Clerk II		15.04
01013 - Accounting Clerk III		17.24
01020 - Administrative Assistant		26.66
01035 - Court Reporter		20.93
01051 - Data Entry Operator I		13.84
01052 - Data Entry Operator II		15.70
01060 - Dispatcher, Motor Vehicle		19.15
01070 - Document Preparation Clerk		13.16
01090 - Duplicating Machine Operator		13.16
01111 - General Clerk I		13.43
01112 - General Clerk II		14.84
01113 - General Clerk III		16.45
01120 - Housing Referral Assistant		21.85
01141 - Messenger Courier		12.60
01191 - Order Clerk I		13.01
01192 - Order Clerk II		14.80
01261 - Personnel Assistant (Employment) I		15.22
01262 - Personnel Assistant (Employment) II		18.55
01263 - Personnel Assistant (Employment) III		20.90
01270 - Production Control Clerk		21.32
01290 - Rental Clerk		15.21
01300 - Scheduler, Maintenance		16.13
01311 - Secretary I		16.13

01312	- Secretary II	18.05
01313	- Secretary III	20.13
01320	- Service Order Dispatcher	15.87
01410	- Supply Technician	26.66
01420	- Survey Worker	18.40
01460	- Switchboard Operator/Receptionist	13.41
01531	- Travel Clerk I	14.22
01532	- Travel Clerk II	15.53
01533	- Travel Clerk III	16.73
01611	- Word Processor I	13.25
01612	- Word Processor II	15.21
01613	- Word Processor III	18.30
05000	- Automotive Service Occupations	
05005	- Automobile Body Repairer, Fiberglass	23.36
05010	- Automotive Electrician	21.55
05040	- Automotive Glass Installer	20.18
05070	- Automotive Worker	20.18
05110	- Mobile Equipment Servicer	17.47
05130	- Motor Equipment Metal Mechanic	23.36
05160	- Motor Equipment Metal Worker	20.18
05190	- Motor Vehicle Mechanic	23.36
05220	- Motor Vehicle Mechanic Helper	17.56
05250	- Motor Vehicle Upholstery Worker	19.05
05280	- Motor Vehicle Wrecker	20.18
05310	- Painter, Automotive	21.55
05340	- Radiator Repair Specialist	20.18
05370	- Tire Repairer	13.80
05400	- Transmission Repair Specialist	23.36
07000	- Food Preparation And Service Occupations	
07010	- Baker	12.20
07041	- Cook I	11.95
07042	- Cook II	13.58
07070	- Dishwasher	10.24
07130	- Food Service Worker	10.01
07210	- Meat Cutter	13.04
07260	- Waiter/Waitress	8.82
09000	- Furniture Maintenance And Repair Occupations	
09010	- Electrostatic Spray Painter	17.47
09040	- Furniture Handler	12.05
09080	- Furniture Refinisher	16.23
09090	- Furniture Refinisher Helper	12.55
09110	- Furniture Repairer, Minor	14.76
09130	- Upholsterer	16.23
11000	- General Services And Support Occupations	
11030	- Cleaner, Vehicles	10.14
11060	- Elevator Operator	10.14
11090	- Gardener	15.57
11122	- Housekeeping Aide	10.89
11150	- Janitor	10.89
11210	- Laborer, Grounds Maintenance	11.22
11240	- Maid or Houseman	9.54
11260	- Pruner	13.31
11270	- Tractor Operator	14.11
11330	- Trail Maintenance Worker	11.22
11360	- Window Cleaner	13.54
12000	- Health Occupations	
12010	- Ambulance Driver	16.75
12011	- Breath Alcohol Technician	19.89
12012	- Certified Occupational Therapist Assistant	25.49
12015	- Certified Physical Therapist Assistant	23.23
12020	- Dental Assistant	17.07

12025 - Dental Hygienist	33.43
12030 - EKG Technician	22.52
12035 - Electroneurodiagnostic Technologist	22.52
12040 - Emergency Medical Technician	16.75
12071 - Licensed Practical Nurse I	17.72
12072 - Licensed Practical Nurse II	19.89
12073 - Licensed Practical Nurse III	21.97
12100 - Medical Assistant	14.71
12130 - Medical Laboratory Technician	16.93
12160 - Medical Record Clerk	15.08
12190 - Medical Record Technician	16.53
12195 - Medical Transcriptionist	16.01
12210 - Nuclear Medicine Technologist	32.29
12221 - Nursing Assistant I	10.13
12222 - Nursing Assistant II	11.38
12223 - Nursing Assistant III	12.42
12224 - Nursing Assistant IV	13.47
12235 - Optical Dispenser	17.05
12236 - Optical Technician	15.13
12250 - Pharmacy Technician	14.87
12280 - Phlebotomist	13.47
12305 - Radiologic Technologist	25.09
12311 - Registered Nurse I	24.94
12312 - Registered Nurse II	29.25
12313 - Registered Nurse II, Specialist	29.25
12314 - Registered Nurse III	35.38
12315 - Registered Nurse III, Anesthetist	35.38
12316 - Registered Nurse IV	42.41
12317 - Scheduler (Drug and Alcohol Testing)	20.09
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	20.57
13012 - Exhibits Specialist II	23.52
13013 - Exhibits Specialist III	28.34
13041 - Illustrator I	20.89
13042 - Illustrator II	23.52
13043 - Illustrator III	28.34
13047 - Librarian	28.28
13050 - Library Aide/Clerk	13.39
13054 - Library Information Technology Systems Administrator	25.27
13058 - Library Technician	15.42
13061 - Media Specialist I	18.42
13062 - Media Specialist II	20.62
13063 - Media Specialist III	22.98
13071 - Photographer I	14.44
13072 - Photographer II	15.01
13073 - Photographer III	18.59
13074 - Photographer IV	22.40
13075 - Photographer V	24.90
13110 - Video Teleconference Technician	17.50
14000 - Information Technology Occupations	
14041 - Computer Operator I	17.20
14042 - Computer Operator II	19.24
14043 - Computer Operator III	21.45
14044 - Computer Operator IV	23.84
14045 - Computer Operator V	26.40
14071 - Computer Programmer I	(see 1) 25.09
14072 - Computer Programmer II	(see 1) 25.31
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		17.20
14160 - Personal Computer Support Technician		23.84
15000 - Instructional Occupations		
15010 - Aircrew Training Devices Instructor (Non-Rated)		28.93
15020 - Aircrew Training Devices Instructor (Rated)		35.00
15030 - Air Crew Training Devices Instructor (Pilot)		41.95
15050 - Computer Based Training Specialist / Instructor		28.93
15060 - Educational Technologist		33.91
15070 - Flight Instructor (Pilot)		39.94
15080 - Graphic Artist		24.69
15090 - Technical Instructor		23.83
15095 - Technical Instructor/Course Developer		29.15
15110 - Test Proctor		19.24
15120 - Tutor		19.24
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations		
16010 - Assembler		9.81
16030 - Counter Attendant		9.81
16040 - Dry Cleaner		12.93
16070 - Finisher, Flatwork, Machine		9.81
16090 - Presser, Hand		9.81
16110 - Presser, Machine, Drycleaning		9.81
16130 - Presser, Machine, Shirts		9.81
16160 - Presser, Machine, Wearing Apparel, Laundry		9.81
16190 - Sewing Machine Operator		14.02
16220 - Tailor		15.09
16250 - Washer, Machine		10.97
19000 - Machine Tool Operation And Repair Occupations		
19010 - Machine-Tool Operator (Tool Room)		15.46
19040 - Tool And Die Maker		22.45
21000 - Materials Handling And Packing Occupations		
21020 - Forklift Operator		14.74
21030 - Material Coordinator		19.67
21040 - Material Expediter		19.67
21050 - Material Handling Laborer		13.01
21071 - Order Filler		13.62
21080 - Production Line Worker (Food Processing)		14.74
21110 - Shipping Packer		13.86
21130 - Shipping/Receiving Clerk		14.47
21140 - Store Worker I		11.48
21150 - Stock Clerk		16.46
21210 - Tools And Parts Attendant		14.74
21410 - Warehouse Specialist		14.74
23000 - Mechanics And Maintenance And Repair Occupations		
23010 - Aerospace Structural Welder		26.76
23021 - Aircraft Mechanic I		25.12
23022 - Aircraft Mechanic II		26.76
23023 - Aircraft Mechanic III		28.32
23040 - Aircraft Mechanic Helper		17.97
23050 - Aircraft, Painter		22.08
23060 - Aircraft Servicer		20.63
23080 - Aircraft Worker		21.95
23110 - Appliance Mechanic		18.74
23120 - Bicycle Repairer		12.83
23125 - Cable Splicer		21.54
23130 - Carpenter, Maintenance		20.20
23140 - Carpet Layer		17.91
23160 - Electrician, Maintenance		22.60
23181 - Electronics Technician Maintenance I		21.00
23182 - Electronics Technician Maintenance II		24.64

23183 - Electronics Technician Maintenance III	26.34
23260 - Fabric Worker	15.61
23290 - Fire Alarm System Mechanic	17.94
23310 - Fire Extinguisher Repairer	14.43
23311 - Fuel Distribution System Mechanic	22.06
23312 - Fuel Distribution System Operator	16.26
23370 - General Maintenance Worker	17.92
23380 - Ground Support Equipment Mechanic	25.12
23381 - Ground Support Equipment Servicer	20.63
23382 - Ground Support Equipment Worker	21.95
23391 - Gunsmith I	18.65
23392 - Gunsmith II	20.94
23393 - Gunsmith III	21.98
23410 - Heating, Ventilation And Air-Conditioning Mechanic	20.81
23411 - Heating, Ventilation And Air Contditioning Mechanic (Research Facility)	21.85
23430 - Heavy Equipment Mechanic	21.25
23440 - Heavy Equipment Operator	18.92
23460 - Instrument Mechanic	23.76
23465 - Laboratory/Shelter Mechanic	18.31
23470 - Laborer	11.70
23510 - Locksmith	15.46
23530 - Machinery Maintenance Mechanic	20.58
23550 - Machinist, Maintenance	18.32
23580 - Maintenance Trades Helper	13.78
23591 - Metrology Technician I	22.45
23592 - Metrology Technician II	23.91
23593 - Metrology Technician III	25.31
23640 - Millwright	22.37
23710 - Office Appliance Repairer	20.06
23760 - Painter, Maintenance	17.36
23790 - Pipefitter, Maintenance	21.57
23810 - Plumber, Maintenance	20.54
23820 - Pneudraulic Systems Mechanic	19.57
23850 - Rigger	21.30
23870 - Scale Mechanic	17.11
23890 - Sheet-Metal Worker, Maintenance	19.19
23910 - Small Engine Mechanic	16.93
23931 - Telecommunications Mechanic I	26.53
23932 - Telecommunications Mechanic II	29.28
23950 - Telephone Lineman	20.47
23960 - Welder, Combination, Maintenance	16.33
23965 - Well Driller	17.53
23970 - Woodcraft Worker	19.57
23980 - Woodworker	13.76
24000 - Personal Needs Occupations	
24570 - Child Care Attendant	10.36
24580 - Child Care Center Clerk	12.63
24610 - Chore Aide	10.93
24620 - Family Readiness And Support Services Coordinator	14.03
24630 - Homemaker	16.76
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	21.71
25040 - Sewage Plant Operator	17.93
25070 - Stationary Engineer	21.71
25190 - Ventilation Equipment Tender	13.51
25210 - Water Treatment Plant Operator	17.93
27000 - Protective Service Occupations	
27004 - Alarm Monitor	14.85

27007	- Baggage Inspector	12.47
27008	- Corrections Officer	14.99
27010	- Court Security Officer	17.55
27030	- Detection Dog Handler	16.44
27040	- Detention Officer	15.32
27070	- Firefighter	17.97
27101	- Guard I	12.47
27102	- Guard II	16.44
27131	- Police Officer I	19.70
27132	- Police Officer II	21.89
28000	- Recreation Occupations	
28041	- Carnival Equipment Operator	10.92
28042	- Carnival Equipment Repairer	12.69
28043	- Carnival Worker	8.19
28210	- Gate Attendant/Gate Tender	15.26
28310	- Lifeguard	11.33
28350	- Park Attendant (Aide)	17.08
28510	- Recreation Aide/Health Facility Attendant	10.14
28515	- Recreation Specialist	13.65
28630	- Sports Official	12.93
28690	- Swimming Pool Operator	18.99
29000	- Stevedoring/Longshoremen Occupational Services	
29010	- Blocker And Bracer	19.62
29020	- Hatch Tender	19.62
29030	- Line Handler	19.62
29041	- Stevedore I	18.07
29042	- Stevedore II	20.99
30000	- Technical Occupations	
30010	- Air Traffic Control Specialist, Center (HFO) (see 2)	37.30
30011	- Air Traffic Control Specialist, Station (HFO) (see 2)	25.78
30012	- Air Traffic Control Specialist, Terminal (HFO) (see 2)	28.38
30021	- Archeological Technician I	19.76
30022	- Archeological Technician II	21.45
30023	- Archeological Technician III	27.39
30030	- Cartographic Technician	26.56
30040	- Civil Engineering Technician	19.26
30061	- Drafter/CAD Operator I	19.76
30062	- Drafter/CAD Operator II	21.45
30063	- Drafter/CAD Operator III	23.91
30064	- Drafter/CAD Operator IV	29.42
30081	- Engineering Technician I	16.64
30082	- Engineering Technician II	20.00
30083	- Engineering Technician III	20.90
30084	- Engineering Technician IV	26.47
30085	- Engineering Technician V	31.68
30086	- Engineering Technician VI	37.02
30090	- Environmental Technician	22.75
30210	- Laboratory Technician	17.80
30240	- Mathematical Technician	25.03
30361	- Paralegal/Legal Assistant I	19.41
30362	- Paralegal/Legal Assistant II	24.05
30363	- Paralegal/Legal Assistant III	29.41
30364	- Paralegal/Legal Assistant IV	35.56
30390	- Photo-Optics Technician	26.56
30461	- Technical Writer I	26.07
30462	- Technical Writer II	30.07
30463	- Technical Writer III	36.37
30491	- Unexploded Ordnance (UXO) Technician I	23.76
30492	- Unexploded Ordnance (UXO) Technician II	28.74
30493	- Unexploded Ordnance (UXO) Technician III	34.45
30494	- Unexploded (UXO) Safety Escort	23.76

30495 - Unexploded (UXO) Sweep Personnel	23.76
30620 - Weather Observer, Combined Upper Air Or Surface Programs	(see 2) 23.91
30621 - Weather Observer, Senior	(see 2) 27.39
31000 - Transportation/Mobile Equipment Operation Occupations	
31020 - Bus Aide	11.49
31030 - Bus Driver	17.43
31043 - Driver Courier	13.94
31260 - Parking and Lot Attendant	9.40
31290 - Shuttle Bus Driver	15.38
31310 - Taxi Driver	10.70
31361 - Truckdriver, Light	15.38
31362 - Truckdriver, Medium	16.81
31363 - Truckdriver, Heavy	20.87
31364 - Truckdriver, Tractor-Trailer	20.87
99000 - Miscellaneous Occupations	
99030 - Cashier	9.25
99050 - Desk Clerk	10.05
99095 - Embalmer	26.90
99251 - Laboratory Animal Caretaker I	10.03
99252 - Laboratory Animal Caretaker II	11.03
99310 - Mortician	29.59
99410 - Pest Controller	14.59
99510 - Photofinishing Worker	16.45
99710 - Recycling Laborer	15.00
99711 - Recycling Specialist	18.87
99730 - Refuse Collector	13.06
99810 - Sales Clerk	13.50
99820 - School Crossing Guard	13.53
99830 - Survey Party Chief	20.64
99831 - Surveying Aide	12.11
99832 - Surveying Technician	17.05
99840 - Vending Machine Attendant	11.69
99841 - Vending Machine Repairer	14.27
99842 - Vending Machine Repairer Helper	11.69

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$4.27 per hour or \$170.80 per week or \$740.13 per month

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 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) 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 re-grading 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.

** SERVICE CONTRACT ACT DIRECTORY OF OCCUPATIONS **

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations", Fifth Edition (Revision 1), dated September 2015, unless otherwise indicated.

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 (See 29 CFR 4.6(b)(2)(i)). Such conforming procedures shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees (See 29 CFR 4.6(b)(2)(ii)). The Wage and Hour Division shall make a final determination of conformed classification, wage rate, and/or fringe benefits which shall be retroactive to the commencement date of the contract (See 29 CFR 4.6(b)(2)(iv)(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 the 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, U.S. Department of Labor, for review (See 29 CFR 4.6(b)(2)(ii)).
- 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 ensure 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.