

REGISTER OF WAGE DETERMINATIONS UNDER  
THE SERVICE CONTRACT ACT

By direction of the Secretary of Labor

Shirley F. Ebbesen  
Director

Division of Wage  
Determinations

U.S. DEPARTMENT OF LABOR  
EMPLOYMENT STANDARDS ADMINISTRATION  
WAGE AND HOUR DIVISION  
WASHINGTON, D.C. 20210

Wage Determination No.: 2005-2309

Revision No.: 7

Date of Last Revision: 05/26/2009

States: Illinois, Missouri

Area: Illinois Counties of Alexander, Bond, Calhoun, Clay, Clinton, Effingham, Fayette, Franklin, Hamilton, Jackson, Jefferson, Jersey, Johnson, Madison, Marion, Massac, Monroe, Perry, Pope, Pulaski, Randolph, Saline, St Clair, Union, Washington, Wayne, Williamson

Missouri Counties of Audrain, Boone, Callaway, Clark, Cole, Crawford, Franklin, Gasconade, Jefferson, Knox, Lewis, Lincoln, Marion, Monroe, Montgomery, Osage, Pike, Ralls, Randolph, Scotland, Shelby, St Charles, St Francois, St Louis, Ste Genevieve, Warren, Washington

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

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
<b>01000 - Administrative Support And Clerical Occupations</b>		
01011 - Accounting Clerk I		13 .97
01012 - Accounting Clerk II		15 .67
01013 - Accounting Clerk III		18 .57
01020 - Administrative Assistant		23 .26
01040 - Court Reporter		17 .82
01051 - Data Entry Operator I		11 .11
01052 - Data Entry Operator II		13 .33
01060 - Dispatcher, Motor Vehicle		17 .82
01070 - Document Preparation Clerk		12 .77
01090 - Duplicating Machine Operator		12 .41
01111 - General Clerk I		11 .21
01112 - General Clerk II		12 .40
01113 - General Clerk III		14 .37
01120 - Housing Referral Assistant		20 .96
01141 - Messenger Courier		10 .55
01191 - Order Clerk I		11 .21
01192 - Order Clerk II		13 .78
01261 - Personnel Assistant (Employment) I		15 .25
01262 - Personnel Assistant (Employment) II		17 .82
01263 - Personnel Assistant (Employment) III		19 .33
01270 - Production Control Clerk		19 .33
01280 - Receptionist		13 .31

01290 - Rental Clerk	15 .25
01300 - Scheduler, Maintenance	15 .05
01311 - Secretary I	15 .05
01312 - Secretary II	17 .07
01313 - Secretary III	20 .96
01320 - Service Order Dispatcher	16 .95
01410 - Supply Technician	22 .39
01420 - Survey Worker	16 .36
01531 - Travel Clerk I	11 .24
01532 - Travel Clerk II	12 .10
01533 - Travel Clerk III	12 .91
01611 - Word Processor I	12 .65
01612 - Word Processor II	14 .73
01613 - Word Processor III	17 .35
<b>05000 - Automotive Service Occupations</b>	
05005 - Automobile Body Repairer, Fiberglass	21 .96
05010 - Automotive Electrician	20 .28
05040 - Automotive Glass Installer	19 .44
05070 - Automotive Worker	19 .44
05110 - Mobile Equipment Servicer	17 .74
05130 - Motor Equipment Metal Mechanic	21 .13
05160 - Motor Equipment Metal Worker	19 .44
05190 - Motor Vehicle Mechanic	20 .09
05220 - Motor Vehicle Mechanic Helper	16 .47
05250 - Motor Vehicle Upholstery Worker	18 .59
05280 - Motor Vehicle Wrecker	19 .44
05310 - Painter, Automotive	20 .28
05340 - Radiator Repair Specialist	19 .44
05370 - Tire Repairer	15 .80
05400 - Transmission Repair Specialist	21 .13
<b>07000 - Food Preparation And Service Occupations</b>	
07010 - Baker	11 .61
07041 - Cook I	11 .02
07042 - Cook II	12 .07
07070 - Dishwasher	7 .97
07130 - Food Service Worker	10 .05
07210 - Meat Cutter	14 .85
07260 - Waiter/Waitress	8 .10
<b>09000 - Furniture Maintenance And Repair Occupations</b>	
09010 - Electrostatic Spray Painter	18 .69
09040 - Furniture Handler	12 .84

09080 - Furniture Refinisher	18 .69
09090 - Furniture Refinisher Helper	15 .18
09110 - Furniture Repairer, Minor	17 .13
09130 - Upholsterer	18 .69

**11000 - General Services And Support Occupations**

11030 - Cleaner, Vehicles	9 .70
11060 - Elevator Operator	10 .14
11090 - Gardener	14 .57
11122 - Housekeeping Aide	10 .14
11150 - Janitor	10 .15
11210 - Laborer, Grounds Maintenance	11 .41
11240 - Maid or Houseman	8 .33
11260 - Pruner	10 .77
11270 - Tractor Operator	13 .66
11330 - Trail Maintenance Worker	11 .41
11360 - Window Cleaner	11 .24

**12000 - Health Occupations**

12010 - Ambulance Driver	16 .12
12011 - Breath Alcohol Technician	15 .52
12012 - Certified Occupational Therapist Assistant	19 .25
12015 - Certified Physical Therapist Assistant	18 .92
12020 - Dental Assistant	15 .04
12025 - Dental Hygienist	29 .20
12030 - EKG Technician	20 .58
12035 - Electroneurodiagnostic Technologist	20 .58
12040 - Emergency Medical Technician	17 .73
12071 - Licensed Practical Nurse I	13 .89
12072 - Licensed Practical Nurse II	15 .54
12073 - Licensed Practical Nurse III	17 .32
12100 - Medical Assistant	12 .32
12130 - Medical Laboratory Technician	15 .45
12160 - Medical Record Clerk	13 .71
12190 - Medical Record Technician	14 .39
12195 - Medical Transcriptionist	14 .75
12210 - Nuclear Medicine Technologist	28 .42
12221 - Nursing Assistant I	9 .55
12222 - Nursing Assistant II	10 .48
12223 - Nursing Assistant III	11 .15
12224 - Nursing Assistant IV	12 .92
12235 - Optical Dispenser	14 .61
12236 - Optical Technician	14 .40

12250 - Pharmacy Technician	14 .11
12280 - Phlebotomist	12 .92
12305 - Radiologic Technologist	22 .81
12311 - Registered Nurse I	23 .96
12312 - Registered Nurse II	26 .15
12313 - Registered Nurse II, Specialist	26 .15
12314 - Registered Nurse III	31 .64
12315 - Registered Nurse III, Anesthetist	31 .64
12316 - Registered Nurse IV	37 .92
12317 - Scheduler (Drug and Alcohol Testing)	19 .27

**13000 - Information And Arts Occupations**

13011 - Exhibits Specialist I	18 .16
13012 - Exhibits Specialist II	21 .87
13013 - Exhibits Specialist III	24 .82
13041 - Illustrator I	18 .91
13042 - Illustrator II	23 .24
13043 - Illustrator III	27 .41
13047 - Librarian	23 .09
13050 - Library Aide/Clerk	11 .22
13054 - Library Information Technology Systems Administrator	20 .85
13058 - Library Technician	14 .01
13061 - Media Specialist I	15 .04
13062 - Media Specialist II	16 .83
13063 - Media Specialist III	18 .76
13071 - Photographer I	15 .19
13072 - Photographer II	16 .99
13073 - Photographer III	21 .05
13074 - Photographer IV	24 .28
13075 - Photographer V	29 .36
13110 - Video Teleconference Technician	14 .69

**14000 - Information Technology Occupations**

14041 - Computer Operator I	16 .01
14042 - Computer Operator II	17 .90
14043 - Computer Operator III	20 .81
14044 - Computer Operator IV	23 .12
14045 - Computer Operator V	25 .60
14071 - Computer Programmer I	(see 1) 21 .35
14072 - Computer Programmer II	(see 1) 26 .17
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		16 .01
14160 - Personal Computer Support Technician		23 .12
<b>15000 - Instructional Occupations</b>		
15010 - Aircrew Training Devices Instructor (Non-Rated)		32 .27
15020 - Aircrew Training Devices Instructor (Rated)		39 .01
15030 - Air Crew Training Devices Instructor (Pilot)		46 .79
15050 - Computer Based Training Specialist / Instructor		27 .79
15060 - Educational Technologist		26 .41
15070 - Flight Instructor (Pilot)		46 .79
15080 - Graphic Artist		21 .06
15090 - Technical Instructor		19 .21
15095 - Technical Instructor/Course Developer		23 .49
15110 - Test Proctor		15 .70
15120 - Tutor		15 .70
<b>16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations</b>		
16010 - Assembler		8 .64
16030 - Counter Attendant		8 .64
16040 - Dry Cleaner		10 .64
16070 - Finisher, Flatwork, Machine		8 .64
16090 - Presser, Hand		8 .64
16110 - Presser, Machine, Drycleaning		8 .64
16130 - Presser, Machine, Shirts		8 .64
16160 - Presser, Machine, Wearing Apparel, Laundry		8 .64
16190 - Sewing Machine Operator		11 .33
16220 - Tailor		11 .98
16250 - Washer, Machine		9 .37
<b>19000 - Machine Tool Operation And Repair Occupations</b>		
19010 - Machine-Tool Operator (Tool Room)		20 .91
19040 - Tool And Die Maker		24 .58
<b>21000 - Materials Handling And Packing Occupations</b>		
21020 - Forklift Operator		15 .82
21030 - Material Coordinator		18 .94
21040 - Material Expediter		18 .94
21050 - Material Handling Laborer		19 .18
21071 - Order Filler		11 .74
21080 - Production Line Worker (Food Processing)		15 .82
21110 - Shipping Packer		13 .96
21130 - Shipping/Receiving Clerk		13 .96
21140 - Store Worker I		10 .96

21150 - Stock Clerk	16 .17
21210 - Tools And Parts Attendant	15 .82
21410 - Warehouse Specialist	15 .82

**23000 - Mechanics And Maintenance And Repair Occupations**

23010 - Aerospace Structural Welder	24 .22
23021 - Aircraft Mechanic I	23 .33
23022 - Aircraft Mechanic II	24 .22
23023 - Aircraft Mechanic III	25 .14
23040 - Aircraft Mechanic Helper	17 .71
23050 - Aircraft, Painter	22 .16
23060 - Aircraft Servicer	20 .00
23080 - Aircraft Worker	20 .91
23110 - Appliance Mechanic	20 .56
23120 - Bicycle Repairer	15 .80
23125 - Cable Splicer	21 .83
23130 - Carpenter, Maintenance	26 .52
23140 - Carpet Layer	21 .82
23160 - Electrician, Maintenance	30 .59
23181 - Electronics Technician Maintenance I	21 .91
23182 - Electronics Technician Maintenance II	24 .74
23183 - Electronics Technician Maintenance III	26 .18
23260 - Fabric Worker	18 .30
23290 - Fire Alarm System Mechanic	21 .10
23310 - Fire Extinguisher Repairer	17 .91
23311 - Fuel Distribution System Mechanic	22 .56
23312 - Fuel Distribution System Operator	17 .91
23370 - General Maintenance Worker	20 .67
23380 - Ground Support Equipment Mechanic	23 .33
23381 - Ground Support Equipment Servicer	20 .00
23382 - Ground Support Equipment Worker	20 .91
23391 - Gunsmith I	17 .91
23392 - Gunsmith II	20 .76
23393 - Gunsmith III	22 .56
23410 - Heating, Ventilation And Air-Conditioning Mechanic	21 .02
23411 - Heating, Ventilation And Air Contditioning Mechanic (Research Facility)	21 .82
23430 - Heavy Equipment Mechanic	21 .10
23440 - Heavy Equipment Operator	23 .32
23460 - Instrument Mechanic	21 .16
23465 - Laboratory/Shelter Mechanic	21 .59
23470 - Laborer	15 .61
23510 - Locksmith	20 .21
23530 - Machinery Maintenance Mechanic	25 .00

23550 - Machinist, Maintenance	24 .17
23580 - Maintenance Trades Helper	15 .18
23591 - Metrology Technician I	21 .16
23592 - Metrology Technician II	21 .96
23593 - Metrology Technician III	22 .79
23640 - Millwright	25 .23
23710 - Office Appliance Repairer	20 .21
23760 - Painter, Maintenance	20 .74
23790 - Pipefitter, Maintenance	27 .46
23810 - Plumber, Maintenance	26 .63
23820 - Pneudraulic Systems Mechanic	22 .56
23850 - Rigger	22 .56
23870 - Scale Mechanic	20 .76
23890 - Sheet-Metal Worker, Maintenance	26 .55
23910 - Small Engine Mechanic	19 .42
23931 - Telecommunications Mechanic I	23 .85
23932 - Telecommunications Mechanic II	24 .79
23950 - Telephone Lineman	21 .42
23960 - Welder, Combination, Maintenance	21 .10
23965 - Well Driller	21 .10
23970 - Woodcraft Worker	22 .56
23980 - Woodworker	16 .97
<b>24000 - Personal Needs Occupations</b>	
24570 - Child Care Attendant	8 .74
24580 - Child Care Center Clerk	12 .17
24610 - Chore Aide	8 .95
24620 - Family Readiness And Support Services Coordinator	11 .34
24630 - Homemaker	11 .67
<b>25000 - Plant And System Operations Occupations</b>	
25010 - Boiler Tender	24 .69
25040 - Sewage Plant Operator	22 .06
25070 - Stationary Engineer	24 .69
25190 - Ventilation Equipment Tender	17 .85
25210 - Water Treatment Plant Operator	22 .06
<b>27000 - Protective Service Occupations</b>	
27004 - Alarm Monitor	16 .12
27007 - Baggage Inspector	11 .59
27008 - Corrections Officer	17 .13
27010 - Court Security Officer	20 .12
27030 - Detection Dog Handler	16 .66
27040 - Detention Officer	17 .13

27070 - Firefighter		23 .34
27101 - Guard I		11 .59
27102 - Guard II		16 .66
27131 - Police Officer I		21 .26
27132 - Police Officer II		23 .63
<b>28000 - Recreation Occupations</b>		
28041 - Carnival Equipment Operator		11 .72
28042 - Carnival Equipment Repairer		12 .50
28043 - Carnival Equipment Worker		8 .27
28210 - Gate Attendant/Gate Tender		12 .73
28310 - Lifeguard		11 .59
28350 - Park Attendant (Aide)		14 .24
28510 - Recreation Aide/Health Facility Attendant		10 .09
28515 - Recreation Specialist		14 .92
28630 - Sports Official		11 .34
28690 - Swimming Pool Operator		16 .53
<b>29000 - Stevedoring/Longshoremen Occupational Services</b>		
29010 - Blocker And Bracer		21 .82
29020 - Hatch Tender		21 .82
29030 - Line Handler		21 .82
29041 - Stevedore I		19 .52
29042 - Stevedore II		22 .71
<b>30000 - Technical Occupations</b>		
30010 - Air Traffic Control Specialist, Center (HFO)	(see 2)	33 .96
30011 - Air Traffic Control Specialist, Station (HFO)	(see 2)	23 .42
30012 - Air Traffic Control Specialist, Terminal (HFO)	(see 2)	25 .79
30021 - Archeological Technician I		17 .01
30022 - Archeological Technician II		18 .38
30023 - Archeological Technician III		22 .76
30030 - Cartographic Technician		27 .52
30040 - Civil Engineering Technician		20 .65
30061 - Drafter/CAD Operator I		19 .12
30062 - Drafter/CAD Operator II		21 .38
30063 - Drafter/CAD Operator III		23 .84
30064 - Drafter/CAD Operator IV		28 .33
30081 - Engineering Technician I		16 .28
30082 - Engineering Technician II		18 .29
30083 - Engineering Technician III		21 .35
30084 - Engineering Technician IV		26 .46
30085 - Engineering Technician V		32 .36
30086 - Engineering Technician VI		39 .15

30090 - Environmental Technician		21 .46
30210 - Laboratory Technician		20 .34
30240 - Mathematical Technician		25 .84
30361 - Paralegal/Legal Assistant I		18 .22
30362 - Paralegal/Legal Assistant II		22 .83
30363 - Paralegal/Legal Assistant III		27 .61
30364 - Paralegal/Legal Assistant IV		33 .41
30390 - Photo-Optics Technician		26 .48
30461 - Technical Writer I		20 .05
30462 - Technical Writer II		24 .53
30463 - Technical Writer III		29 .67
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	(see 2)	22 .07
30621 - Weather Observer, Senior	(see 2)	26 .26
<b>31000 - Transportation/Mobile Equipment Operation Occupations</b>		
31020 - Bus Aide		12 .28
31030 - Bus Driver		16 .52
31043 - Driver Courier		15 .43
31260 - Parking and Lot Attendant		9 .69
31290 - Shuttle Bus Driver		16 .94
31310 - Taxi Driver		10 .60
31361 - Truckdriver, Light		16 .94
31362 - Truckdriver, Medium		17 .97
31363 - Truckdriver, Heavy		20 .79
31364 - Truckdriver, Tractor-Trailer		20 .79
<b>99000 - Miscellaneous Occupations</b>		
99030 - Cashier		8 .52
99050 - Desk Clerk		9 .85
99095 - Embalmer		24 .23
99251 - Laboratory Animal Caretaker I		10 .84
99252 - Laboratory Animal Caretaker II		11 .89
99310 - Mortician		25 .83
99410 - Pest Controller		13 .71
99510 - Photofinishing Worker		12 .52
99710 - Recycling Laborer		16 .77
99711 - Recycling Specialist		20 .00
99730 - Refuse Collector		14 .76

99810 - Sales Clerk	11 .77
99820 - School Crossing Guard	9 .75
99830 - Survey Party Chief	19 .28
99831 - Surveying Aide	12 .79
99832 - Surveying Technician	17 .53
99840 - Vending Machine Attendant	12 .44
99841 - Vending Machine Repairer	14 .54
99842 - Vending Machine Repairer Helper	12 .44

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ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$3.35 per hour or \$134.00 per week or \$580.66 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 4174)

THE OCCUPATIONS WHICH HAVE NUMBERED FOOTNOTES IN PARENTHESES RECEIVE THE FOLLOWING:

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(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.