

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.: 2005-2059
 Revision No.: 7
 Date Of Revision: 05/29/2008

State: California

Area: California Counties of Marin, San Francisco, San Mateo

OCCUPATION NOTE:

Janitor: The rate for the Janitor occupation applies to Marin and San Mateo Counties Only. See Wage Determination 1974-1257 for wage rates and fringe benefits for San Francisco County.

****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	23.08
01051 - Data Entry Operator I	15.38
01052 - Data Entry Operator II	16.78
01060 - Dispatcher, Motor Vehicle	27.69
01070 - Document Preparation Clerk	15.51
01090 - Duplicating Machine Operator	15.51
01111 - General Clerk I	15.87
01112 - General Clerk II	17.31
01113 - General Clerk III	19.60
01120 - Housing Referral Assistant	27.33
01141 - Messenger Courier	14.20
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	19.43
01300 - Scheduler, Maintenance	21.86
01311 - Secretary I	21.86
01312 - Secretary II	24.46
01313 - Secretary III	27.33
01320 - Service Order Dispatcher	27.23
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	23.88
05010 - Automotive Electrician	24.75
05040 - Automotive Glass Installer	21.60
05070 - Automotive Worker	24.75
05110 - Mobile Equipment Servicer	21.54
05130 - Motor Equipment Metal Mechanic	25.85
05160 - Motor Equipment Metal Worker	23.66
05190 - Motor Vehicle Mechanic	25.64
05220 - Motor Vehicle Mechanic Helper	20.21
05250 - Motor Vehicle Upholstery Worker	22.61
05280 - Motor Vehicle Wrecker	23.66
05310 - Painter, Automotive	24.75
05340 - Radiator Repair Specialist	23.66
05370 - Tire Repairer	17.44
05400 - Transmission Repair Specialist	25.85
07000 - Food Preparation And Service Occupations	
07010 - Baker	18.24
07041 - Cook I	13.60
07042 - Cook II	18.24
07070 - Dishwasher	12.45
07130 - Food Service Worker	12.45
07210 - Meat Cutter	18.24
07260 - Waiter/Waitress	13.50
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	21.82
09040 - Furniture Handler	15.17
09080 - Furniture Refinisher	21.82
09090 - Furniture Refinisher Helper	17.82
09110 - Furniture Repairer, Minor	19.37
09130 - Upholsterer	21.82
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	12.45
11060 - Elevator Operator	12.62
11090 - Gardener	23.78
11122 - Housekeeping Aide	14.40
11150 - Janitor	14.89
11210 - Laborer, Grounds Maintenance	18.29
11240 - Maid or Houseman	12.80
11260 - Pruner	17.19
11270 - Tractor Operator	21.58
11330 - Trail Maintenance Worker	18.29
11360 - Window Cleaner	16.07
12000 - Health Occupations	
12010 - Ambulance Driver	20.70
12011 - Breath Alcohol Technician	20.70
12012 - Certified Occupational Therapist Assistant	23.44
12015 - Certified Physical Therapist Assistant	27.48
12020 - Dental Assistant	19.12
12025 - Dental Hygienist	41.67
12030 - EKG Technician	27.59
12035 - Electroneurodiagnostic Technologist	27.59
12040 - Emergency Medical Technician	20.70
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	18.55
12190 - Medical Record Technician	20.70
12195 - Medical Transcriptionist	20.00
12210 - Nuclear Medicine Technologist	40.96
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	18.40
12236 - Optical Technician	15.63
12250 - Pharmacy Technician	21.69
12280 - Phlebotomist	17.79
12305 - Radiologic Technologist	34.09
12311 - Registered Nurse I	39.74
12312 - Registered Nurse II	48.61
12313 - Registered Nurse II, Specialist	48.61
12314 - Registered Nurse III	58.53
12315 - Registered Nurse III, Anesthetist	58.53
12316 - Registered Nurse IV	70.09
12317 - Scheduler (Drug and Alcohol Testing)	31.03
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	23.32
13012 - Exhibits Specialist II	28.89
13013 - Exhibits Specialist III	35.33
13041 - Illustrator I	22.70
13042 - Illustrator II	28.12
13043 - Illustrator III	34.39
13047 - Librarian	35.64
13050 - Library Aide/Clerk	20.80
13054 - Library Information Technology Systems Administrator	28.12
13058 - Library Technician	24.15
13061 - Media Specialist I	19.73
13062 - Media Specialist II	22.08
13063 - Media Specialist III	24.63
13071 - Photographer I	20.39
13072 - Photographer II	22.81
13073 - Photographer III	28.23
13074 - Photographer IV	34.56
13075 - Photographer V	41.81
13110 - Video Teleconference Technician	20.70
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)	36.97
15020 - Aircrew Training Devices Instructor (Rated)	44.74
15030 - Air Crew Training Devices Instructor (Pilot)	50.09
15050 - Computer Based Training Specialist / Instructor	36.97
15060 - Educational Technologist	27.72
15070 - Flight Instructor (Pilot)	50.09
15080 - Graphic Artist	28.27
15090 - Technical Instructor	23.75
15095 - Technical Instructor/Course Developer	31.25
15110 - Test Proctor	21.64
15120 - Tutor	21.64
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)	22.25
19040	- Tool And Die Maker	26.20
21000	- Materials Handling And Packing Occupations	
21020	- Forklift Operator	17.78
21030	- Material Coordinator	25.66
21040	- Material Expediter	25.66
21050	- Material Handling Laborer	16.69
21071	- Order Filler	15.31
21080	- Production Line Worker (Food Processing)	17.78
21110	- Shipping Packer	17.79
21130	- Shipping/Receiving Clerk	17.79
21140	- Store Worker I	13.65
21150	- Stock Clerk	18.78
21210	- Tools And Parts Attendant	17.78
21410	- Warehouse Specialist	17.78
23000	- Mechanics And Maintenance And Repair Occupations	
23010	- Aerospace Structural Welder	28.00
23021	- Aircraft Mechanic I	26.64
23022	- Aircraft Mechanic II	28.00
23023	- Aircraft Mechanic III	29.18
23040	- Aircraft Mechanic Helper	19.46
23050	- Aircraft, Painter	23.66
23060	- Aircraft Servicer	22.52
23080	- Aircraft Worker	23.90
23110	- Appliance Mechanic	22.85
23120	- Bicycle Repairer	18.57
23125	- Cable Splicer	26.64
23130	- Carpenter, Maintenance	26.08
23140	- Carpet Layer	25.09
23160	- Electrician, Maintenance	33.84
23181	- Electronics Technician Maintenance I	26.25
23182	- Electronics Technician Maintenance II	27.74
23183	- Electronics Technician Maintenance III	29.25
23260	- Fabric Worker	22.25
23290	- Fire Alarm System Mechanic	26.76
23310	- Fire Extinguisher Repairer	21.06
23311	- Fuel Distribution System Mechanic	30.15
23312	- Fuel Distribution System Operator	23.74
23370	- General Maintenance Worker	21.74
23380	- Ground Support Equipment Mechanic	26.64
23381	- Ground Support Equipment Servicer	22.52
23382	- Ground Support Equipment Worker	23.90
23391	- Gunsmith I	20.92
23392	- Gunsmith II	23.77
23393	- Gunsmith III	26.50
23410	- Heating, Ventilation And Air-Conditioning Mechanic	24.18
23411	- Heating, Ventilation And Air Contditioning Mechanic (Research Facility)	
25.41		
23430	- Heavy Equipment Mechanic	27.79
23440	- Heavy Equipment Operator	30.35
23460	- Instrument Mechanic	29.30
23465	- Laboratory/Shelter Mechanic	25.14
23470	- Laborer	16.00
23510	- Locksmith	21.82
23530	- Machinery Maintenance Mechanic	25.71
23550	- Machinist, Maintenance	27.28
23580	- Maintenance Trades Helper	16.99
23591	- Metrology Technician I	29.30
23592	- Metrology Technician II	30.79

23593 - Metrology Technician III	32.10
23640 - Millwright	29.44
23710 - Office Appliance Repairer	23.08
23760 - Painter, Maintenance	22.95
23790 - Pipefitter, Maintenance	30.92
23810 - Plumber, Maintenance	30.58
23820 - Pneudraulic Systems Mechanic	26.64
23850 - Rigger	23.00
23870 - Scale Mechanic	23.90
23890 - Sheet-Metal Worker, Maintenance	27.86
23910 - Small Engine Mechanic	21.21
23931 - Telecommunications Mechanic I	27.61
23932 - Telecommunications Mechanic II	29.02
23950 - Telephone Lineman	23.11
23960 - Welder, Combination, Maintenance	23.00
23965 - Well Driller	24.09
23970 - Woodcraft Worker	26.64
23980 - Woodworker	18.27
24000 - Personal Needs Occupations	
24570 - Child Care Attendant	12.84
24580 - Child Care Center Clerk	16.95
24610 - Chore Aide	11.40
24620 - Family Readiness And Support Services Coordinator	16.68
24630 - Homemaker	15.29
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	36.51
25040 - Sewage Plant Operator	30.20
25070 - Stationary Engineer	36.51
25190 - Ventilation Equipment Tender	26.66
25210 - Water Treatment Plant Operator	30.20
27000 - Protective Service Occupations	
27004 - Alarm Monitor	24.71
27007 - Baggage Inspector	13.29
27008 - Corrections Officer	31.73
27010 - Court Security Officer	35.30
27030 - Detection Dog Handler	23.47
27040 - Detention Officer	32.37
27070 - Firefighter	31.83
27101 - Guard I	13.29
27102 - Guard II	23.47
27131 - Police Officer I	38.76
27132 - Police Officer II	43.08
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	15.59
28042 - Carnival Equipment Repairer	16.60
28043 - Carnival Equipment Worker	12.45
28210 - Gate Attendant/Gate Tender	14.91
28310 - Lifeguard	12.37
28350 - Park Attendant (Aide)	16.68
28510 - Recreation Aide/Health Facility Attendant	12.85
28515 - Recreation Specialist	17.37
28630 - Sports Official	13.28
28690 - Swimming Pool Operator	22.07
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	25.23
29020 - Hatch Tender	25.23
29030 - Line Handler	25.23
29041 - Stevedore I	23.78
29042 - Stevedore II	26.66
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	21.50
30022 - Archeological Technician II	24.83
30023 - Archeological Technician III	32.40

30030 - Cartographic Technician	32.40
30040 - Civil Engineering Technician	27.49
30061 - Drafter/CAD Operator I	23.38
30062 - Drafter/CAD Operator II	26.16
30063 - Drafter/CAD Operator III	29.15
30064 - Drafter/CAD Operator IV	35.88
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	25.66
30210 - Laboratory Technician	23.27
30240 - Mathematical Technician	32.17
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	26.03
30462 - Technical Writer II	31.72
30463 - Technical Writer III	38.31
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 Programs (2)	26.91
30621 - Weather Observer, Senior (2)	27.18
31000 - Transportation/Mobile Equipment Operation Occupations	
31020 - Bus Aide	14.39
31030 - Bus Driver	20.01
31043 - Driver Courier	16.15
31260 - Parking and Lot Attendant	12.49
31290 - Shuttle Bus Driver	17.48
31310 - Taxi Driver	15.44
31361 - Truckdriver, Light	17.48
31362 - Truckdriver, Medium	19.94
31363 - Truckdriver, Heavy	22.39
31364 - Truckdriver, Tractor-Trailer	22.39
99000 - Miscellaneous Occupations	
99030 - Cashier	13.32
99050 - Desk Clerk	13.67
99095 - Embalmer	23.54
99251 - Laboratory Animal Caretaker I	15.27
99252 - Laboratory Animal Caretaker II	16.53
99310 - Mortician	26.82
99410 - Pest Controller	18.30
99510 - Photofinishing Worker	14.81
99710 - Recycling Laborer	25.19
99711 - Recycling Specialist	28.66
99730 - Refuse Collector	22.65
99810 - Sales Clerk	14.70
99820 - School Crossing Guard	13.75
99830 - Survey Party Chief	40.48
99831 - Surveying Aide	23.39
99832 - Surveying Technician	27.62
99840 - Vending Machine Attendant	15.59
99841 - Vending Machine Repairer	18.24
99842 - Vending Machine Repairer Helper	15.59

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$3.24 per hour or \$129.60 per week or \$561.60 per month

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 5 years, and 4 weeks after 12 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 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 ordinance, 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.