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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
Director

Division of
Wage Determinations

Wage Determination No.: 2005-2346
Revision No.: 11
Date Of Revision: 07/01/2009

State: New Jersey

Area: New Jersey Counties of Atlantic, Cape May, Cumberland

Fringe Benefits Required Follow the Occupational Listing

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		14.22
01012 - Accounting Clerk II		16.00
01013 - Accounting Clerk III		17.91
01020 - Administrative Assistant		24.93
01040 - Court Reporter		19.04
01051 - Data Entry Operator I		12.93
01052 - Data Entry Operator II		15.93
01060 - Dispatcher, Motor Vehicle		17.31
01070 - Document Preparation Clerk		13.05
01090 - Duplicating Machine Operator		13.05
01111 - General Clerk I		13.09
01112 - General Clerk II		14.27
01113 - General Clerk III		16.04
01120 - Housing Referral Assistant		21.92
01141 - Messenger Courier		12.67
01191 - Order Clerk I		13.76
01192 - Order Clerk II		15.68
01261 - Personnel Assistant (Employment) I		16.15
01262 - Personnel Assistant (Employment) II		18.07
01263 - Personnel Assistant (Employment) III		20.43
01270 - Production Control Clerk		21.33
01280 - Receptionist		14.45
01290 - Rental Clerk		15.86
01300 - Scheduler, Maintenance		17.38
01311 - Secretary I		17.38
01312 - Secretary II		20.12
01313 - Secretary III		21.92
01320 - Service Order Dispatcher		15.99
01410 - Supply Technician		24.93
01420 - Survey Worker		17.64
01531 - Travel Clerk I		12.61
01532 - Travel Clerk II		13.36
01533 - Travel Clerk III		14.31
01611 - Word Processor I		14.69
01612 - Word Processor II		16.45
01613 - Word Processor III		18.32
05000 - Automotive Service Occupations		
05005 - Automobile Body Repairer, Fiberglass		20.48
05010 - Automotive Electrician		22.35
05040 - Automotive Glass Installer		19.19
05070 - Automotive Worker		21.67
05110 - Mobile Equipment Servicer		19.63
05130 - Motor Equipment Metal Mechanic		22.81

05160 - Motor Equipment Metal Worker	21.22
05190 - Motor Vehicle Mechanic	22.83
05220 - Motor Vehicle Mechanic Helper	18.71
05250 - Motor Vehicle Upholstery Worker	20.54
05280 - Motor Vehicle Wrecker	21.22
05310 - Painter, Automotive	22.14
05340 - Radiator Repair Specialist	21.22
05370 - Tire Repairer	13.58
05400 - Transmission Repair Specialist	22.81
07000 - Food Preparation And Service Occupations	
07010 - Baker	13.21
07041 - Cook I	12.31
07042 - Cook II	13.30
07070 - Dishwasher	9.86
07130 - Food Service Worker	11.22
07210 - Meat Cutter	18.30
07260 - Waiter/Waitress	11.05
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	19.42
09040 - Furniture Handler	16.51
09080 - Furniture Refinisher	21.36
09090 - Furniture Refinisher Helper	18.14
09110 - Furniture Repairer, Minor	19.73
09130 - Upholsterer	21.36
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	12.00
11060 - Elevator Operator	12.33
11090 - Gardener	15.59
11122 - Housekeeping Aide	12.33
11150 - Janitor	12.33
11210 - Laborer, Grounds Maintenance	13.41
11240 - Maid or Houseman	10.94
11260 - Pruner	12.58
11270 - Tractor Operator	14.99
11330 - Trail Maintenance Worker	13.41
11360 - Window Cleaner	12.83
12000 - Health Occupations	
12010 - Ambulance Driver	16.07
12011 - Breath Alcohol Technician	20.44
12012 - Certified Occupational Therapist Assistant	23.94
12015 - Certified Physical Therapist Assistant	21.89
12020 - Dental Assistant	18.36
12025 - Dental Hygienist	34.74
12030 - EKG Technician	30.31
12035 - Electroneurodiagnostic Technologist	30.31
12040 - Emergency Medical Technician	17.48
12071 - Licensed Practical Nurse I	20.15
12072 - Licensed Practical Nurse II	21.25
12073 - Licensed Practical Nurse III	23.83
12100 - Medical Assistant	13.61
12130 - Medical Laboratory Technician	20.58
12160 - Medical Record Clerk	15.29
12190 - Medical Record Technician	16.31
12195 - Medical Transcriptionist	16.01
12210 - Nuclear Medicine Technologist	36.14
12221 - Nursing Assistant I	10.03
12222 - Nursing Assistant II	11.28
12223 - Nursing Assistant III	12.30
12224 - Nursing Assistant IV	13.81
12235 - Optical Dispenser	20.52
12236 - Optical Technician	16.61
12250 - Pharmacy Technician	13.75
12280 - Phlebotomist	13.81

12305 - Radiologic Technologist		29.38
12311 - Registered Nurse I		26.83
12312 - Registered Nurse II		31.89
12313 - Registered Nurse II, Specialist		31.89
12314 - Registered Nurse III		38.58
12315 - Registered Nurse III, Anesthetist		38.58
12316 - Registered Nurse IV		46.25
12317 - Scheduler (Drug and Alcohol Testing)		23.50
13000 - Information And Arts Occupations		
13011 - Exhibits Specialist I		20.74
13012 - Exhibits Specialist II		25.72
13013 - Exhibits Specialist III		31.69
13041 - Illustrator I		20.65
13042 - Illustrator II		25.72
13043 - Illustrator III		31.63
13047 - Librarian		30.23
13050 - Library Aide/Clerk		15.30
13054 - Library Information Technology Systems Administrator		25.69
13058 - Library Technician		16.76
13061 - Media Specialist I		17.94
13062 - Media Specialist II		20.06
13063 - Media Specialist III		22.37
13071 - Photographer I		17.07
13072 - Photographer II		20.54
13073 - Photographer III		25.65
13074 - Photographer IV		29.25
13075 - Photographer V		34.85
13110 - Video Teleconference Technician		19.73
14000 - Information Technology Occupations		
14041 - Computer Operator I		18.11
14042 - Computer Operator II		20.27
14043 - Computer Operator III		23.07
14044 - Computer Operator IV		25.11
14045 - Computer Operator V		27.80
14071 - Computer Programmer I	(see 1)	25.88
14072 - Computer Programmer II	(see 1)	
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		
14150 - Peripheral Equipment Operator		18.11
14160 - Personal Computer Support Technician		25.11
15000 - Instructional Occupations		
15010 - Aircrew Training Devices Instructor (Non-Rated)		31.69
15020 - Aircrew Training Devices Instructor (Rated)		38.16
15030 - Air Crew Training Devices Instructor (Pilot)		46.00
15050 - Computer Based Training Specialist / Instructor		30.38
15060 - Educational Technologist		32.04
15070 - Flight Instructor (Pilot)		46.00
15080 - Graphic Artist		23.10
15090 - Technical Instructor		21.28
15095 - Technical Instructor/Course Developer		26.61
15110 - Test Proctor		18.53
15120 - Tutor		17.56
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations		
16010 - Assembler		9.74
16030 - Counter Attendant		9.74
16040 - Dry Cleaner		12.30
16070 - Finisher, Flatwork, Machine		9.74
16090 - Presser, Hand		9.74
16110 - Presser, Machine, Drycleaning		9.74

16130 - Presser, Machine, Shirts	9.74
16160 - Presser, Machine, Wearing Apparel, Laundry	9.74
16190 - Sewing Machine Operator	13.18
16220 - Tailor	14.04
16250 - Washer, Machine	10.60
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	21.29
19040 - Tool And Die Maker	22.52
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	18.50
21030 - Material Coordinator	19.46
21040 - Material Expediter	19.46
21050 - Material Handling Laborer	12.02
21071 - Order Filler	12.48
21080 - Production Line Worker (Food Processing)	18.50
21110 - Shipping Packer	15.67
21130 - Shipping/Receiving Clerk	15.67
21140 - Store Worker I	15.52
21150 - Stock Clerk	18.74
21210 - Tools And Parts Attendant	18.50
21410 - Warehouse Specialist	18.50
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	28.72
23021 - Aircraft Mechanic I	27.48
23022 - Aircraft Mechanic II	28.72
23023 - Aircraft Mechanic III	30.43
23040 - Aircraft Mechanic Helper	22.62
23050 - Aircraft, Painter	25.65
23060 - Aircraft Servicer	23.98
23080 - Aircraft Worker	23.30
23110 - Appliance Mechanic	23.93
23120 - Bicycle Repairer	15.11
23125 - Cable Splicer	29.49
23130 - Carpenter, Maintenance	22.33
23140 - Carpet Layer	24.83
23160 - Electrician, Maintenance	24.75
23181 - Electronics Technician Maintenance I	22.50
23182 - Electronics Technician Maintenance II	25.52
23183 - Electronics Technician Maintenance III	26.42
23260 - Fabric Worker	23.98
23290 - Fire Alarm System Mechanic	24.37
23310 - Fire Extinguisher Repairer	23.10
23311 - Fuel Distribution System Mechanic	26.81
23312 - Fuel Distribution System Operator	23.16
23370 - General Maintenance Worker	20.08
23380 - Ground Support Equipment Mechanic	27.48
23381 - Ground Support Equipment Servicer	23.98
23382 - Ground Support Equipment Worker	23.30
23391 - Gunsmith I	23.10
23392 - Gunsmith II	24.92
23393 - Gunsmith III	26.76
23410 - Heating, Ventilation And Air-Conditioning Mechanic	24.00
23411 - Heating, Ventilation And Air Contditioning Mechanic (Research Facility)	25.36
23430 - Heavy Equipment Mechanic	22.48
23440 - Heavy Equipment Operator	27.89
23460 - Instrument Mechanic	26.76
23465 - Laboratory/Shelter Mechanic	25.83
23470 - Laborer	14.39
23510 - Locksmith	22.77
23530 - Machinery Maintenance Mechanic	22.67
23550 - Machinist, Maintenance	22.80

23580 - Maintenance Trades Helper	16.84
23591 - Metrology Technician I	26.76
23592 - Metrology Technician II	27.73
23593 - Metrology Technician III	28.58
23640 - Millwright	26.76
23710 - Office Appliance Repairer	21.75
23760 - Painter, Maintenance	24.18
23790 - Pipefitter, Maintenance	30.36
23810 - Plumber, Maintenance	26.90
23820 - Pneudraulic Systems Mechanic	26.76
23850 - Rigger	26.76
23870 - Scale Mechanic	24.92
23890 - Sheet-Metal Worker, Maintenance	29.49
23910 - Small Engine Mechanic	21.06
23931 - Telecommunications Mechanic I	27.82
23932 - Telecommunications Mechanic II	28.86
23950 - Telephone Lineman	27.33
23960 - Welder, Combination, Maintenance	20.10
23965 - Well Driller	24.36
23970 - Woodcraft Worker	26.76
23980 - Woodworker	23.10
24000 - Personal Needs Occupations	
24570 - Child Care Attendant	11.15
24580 - Child Care Center Clerk	13.90
24610 - Chore Aide	13.56
24620 - Family Readiness And Support Services Coordinator	15.61
24630 - Homemaker	17.02
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	22.28
25040 - Sewage Plant Operator	20.79
25070 - Stationary Engineer	22.28
25190 - Ventilation Equipment Tender	18.37
25210 - Water Treatment Plant Operator	20.79
27000 - Protective Service Occupations	
27004 - Alarm Monitor	17.82
27007 - Baggage Inspector	13.48
27008 - Corrections Officer	22.08
27010 - Court Security Officer	25.16
27030 - Detection Dog Handler	18.63
27040 - Detention Officer	22.08
27070 - Firefighter	25.16
27101 - Guard I	13.48
27102 - Guard II	18.63
27131 - Police Officer I	26.76
27132 - Police Officer II	29.74
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	11.13
28042 - Carnival Equipment Repairer	11.61
28043 - Carnival Equpment Worker	9.76
28210 - Gate Attendant/Gate Tender	14.86
28310 - Lifeguard	11.62
28350 - Park Attendant (Aide)	16.63
28510 - Recreation Aide/Health Facility Attendant	10.49
28515 - Recreation Specialist	17.15
28630 - Sports Official	13.24
28690 - Swimming Pool Operator	20.24
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	22.07
29020 - Hatch Tender	22.07
29030 - Line Handler	22.07
29041 - Stevedore I	22.30
29042 - Stevedore II	24.01

30000 - Technical Occupations		
30010 - Air Traffic Control Specialist, Center (HFO)	(see 2)	37.43
30011 - Air Traffic Control Specialist, Station (HFO)	(see 2)	25.81
30012 - Air Traffic Control Specialist, Terminal (HFO)	(see 2)	28.42
30021 - Archeological Technician I		17.48
30022 - Archeological Technician II		19.61
30023 - Archeological Technician III		25.58
30030 - Cartographic Technician		27.56
30040 - Civil Engineering Technician		25.40
30061 - Drafter/CAD Operator I		18.48
30062 - Drafter/CAD Operator II		20.68
30063 - Drafter/CAD Operator III		23.05
30064 - Drafter/CAD Operator IV		28.37
30081 - Engineering Technician I		14.89
30082 - Engineering Technician II		16.54
30083 - Engineering Technician III		24.23
30084 - Engineering Technician IV		29.51
30085 - Engineering Technician V		33.19
30086 - Engineering Technician VI		34.28
30090 - Environmental Technician		24.30
30210 - Laboratory Technician		23.05
30240 - Mathematical Technician		27.46
30361 - Paralegal/Legal Assistant I		18.87
30362 - Paralegal/Legal Assistant II		23.37
30363 - Paralegal/Legal Assistant III		28.59
30364 - Paralegal/Legal Assistant IV		34.58
30390 - Photo-Optics Technician		25.65
30461 - Technical Writer I		19.13
30462 - Technical Writer II		23.40
30463 - Technical Writer III		31.32
30491 - Unexploded Ordnance (UXO) Technician I		23.79
30492 - Unexploded Ordnance (UXO) Technician II		28.78
30493 - Unexploded Ordnance (UXO) Technician III		34.50
30494 - Unexploded (UXO) Safety Escort		23.79
30495 - Unexploded (UXO) Sweep Personnel		23.79
30620 - Weather Observer, Combined Upper Air Or Surface Programs	(see 2)	21.15
30621 - Weather Observer, Senior	(see 2)	23.50
31000 - Transportation/Mobile Equipment Operation Occupations		
31020 - Bus Aide		14.55
31030 - Bus Driver		18.43
31043 - Driver Courier		18.13
31260 - Parking and Lot Attendant		9.90
31290 - Shuttle Bus Driver		19.00
31310 - Taxi Driver		11.12
31361 - Truckdriver, Light		19.00
31362 - Truckdriver, Medium		19.73
31363 - Truckdriver, Heavy		19.93
31364 - Truckdriver, Tractor-Trailer		19.93
99000 - Miscellaneous Occupations		
99030 - Cashier		10.73
99050 - Desk Clerk		12.64
99095 - Embalmer		26.03
99251 - Laboratory Animal Caretaker I		12.64
99252 - Laboratory Animal Caretaker II		13.13
99310 - Mortician		28.82
99410 - Pest Controller		16.17
99510 - Photofinishing Worker		14.63
99710 - Recycling Laborer		18.05
99711 - Recycling Specialist		19.80
99730 - Refuse Collector		16.95
99810 - Sales Clerk		12.66
99820 - School Crossing Guard		14.21

99830 - Survey Party Chief	19.61
99831 - Surveying Aide	13.27
99832 - Surveying Technician	18.22
99840 - Vending Machine Attendant	16.45
99841 - Vending Machine Repairer	19.22
99842 - Vending Machine Repairer Helper	16.45

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 $3.35 per hour computed on the basis of all hours worked by service employees employed on the contract.

VACATION: 1 week paid vacation after 1 year of service with a contractor or successor; 2 weeks after 2 years; 3 weeks after 5 years; and 4 weeks after 15 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of 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 ordinance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordance, 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 ordance, (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 ordance, 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 ordance, 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.