ATTACHMENT 3

WD 05-2297 (Rev.-10) was first posted on www.wdol.gov on 06/29/2010
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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.: 2005-2297 Revision No.: 10 Date Of Revision: 06/24/2010

State: Mississippi

Area: Mississippi Counties of Adams, Amite, Attala, Claiborne, Copiah, Covington, Franklin, Hinds, Holmes, Humphreys, Issaquena, Jefferson, Jefferson Davis, Lamar, Lawrence, Leake, Lincoln, Madison, Marion, Pike, Rankin, Scott, Sharkey, Simpson, Smith, Walthall, Warren, Wilkinson, Yazoo

Fringe Benefits Required Follow the Occupational Listing

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		13.16
01012 - Accounting Clerk II		14.77
01013 - Accounting Clerk III		16.68
01020 - Administrative Assistant		19.90
01040 - Court Reporter		17.17
01051 - Data Entry Operator I		11.23
01052 - Data Entry Operator II		12.26
01060 - Dispatcher, Motor Vehicle		15.93
01070 - Document Preparation Clerk		11.29
01090 - Duplicating Machine Operator		11.29
01111 - General Clerk I		10.84
01112 - General Clerk II		11.83
01113 - General Clerk III		13.28
01120 - Housing Referral Assistant		16.76
01141 - Messenger Courier		9.35
01191 - Order Clerk I		11.73
01192 - Order Clerk II		13.84
01261 - Personnel Assistant (Employment) I		14.80
01262 - Personnel Assistant (Employment) II		16.56
01263 - Personnel Assistant (Employment) III		18.47
01270 - Production Control Clerk		19.50
01280 - Receptionist		10.87
01290 - Rental Clerk		12.00
01300 - Scheduler, Maintenance		12.82
01311 - Secretary I		12.82
01312 - Secretary II		14.34
01313 - Secretary III		16.76
01320 - Service Order Dispatcher		13.96
01410 - Supply Technician		19.90
01420 - Survey Worker		12.43
01531 - Travel Clerk I		11.20
01532 - Travel Clerk II		11.80
01533 - Travel Clerk III		12.40
01611 - Word Processor I		12.29
01612 - Word Processor II		13.79
01613 - Word Processor III		15.43
05000 - Automotive Service Occupations		
05005 - Automobile Body Repairer, Fiberglass		18.56

05010 - Automotive Electrician	17.13
05040 - Automotive Glass Installer	16.21
05070 - Automotive Worker	16.21
05110 - Mobile Equipment Servicer	14.24
05130 - Motor Equipment Metal Mechanic	18.03
05160 - Motor Equipment Metal Worker	16.21
05190 - Motor Vehicle Mechanic	17.35
05220 - Motor Vehicle Mechanic Helper	13.16
05250 - Motor Vehicle Upholstery Worker	15.14
05280 - Motor Vehicle Wrecker	16.21
05310 - Painter, Automotive	17.13
05340 - Radiator Repair Specialist	16.21
05370 - Tire Repairer	12.92
05400 - Transmission Repair Specialist	18.03
07000 - Food Preparation And Service Occupations	
07010 - Baker	9.91
07041 - Cook I	8.59
07042 - Cook II	10.12
07070 - Dishwasher	7.53
07130 - Food Service Worker	7.77
07210 - Meat Cutter	12.48
07260 - Waiter/Waitress	7.56
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	16.01
09040 - Furniture Handler	9.68
09080 - Furniture Refinisher	16.01
09090 - Furniture Refinisher Helper	11.79
09110 - Furniture Repairer, Minor	13.92
09130 - Upholsterer	16.01
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	9.12
11060 - Elevator Operator	9.12
11090 - Gardener	14.95
11122 - Housekeeping Aide	9.36
11150 - Janitor	9.47
11210 - Laborer, Grounds Maintenance	10.19
11240 - Maid or Houseman	7.54
11260 - Pruner	8.96
11270 - Tractor Operator	13.53
11330 - Trail Maintenance Worker	10.19
11360 - Window Cleaner	10.71
12000 - Health Occupations	
12010 - Ambulance Driver	12.04
12011 - Breath Alcohol Technician	15.48
12012 - Certified Occupational Therapist Assistant	18.83
12015 - Certified Physical Therapist Assistant	18.74
12020 - Dental Assistant	15.24
12025 - Dental Hygienist	30.04
12030 - EKG Technician	21.41
12035 - Electroneurodiagnostic Technologist	21.41
12040 - Emergency Medical Technician	12.04
12071 - Licensed Practical Nurse I	15.22
12072 - Licensed Practical Nurse II	17.03
12073 - Licensed Practical Nurse III	17.27
12100 - Medical Assistant	12.52
12130 - Medical Laboratory Technician	14.51
12160 - Medical Record Clerk	12.68
12190 - Medical Record Technician	14.18
12195 - Medical Transcriptionist	14.24
12210 - Nuclear Medicine Technologist	29.72
12221 - Nursing Assistant I	9.42
12222 - Nursing Assistant II	10.59
12223 - Nursing Assistant III	11.56

12224 - Nursing Assistant IV		12.97
12235 - Optical Dispenser		15.92
12236 - Optical Technician		14.62
12250 - Pharmacy Technician		13.41
12280 - Phlebotomist		13.84
12305 - Radiologic Technologist		22.41
12311 - Registered Nurse I		23.01
12312 - Registered Nurse II		28.15
12313 - Registered Nurse II, Specialist		28.15
12314 - Registered Nurse III		34.05
12315 - Registered Nurse III, Anesthetist		34.05
12316 - Registered Nurse IV		40.81
12317 - Scheduler (Drug and Alcohol Testing)		19.18
13000 - Information And Arts Occupations		
13011 - Exhibits Specialist I		14.52
13012 - Exhibits Specialist II		17.99
13013 - Exhibits Specialist III		21.74
13041 - Illustrator I		14.52
13042 - Illustrator II		17.99
13043 - Illustrator III		21.74
13047 - Librarian		19.92
13050 - Library Aide/Clerk		10.39
13054 - Library Information Technology Systems Administrator		17.99
13058 - Library Technician		12.56
13061 - Media Specialist I		12.98
13062 - Media Specialist II		14.52
13063 - Media Specialist III		16.19
13071 - Photographer I		13.18
13072 - Photographer II		14.74
13073 - Photographer III		18.27
13074 - Photographer IV		22.35
13075 - Photographer V		27.03
13110 - Video Teleconference Technician		15.48
14000 - Information Technology Occupations		
14041 - Computer Operator I		16.58
14042 - Computer Operator II		18.55
14043 - Computer Operator III		21.14
14044 - Computer Operator IV		27.01
14045 - Computer Operator V		27.20
14071 - Computer Programmer I	(see 1)	20.08
14072 - Computer Programmer II	(see 1)	24.87
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		16.58
14160 - Personal Computer Support Technician		27.01
15000 - Instructional Occupations		
15010 - Aircrew Training Devices Instructor (Non-Rated)		28.72
15020 - Aircrew Training Devices Instructor (Rated)		34.74
15030 - Air Crew Training Devices Instructor (Pilot)		41.64
15050 - Computer Based Training Specialist / Instructor		28.72
15060 - Educational Technologist		21.99
15070 - Flight Instructor (Pilot)		41.64
15080 - Graphic Artist		20.31
15090 - Technical Instructor		19.44
15095 - Technical Instructor/Course Developer		23.57
15110 - Test Proctor		15.32
15120 - Tutor		15.32
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations		
16010 - Assembler		8.05

16030 - Counter Attendant	8.05
16040 - Dry Cleaner	9.40
16070 - Finisher, Flatwork, Machine	8.05
16090 - Presser, Hand	8.05
16110 - Presser, Machine, Drycleaning	8.05
16130 - Presser, Machine, Shirts	8.05
16160 - Presser, Machine, Wearing Apparel, Laundry	8.05
16190 - Sewing Machine Operator	9.86
16220 - Tailor	10.33
16250 - Washer, Machine	8.49
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	20.39
19040 - Tool And Die Maker	24.71
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	12.59
21030 - Material Coordinator	19.50
21040 - Material Expediter	19.50
21050 - Material Handling Laborer	11.88
21071 - Order Filler	11.27
21080 - Production Line Worker (Food Processing)	12.59
21110 - Shipping Packer	13.45
21130 - Shipping/Receiving Clerk	13.45
21140 - Store Worker I	9.50
21150 - Stock Clerk	14.04
21210 - Tools And Parts Attendant	13.37
21410 - Warehouse Specialist	12.59
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	21.06
23021 - Aircraft Mechanic I	19.98
23022 - Aircraft Mechanic II	21.06
23023 - Aircraft Mechanic III	22.06
23040 - Aircraft Mechanic Helper	14.58
23050 - Aircraft, Painter	18.15
23060 - Aircraft Servicer	16.78
23080 - Aircraft Worker	17.98
23110 - Appliance Mechanic	17.58
23120 - Bicycle Repairer	12.32
23125 - Cable Splicer	19.97
23130 - Carpenter, Maintenance	15.33
23140 - Carpet Layer	15.06
23160 - Electrician, Maintenance	22.67
23181 - Electronics Technician Maintenance I	16.91
23182 - Electronics Technician Maintenance II	17.78
23183 - Electronics Technician Maintenance III	18.75
23260 - Fabric Worker	14.26
23290 - Fire Alarm System Mechanic	16.14
23310 - Fire Extinguisher Repairer	13.18
23311 - Fuel Distribution System Mechanic	16.59
23312 - Fuel Distribution System Operator	13.99
23370 - General Maintenance Worker	14.93
23380 - Ground Support Equipment Mechanic	19.98
23381 - Ground Support Equipment Servicer	16.78
23382 - Ground Support Equipment Worker	17.98
23391 - Gunsmith I	13.10
23392 - Gunsmith II	15.42
23393 - Gunsmith III	17.50
23410 - Heating, Ventilation And Air-Conditioning Mechanic	17.93
23411 - Heating, Ventilation And Air Contditioning Mechanic (Research Facility)	18.90
23430 - Heavy Equipment Mechanic	17.28
23440 - Heavy Equipment Operator	16.14
23460 - Instrument Mechanic	17.50

23465 - Laboratory/Shelter Mechanic	16.40
23470 - Laborer	11.28
23510 - Locksmith	16.01
23530 - Machinery Maintenance Mechanic	21.48
23550 - Machinist, Maintenance	18.13
23580 - Maintenance Trades Helper	11.84
23591 - Metrology Technician I	17.50
23592 - Metrology Technician II	18.45
23593 - Metrology Technician III	19.32
23640 - Millwright	19.53
23710 - Office Appliance Repairer	19.75
23760 - Painter, Maintenance	15.33
23790 - Pipefitter, Maintenance	16.42
23810 - Plumber, Maintenance	15.60
23820 - Pneudraulic Systems Mechanic	17.50
23850 - Rigger	17.50
23870 - Scale Mechanic	15.42
23890 - Sheet-Metal Worker, Maintenance	16.14
23910 - Small Engine Mechanic	15.42
23931 - Telecommunications Mechanic I	24.27
23932 - Telecommunications Mechanic II	25.47
23950 - Telephone Lineman	17.99
23960 - Welder, Combination, Maintenance	16.14
23965 - Well Driller	17.50
23970 - Woodcraft Worker	17.08
23980 - Woodworker	13.97
24000 - Personal Needs Occupations	
24570 - Child Care Attendant	8.08
24580 - Child Care Center Clerk	11.19
24610 - Chore Aide	9.91
24620 - Family Readiness And Support Services Coordinator	12.47
24630 - Homemaker	12.47
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	18.47
25040 - Sewage Plant Operator	16.05
25070 - Stationary Engineer	18.47
25190 - Ventilation Equipment Tender	12.58
25210 - Water Treatment Plant Operator	16.05
27000 - Protective Service Occupations	
27004 - Alarm Monitor	12.19
27007 - Baggage Inspector	9.19
27008 - Corrections Officer	12.60
27010 - Court Security Officer	14.69
27030 - Detection Dog Handler	12.03
27040 - Detention Officer	12.60
27070 - Firefighter	16.94
27101 - Guard I	9.19
27102 - Guard II	12.03
27131 - Police Officer I	16.87
27132 - Police Officer II	18.75
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	12.24
28042 - Carnival Equipment Repairer	13.23
28043 - Carnival Equpment Worker	9.02
28210 - Gate Attendant/Gate Tender	13.81
28310 - Lifeguard	11.01
28350 - Park Attendant (Aide)	15.45
28510 - Recreation Aide/Health Facility Attendant	11.28
28515 - Recreation Specialist	15.95
28630 - Sports Official	12.31
28690 - Swimming Pool Operator	16.49
29000 - Stevedoring/Longshoremen Occupational Services	

29010 - Blocker And Bracer		15.33
29020 - Hatch Tender		15.33
29030 - Line Handler		15.33
29041 - Stevedore I		14.17
29042 - Stevedore II		16.30
30000 - Technical Occupations		
30010 - Air Traffic Control Specialist, Center (HFO)	(see 2)	35.77
30011 - Air Traffic Control Specialist, Station (HFO)	(see 2)	24.66
30012 - Air Traffic Control Specialist, Terminal (HFO)	(see 2)	27.16
30021 - Archeological Technician I		15.09
30022 - Archeological Technician II		16.62
30023 - Archeological Technician III		22.65
30030 - Cartographic Technician		23.21
30040 - Civil Engineering Technician		18.16
30061 - Drafter/CAD Operator I		16.65
30062 - Drafter/CAD Operator II		19.14
30063 - Drafter/CAD Operator III		21.92
30064 - Drafter/CAD Operator IV		25.70
30081 - Engineering Technician I		15.04
30082 - Engineering Technician II		16.88
30083 - Engineering Technician III		18.88
30084 - Engineering Technician IV		23.40
30085 - Engineering Technician V		28.82
30086 - Engineering Technician VI		34.63
30090 - Environmental Technician		23.21
30210 - Laboratory Technician		20.89
30240 - Mathematical Technician		23.21
30361 - Paralegal/Legal Assistant I		18.76
30362 - Paralegal/Legal Assistant II		23.25
30363 - Paralegal/Legal Assistant III		28.44
30364 - Paralegal/Legal Assistant IV		33.85
30390 - Photo-Optics Technician		23.21
30461 - Technical Writer I		22.85
30462 - Technical Writer II		27.94
30463 - Technical Writer III		33.80
30491 - Unexploded Ordnance (UXO) Technician I		22.74
30492 - Unexploded Ordnance (UXO) Technician II		27.51
30493 - Unexploded Ordnance (UXO) Technician III		32.97
30494 - Unexploded (UXO) Safety Escort		22.74
30495 - Unexploded (UXO) Sweep Personnel		22.74
30620 - Weather Observer, Combined Upper Air Or Surface Programs	(see 2)	21.92
30621 - Weather Observer, Senior	(see 2)	23.21
31000 - Transportation/Mobile Equipment Operation Occupations		
31020 - Bus Aide		8.44
31030 - Bus Driver		12.51
31043 - Driver Courier		12.60
31260 - Parking and Lot Attendant		8.62
31290 - Shuttle Bus Driver		13.84
31310 - Taxi Driver		10.24
31361 - Truckdriver, Light		13.84
31362 - Truckdriver, Medium		15.12
31363 - Truckdriver, Heavy		18.54
31364 - Truckdriver, Tractor-Trailer		18.54
99000 - Miscellaneous Occupations		
99030 - Cashier		8.30
99050 - Desk Clerk		8.33
99095 - Embalmer		22.02
99251 - Laboratory Animal Caretaker I		9.70
99252 - Laboratory Animal Caretaker II		10.65
99310 - Mortician		20.72
99410 - Pest Controller		16.93
99510 - Photofinishing Worker		11.95

99710 - Recycling Laborer	12.69
99711 - Recycling Specialist	15.76
99730 - Refuse Collector	11.15
99810 - Sales Clerk	11.98
99820 - School Crossing Guard	9.96
99830 - Survey Party Chief	18.14
99831 - Surveying Aide	13.20
99832 - Surveying Technician	16.49
99840 - Vending Machine Attendant	12.31
99841 - Vending Machine Repairer	15.11
99842 - Vending Machine Repairer Helper	12.31

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: $3.50 per hour or $140.00 per week or $606.67 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 20 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.