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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

Diane C. Koplewski Division of
Director Wage Determinations

Wage Determination No.: 2005-2167
Revision No.: 13
Date Of Revision: 06/19/2013

State: Illinois

Area: Illinois Counties of Cook, De Kalb, Du Page, Kane, Lake, Lee, McHenry

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

OCCUPATION CODE - TITLE	FOOTNOTE
RATE	
01000 - Administrative Support And Clerical Occupations	
01011 - Accounting Clerk I	
17.25	
01012 - Accounting Clerk II	
19.37	
01013 - Accounting Clerk III	
21.66	
01020 - Administrative Assistant	
28.01	
01040 - Court Reporter	
20.25	
01051 - Data Entry Operator I	
14.81	
01052 - Data Entry Operator II	
16.15	
01060 - Dispatcher, Motor Vehicle	
22.93	
01070 - Document Preparation Clerk	
13.67	
01090 - Duplicating Machine Operator	
13.67	
01111 - General Clerk I	
12.73	
01112 - General Clerk II	
13.89	
01113 - General Clerk III	
16.34	
01120 - Housing Referral Assistant	
22.12	
01141 - Messenger Courier	
11.93	
01191 - Order Clerk I	
16.00	

01192 - Order Clerk II
17.58
01261 - Personnel Assistant (Employment) I
17.84
01262 - Personnel Assistant (Employment) II
19.95
01263 - Personnel Assistant (Employment) III
22.24
01270 - Production Control Clerk
21.43
01280 - Receptionist
13.53
01290 - Rental Clerk
17.41
01300 - Scheduler, Maintenance
18.36
01311 - Secretary I
18.36
01312 - Secretary II
19.84
01313 - Secretary III
22.12
01320 - Service Order Dispatcher
21.04
01410 - Supply Technician
28.01
01420 - Survey Worker
19.19
01531 - Travel Clerk I
13.20
01532 - Travel Clerk II
14.27
01533 - Travel Clerk III
15.44
01611 - Word Processor I
15.50
01612 - Word Processor II
17.41
01613 - Word Processor III
19.47
05000 - Automotive Service Occupations
05005 - Automobile Body Repairer, Fiberglass
21.89
05010 - Automotive Electrician
24.16
05040 - Automotive Glass Installer
23.05
05070 - Automotive Worker
23.05
05110 - Mobile Equipment Servicer
20.85
05130 - Motor Equipment Metal Mechanic
27.79
05160 - Motor Equipment Metal Worker
23.05
05190 - Motor Vehicle Mechanic
27.79

05220 - Motor Vehicle Mechanic Helper
19.73
05250 - Motor Vehicle Upholstery Worker
21.96
05280 - Motor Vehicle Wrecker
23.09
05310 - Painter, Automotive
24.16
05340 - Radiator Repair Specialist
23.05
05370 - Tire Repairer
15.92
05400 - Transmission Repair Specialist
27.79
07000 - Food Preparation And Service Occupations
07010 - Baker
13.71
07041 - Cook I
13.34
07042 - Cook II
15.03
07070 - Dishwasher
10.19
07130 - Food Service Worker
10.52
07210 - Meat Cutter
13.72
07260 - Waiter/Waitress
9.96
09000 - Furniture Maintenance And Repair Occupations
09010 - Electrostatic Spray Painter
20.06
09040 - Furniture Handler
14.52
09080 - Furniture Refinisher
20.06
09090 - Furniture Refinisher Helper
16.37
09110 - Furniture Repairer, Minor
18.23
09130 - Upholsterer
20.05
11000 - General Services And Support Occupations
11030 - Cleaner, Vehicles
12.32
11060 - Elevator Operator
12.32
11090 - Gardener
16.87
11122 - Housekeeping Aide
12.75
11150 - Janitor
12.75
11210 - Laborer, Grounds Maintenance
13.50
11240 - Maid or Houseman
12.11

11260 - Pruner
12.35
11270 - Tractor Operator
15.81
11330 - Trail Maintenance Worker
13.50
11360 - Window Cleaner
13.95
12000 - Health Occupations
12010 - Ambulance Driver
17.39
12011 - Breath Alcohol Technician
18.40
12012 - Certified Occupational Therapist Assistant
23.55
12015 - Certified Physical Therapist Assistant
24.61
12020 - Dental Assistant
15.74
12025 - Dental Hygienist
31.96
12030 - EKG Technician
26.94
12035 - Electroneurodiagnostic Technologist
26.94
12040 - Emergency Medical Technician
17.39
12071 - Licensed Practical Nurse I
18.53
12072 - Licensed Practical Nurse II
20.72
12073 - Licensed Practical Nurse III
23.10
12100 - Medical Assistant
15.83
12130 - Medical Laboratory Technician
19.40
12160 - Medical Record Clerk
16.98
12190 - Medical Record Technician
18.38
12195 - Medical Transcriptionist
17.07
12210 - Nuclear Medicine Technologist
34.34
12221 - Nursing Assistant I
11.40
12222 - Nursing Assistant II
12.82
12223 - Nursing Assistant III
13.99
12224 - Nursing Assistant IV
15.71
12235 - Optical Dispenser
15.59
12236 - Optical Technician
17.48

12250 - Pharmacy Technician
15.58
12280 - Phlebotomist
15.71
12305 - Radiologic Technologist
31.10
12311 - Registered Nurse I
29.17
12312 - Registered Nurse II
32.57
12313 - Registered Nurse II, Specialist
32.57
12314 - Registered Nurse III
38.43
12315 - Registered Nurse III, Anesthetist
38.43
12316 - Registered Nurse IV
46.07
12317 - Scheduler (Drug and Alcohol Testing)
23.53
13000 - Information And Arts Occupations
13011 - Exhibits Specialist I
21.92
13012 - Exhibits Specialist II
27.16
13013 - Exhibits Specialist III
33.22
13041 - Illustrator I
21.63
13042 - Illustrator II
26.80
13043 - Illustrator III
32.77
13047 - Librarian
35.08
13050 - Library Aide/Clerk
14.14
13054 - Library Information Technology Systems
29.01
Administrator
13058 - Library Technician
17.38
13061 - Media Specialist I
21.16
13062 - Media Specialist II
23.66
13063 - Media Specialist III
26.39
13071 - Photographer I
18.50
13072 - Photographer II
20.70
13073 - Photographer III
25.64
13074 - Photographer IV
31.35

13075 - Photographer V
 37.94
 13110 - Video Teleconference Technician
 17.89
 14000 - Information Technology Occupations
 14041 - Computer Operator I
 18.11
 14042 - Computer Operator II
 20.25
 14043 - Computer Operator III
 22.58
 14044 - Computer Operator IV
 25.09
 14045 - Computer Operator V
 27.79
 14071 - Computer Programmer I (see 1)
 25.49
 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 (see 1)
 14150 - Peripheral Equipment Operator
 18.11
 14160 - Personal Computer Support Technician
 25.09
 15000 - Instructional Occupations
 15010 - Aircrew Training Devices Instructor (Non-Rated)
 36.22
 15020 - Aircrew Training Devices Instructor (Rated)
 41.82
 15030 - Air Crew Training Devices Instructor (Pilot)
 46.94
 15050 - Computer Based Training Specialist / Instructor
 36.22
 15060 - Educational Technologist
 30.14
 15070 - Flight Instructor (Pilot)
 46.94
 15080 - Graphic Artist
 26.41
 15090 - Technical Instructor
 27.45
 15095 - Technical Instructor/Course Developer
 26.88
 15110 - Test Proctor
 17.84
 15120 - Tutor
 17.74
 16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations
 16010 - Assembler
 9.53
 16030 - Counter Attendant
 9.53
 16040 - Dry Cleaner
 12.42

16070 - Finisher, Flatwork, Machine
9.53
16090 - Presser, Hand
9.53
16110 - Presser, Machine, Drycleaning
9.53
16130 - Presser, Machine, Shirts
9.53
16160 - Presser, Machine, Wearing Apparel, Laundry
9.53
16190 - Sewing Machine Operator
13.37
16220 - Tailor
14.31
16250 - Washer, Machine
10.54
19000 - Machine Tool Operation And Repair Occupations
19010 - Machine-Tool Operator (Tool Room)
23.40
19040 - Tool And Die Maker
28.57
21000 - Materials Handling And Packing Occupations
21020 - Forklift Operator
16.53
21030 - Material Coordinator
21.74
21040 - Material Expediter
21.74
21050 - Material Handling Laborer
18.12
21071 - Order Filler
13.80
21080 - Production Line Worker (Food Processing)
16.53
21110 - Shipping Packer
16.66
21130 - Shipping/Receiving Clerk
16.66
21140 - Store Worker I
13.87
21150 - Stock Clerk
18.17
21210 - Tools And Parts Attendant
16.53
21410 - Warehouse Specialist
16.53
23000 - Mechanics And Maintenance And Repair Occupations
23010 - Aerospace Structural Welder
29.96
23021 - Aircraft Mechanic I
28.38
23022 - Aircraft Mechanic II
29.96
23023 - Aircraft Mechanic III
31.40
23040 - Aircraft Mechanic Helper
20.38

23050 - Aircraft, Painter
24.99
23060 - Aircraft Servicer
23.85
23080 - Aircraft Worker
25.02
23110 - Appliance Mechanic
22.50
23120 - Bicycle Repairer
15.92
23125 - Cable Splicer
27.69
23130 - Carpenter, Maintenance
31.86
23140 - Carpet Layer
29.49
23160 - Electrician, Maintenance
34.00
23181 - Electronics Technician Maintenance I
26.30
23182 - Electronics Technician Maintenance II
27.75
23183 - Electronics Technician Maintenance III
29.24
23260 - Fabric Worker
21.01
23290 - Fire Alarm System Mechanic
27.57
23310 - Fire Extinguisher Repairer
21.36
23311 - Fuel Distribution System Mechanic
27.14
23312 - Fuel Distribution System Operator
22.65
23370 - General Maintenance Worker
23.74
23380 - Ground Support Equipment Mechanic
28.38
23381 - Ground Support Equipment Servicer
23.85
23382 - Ground Support Equipment Worker
25.20
23391 - Gunsmith I
21.36
23392 - Gunsmith II
24.07
23393 - Gunsmith III
26.76
23410 - Heating, Ventilation And Air-Conditioning
25.18
Mechanic
23411 - Heating, Ventilation And Air Contditioning
26.46
Mechanic (Research Facility)
23430 - Heavy Equipment Mechanic
28.00

23440 - Heavy Equipment Operator
35.59
23460 - Instrument Mechanic
24.39
23465 - Laboratory/Shelter Mechanic
25.18
23470 - Laborer
13.78
23510 - Locksmith
20.06
23530 - Machinery Maintenance Mechanic
23.74
23550 - Machinist, Maintenance
27.46
23580 - Maintenance Trades Helper
16.14
23591 - Metrology Technician I
24.39
23592 - Metrology Technician II
25.63
23593 - Metrology Technician III
26.82
23640 - Millwright
29.97
23710 - Office Appliance Repairer
23.17
23760 - Painter, Maintenance
23.57
23790 - Pipefitter, Maintenance
31.00
23810 - Plumber, Maintenance
29.42
23820 - Pneudraulic Systems Mechanic
26.76
23850 - Rigger
28.51
23870 - Scale Mechanic
24.07
23890 - Sheet-Metal Worker, Maintenance
30.39
23910 - Small Engine Mechanic
19.13
23931 - Telecommunications Mechanic I
27.78
23932 - Telecommunications Mechanic II
29.10
23950 - Telephone Lineman
27.68
23960 - Welder, Combination, Maintenance
20.97
23965 - Well Driller
27.68
23970 - Woodcraft Worker
26.76
23980 - Woodworker
18.02
24000 - Personal Needs Occupations

24570 - Child Care Attendant
10.86
24580 - Child Care Center Clerk
14.27
24610 - Chore Aide
9.44
24620 - Family Readiness And Support Services
14.63
Coordinator
24630 - Homemaker
16.03
25000 - Plant And System Operations Occupations
25010 - Boiler Tender
30.89
25040 - Sewage Plant Operator
27.09
25070 - Stationary Engineer
30.89
25190 - Ventilation Equipment Tender
23.04
25210 - Water Treatment Plant Operator
27.09
27000 - Protective Service Occupations
27004 - Alarm Monitor
21.57
27007 - Baggage Inspector
12.10
27008 - Corrections Officer
28.69
27010 - Court Security Officer
28.69
27030 - Detection Dog Handler
16.66
27040 - Detention Officer
28.69
27070 - Firefighter
27.04
27101 - Guard I
12.10
27102 - Guard II
16.66
27131 - Police Officer I
30.33
27132 - Police Officer II
33.11
28000 - Recreation Occupations
28041 - Carnival Equipment Operator
13.37
28042 - Carnival Equipment Repairer
14.31
28043 - Carnival Equipment Worker
10.02
28210 - Gate Attendant/Gate Tender
16.44
28310 - Lifeguard
13.10

28350 - Park Attendant (Aide)
18.37
28510 - Recreation Aide/Health Facility Attendant
10.81
28515 - Recreation Specialist
17.46
28630 - Sports Official
14.64
28690 - Swimming Pool Operator
18.21
29000 - Stevedoring/Longshoremen Occupational Services
29010 - Blocker And Bracer
24.68
29020 - Hatch Tender
24.68
29030 - Line Handler
24.68
29041 - Stevedore I
23.37
29042 - Stevedore II
26.05
30000 - Technical Occupations
30010 - Air Traffic Control Specialist, Center (HFO) (see 2)
39.20
30011 - Air Traffic Control Specialist, Station (HFO) (see 2)
27.03
30012 - Air Traffic Control Specialist, Terminal (HFO) (see 2)
29.77
30021 - Archeological Technician I
17.64
30022 - Archeological Technician II
19.73
30023 - Archeological Technician III
25.81
30030 - Cartographic Technician
26.98
30040 - Civil Engineering Technician
25.64
30061 - Drafter/CAD Operator I
17.64
30062 - Drafter/CAD Operator II
19.73
30063 - Drafter/CAD Operator III
21.99
30064 - Drafter/CAD Operator IV
28.96
30081 - Engineering Technician I
18.16
30082 - Engineering Technician II
20.39
30083 - Engineering Technician III
22.81
30084 - Engineering Technician IV
28.26
30085 - Engineering Technician V
34.56

30086 - Engineering Technician VI
45.66
30090 - Environmental Technician
22.17
30210 - Laboratory Technician
22.13
30240 - Mathematical Technician
25.18
30361 - Paralegal/Legal Assistant I
21.05
30362 - Paralegal/Legal Assistant II
26.08
30363 - Paralegal/Legal Assistant III
31.89
30364 - Paralegal/Legal Assistant IV
38.59
30390 - Photo-Optics Technician
26.33
30461 - Technical Writer I
26.76
30462 - Technical Writer II
32.65
30463 - Technical Writer III
39.34
30491 - Unexploded Ordnance (UXO) Technician I
24.91
30492 - Unexploded Ordnance (UXO) Technician II
30.14
30493 - Unexploded Ordnance (UXO) Technician III
36.13
30494 - Unexploded (UXO) Safety Escort
24.91
30495 - Unexploded (UXO) Sweep Personnel
24.91
30620 - Weather Observer, Combined Upper Air Or (see 2)
21.99
Surface Programs
30621 - Weather Observer, Senior (see 2)
24.44
31000 - Transportation/Mobile Equipment Operation Occupations
31020 - Bus Aide
17.27
31030 - Bus Driver
22.93
31043 - Driver Courier
19.14
31260 - Parking and Lot Attendant
12.59
31290 - Shuttle Bus Driver
21.43
31310 - Taxi Driver
15.18
31361 - Truckdriver, Light
21.43
31362 - Truckdriver, Medium
22.78

31363 - Truckdriver, Heavy
24.15
31364 - Truckdriver, Tractor-Trailer
24.15
99000 - Miscellaneous Occupations
99030 - Cashier
9.94
99050 - Desk Clerk
11.94
99095 - Embalmer
24.84
99251 - Laboratory Animal Caretaker I
14.03
99252 - Laboratory Animal Caretaker II
15.43
99310 - Mortician
35.46
99410 - Pest Controller
17.55
99510 - Photofinishing Worker
15.92
99710 - Recycling Laborer
22.41
99711 - Recycling Specialist
26.24
99730 - Refuse Collector
20.49
99810 - Sales Clerk
13.81
99820 - School Crossing Guard
13.99
99830 - Survey Party Chief
24.14
99831 - Surveying Aide
15.15
99832 - Surveying Technician
20.76
99840 - Vending Machine Attendant
14.63
99841 - Vending Machine Repairer
16.79
99842 - Vending Machine Repairer Helper
14.63

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$3.81 per hour or \$152.40 per week or \$660.40 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 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) COMPUTER EMPLOYEES: Under the SCA at section 8(b), this wage determination does not apply to any employee who individually qualifies as a bona fide executive, administrative, or professional employee as defined in 29 C.F.R. Part 541. Because most Computer System Analysts and Computer Programmers who are compensated at a rate not less than \$27.63 (or on a salary or fee basis at a rate not less than \$455 per week) an hour would likely qualify as exempt computer professionals, (29 C.F.R. 541.400) wage rates may not be listed on this wage determination for all occupations within those job families. In addition, because this wage determination may not list a wage rate for some or all occupations within those job families if the survey data indicates that the prevailing wage rate for the occupation equals or exceeds \$27.63 per hour conformances may be necessary for certain nonexempt employees. For example, if an individual employee is nonexempt but nevertheless performs duties within the scope of one of the Computer Systems Analyst or Computer Programmer occupations for which this wage determination does not specify an SCA wage rate, then the wage rate for that employee must be conformed in accordance with the conformance procedures described in the conformance note included on this wage determination.

Additionally, because job titles vary widely and change quickly in the computer industry, job titles are not determinative of the application of the computer

professional exemption. Therefore, the exemption applies only to computer employees

who satisfy the compensation requirements and whose primary duty consists of:

(1) The application of systems analysis techniques and procedures, including consulting with users, to determine hardware, software or system functional specifications;

(2) The design, development, documentation, analysis, creation, testing or modification of computer systems or programs, including prototypes, based on and related to user or system design specifications;

(3) The design, documentation, testing, creation or modification of computer programs related to machine operating systems; or

(4) A combination of the aforementioned duties, the performance of which requires the same level of skills. (29 C.F.R. 541.400).

2) AIR TRAFFIC CONTROLLERS AND WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY:
If you

work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am.

If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

HAZARDOUS PAY DIFFERENTIAL: An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordnance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordnance, explosives, and pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or explosives.

Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive ordnance, explosives and incendiary materials. All operations involving 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.