

"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

██████████ Division of  
Director Wage Determinations

Wage Determination No.: 2015-4881  
Revision No.: 29  
Date Of Last Revision: 05/08/2025

Note: Contracts subject to the Service Contract Act are generally required to pay at least the applicable minimum wage rate required under Executive Order 14026 or Executive Order 13658.

If the contract is entered into on or after January 30, 2022, or the contract is renewed or extended (e.g., an option is exercised) on or after January 30, 2022:	Executive Order 14026 generally applies to the contract. The contractor must pay all covered workers at least ██████████ per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in 2025.
If the contract was awarded on or between January 1, 2015 and January 29, 2022, and the contract is not renewed or extended on or after January 30, 2022:	Executive Order 13658 generally applies to the contract. The contractor must pay all covered workers at least ██████████ per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in 2025.

The applicable Executive Order minimum wage rate will be adjusted annually. Additional information on contractor requirements and worker protections under the Executive Orders is available at [www.dol.gov/whd/govcontracts](http://www.dol.gov/whd/govcontracts).

State: Michigan

Area: Michigan Counties of Gratiot, Huron, Isabella, Lake, Mason, Mecosta, Newaygo, Oceana, Osceola, Sanilac, Shiawassee, Tuscola

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

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		██████████
01011 - Accounting Clerk I		
01012 - Accounting Clerk II		
01013 - Accounting Clerk III		
01020 - Administrative Assistant		
01035 - Court Reporter		
01041 - Customer Service Representative I		
01042 - Customer Service Representative II		
01043 - Customer Service Representative III		
01051 - Data Entry Operator I		
01052 - Data Entry Operator II		
01060 - Dispatcher, Motor Vehicle		
01070 - Document Preparation Clerk		
01090 - Duplicating Machine Operator		
01111 - General Clerk I		
01112 - General Clerk II		

01113 - General Clerk III  
01120 - Housing Referral Assistant  
01141 - Messenger Courier  
01191 - Order Clerk I  
01192 - Order Clerk II  
01261 - Personnel Assistant (Employment) I  
01262 - Personnel Assistant (Employment) II  
01263 - Personnel Assistant (Employment) III  
01270 - Production Control Clerk  
01290 - Rental Clerk  
01300 - Scheduler, Maintenance  
01311 - Secretary I  
01312 - Secretary II  
01313 - Secretary III  
01320 - Service Order Dispatcher  
01410 - Supply Technician  
01420 - Survey Worker  
01460 - Switchboard Operator/Receptionist  
01531 - Travel Clerk I  
01532 - Travel Clerk II  
01533 - Travel Clerk III  
01611 - Word Processor I  
01612 - Word Processor II  
01613 - Word Processor III  
05000 - Automotive Service Occupations  
05005 - Automobile Body Repairer, Fiberglass  
05010 - Automotive Electrician  
05040 - Automotive Glass Installer  
05070 - Automotive Worker  
05110 - Mobile Equipment Servicer  
05130 - Motor Equipment Metal Mechanic  
05160 - Motor Equipment Metal Worker  
05190 - Motor Vehicle Mechanic  
05220 - Motor Vehicle Mechanic Helper  
05250 - Motor Vehicle Upholstery Worker  
05280 - Motor Vehicle Wrecker  
05310 - Painter, Automotive  
05340 - Radiator Repair Specialist  
05370 - Tire Repairer  
05400 - Transmission Repair Specialist  
07000 - Food Preparation And Service Occupations  
07010 - Baker  
07041 - Cook I  
07042 - Cook II  
07070 - Dishwasher  
07130 - Food Service Worker  
07210 - Meat Cutter  
07260 - Waiter/Waitress  
09000 - Furniture Maintenance And Repair Occupations  
09010 - Electrostatic Spray Painter  
09040 - Furniture Handler  
09080 - Furniture Refinisher  
09090 - Furniture Refinisher Helper  
09110 - Furniture Repairer, Minor  
09130 - Upholsterer  
11000 - General Services And Support Occupations  
11030 - Cleaner, Vehicles  
11060 - Elevator Operator  
11090 - Gardener  
11122 - Housekeeping Aide  
11150 - Janitor  
11210 - Laborer, Grounds Maintenance  
11240 - Maid or Houseman  
11260 - Pruner  
11270 - Tractor Operator

11330 - Trail Maintenance Worker  
11360 - Window Cleaner  
12000 - Health Occupations  
12010 - Ambulance Driver  
12011 - Breath Alcohol Technician  
12012 - Certified Occupational Therapist Assistant  
12015 - Certified Physical Therapist Assistant  
12020 - Dental Assistant  
12025 - Dental Hygienist  
12030 - EKG Technician  
12035 - Electroneurodiagnostic Technologist  
12040 - Emergency Medical Technician  
12071 - Licensed Practical Nurse I  
12072 - Licensed Practical Nurse II  
12073 - Licensed Practical Nurse III  
12100 - Medical Assistant  
12130 - Medical Laboratory Technician  
12160 - Medical Record Clerk  
12190 - Medical Record Technician  
12195 - Medical Transcriptionist  
12210 - Nuclear Medicine Technologist  
12221 - Nursing Assistant I  
12222 - Nursing Assistant II  
12223 - Nursing Assistant III  
12224 - Nursing Assistant IV  
12235 - Optical Dispenser  
12236 - Optical Technician  
12250 - Pharmacy Technician  
12280 - Phlebotomist  
12305 - Radiologic Technologist  
12311 - Registered Nurse I  
12312 - Registered Nurse II  
12313 - Registered Nurse II, Specialist  
12314 - Registered Nurse III  
12315 - Registered Nurse III, Anesthetist  
12316 - Registered Nurse IV  
12317 - Scheduler (Drug and Alcohol Testing)  
12320 - Substance Abuse Treatment Counselor  
13000 - Information And Arts Occupations  
13011 - Exhibits Specialist I  
13012 - Exhibits Specialist II  
13013 - Exhibits Specialist III  
13041 - Illustrator I  
13042 - Illustrator II  
13043 - Illustrator III  
13047 - Librarian  
13050 - Library Aide/Clerk  
13054 - Library Information Technology Systems  
Administrator  
13058 - Library Technician  
13061 - Media Specialist I  
13062 - Media Specialist II  
13063 - Media Specialist III  
13071 - Photographer I  
13072 - Photographer II  
13073 - Photographer III  
13074 - Photographer IV  
13075 - Photographer V  
13090 - Technical Order Library Clerk  
13110 - Video Teleconference Technician  
14000 - Information Technology Occupations  
14041 - Computer Operator I  
14042 - Computer Operator II  
14043 - Computer Operator III  
14044 - Computer Operator IV

14045 - Computer Operator V  
 14071 - Computer Programmer I (see 1)  
 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  
 14160 - Personal Computer Support Technician  
 14170 - System Support Specialist  
 15000 - Instructional Occupations  
 15010 - Aircrew Training Devices Instructor (Non-Rated)  
 15020 - Aircrew Training Devices Instructor (Rated)  
 15030 - Air Crew Training Devices Instructor (Pilot)  
 15050 - Computer Based Training Specialist / Instructor  
 15060 - Educational Technologist  
 15070 - Flight Instructor (Pilot)  
 15080 - Graphic Artist  
 15085 - Maintenance Test Pilot, Fixed, Jet/Prop  
 15086 - Maintenance Test Pilot, Rotary Wing  
 15088 - Non-Maintenance Test/Co-Pilot  
 15090 - Technical Instructor  
 15095 - Technical Instructor/Course Developer  
 15110 - Test Proctor  
 15120 - Tutor  
 16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations  
 16010 - Assembler  
 16030 - Counter Attendant  
 16040 - Dry Cleaner  
 16070 - Finisher, Flatwork, Machine  
 16090 - Presser, Hand  
 16110 - Presser, Machine, Drycleaning  
 16130 - Presser, Machine, Shirts  
 16160 - Presser, Machine, Wearing Apparel, Laundry  
 16190 - Sewing Machine Operator  
 16220 - Tailor  
 16250 - Washer, Machine  
 19000 - Machine Tool Operation And Repair Occupations  
 19010 - Machine-Tool Operator (Tool Room)  
 19040 - Tool And Die Maker  
 21000 - Materials Handling And Packing Occupations  
 21020 - Forklift Operator  
 21030 - Material Coordinator  
 21040 - Material Expediter  
 21050 - Material Handling Laborer  
 21071 - Order Filler  
 21080 - Production Line Worker (Food Processing)  
 21110 - Shipping Packer  
 21130 - Shipping/Receiving Clerk  
 21140 - Store Worker I  
 21150 - Stock Clerk  
 21210 - Tools And Parts Attendant  
 21410 - Warehouse Specialist  
 23000 - Mechanics And Maintenance And Repair Occupations  
 23010 - Aerospace Structural Welder  
 23019 - Aircraft Logs and Records Technician  
 23021 - Aircraft Mechanic I  
 23022 - Aircraft Mechanic II  
 23023 - Aircraft Mechanic III  
 23040 - Aircraft Mechanic Helper  
 23050 - Aircraft, Painter  
 23060 - Aircraft Servicer  
 23070 - Aircraft Survival Flight Equipment Technician  
 23080 - Aircraft Worker

23091 - Aircrew Life Support Equipment (ALSE) Mechanic  
I  
23092 - Aircrew Life Support Equipment (ALSE) Mechanic  
II  
23110 - Appliance Mechanic  
23120 - Bicycle Repairer  
23125 - Cable Splicer  
23130 - Carpenter, Maintenance  
23140 - Carpet Layer  
23160 - Electrician, Maintenance  
23181 - Electronics Technician Maintenance I  
23182 - Electronics Technician Maintenance II  
23183 - Electronics Technician Maintenance III  
23260 - Fabric Worker  
23290 - Fire Alarm System Mechanic  
23310 - Fire Extinguisher Repairer  
23311 - Fuel Distribution System Mechanic  
23312 - Fuel Distribution System Operator  
23370 - General Maintenance Worker  
23380 - Ground Support Equipment Mechanic  
23381 - Ground Support Equipment Servicer  
23382 - Ground Support Equipment Worker  
23391 - Gunsmith I  
23392 - Gunsmith II  
23393 - Gunsmith III  
23410 - Heating, Ventilation And Air-Conditioning  
Mechanic  
23411 - Heating, Ventilation And Air Contidioning  
Mechanic (Research Facility)  
23430 - Heavy Equipment Mechanic  
23440 - Heavy Equipment Operator  
23460 - Instrument Mechanic  
23465 - Laboratory/Shelter Mechanic  
23470 - Laborer  
23510 - Locksmith  
23530 - Machinery Maintenance Mechanic  
23550 - Machinist, Maintenance  
23580 - Maintenance Trades Helper  
23591 - Metrology Technician I  
23592 - Metrology Technician II  
23593 - Metrology Technician III  
23640 - Millwright  
23710 - Office Appliance Repairer  
23760 - Painter, Maintenance  
23790 - Pipefitter, Maintenance  
23810 - Plumber, Maintenance  
23820 - Pneudraulic Systems Mechanic  
23850 - Rigger  
23870 - Scale Mechanic  
23890 - Sheet-Metal Worker, Maintenance  
23910 - Small Engine Mechanic  
23931 - Telecommunications Mechanic I  
23932 - Telecommunications Mechanic II  
23950 - Telephone Lineman  
23960 - Welder, Combination, Maintenance  
23965 - Well Driller  
23970 - Woodcraft Worker  
23980 - Woodworker  
24000 - Personal Needs Occupations  
24550 - Case Manager  
24570 - Child Care Attendant  
24580 - Child Care Center Clerk  
24610 - Chore Aide  
24620 - Family Readiness And Support Services  
Coordinator

24630 - Homemaker  
25000 - Plant And System Operations Occupations  
25010 - Boiler Tender  
25040 - Sewage Plant Operator  
25070 - Stationary Engineer  
25190 - Ventilation Equipment Tender  
25210 - Water Treatment Plant Operator  
27000 - Protective Service Occupations  
27004 - Alarm Monitor  
27007 - Baggage Inspector  
27008 - Corrections Officer  
27010 - Court Security Officer  
27030 - Detection Dog Handler  
27040 - Detention Officer  
27070 - Firefighter  
27101 - Guard I  
27102 - Guard II  
27131 - Police Officer I  
27132 - Police Officer II  
28000 - Recreation Occupations  
28041 - Carnival Equipment Operator  
28042 - Carnival Equipment Repairer  
28043 - Carnival Worker  
28210 - Gate Attendant/Gate Tender  
28310 - Lifeguard  
28350 - Park Attendant (Aide)  
28510 - Recreation Aide/Health Facility Attendant  
28515 - Recreation Specialist  
28630 - Sports Official  
28690 - Swimming Pool Operator  
29000 - Stevedoring/Longshoremen Occupational Services  
29010 - Blocker And Bracer  
29020 - Hatch Tender  
29030 - Line Handler  
29041 - Stevedore I  
29042 - Stevedore II  
30000 - Technical Occupations  
30010 - Air Traffic Control Specialist, Center (HFO) (see 2)  
30011 - Air Traffic Control Specialist, Station (HFO) (see 2)  
30012 - Air Traffic Control Specialist, Terminal (HFO) (see 2)  
30021 - Archeological Technician I  
30022 - Archeological Technician II  
30023 - Archeological Technician III  
30030 - Cartographic Technician  
30040 - Civil Engineering Technician  
30051 - Cryogenic Technician I  
30052 - Cryogenic Technician II  
30061 - Drafter/CAD Operator I  
30062 - Drafter/CAD Operator II  
30063 - Drafter/CAD Operator III  
30064 - Drafter/CAD Operator IV  
30081 - Engineering Technician I  
30082 - Engineering Technician II  
30083 - Engineering Technician III  
30084 - Engineering Technician IV  
30085 - Engineering Technician V  
30086 - Engineering Technician VI  
30090 - Environmental Technician  
30095 - Evidence Control Specialist  
30210 - Laboratory Technician  
30221 - Latent Fingerprint Technician I  
30222 - Latent Fingerprint Technician II  
30240 - Mathematical Technician  
30361 - Paralegal/Legal Assistant I  
30362 - Paralegal/Legal Assistant II

30363 - Paralegal/Legal Assistant III  
30364 - Paralegal/Legal Assistant IV  
30375 - Petroleum Supply Specialist  
30390 - Photo-Optics Technician  
30395 - Radiation Control Technician  
30461 - Technical Writer I  
30462 - Technical Writer II  
30463 - Technical Writer III  
30491 - Unexploded Ordnance (UXO) Technician I  
30492 - Unexploded Ordnance (UXO) Technician II  
30493 - Unexploded Ordnance (UXO) Technician III  
30494 - Unexploded (UXO) Safety Escort  
30495 - Unexploded (UXO) Sweep Personnel  
30501 - Weather Forecaster I  
30502 - Weather Forecaster II  
30620 - Weather Observer, Combined Upper Air Or (see 2)  
Surface Programs  
30621 - Weather Observer, Senior (see 2)  
31000 - Transportation/Mobile Equipment Operation Occupations  
31010 - Airplane Pilot  
31020 - Bus Aide  
31030 - Bus Driver  
31043 - Driver Courier  
31260 - Parking and Lot Attendant  
31290 - Shuttle Bus Driver  
31310 - Taxi Driver  
31361 - Truckdriver, Light  
31362 - Truckdriver, Medium  
31363 - Truckdriver, Heavy  
31364 - Truckdriver, Tractor-Trailer  
99000 - Miscellaneous Occupations  
99020 - Cabin Safety Specialist  
99030 - Cashier  
99050 - Desk Clerk  
99095 - Embalmer  
99130 - Flight Follower  
99251 - Laboratory Animal Caretaker I  
99252 - Laboratory Animal Caretaker II  
99260 - Marketing Analyst  
99310 - Mortician  
99410 - Pest Controller  
99510 - Photofinishing Worker  
99710 - Recycling Laborer  
99711 - Recycling Specialist  
99730 - Refuse Collector  
99810 - Sales Clerk  
99820 - School Crossing Guard  
99830 - Survey Party Chief  
99831 - Surveying Aide  
99832 - Surveying Technician  
99840 - Vending Machine Attendant  
99841 - Vending Machine Repairer  
99842 - Vending Machine Repairer Helper

\*\*\*Workers in this classification may be entitled to a higher minimum wage under Executive Order 14026 (\$17.75 per hour) or 13658 (\$13.30 per hour). Please see the Note at the top of the wage determination for more information. Please also note that the minimum wage requirements of Executive Order 14026 and 13658 are not currently being enforced as to contracts or contract-like instruments entered into with the federal government in connection with seasonal recreational services or seasonal recreational equipment rental for the general public on federal lands. The

minimum wage requirements of Executive Order 14026 also are not currently being enforced as to any contract or subcontract to which the states of Texas, Louisiana, or Mississippi, including their agencies, are a party.

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Note: Executive Order (EO) 13706, Establishing Paid Sick Leave for Federal Contractors, applies to all contracts subject to the Service Contract Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2017. If this contract is covered by the EO, the contractor must provide employees with 1 hour of paid sick leave for every 30 hours they work, up to 56 hours of paid sick leave each year. Employees must be permitted to use paid sick leave for their own illness, injury or other health-related needs, including preventive care; to assist a family member (or person who is like family to the employee) who is ill, injured, or has other health-related needs, including preventive care; or for reasons resulting from, or to assist a family member (or person who is like family to the employee) who is the victim of, domestic violence, sexual assault, or stalking. Additional information on contractor requirements and worker protections under the EO is available at [www.dol.gov/whd/govcontracts](http://www.dol.gov/whd/govcontracts).

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE [REDACTED] per hour, up to 40 hours per week, or [REDACTED] per week or [REDACTED] per month

HEALTH & WELFARE EO 13706: [REDACTED] per hour, up to 40 hours per week, or [REDACTED] per week, or [REDACTED] per month\*

\*This rate is to be used only when compensating employees for performance on an SCA-covered contract also covered by EO 13706, Establishing Paid Sick Leave for Federal Contractors. A contractor may not receive credit toward its SCA obligations for any paid sick leave provided pursuant to EO 13706.

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 5 years, 4 weeks after 15 years, and 5 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 fourteen paid holidays per year: New Year's Day, Martin Luther King Jr's Birthday, Washington's Birthday, Good Friday, Memorial Day, Juneteenth National Independence Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve, 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: This wage determination does not apply to any individual employed in a bona fide executive, administrative, or professional capacity, as defined in 29 C.F.R. Part 541. (See 41 C.F.R. 6701(3)). Because most Computer Systems Analysts and Computer Programmers who are paid at least \$27.63 per hour (or at least \$684 per week if paid on a salary or fee basis) likely qualify as exempt computer professionals under 29 U.S.C. 213(a)(1) and 29 U.S.C. 213(a)(17), this wage determination may not include wage rates for all occupations within those job families. In such instances, a conformance will be necessary if there are nonexempt employees in these job families working on the contract.

Job titles vary widely and change quickly in the computer industry, and are not determinative of whether an employee is an exempt computer professional. To be exempt, computer employees who satisfy the compensation requirements must also have a primary duty that 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).

Any computer employee who meets the applicable compensation requirements and the above duties test qualifies as an exempt computer professional under both section 13(a)(1) and section 13(a)(17) of the Fair Labor Standards Act. (Field Assistance Bulletin No. 2006-3 (Dec. 14, 2006)). Accordingly, this wage determination will not apply to any exempt computer employee regardless of which of these two exemptions is utilized.

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 re-grading 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 [REDACTED] per week (or [REDACTED] 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.

**\*\* SERVICE CONTRACT ACT DIRECTORY OF OCCUPATIONS \*\***

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations", Fifth Edition (Revision 1), dated September 2015, unless otherwise indicated.

**\*\* 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 (See 29 CFR 4.6(b)(2)(i)). Such conforming procedures shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees (See 29 CFR 4.6(b)(2)(ii)). The Wage and Hour Division shall make a final determination of conformed classification, wage rate, and/or fringe benefits which shall be paid to all employees performing in the classification from the first day of work on which contract work is performed by them in the classification. Failure to pay such unlisted employees the compensation agreed upon by the interested parties and/or fully determined by the Wage and Hour Division retroactive to the date such class of employees commenced contract work shall be a violation of the Act and this contract. (See 29 CFR 4.6(b)(2)(v)). 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 the 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 U.S. Department of Labor, Wage and Hour Division, for review (See 29 CFR 4.6(b)(2)(ii)).

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 Division's decision to the contractor.

6) Each affected employee shall be furnished by the contractor with a written copy of such determination or it shall be posted as a part of the wage determination (See 29 CFR 4.6(b)(2)(iii)).

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" should be used to compare job definitions to ensure 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 (See 29 CFR 4.152(c)(1))."