Attachment 4

11.24

WD 05-2033 (Rev.-11) was first posted on www.wdol.gov on 06/17/2011 * * * * * * * * * * * REGISTER OF WAGE DETERMINATIONS UNDER U.S. DEPARTMENT OF LABOR THE SERVICE CONTRACT ACT EMPLOYMENT STANDARDS ADMINISTRATION By direction of the Secretary of Labor WAGE AND HOUR DIVISION WASHINGTON D.C. 20210 | Wage Determination No.: 2005-2033 Diane C. Koplewski Division of Revision No.: 11 Wage Determinations Date Of Revision: Director 06/13/2011 State: Arkansas Area: Arkansas Counties of Baxter, Boone, Clay, Cleburne, Conway, Faulkner, Fulton, Garland, Greene, Hot Spring, Independence, Izard, Jackson, Lawrence, Lonoke, Marion, Monroe, Montgomery, Perry, Pope, Prairie, Pulaski, Randolph, Saline, Searcy, Sharp, Stone, Van Buren, White, Woodruff, Yell **Fringe Benefits Required Follow the Occupational Listing** OCCUPATION CODE - TITLE FOOTNOTE RATE 01000 - Administrative Support And Clerical Occupations 01011 - Accounting Clerk I 13.09 01012 - Accounting Clerk II 14.70 01013 - Accounting Clerk III 19.95 01020 - Administrative Assistant 16.42 01040 - Court Reporter 14.26 01051 - Data Entry Operator I 11.80 01052 - Data Entry Operator II 14.38 01060 - Dispatcher, Motor Vehicle 16.42 01070 - Document Preparation Clerk 11.24 01090 - Duplicating Machine Operator

01111 - General Clerk I 10.82 01112 - General Clerk II 11.81 01113 - General Clerk III 13.25 01120 - Housing Referral Assistant 15.81 01141 - Messenger Courier 11.92 01191 - Order Clerk I 11.08 01192 - Order Clerk II 12.09 01261 - Personnel Assistant (Employment) I 13.51 01262 - Personnel Assistant (Employment) II 14.81 01263 - Personnel Assistant (Employment) III 16.51 01270 - Production Control Clerk 18.80 01280 - Receptionist 10.72 01290 - Rental Clerk 10.23 01300 - Scheduler, Maintenance 12.67 01311 - Secretary I 12.67 01312 - Secretary II 14.17 01313 - Secretary III 15.81 01320 - Service Order Dispatcher 16.25 01410 - Supply Technician 17.56 01420 - Survey Worker 13.29 01531 - Travel Clerk I 11.82 01532 - Travel Clerk II 12.86 01533 - Travel Clerk III 13.60 01611 - Word Processor I 11.64 01612 - Word Processor II 13.00 01613 - Word Processor III 14.54 05000 - Automotive Service Occupations

05005 - Automobile Body Repairer, Fiberglass 19.08 05010 - Automotive Electrician 17.59 05040 - Automotive Glass Installer 14.86 05070 - Automotive Worker 15.04 05110 - Mobile Equipment Servicer 13.27 05130 - Motor Equipment Metal Mechanic 16.78 05160 - Motor Equipment Metal Worker 15.04 05190 - Motor Vehicle Mechanic 17.43 05220 - Motor Vehicle Mechanic Helper 12.42 05250 - Motor Vehicle Upholstery Worker 14.86 05280 - Motor Vehicle Wrecker 15.04 05310 - Painter, Automotive 15.90 05340 - Radiator Repair Specialist 15.04 05370 - Tire Repairer 10.83 05400 - Transmission Repair Specialist 17.43 07000 - Food Preparation And Service Occupations 07010 - Baker 9.17 07041 - Cook I 8.49 07042 - Cook II 9.66 07070 - Dishwasher 8.19 07130 - Food Service Worker 8.61 07210 - Meat Cutter 13.79 07260 - Waiter/Waitress 8.06 09000 - Furniture Maintenance And Repair Occupations 09010 - Electrostatic Spray Painter 13.42 09040 - Furniture Handler 10.37 09080 - Furniture Refinisher 13.42 09090 - Furniture Refinisher Helper 10.48

09110 - Furniture Repairer, Minor 11.95 09130 - Upholsterer 14.76 11000 - General Services And Support Occupations 11030 - Cleaner, Vehicles 9.69 11060 - Elevator Operator 9.69 11090 - Gardener 12.25 11122 - Housekeeping Aide 9.30 11150 - Janitor 9.78 11210 - Laborer, Grounds Maintenance 10.82 11240 - Maid or Houseman 8.11 11260 - Pruner 9.86 11270 - Tractor Operator 12.61 11330 - Trail Maintenance Worker 10.82 11360 - Window Cleaner 10.26 12000 - Health Occupations 12010 - Ambulance Driver 14.53 12011 - Breath Alcohol Technician 15.41 12012 - Certified Occupational Therapist Assistant 21.88 12015 - Certified Physical Therapist Assistant 20.47 12020 - Dental Assistant 13.94 12025 - Dental Hygienist 27.84 12030 - EKG Technician 23.88 12035 - Electroneurodiagnostic Technologist 23.88 12040 - Emergency Medical Technician 14.53 12071 - Licensed Practical Nurse I 14.26 12072 - Licensed Practical Nurse II 15.95 12073 - Licensed Practical Nurse III 17.79 12100 - Medical Assistant 12.74

12130 - Medical Laboratory Technician 17.27 12160 - Medical Record Clerk 13.78 12190 - Medical Record Technician 15.31 12195 - Medical Transcriptionist 14.42 12210 - Nuclear Medicine Technologist 31.50 12221 - Nursing Assistant I 10.29 12222 - Nursing Assistant II 11.57 12223 - Nursing Assistant III 12.62 12224 - Nursing Assistant IV 14.17 12235 - Optical Dispenser 14.24 12236 - Optical Technician 14.18 12250 - Pharmacy Technician 13.41 12280 - Phlebotomist 14.17 12305 - Radiologic Technologist 22.88 12311 - Registered Nurse I 24.41 12312 - Registered Nurse II 29.86 12313 - Registered Nurse II, Specialist 29.86 12314 - Registered Nurse III 36.12 12315 - Registered Nurse III, Anesthetist 36.12 12316 - Registered Nurse IV 43.29 12317 - Scheduler (Drug and Alcohol Testing) 19.09 13000 - Information And Arts Occupations 13011 - Exhibits Specialist I 18.29 13012 - Exhibits Specialist II 22.66 13013 - Exhibits Specialist III 27.72 13041 - Illustrator I 18.29 13042 - Illustrator II 22.66

13043 - Illustrator III 27.72 13047 - Librarian 25.09 13050 - Library Aide/Clerk 8.24 13054 - Library Information Technology Systems 22.66 Administrator 13058 - Library Technician 12.15 13061 - Media Specialist I 16.35 13062 - Media Specialist II 17.41 13063 - Media Specialist III 20.40 13071 - Photographer I 13.74 13072 - Photographer II 15.37 13073 - Photographer III 19.04 13074 - Photographer IV 23.29 13075 - Photographer V 28.18 13110 - Video Teleconference Technician 17.16 14000 - Information Technology Occupations 14041 - Computer Operator I 15.69 14042 - Computer Operator II 17.55 14043 - Computer Operator III 19.57 14044 - Computer Operator IV 21.84 14045 - Computer Operator V 24.08 14071 - Computer Programmer I (see 1) 21.44 14072 - Computer Programmer II (see 1) 25.80 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 15.69 14160 - Personal Computer Support Technician 24.02 15000 - Instructional Occupations

15010 - Aircrew Training Devices Instructor (Non-Rated) 29.78 15020 - Aircrew Training Devices Instructor (Rated) 35.88 15030 - Air Crew Training Devices Instructor (Pilot) 40.44 15050 - Computer Based Training Specialist / Instructor 29.78 15060 - Educational Technologist 29.22 15070 - Flight Instructor (Pilot) 40.44 15080 - Graphic Artist 19.50 15090 - Technical Instructor 20.60 15095 - Technical Instructor/Course Developer 25.20 15110 - Test Proctor 16.63 15120 - Tutor 16.63 16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations 16010 - Assembler 8.72 16030 - Counter Attendant 8.72 16040 - Dry Cleaner 10.92 16070 - Finisher, Flatwork, Machine 8.72 16090 - Presser, Hand 8.72 16110 - Presser, Machine, Drycleaning 8.72 16130 - Presser, Machine, Shirts 8.72 16160 - Presser, Machine, Wearing Apparel, Laundry 8.72 16190 - Sewing Machine Operator 11.73 16220 - Tailor 12.57 16250 - Washer, Machine 9.47 19000 - Machine Tool Operation And Repair Occupations 19010 - Machine-Tool Operator (Tool Room) 17.14 19040 - Tool And Die Maker 20.87 21000 - Materials Handling And Packing Occupations 21020 - Forklift Operator 13.29

21030 - Material Coordinator 18.80 21040 - Material Expediter 18.80 21050 - Material Handling Laborer 10.54 21071 - Order Filler 10.85 21080 - Production Line Worker (Food Processing) 13.29 21110 - Shipping Packer 13.07 21130 - Shipping/Receiving Clerk 13.07 21140 - Store Worker I 10.50 21150 - Stock Clerk 13.92 21210 - Tools And Parts Attendant 13.29 21410 - Warehouse Specialist 13.29 23000 - Mechanics And Maintenance And Repair Occupations 23010 - Aerospace Structural Welder 22.67 23021 - Aircraft Mechanic I 21.46 23022 - Aircraft Mechanic II 22.67 23023 - Aircraft Mechanic III 23.91 23040 - Aircraft Mechanic Helper 15.22 23050 - Aircraft, Painter 20.20 23060 - Aircraft Servicer 17.38 23080 - Aircraft Worker 18.46 23110 - Appliance Mechanic 17.03 23120 - Bicycle Repairer 10.83 23125 - Cable Splicer 22.87 23130 - Carpenter, Maintenance 16.16 23140 - Carpet Layer 15.94 23160 - Electrician, Maintenance 18.01 23181 - Electronics Technician Maintenance I 19.84

23182 - Electronics Technician Maintenance II 21.50 23183 - Electronics Technician Maintenance III 21.78 23260 - Fabric Worker 14.99 23290 - Fire Alarm System Mechanic 16.04 23310 - Fire Extinguisher Repairer 14.01 23311 - Fuel Distribution System Mechanic 18.63 23312 - Fuel Distribution System Operator 16.61 23370 - General Maintenance Worker 14.98 23380 - Ground Support Equipment Mechanic 21.46 23381 - Ground Support Equipment Servicer 17.38 23382 - Ground Support Equipment Worker 18.46 23391 - Gunsmith I 14.01 23392 - Gunsmith II 15.94 23393 - Gunsmith III 18.05 23410 - Heating, Ventilation And Air-Conditioning 19.47 Mechanic 23411 - Heating, Ventilation And Air Contditioning 20.58 Mechanic (Research Facility) 23430 - Heavy Equipment Mechanic 18.39 23440 - Heavy Equipment Operator 15.49 23460 - Instrument Mechanic 18.05 23465 - Laboratory/Shelter Mechanic 17.00 23470 - Laborer 10.54 23510 - Locksmith 16.89 23530 - Machinery Maintenance Mechanic 19.03 23550 - Machinist, Maintenance 17.23 23580 - Maintenance Trades Helper 10.93 23591 - Metrology Technician I 18.05

23592 - Metrology Technician II 19.07 23593 - Metrology Technician III 20.12 23640 - Millwright 17.23 23710 - Office Appliance Repairer 18.65 23760 - Painter, Maintenance 15.61 23790 - Pipefitter, Maintenance 19.32 23810 - Plumber, Maintenance 18.69 23820 - Pneudraulic Systems Mechanic 18.05 23850 - Rigger 18.05 23870 - Scale Mechanic 15.94 23890 - Sheet-Metal Worker, Maintenance 15.90 23910 - Small Engine Mechanic 14.49 23931 - Telecommunications Mechanic I 21.68 23932 - Telecommunications Mechanic II 22.77 23950 - Telephone Lineman 21.12 23960 - Welder, Combination, Maintenance 15.83 23965 - Well Driller 18.05 23970 - Woodcraft Worker 18.05 23980 - Woodworker 15.19 24000 - Personal Needs Occupations 24570 - Child Care Attendant 8.46 24580 - Child Care Center Clerk 10.34 24610 - Chore Aide 8.57 24620 - Family Readiness And Support Services 11.49 Coordinator 24630 - Homemaker 15.14 25000 - Plant And System Operations Occupations 25010 - Boiler Tender 18.61

25040 - Sewage Plant Operator 16.24 25070 - Stationary Engineer 18.61 25190 - Ventilation Equipment Tender 13.55 25210 - Water Treatment Plant Operator 15.49 27000 - Protective Service Occupations 27004 - Alarm Monitor 13.29 27007 - Baggage Inspector 11.41 27008 - Corrections Officer 16.48 27010 - Court Security Officer 17.64 27030 - Detection Dog Handler 13.80 27040 - Detention Officer 16.48 27070 - Firefighter 18.44 27101 - Guard I 11.41 27102 - Guard II 13.80 27131 - Police Officer I 17.77 27132 - Police Officer II 19.74 28000 - Recreation Occupations 28041 - Carnival Equipment Operator 10.02 28042 - Carnival Equipment Repairer 10.71 28043 - Carnival Equpment Worker 8.35 28210 - Gate Attendant/Gate Tender 13.18 28310 - Lifeguard 11.34 28350 - Park Attendant (Aide) 14.74 28510 - Recreation Aide/Health Facility Attendant 10.49 28515 - Recreation Specialist 15.08 28630 - Sports Official 11.45 28690 - Swimming Pool Operator 16.09 29000 - Stevedoring/Longshoremen Occupational Services

29010 - Blocker And Bracer 15.43 29020 - Hatch Tender 15.43 29030 - Line Handler 15.43 29041 - Stevedore I 14.51 29042 - Stevedore II 16.46 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 16.39 30022 - Archeological Technician II 18.33 30023 - Archeological Technician III 22.65 30030 - Cartographic Technician 24.09 30040 - Civil Engineering Technician 21.18 30061 - Drafter/CAD Operator I 17.38 30062 - Drafter/CAD Operator II 19.44 30063 - Drafter/CAD Operator III 21.68 30064 - Drafter/CAD Operator IV 26.67 30081 - Engineering Technician I 15.21 30082 - Engineering Technician II 17.07 30083 - Engineering Technician III 19.09 30084 - Engineering Technician IV 23.66 30085 - Engineering Technician V 28.94 30086 - Engineering Technician VI 35.01 30090 - Environmental Technician 16.97 30210 - Laboratory Technician 17.33 30240 - Mathematical Technician 24.09

30361 - Paralegal/Legal Assistant I 16.32 30362 - Paralegal/Legal Assistant II 18.22 30363 - Paralegal/Legal Assistant III 21.19 30364 - Paralegal/Legal Assistant IV 24.59 30390 - Photo-Optics Technician 24.09 30461 - Technical Writer I 19.80 30462 - Technical Writer II 24.23 30463 - Technical Writer III 29.32 30491 - Unexploded Ordnance (UXO) Technician I 22.74 30492 - Unexploded Ordnance (UXO) Technician II 27.51 30493 - Unexploded Ordnance (UXO) Technician III 33.48 30494 - Unexploded (UXO) Safety Escort 22.74 30495 - Unexploded (UXO) Sweep Personnel 22.74 30620 - Weather Observer, Combined Upper Air Or (see 2) 21.68 Surface Programs 30621 - Weather Observer, Senior (see 2) 24.09 31000 - Transportation/Mobile Equipment Operation Occupations 31020 - Bus Aide 11.41 31030 - Bus Driver 15.50 31043 - Driver Courier 13.14 31260 - Parking and Lot Attendant 9.27 31290 - Shuttle Bus Driver 13.33 31310 - Taxi Driver 9.44 31361 - Truckdriver, Light 13.33 31362 - Truckdriver, Medium 14.28 31363 - Truckdriver, Heavy 16.77 31364 - Truckdriver, Tractor-Trailer 16.77 99000 - Miscellaneous Occupations

99030 - Cashier 8.37 99050 - Desk Clerk 8.60 99095 - Embalmer 22.74 99251 - Laboratory Animal Caretaker I 9.59 99252 - Laboratory Animal Caretaker II 10.30 99310 - Mortician 22.74 99410 - Pest Controller 13.02 99510 - Photofinishing Worker 10.53 99710 - Recycling Laborer 12.58 99711 - Recycling Specialist 14.85 99730 - Refuse Collector 13.08 99810 - Sales Clerk 10.57 99820 - School Crossing Guard 9.26 99830 - Survey Party Chief 16.97 99831 - Surveying Aide 11.23 99832 - Surveying Technician 15.43 99840 - Vending Machine Attendant 9.99 99841 - Vending Machine Repairer 12.09 99842 - Vending Machine Repairer Helper 9.99

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$3.59 per hour or \$143.60 per week or \$622.27 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 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.