

Section J - List of Documents, Exhibits and Other Attachments**J.1 LIST OF ATTACHMENTS**

| ATTACHMENT | DESCRIPTION | PAGES |
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WD 15-2570 (Rev.-2) was first posted on www.wdol.gov on 01/03/2017

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

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| Wage Determination No.: 2015-2570

Daniel W. Simms Division of | Revision No.: 2

Director Wage Determinations | Date Of Revision: 12/30/2016

Note: Under Executive Order (EO) 13658, an hourly minimum wage of \$10.20 for calendar year 2017 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, 2015. If this contract is covered by the EO, the contractor must pay all workers in any classification listed on this wage determination at least \$10.20 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 calendar year 2017. The EO minimum wage rate will be adjusted annually. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

State: Washington

Area: Washington Counties of Benton, Franklin, Yakima

Fringe Benefits Required Follow the Occupational Listing

| OCCUPATION CODE - TITLE | FOOTNOTE | RATE |
|---|----------|-------|
| 01000 - Administrative Support And Clerical Occupations | | |
| 01011 - Accounting Clerk I | | 13.61 |
| 01012 - Accounting Clerk II | | 15.27 |
| 01013 - Accounting Clerk III | | 17.08 |
| 01020 - Administrative Assistant | | 22.41 |
| 01035 - Court Reporter | | 18.59 |
| 01051 - Data Entry Operator I | | 13.38 |
| 01052 - Data Entry Operator II | | 14.60 |
| 01060 - Dispatcher, Motor Vehicle | | 18.77 |
| 01070 - Document Preparation Clerk | | 12.94 |
| 01090 - Duplicating Machine Operator | | 12.94 |
| 01111 - General Clerk I | | 13.10 |
| 01112 - General Clerk II | | 14.30 |
| 01113 - General Clerk III | | 16.05 |
| 01120 - Housing Referral Assistant | | 20.52 |
| 01141 - Messenger Courier | | 11.95 |
| 01191 - Order Clerk I | | 12.44 |
| 01192 - Order Clerk II | | 13.57 |

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| 01261 - Personnel Assistant (Employment) I | 17.21 |
| 01262 - Personnel Assistant (Employment) II | 19.25 |
| 01263 - Personnel Assistant (Employment) III | 21.47 |
| 01270 - Production Control Clerk | 26.54 |
| 01290 - Rental Clerk | 15.00 |
| 01300 - Scheduler, Maintenance | 16.45 |
| 01311 - Secretary I | 16.45 |
| 01312 - Secretary II | 18.40 |
| 01313 - Secretary III | 20.52 |
| 01320 - Service Order Dispatcher | 18.84 |
| 01410 - Supply Technician | 22.80 |
| 01420 - Survey Worker | 17.33 |
| 01460 - Switchboard Operator/Receptionist | 12.83 |
| 01531 - Travel Clerk I | 14.84 |
| 01532 - Travel Clerk II | 15.95 |
| 01533 - Travel Clerk III | 17.09 |
| 01611 - Word Processor I | 15.07 |
| 01612 - Word Processor II | 16.91 |
| 01613 - Word Processor III | 18.91 |
| 05000 - Automotive Service Occupations | |
| 05005 - Automobile Body Repairer, Fiberglass | 18.71 |
| 05010 - Automotive Electrician | 18.82 |
| 05040 - Automotive Glass Installer | 17.82 |
| 05070 - Automotive Worker | 17.82 |
| 05110 - Mobile Equipment Servicer | 15.82 |
| 05130 - Motor Equipment Metal Mechanic | 19.80 |
| 05160 - Motor Equipment Metal Worker | 17.82 |
| 05190 - Motor Vehicle Mechanic | 19.80 |
| 05220 - Motor Vehicle Mechanic Helper | 14.82 |
| 05250 - Motor Vehicle Upholstery Worker | 16.81 |
| 05280 - Motor Vehicle Wrecker | 17.82 |
| 05310 - Painter, Automotive | 18.82 |
| 05340 - Radiator Repair Specialist | 17.82 |
| 05370 - Tire Repairer | 14.44 |
| 05400 - Transmission Repair Specialist | 19.80 |
| 07000 - Food Preparation And Service Occupations | |
| 07010 - Baker | 17.23 |
| 07041 - Cook I | 13.97 |
| 07042 - Cook II | 15.66 |
| 07070 - Dishwasher | 9.89 |
| 07130 - Food Service Worker | 10.88 |
| 07210 - Meat Cutter | 17.51 |
| 07260 - Waiter/Waitress | 12.54 |
| 09000 - Furniture Maintenance And Repair Occupations | |
| 09010 - Electrostatic Spray Painter | 20.54 |
| 09040 - Furniture Handler | 13.45 |
| 09080 - Furniture Refinisher | 20.54 |
| 09090 - Furniture Refinisher Helper | 16.17 |

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| 09110 - Furniture Repairer, Minor | 18.34 |
| 09130 - Upholsterer | 20.54 |
| 11000 - General Services And Support Occupations | |
| 11030 - Cleaner, Vehicles | 11.95 |
| 11060 - Elevator Operator | 11.95 |
| 11090 - Gardener | 16.89 |
| 11122 - Housekeeping Aide | 13.41 |
| 11150 - Janitor | 16.03 |
| 11210 - Laborer, Grounds Maintenance | 12.77 |
| 11240 - Maid or Houseman | 9.88 |
| 11260 - Pruner | 11.97 |
| 11270 - Tractor Operator | 15.28 |
| 11330 - Trail Maintenance Worker | 12.77 |
| 11360 - Window Cleaner | 18.02 |
| 12000 - Health Occupations | |
| 12010 - Ambulance Driver | 16.83 |
| 12011 - Breath Alcohol Technician | 17.22 |
| 12012 - Certified Occupational Therapist Assistant | 23.78 |
| 12015 - Certified Physical Therapist Assistant | 24.27 |
| 12020 - Dental Assistant | 16.96 |
| 12025 - Dental Hygienist | 43.92 |
| 12030 - EKG Technician | 26.27 |
| 12035 - Electroneurodiagnostic Technologist | 26.27 |
| 12040 - Emergency Medical Technician | 16.83 |
| 12071 - Licensed Practical Nurse I | 15.49 |
| 12072 - Licensed Practical Nurse II | 17.33 |
| 12073 - Licensed Practical Nurse III | 19.33 |
| 12100 - Medical Assistant | 14.85 |
| 12130 - Medical Laboratory Technician | 16.01 |
| 12160 - Medical Record Clerk | 13.99 |
| 12190 - Medical Record Technician | 15.65 |
| 12195 - Medical Transcriptionist | 17.58 |
| 12210 - Nuclear Medicine Technologist | 36.58 |
| 12221 - Nursing Assistant I | 10.06 |
| 12222 - Nursing Assistant II | 11.31 |
| 12223 - Nursing Assistant III | 12.34 |
| 12224 - Nursing Assistant IV | 13.85 |
| 12235 - Optical Dispenser | 17.33 |
| 12236 - Optical Technician | 16.27 |
| 12250 - Pharmacy Technician | 15.67 |
| 12280 - Phlebotomist | 13.85 |
| 12305 - Radiologic Technologist | 26.57 |
| 12311 - Registered Nurse I | 29.51 |
| 12312 - Registered Nurse II | 36.10 |
| 12313 - Registered Nurse II, Specialist | 36.10 |
| 12314 - Registered Nurse III | 43.68 |
| 12315 - Registered Nurse III, Anesthetist | 43.68 |
| 12316 - Registered Nurse IV | 52.36 |

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| 12317 - Scheduler (Drug and Alcohol Testing) | | 21.34 |
| 13000 - Information And Arts Occupations | | |
| 13011 - Exhibits Specialist I | 20.38 | |
| 13012 - Exhibits Specialist II | 25.26 | |
| 13013 - Exhibits Specialist III | 30.90 | |
| 13041 - Illustrator I | 20.38 | |
| 13042 - Illustrator II | 25.26 | |
| 13043 - Illustrator III | 30.90 | |
| 13047 - Librarian | 27.96 | |
| 13050 - Library Aide/Clerk | 14.18 | |
| 13054 - Library Information Technology Systems Administrator | | 25.26 |
| 13058 - Library Technician | 18.10 | |
| 13061 - Media Specialist I | 18.22 | |
| 13062 - Media Specialist II | 20.40 | |
| 13063 - Media Specialist III | 22.73 | |
| 13071 - Photographer I | 16.41 | |
| 13072 - Photographer II | 18.36 | |
| 13073 - Photographer III | 22.74 | |
| 13074 - Photographer IV | 27.81 | |
| 13075 - Photographer V | 33.65 | |
| 13110 - Video Teleconference Technician | | 17.69 |
| 14000 - Information Technology Occupations | | |
| 14041 - Computer Operator I | 19.45 | |
| 14042 - Computer Operator II | 21.76 | |
| 14043 - Computer Operator III | 24.28 | |
| 14044 - Computer Operator IV | 26.98 | |
| 14045 - Computer Operator V | 29.87 | |
| 14071 - Computer Programmer I | (see 1) | 22.85 |
| 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 | | 19.45 |
| 14160 - Personal Computer Support Technician | | 26.98 |
| 15000 - Instructional Occupations | | |
| 15010 - Aircrew Training Devices Instructor (Non-Rated) | | 30.62 |
| 15020 - Aircrew Training Devices Instructor (Rated) | | 37.04 |
| 15030 - Air Crew Training Devices Instructor (Pilot) | | 44.39 |
| 15050 - Computer Based Training Specialist / Instructor | | 30.62 |
| 15060 - Educational Technologist | 37.11 | |
| 15070 - Flight Instructor (Pilot) | 44.39 | |
| 15080 - Graphic Artist | 21.49 | |
| 15090 - Technical Instructor | 28.36 | |
| 15095 - Technical Instructor/Course Developer | | 32.54 |
| 15110 - Test Proctor | 21.49 | |

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| 15120 - Tutor | 21.49 | |
| 16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations | | |
| 16010 - Assembler | 10.90 | |
| 16030 - Counter Attendant | 10.90 | |
| 16040 - Dry Cleaner | 13.76 | |
| 16070 - Finisher, Flatwork, Machine | 10.90 | |
| 16090 - Presser, Hand | 10.90 | |
| 16110 - Presser, Machine, Drycleaning | 10.90 | |
| 16130 - Presser, Machine, Shirts | 10.90 | |
| 16160 - Presser, Machine, Wearing Apparel, Laundry | 10.90 | 10.90 |
| 16190 - Sewing Machine Operator | 14.71 | |
| 16220 - Tailor | 15.67 | |
| 16250 - Washer, Machine | 11.84 | |
| 19000 - Machine Tool Operation And Repair Occupations | | |
| 19010 - Machine-Tool Operator (Tool Room) | 23.95 | |
| 19040 - Tool And Die Maker | 29.01 | |
| 21000 - Materials Handling And Packing Occupations | | |
| 21020 - Forklift Operator | 14.88 | |
| 21030 - Material Coordinator | 26.54 | |
| 21040 - Material Expediter | 26.54 | |
| 21050 - Material Handling Laborer | 13.19 | |
| 21071 - Order Filler | 13.22 | |
| 21080 - Production Line Worker (Food Processing) | 14.88 | 14.88 |
| 21110 - Shipping Packer | 13.22 | |
| 21130 - Shipping/Receiving Clerk | 13.22 | |
| 21140 - Store Worker I | 11.35 | |
| 21150 - Stock Clerk | 16.17 | |
| 21210 - Tools And Parts Attendant | 14.88 | |
| 21410 - Warehouse Specialist | 14.88 | |
| 23000 - Mechanics And Maintenance And Repair Occupations | | |
| 23010 - Aerospace Structural Welder | 25.78 | |
| 23021 - Aircraft Mechanic I | 24.50 | |
| 23022 - Aircraft Mechanic II | 25.78 | |
| 23023 - Aircraft Mechanic III | 27.31 | |
| 23040 - Aircraft Mechanic Helper | 17.80 | |
| 23050 - Aircraft, Painter | 22.96 | |
| 23060 - Aircraft Servicer | 20.21 | |
| 23080 - Aircraft Worker | 21.45 | |
| 23110 - Appliance Mechanic | 22.36 | |
| 23120 - Bicycle Repairer | 14.44 | |
| 23125 - Cable Splicer | 34.15 | |
| 23130 - Carpenter, Maintenance | 22.89 | |
| 23140 - Carpet Layer | 20.37 | |
| 23160 - Electrician, Maintenance | 30.09 | |
| 23181 - Electronics Technician Maintenance I | 26.22 | |
| 23182 - Electronics Technician Maintenance II | 28.08 | |
| 23183 - Electronics Technician Maintenance III | 29.95 | |
| 23260 - Fabric Worker | 20.20 | |

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| 23290 - Fire Alarm System Mechanic | 24.83 |
| 23310 - Fire Extinguisher Repairer | 18.63 |
| 23311 - Fuel Distribution System Mechanic | 25.43 |
| 23312 - Fuel Distribution System Operator | 19.09 |
| 23370 - General Maintenance Worker | 19.13 |
| 23380 - Ground Support Equipment Mechanic | 24.50 |
| 23381 - Ground Support Equipment Servicer | 20.21 |
| 23382 - Ground Support Equipment Worker | 21.45 |
| 23391 - Gunsmith I | 18.63 |
| 23392 - Gunsmith II | 21.74 |
| 23393 - Gunsmith III | 24.83 |
| 23410 - Heating, Ventilation And Air-Conditioning Mechanic | 21.57 |
| 23411 - Heating, Ventilation And Air Contditioning Mechanic (Research Facility) | 22.70 |
| 23430 - Heavy Equipment Mechanic | 25.42 |
| 23440 - Heavy Equipment Operator | 23.61 |
| 23460 - Instrument Mechanic | 26.61 |
| 23465 - Laboratory/Shelter Mechanic | 23.29 |
| 23470 - Laborer | 12.28 |
| 23510 - Locksmith | 20.45 |
| 23530 - Machinery Maintenance Mechanic | 25.56 |
| 23550 - Machinist, Maintenance | 22.78 |
| 23580 - Maintenance Trades Helper | 16.87 |
| 23591 - Metrology Technician I | 26.61 |
| 23592 - Metrology Technician II | 28.00 |
| 23593 - Metrology Technician III | 29.66 |
| 23640 - Millwright | 30.04 |
| 23710 - Office Appliance Repairer | 22.32 |
| 23760 - Painter, Maintenance | 19.88 |
| 23790 - Pipefitter, Maintenance | 29.30 |
| 23810 - Plumber, Maintenance | 27.84 |
| 23820 - Pneudraulic Systems Mechanic | 24.83 |
| 23850 - Rigger | 24.83 |
| 23870 - Scale Mechanic | 21.74 |
| 23890 - Sheet-Metal Worker, Maintenance | 25.26 |
| 23910 - Small Engine Mechanic | 19.59 |
| 23931 - Telecommunications Mechanic I | 25.46 |
| 23932 - Telecommunications Mechanic II | 26.79 |
| 23950 - Telephone Lineman | 23.94 |
| 23960 - Welder, Combination, Maintenance | 21.15 |
| 23965 - Well Driller | 24.83 |
| 23970 - Woodcraft Worker | 24.83 |
| 23980 - Woodworker | 18.63 |
| 24000 - Personal Needs Occupations | |
| 24570 - Child Care Attendant | 10.04 |
| 24580 - Child Care Center Clerk | 13.63 |
| 24610 - Chore Aide | 11.35 |

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| 24620 - Family Readiness And Support Services Coordinator | 13.44 |
| 24630 - Homemaker | 14.44 |
| 25000 - Plant And System Operations Occupations | |
| 25010 - Boiler Tender | 27.31 |
| 25040 - Sewage Plant Operator | 23.29 |
| 25070 - Stationary Engineer | 27.31 |
| 25190 - Ventilation Equipment Tender | 20.58 |
| 25210 - Water Treatment Plant Operator | 23.29 |
| 27000 - Protective Service Occupations | |
| 27004 - Alarm Monitor | 22.01 |
| 27007 - Baggage Inspector | 17.55 |
| 27008 - Corrections Officer | 23.96 |
| 27010 - Court Security Officer | 25.24 |
| 27030 - Detection Dog Handler | 22.01 |
| 27040 - Detention Officer | 23.96 |
| 27070 - Firefighter | 25.75 |
| 27101 - Guard I | 17.55 |
| 27102 - Guard II | 22.01 |
| 27131 - Police Officer I | 28.67 |
| 27132 - Police Officer II | 31.84 |
| 28000 - Recreation Occupations | |
| 28041 - Carnival Equipment Operator | 15.64 |
| 28042 - Carnival Equipment Repairer | 16.71 |
| 28043 - Carnival Worker | 11.72 |
| 28210 - Gate Attendant/Gate Tender | 14.01 |
| 28310 - Lifeguard | 11.90 |
| 28350 - Park Attendant (Aide) | 15.66 |
| 28510 - Recreation Aide/Health Facility Attendant | 11.35 |
| 28515 - Recreation Specialist | 19.27 |
| 28630 - Sports Official | 12.47 |
| 28690 - Swimming Pool Operator | 22.22 |
| 29000 - Stevedoring/Longshoremen Occupational Services | |
| 29010 - Blocker And Bracer | 27.81 |
| 29020 - Hatch Tender | 27.81 |
| 29030 - Line Handler | 27.81 |
| 29041 - Stevedore I | 25.82 |
| 29042 - Stevedore II | 29.78 |
| 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 | 16.14 |
| 30022 - Archeological Technician II | 18.43 |
| 30023 - Archeological Technician III | 24.07 |
| 30030 - Cartographic Technician | 25.48 |
| 30040 - Civil Engineering Technician | 24.78 |
| 30061 - Drafter/CAD Operator I | 16.14 |

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| 30062 - Drafter/CAD Operator II | 18.43 |
| 30063 - Drafter/CAD Operator III | 20.55 |
| 30064 - Drafter/CAD Operator IV | 24.77 |
| 30081 - Engineering Technician I | 16.35 |
| 30082 - Engineering Technician II | 18.35 |
| 30083 - Engineering Technician III | 20.53 |
| 30084 - Engineering Technician IV | 25.43 |
| 30085 - Engineering Technician V | 31.11 |
| 30086 - Engineering Technician VI | 38.46 |
| 30090 - Environmental Technician | 22.34 |
| 30210 - Laboratory Technician | 23.90 |
| 30240 - Mathematical Technician | 22.36 |
| 30361 - Paralegal/Legal Assistant I | 17.77 |
| 30362 - Paralegal/Legal Assistant II | 22.02 |
| 30363 - Paralegal/Legal Assistant III | 26.94 |
| 30364 - Paralegal/Legal Assistant IV | 32.59 |
| 30390 - Photo-Optics Technician | 22.36 |
| 30461 - Technical Writer I | 22.20 |
| 30462 - Technical Writer II | 27.15 |
| 30463 - Technical Writer III | 32.85 |
| 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 | (see 2) 20.55 |
| Surface Programs | |
| 30621 - Weather Observer, Senior | (see 2) 20.75 |
| 31000 - Transportation/Mobile Equipment Operation Occupations | |
| 31020 - Bus Aide | 11.43 |
| 31030 - Bus Driver | 16.99 |
| 31043 - Driver Courier | 12.52 |
| 31260 - Parking and Lot Attendant | 10.69 |
| 31290 - Shuttle Bus Driver | 13.65 |
| 31310 - Taxi Driver | 11.88 |
| 31361 - Truckdriver, Light | 13.65 |
| 31362 - Truckdriver, Medium | 14.80 |
| 31363 - Truckdriver, Heavy | 21.02 |
| 31364 - Truckdriver, Tractor-Trailer | 21.02 |
| 99000 - Miscellaneous Occupations | |
| 99030 - Cashier | 10.64 |
| 99050 - Desk Clerk | 9.81 |
| 99095 - Embalmer | 24.57 |
| 99251 - Laboratory Animal Caretaker I | 12.19 |
| 99252 - Laboratory Animal Caretaker II | 13.28 |
| 99310 - Mortician | 24.57 |
| 99410 - Pest Controller | 21.01 |
| 99510 - Photofinishing Worker | 11.95 |

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| 99710 - Recycling Laborer | 16.23 |
| 99711 - Recycling Specialist | 19.82 |
| 99730 - Refuse Collector | 14.49 |
| 99810 - Sales Clerk | 12.30 |
| 99820 - School Crossing Guard | 14.43 |
| 99830 - Survey Party Chief | 23.63 |
| 99831 - Surveying Aide | 14.85 |
| 99832 - Surveying Technician | 20.32 |
| 99840 - Vending Machine Attendant | 16.41 |
| 99841 - Vending Machine Repairer | 20.45 |
| 99842 - Vending Machine Repairer Helper | 16.41 |

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.

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: Life, accident, and health insurance plans, sick leave, pension plans, civic and personal leave, severance pay, and savings and thrift plans. Minimum employer contributions costing an average of \$4.27 per hour computed on the basis of all hours worked by service employees employed on the contract.

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 5 years, 4 weeks after 10 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 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) Does not apply to employees employed in a bona fide executive, administrative, or professional capacity as defined and delineated in 29 CFR Part 541. (See 29 CFR 4.156)

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, dyeing, 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 \$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.

**** 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. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined (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 retroactive to the commencement date of the contract (See 29 CFR 4.6(b)(2)(iv)(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 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 Wage and Hour Division, U.S. Department of Labor, 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 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 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.

Attachment 2

CLS Schedule, Delivery and Pick-up Points

| Company/Organization | Day of Week | Delivery Points | Pick-up Points | Regulated | Non-reg | Face Piece |
|-----------------------------|----------------|-----------------|----------------|-------------|---------|------------|
| FH "B" Plant | Monday | 225-B | 225-B | X | X | X |
| 200 Area LET facility | | 2025-E | 2025-E | X | X | X |
| FH Rigging loft | | 6290 | 6920 | | X | |
| Vehicle Maintenance | | 2711-E | 2711-E | | X | |
| CHG Vent and Balance | | 2101-M | 2101-M | | X | |
| FH Electrical Utilities | | 2101-M | 2101-M | | X | |
| FH carpenters/refrigeration | | 274-E | 274-E | | X | |
| Hanford Patrol | | MO-386 | MO-386 | | X | |
| Hanford Patrol | | 2721-E | 2721-E | | X | |
| FH Fire Systems Maint. | | 2721-EA | 2721-EA | | X | |
| East Tank Farms | | | | 241-AW* | X | |
| East Tank Farms | | | | 204-AR* | X | |
| East Tank Farms | | | | AP Farm* | X | |
| East Tank Farms | | | | AY-1 | X | |
| East Tank Farms | | | | AY-2 | X | |
| East Tank Farms | | | | AN-Farm* | X | |
| East Tank Farms | | | | 241-A Lift* | X | |
| East Tank Farms | | | 701-A* | X | | |
| East Tank Farms | | | C-Farm | X | | |
| East Tank Farms | | | B-Farm | X | | |
| East Tank Farms | | | BX-Farm | X | | |
| East Tank Farms | | | BY-Farm | X | | |
| East Tank Farms | | | Dean Dome* | X | | |
| | | | | | | |
| | | | | | | |
| | Tuesday | | | | | |
| FH Fabrication services | | 2707-W | 2707-W | | X | |
| FH PFP | | 234-5 PFP | 234-5 PFP | X | X | X |
| FH "T" Plant | | 221-T | 221-T | X | X | |
| FH "T" Plant | | 271-T | 271-T | | | X |
| Fluor Hanford | | WRAP-1 | WRAP-1 | X | X | X |
| West Tank Farms | | 272-WA | 272-WA | | X | X |
| West Tank Farms | | 242-S | | X | | |
| West Tank Farms | | | S farm | X | | |
| West Tank Farms | | | SX farm | X | | |
| West Tank Farms | | | SY farm | X | | |
| West Tank Farms | | | U farm | X | | |
| West Tank Farms | | | TX farm* | X | | |
| FH | | 222-S | 222-S | X | X | X |
| East Tank Farms | | 2715-AW | 2715-AW | X | X | X |
| East Tank Farms | | 272-AW | 272-AW | | | X |
| FH | | M0-406 TWC* | M0-406 TWC* | X | X | X |
| Hanford Fire Dept. | | 609-A | 609-A | | | X |
| Hanford Fire Dept. | | MO-011 | MO-011 | | X | |
| Mask Fit at Hammer | | Al Alm 25-D | Al Alm 25-D | | | X |
| FH | | 233-S* | 233-S * | X | | |
| FH | | | 271-U * | X | X | |
| FH | | M0-412 Rugs* | M0-412 Rugs* | | X | |
| | | | | | | |
| | | | | | | |
| Company/Organization | Day of Week | Delivery Points | Pick-up Points | Regulated | Non-reg | Face Piece |

* Note-as needed

Attachment 2

CLS Schedule, Delivery and Pick-up Points

| Hanford Fire Department | Thursday | 609 | 609 | | X | |
|---|----------|---------------|--------------|---|---|---|
| East Tank Farms | | 2715-AW | 2715-AW | X | | X |
| K Basins | | 105-KW | 105-KW | X | X | |
| K Basins | | 105-KE | 105-KE | X | X | X |
| K Basins | | CVD bldg | CVD bldg | X | X | |
| Mask Fit at Hammer | | Al Alm 25-D | Al Alm 25-D | | | X |
| ERC | | 1723-N | 1723-N | X | X | X |
| ERC | | | 105-B | X | | |
| ERC | | | 100-N | X | | |
| ERC | | | 105-D | X | | |
| ERC | | | 105-F | X | | |
| ERC | | | 105-H | X | | |
| ERC | | 1120-N rugs * | 1120-N rugs* | | X | |
| FH Ground Water | | N-Springs | N-Springs | X | X | X |
| | | | | | | |
| East Tank Farms | | | 241-AW* | X | | |
| East Tank Farms | | | 204-AR* | X | | |
| East Tank Farms | | | AP Farm* | X | | |
| East Tank Farms | | | AY-1 | X | | |
| East Tank Farms | | | AY-2 | X | | |
| East Tank Farms | | | AN-Farm* | X | | |
| East Tank Farms | | | 241-A Lift* | X | | |
| East Tank Farms | | | 701-A* | X | | |
| East Tank Farms | | | C-Farm | X | | |
| East Tank Farms | | | B-Farm | X | | |
| East Tank Farms | | | BX-Farm | X | | |
| East Tank Farms | | | BY-Farm | X | | |
| East Tank Farms | | | Dean Dome* | X | | |
| | | | | | | |
| | | | | | | |
| Items marked with * are on an as needed basis only. Not serviced each week. | | | | | | |

* Note-as needed

**ATTACHMENT 3
SAMPLE SHIPPING FORM**

Radioactive Protective Clothing

| | | | | | |
|-----------------------------|-----------|---------------|----------------|------------------------------------|-------|
| Date Ordered: | | | Delivery Date: | | |
| Phone Number: | | | Ordered By: | | |
| Type Item: | Item code | Number in bag | Number of bags | Quantity Filled Number of Items | Notes |
| Surgical Caps | R-100 | 500 ea. | | | |
| Hoods | R-101 | 100 ea. | | | |
| Canvas Gloves (Wrex) | R-102 | 340 ea. | | | |
| Rubber Gloves | R-103 | 200 ea. | | | |
| Canvas Shoecovers | R-104 | 150 ea. | | | |
| Canvas Boots | R-105 | 120 ea. | | | |
| Rubber Knee Boots | R-106 | 30 ea. | | | |
| Rubber Shoes X Large | R-107 | 70 ea. | | | |
| Large | R-108 | 70 ea. | | | |
| Small | R-109 | 70 ea. | | | |
| Coveralls 4X Large | R-110 | 15 ea. | | | |
| 3X Large | R-111 | 15 ea. | | | |
| 2X Large | R-112 | 15 ea. | | | |
| X Large | R-113 | 15 ea. | | | |
| Large | R-114 | 15 ea. | | | |
| Medium | R-115 | 15 ea. | | | |
| Small | R-116 | 15 ea. | | | |
| Laboratory Coats 2 X Large | R-117 | 24 ea. | | | |
| X Large | R-118 | 24 ea. | | | |
| Large | R-119 | 24 ea. | | | |
| Medium | R-120 | 24 ea. | | | |
| Small | R-121 | 24 ea. | | | |
| Flame Resistant / Frham Tex | | | | | |
| Coveralls 4X Large | R-122 | 15 ea. | | | |
| 3X Large | R-123 | 15 ea. | | | |
| 2X Large | R-124 | 15 ea. | | | |
| X Large | R-125 | 15 ea. | | | |
| Large | R-126 | 15 ea. | | | |
| Medium | R-127 | 15 ea. | | | |
| Small | R-128 | 15 ea. | | | |
| Hoods | R-129 | 75 ea. | | | |
| Canvas Boots | R-130 | 100 ea. | | | |
| Laundry Bags | R-131 | 20 ea. | | | |

Number of bags Delivered:

Delivered To:

**ATTACHMENT 3
SAMPLE SHIPPING FORM**

| | | | | |
|-------|-------|--|--|--|
| Misc. | R-132 | | | |
| Misc. | R-133 | | | |

**ATTACHMENT 3
SAMPLE SHIPPING FORM**

Non-regulated Clothing

| | | | | | |
|--------------------------------|-----------|---------------|----------------|------------------------------------|-------|
| Date Ordered: | | | Delivery Date: | | |
| Phone Number: | | | Ordered By: | | |
| Type Item: | Item code | Number in bag | Number of bags | Quantity Filled Number of Items | Notes |
| Coverall Long Sleeve 4X Large | N-200 | 15 ea. | | | |
| 3X Large | N-201 | 15 ea. | | | |
| 2X Large | N-202 | 15 ea. | | | |
| X Large | N-203 | 15 ea. | | | |
| Large | N-204 | 15 ea. | | | |
| Medium | N-205 | 15 ea. | | | |
| Small | N-206 | 15 ea. | | | |
| Coverall Short Sleeve 4X Large | N-207 | 15 ea. | | | |
| 3X Large | N-208 | 15 ea. | | | |
| 2X Large | N-209 | 15 ea. | | | |
| X Large | N-210 | 15 ea. | | | |
| Large | N-211 | 15 ea. | | | |
| Medium | N-212 | 15 ea. | | | |
| Small | N-213 | 15 ea. | | | |
| Laboratory Coats X Large | N-214 | 24 ea. | | | |
| Large | N-215 | 24 ea. | | | |
| Medium | N-216 | 24 ea. | | | |
| Small | N-217 | 24 ea. | | | |
| Flame Resistant Coveralls | | | | | |
| 4X Large | N-218 | 15 ea. | | | |
| 3X Large | N-219 | 15 ea. | | | |
| 2X Large | N-220 | 15 ea. | | | |
| X Large | N-221 | 15 ea. | | | |
| Large | N-222 | 15 ea. | | | |
| Medium | N-223 | 15 ea. | | | |
| Small | N-224 | 15 ea. | | | |
| Hoods | N-225 | 100 ea. | | | |
| Canvas Gloves | N-226 | 340 ea. | | | |
| Rubber Shoes | N-227 | 70 ea. | | | |
| Towels | N-228 | 40 ea. | | | |
| Towel Rags | N-229 | 40 ea. | | | |
| Laundry Bags | N-230 | 20 ea. | | | |

Number of bags Delivered:

Delivered To:

**ATTACHMENT 3
SAMPLE SHIPPING FORM**

| | | | | |
|-------|-------|--|--|--|
| Misc. | N-231 | | | |
| Misc. | N-232 | | | |

**ATTACHMENT 3
SAMPLE SHIPPING FORM**

Respirator Face Pieces

| | | | | | | |
|--------------------------------------|-----------|---------------|----------------|------------------------------------|-------|--|
| Date Ordered: | | | Delivery Date: | | | |
| Phone Number: | | | Ordered By: | | | |
| Type Item: | Item code | Number in bag | Number of bags | Quantity Filled Number of Items | Notes | |
| MSA Ultra Twin APR"S | | | | | | |
| Large | M-300 | 12 | | | | |
| Medium | M-301 | 12 | | | | |
| Small | M-302 | 12 | | | | |
| MSA Ultra-Vue P APR | | | | | | |
| Large | M-303 | 12 | | | | |
| Medium | M-304 | 12 | | | | |
| Small | M-305 | 12 | | | | |
| MSA 1/2 face Masks | | | | | | |
| Large | M-306 | 16 | | | | |
| Medium | M-307 | 16 | | | | |
| Small | M-308 | 16 | | | | |
| Scott AV-2000 SCBA | | | | | | |
| X Large | M-309 | 8 | | | | |
| Large | M-310 | 8 | | | | |
| Small | M-311 | 8 | | | | |
| Scott AV-2000 with Filter "T" | | | | | | |
| X Large | M-312 | 8 | | | | |
| Large | M-313 | 8 | | | | |
| Small | M-314 | 8 | | | | |
| Scott-O-Vista Scba | | | | | | |
| X Large | M-315 | 8 | | | | |
| Large | M-316 | 8 | | | | |
| Small | M-317 | 8 | | | | |
| Scott-O-Vista with Filter "T" | | | | | | |
| X Large | M-318 | 8 | | | | |
| Large | M-319 | 8 | | | | |
| Small | M-320 | 8 | | | | |
| Other | | | | | | |
| | M-321 | | | | | |
| | M-322 | | | | | |
| | M-323 | | | | | |
| | M-324 | | | | | |

Number of bags Delivered:

Delivered To:

**ATTACHMENT 3
SAMPLE SHIPPING FORM**

| | | | | |
|--|-------|--|--|--|
| | M-325 | | | |
| | M-326 | | | |

U.S. DEPARTMENT OF ENERGY
Richland Operations Office

ELECTRONIC FUNDS TRANSFER FORM (EFTF)

31 U.S.C. 3332 requires the Department of Energy to make payments by electronic funds transfer. The information requested herein concerning your organization's financial institution will be used to make payments by use of electronic funds transfer:

1. Business Name:
2. Address:
3. Contact Person for Billings and Payments:
4. Telephone Number:
5. Name of Financial Institution:
6. Address of Financial Institution:
7. Financial Institution's 9-digit American Banker's Association (ABA) Identifying Number for Routing Transfer of Funds:
8. Account Number at your Financial Institution to be Credited with Payments:
9. Organization's Tax Identification Number (TIN):
10. Organization's Data Universal Numbering System (DUNS) number:
(This is a 9-character number identifying the business establishment or individual receiving the award. A number can be obtained by calling Dun & Bradstreet, Inc. at 1-800-234-3867.)
11. Name and Title of Contractor's Authorizing Official: _____
12. Signature of Authorizing Official: _____

Remittance advice should be: (please check one)

- mailed to contact person identified OR
- transmitted via e-mail to contact person identified
Email address:

Non-Possessing Security Plan

This plan summarizes the safeguards and security responsibilities of:

with its principal office and place of business at:

doing business covered by this plan at the following location:

The provisions of our contract with the Department of Energy (DOE) and/or with a DOE contractor do not authorize our company to receive, store, transmit, or originate classified information within our facility(ies). However, performance of work under this contract will require at least some of our personnel to hold DOE access authorizations for access to classified information and/or special nuclear material (SNM) at other approved DOE facilities. We understand that our company is responsible for ensuring that all personnel involved in this contract — including company managers, employees, and direct consultants, as well as any lower-tier subcontractors whose employees require DOE access authorizations — comply with all applicable DOE security requirements, including the following:

Security Training

DOE O 470.4B, CRD –
Attachments 3 and 5

- Arrange for the Facility Security Officer (FSO) to complete training, as necessary, to implement the requirements of this plan, as well as other provisions in the underlying DOE directives.
- Identify other company and subcontractor personnel who assist the FSO in implementing this plan, and arrange training as necessary to ensure compliance with DOE requirements
- Ensure that individuals are trained to investigate and report Incidents of Security Concern.
- Ensure that all company and subcontractor personnel — regardless of clearance status — receive initial security briefings prior to being allowed unescorted access to any DOE security area(s) under the company's control.
- Ensure that all cleared company and subcontractor personnel receive comprehensive security briefings and execute SF-312, *Classified Information Nondisclosure Agreement*, before receiving access to classified information.
- Ensure that all cleared company and subcontractor personnel receive annual security refresher briefings within the time frames prescribed by the DOE or prime contractor's Security Awareness Coordinator.
- Ensure that cleared company and subcontractor personnel receive security termination briefings and complete DOE F 5631.29, *Security Termination Statement*, when their DOE access authorizations are terminated.
- Maintain records of initial, comprehensive, refresher, and termination security briefings in a manner that the dates on which company and subcontractor personnel received these briefings.
- Coordinate with RL Security and Emergency Services Division on applicable training that may be necessary.

Access Authorizations

DOE O 472.2, 4.u. -
Reporting Responsibilities
and Requirements

- Obtain access authorizations as soon as possible for all Key Management Personnel (KMPs) identified in the Foreign Ownership, Control or Influence (FOCI) determination at the same level as the company's facility clearance.
- Obtain other access authorizations only as required to perform work involving access to classified information and/or SNM, and only at the level required by each individual.
- Handle and submit access authorization requests and maintaining personal clearance-related documentation about individuals in accordance with the Privacy Act of 1974.
- Maintain current information about all active access authorizations, including each cleared individual's name, DOE file number, date of clearance notification, and the classified contract(s) for which an access authorization is held.
- Ensure cleared individuals are aware of their responsibility to directly notify DOE of potentially relevant information — e.g., arrests, bankruptcies, garnishments, name changes, marriage/cohabitation, etc.
- Notify DOE within two working days after the company becomes aware of a cleared individual's mental health treatment or any other condition that might cause a significant defect in judgment or reliability.
- Notify DOE through established channels as soon as possible — but no later than two working days— when an individual no longer requires an access authorization (e.g., termination of employment or transfer to unclassified work).

Non-Possessing Security Plan

**Physical Program
Operations Security/
Security Badges**
DOE O 473.3, Chapter XI,
II

- Ensure that any visitor, temporary, and/or other local site-specific (LSSO) badges used by the company comply with DOE requirements, including restrictions relating to foreign nationals.
- Ensure that all individuals who receive a DOE security badge are aware of the requirement to report lost or stolen badges to the issuing Badge Office within 24 hours.
- Ensure employees are trained regarding prohibited and controlled articles.

Information Security
DOE O 471.6 – CRD

- Access to classified matter must be limited to persons who possess appropriate access authorization and who have a need to know.
- The originator of any matter that may be classified must ensure matter is reviewed for classification by a derivative classifier.
- Protection of Classified Matter – caveat – temporarily unattended classified matter process that the Order allows does not apply at RL.

Facility Clearance
DOE O 470.4B,
Attachment 3 - Section 1

- Ensure that any solicitations for lower-tier contracts or other agreements with other companies that require their personnel to obtain access authorizations contain the notice at DEAR 952.204.72, *Facility Clearance*.
- Submit a DOE F 470.1, *Contract Security Classification Specification (CSCS)*, through appropriate channels and obtaining DOE approval before awarding a lower-tier agreement that requires access authorizations to another company.
- Ensure that any lower-tier agreements awarded to other companies that will require access authorizations contain the clauses at DEAR 952.204-2, *Security*, and DEAR 952.204-70, *Classification/Declassification*.
- Submit a CSCS form to DOE through appropriate channels if significant changes occur in a previously registered agreement — e.g., the extension of the contract end date or the termination of work requiring access authorizations.

FOCI
DOE O 470.4B,
Attachment 3, Section 2

- Notify DOE immediately of any actual or anticipated changes in FOCI that might affect the company's current FOCI status — e.g., a change from "No" to "Yes" in an item on SF-328, *Certificate Pertaining to Foreign Interests*.
- Provide annual certifications to DOE if no significant changes have occurred in the company's ownership; its officers, directors, and executive personnel; or the information in the company's last full FOCI certification.

Classification Guidance
CRD O 475.2A, CRD-
Attachment 6,
Classification Education
Program

- Ensure that any company personnel certified as Authorized Derivative Classifiers (ADCs) for work at other facilities receive all required training, including Classified Matter Protection and Control (CMPC) requirements.
- Ensure that any company personnel whose work involves generating matter at other facilities that might be classified receive CMPC training and are aware of the procedures for obtaining ADC reviews.

**Incidents of Security
Concern**
DOE O 470.4B, CRD –
Attachment 5

- Ensure that all company personnel who are authorized access to classified information, sensitive unclassified information and/or SNM at other facilities are aware of the requirements and procedures for reporting security infractions or incidents.
- Establish an incident management program that provides for appropriate disciplinary measures if DOE determines that company personnel have committed security infractions or incidents.

Non-Possessing Security Plan

Personally Identifiable Information (PII)

CRD O 205.1B, DOE Cyber Security Program
DOE O 206.1, DOE Privacy Program

Appendix L, Rules of Behavior, in the Program Cyber Security Plan (PCSP), Rev 1.2 for unclassified systems

Appendix B of the PCSP – for classified systems

Civil Penalties Clause

- Ensure that actions are taken to address data breaches of PII that is collected, processed or maintained on paper records, stored and/or transmitted through DOE computer systems, and sensitive data owned by DOE that is properly stored on non-DOE computer systems.
- Ensure that data breaches that involve the suspected or conformed loss of PII are immediately reported to the DOE
- Ensure employees complete the Annual Privacy Training and sign the completion certificate acknowledging their responsibility for maintaining and protecting Privacy Act information prior to being authorized access to all information systems.
- Ensure that employees receive training for the rules of behavior prior to accessing DOE systems.

A violation of the provisions of the CRD relating to the safeguarding of security of Restricted Data or other classified information may result in a civil penalty pursuant to subsection a. of section 234B of the Atomic Energy Act of 1954 (42 U.S.C. 228b.) The procedures for the assessment of civil penalties are set forth in Title 10, Code of Federal Regulations (CFR), Part 824, Procedural Rules of the Assessment of Civil Penalties for Classified Information Security Violations, (10 CFR Part 824).

Official Use Only (OUO)

DOE O 471.3, Admin Change 1

- Ensure that documents determined to contain OUO information are marked and protected as described in DOE O 471.3, Admin Change 1.
- Ensure that documents determined to no longer warrant protection as OUO have their markings removed.
- Ensure that access to (a) documents marked as containing OUO information or (b) OUO information from such documents is only provided to those persons who need to know the information to perform their jobs or other DOE-authorized activities.

Our company will develop internal procedures as needed to implement all applicable DOE security requirements and inform company and subcontractor personnel of their individual responsibilities for implementing these requirements. In addition, company and subcontractor personnel will comply with applicable security procedures at the sites where work involving classified information and/or SNM is performed.

Our company understands that, at least every five years, designated DOE representatives must inspect our facilities compliance with all applicable DOE safeguards and security requirements. Upon request, company personnel will provide DOE with documentation for these reviews. If DOE notifies our company in writing that its security procedures and/or practices do not comply with DOE security requirements, we will submit an appropriate corrective action plan to DOE within 30 working days and provide at least quarterly progress reports until DOE determines that all deficiencies are corrected.

