

Overtime Refusal / Callout Refusal Reporting Form

Date Worked:	Sept 2/23 S1
Person Worked	
Work Order No.	

Date Requested	Persons Called Out or Requested to Work Overtime (in order requested)	Refusal (note time refused)	Accepted (note time accepted)	Not Available (note time called)	No Answer (note time called)	Hours Chg		Reason For Callout	Performed position tasks without assistance Yes / No
						OT	DT		
Sept1/23	Mat Landry				11:35	12		Cover # 1 D crew	
	Steve Wegenast				11:36				
	Zachary Brain	11:45							
	Mike Simczenkowski				11:47				
	Dustin Sandberg	11:49							
	Chris Wilson				11:50				
	Eric Smears				11:55				
	Travis Jespersen				11:55				
	Jamie Bragg			Off injured					

This form is to be completed on each occasion that overtime or a callout is worked or refused by an employee.

Supervisor Sheldon Brain