Overtime Refusal / Callout Refusal Reporting Form

Date Worked:	September 7, 2023 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		
September 04, 2023	Travis Jespersen	18:00						C-crew CU#2 coverage	Yes
	Eric Smears	18:00							
	Math Landry	18:00							
	Jamie Bragg			DIS					

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

Supervisor Omotayo Ige

Distribution: Supervisor / R. Skinner