

Overtime Refusal / Callout Refusal Reporting Form

Date Worked:	Dec 11, 2023 VAC truck helper
Person Worked	B Hardie
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		
Dec 10/23	B Hardie		6:30					VAC truck and helper	

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

Supervisor Iyin Akingbade