

# Overtime Refusal / Callout Refusal Reporting Form

Date Worked:	Dec 23/23 S2
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		
Dec 22/23	Pat Mildenberger			09:51, on vacation				Cover lab C crew	
	Salim Butt				09:52				
	Chris Wilson				09:53				
	Stewart Bilodeau		10:13						

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

Supervisor Sheldon Brain