

Overtime Refusal / Callout Refusal Reporting Form

Date Worked:	March 15&16/24 S2
Person Worked	Several
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		
March 13/24	M Landry	6:00						Contractor Matching	
	P Mildenberger	18:00							
	A Chan			Vacation					
	S Butt	6:00							
	R Lawson	6:00							
	J Schubert		18:00 (Both)						
	E Smears	6:00							
	Z Brain	18:00							
	R Perneel	18:00							
	S Bilodeau	6:00							
	L Gold	6:00							
	C Wilson			Sick					

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						OT	DT		
	S Lang		6:00 (16 th only)						
	M Simczenkowski	18:00							
	D Sandberg	18:00							
	J Sihorta		6:00 (Both)						
	S Wegenast		18:00 (Both)						
	J Bragg		6:00 (Both)						

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

Supervisor lyinoluwa Akingbade