

# Overtime Refusal / Callout Refusal Reporting Form

Date Worked:	September 25 & 26, 2023 S2
Person Worked	Richard Lawson
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 21, 2023	Richard Lawson		20:00 (only for 26 <sup>th</sup> )					D-crew loader operator coverage	Yes

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

Supervisor \_\_\_\_\_ Omotayo Ige \_\_\_\_\_