

# Overtime Refusal / Callout Refusal Reporting Form

Sheet 1 of 2

Date Worked:	Jan 07&08, 2026 S1&2 spare loader
Person Worked	R Perneel, S Wegenast
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		
Jan 05	R Perneel		06:00 (07S1, 08S2)			24		Run spare loader	Yes
	C Wilson	06:00							
	B Hardie	06:00							
	S Wegenast	06:00							

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

Distribution: Supervisor / R. Skinner

Overtime Refusal / Callout Refusal  
Reporting Form

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Supervisor I Akingbade