

**Overtime Refusal / Callout Refusal
Reporting Form**

Date Worked:	August 6, 2026 Phys Lab
Person Worked	Stuart Bilodeau
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		
August 4	Stuart Bilodeau		10:00			12		Cover vacation	Yes

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

Supervisor Kerry Friedrich