

Overtime Refusal / Callout Refusal Reporting Form

Sheet 1 of 1

Date Worked:	November 28, 2024 S2
Person Worked	Eric Smears
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		
November 25, 2024	Richard Lawson	18:00						Spare loader operator – push rocks in barn	Yes
	Eric Smears		18:00						

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

Supervisor Omotayo Ige