

# Overtime Refusal / Callout Refusal Reporting Form

Sheet 1 of 1

Date Worked:	September 17, 2025 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 15, 2022	Richard Lawson	10:00						C-crew loader operator coverage	Yes
September 16, 2025	Silas Lang		06:10						

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

Supervisor

Omotayo Ige