

Overtime Refusal / Callout Refusal Reporting Form

Sheet 1 of 1

Date Worked:	Dec 13,14/24 S2
Person Worked	
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		
Dec 11/24	Travis Jespersen	06:00 for the 14 th on the mills	06:00 for the 13 th on the mills.			12			

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

Supervisor Sheldon Brain

Distribution: Supervisor / R. Skinner