

Overtime Refusal / Callout Refusal Reporting Form

Sheet 1 of 1

Date Worked:	June 13,14,15/25 S1
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		
June 10/25	Travis Jespersen	18:00 for the 14 th and 15th	18:00 for the 13th			12		Cover mills B crew	

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