

Overtime Refusal / Callout Refusal Reporting Form

Sheet 1 of 1

Date Worked:	Jan 02&03&04, 2025 S1&2 Cleanup
Person Worked	N Kaiser, D Sandberg, J Melnycky, L Gold
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		
Jan 01/25	S Wegenast	06:00						Cleanup	
	J Melnycky		06:00 (3 S2)			12			Yes
	N Kaiser		06:00 (2 S2)			12			Yes
	B Hardie	06:00							
	Z Brain	06:00							
	L Gold		06:00 (4 S1)			12			Yes
	R Perneel	06:00							
	C Wilson	06:00							
	D Sandberg		06:00 (3 S1)			12			Yes

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

Supervisor _____ Iyin Akingbade _____