

# Overtime Refusal / Callout Refusal Reporting Form

Sheet 1 of 1

Date Worked:	Nov 13&14/24 S2 Lab
Person Worked	Salim Butt (Nov 13) and Pat Mildenberger (Nov 14)
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		
Nov 06/24	Pat Mildenberger		13:15			12		Cover C crew lab	yes
Nov 8/24	Salim Butt		8:20			12			

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

Supervisor Kerry Friedrich