

## Overtime Refusal / Callout Refusal Reporting Form

Date Worked:	February 20, 2026 S2 Lab
Person Worked	Chris Quaife (6am to 6pm)
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		
February 19	Mike Simczenkowski	11:25						Cover A crew	Yes
February 19	Chris Quaife		11:45						

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

Supervisor           Lorraine Johnson