

Overtime Refusal / Callout Refusal Reporting Form

Date Worked:	April 3/24 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		
April 3/24	Chris Wilson	18:00				12		Contractor matching	
	Dustin Sandberg		18:00						
	Zachary Brain	18:00							
	Rudi Perneel	18:00							
	Josh Schubert	18:00							
	Mike Simczenkowski		18:00						
	Steve Wegenast		18:00						
	Alex Chan	18:00							
	Kirk Blue		18:00						
	Val Akando	18:00							

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

Supervisor Sheldon Brain