

Overtime Refusal / Callout Refusal Reporting Form

Sheet 1 of 1

Date Worked:	Sept17/26 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		
Sept 16/26	Julian Melnycky				15:14			Cover # 2 D crew	
	Eric Smears				15:15				
	Stacey Howse				15:20				
	Matt Landry				15:21				
	Jason Kaiser		15:22						

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