

Overtime Refusal / Callout Refusal Reporting Form

Date Worked:	Dec 6, 2024 S1 Contractor Matching
Person Worked	None
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		
Dec 5, 2024	S Howse				16:43			Contractor matching	Yes
	M Landry	16:44							
	R Lawson				16:45				
	E Smears				16:46				
	J Bragg				16:47				

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

Supervisor lyinoluwa Akingbade