

Overtime Refusal / Callout Refusal Reporting Form

Date Worked:	June 1-4, 2026 Day Analyst
Person Worked	Chris Wilson
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		
May 28	Pat Mildenberger	10:00						Cover Vacation	Yes
	Mike Simczenkowski			-					
	Chris Quaife			-					
	Glen Rosseker			-					
May 29	Chris Wilson		13:00			10			

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

Supervisor Kerry Friedrich