

**Overtime Refusal / Callout Refusal
Reporting Form**

Date Worked:	December 31st, 2024 S1
Person Worked	Eric Smears
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		
December 28, 2024	Eric Smears		06:00					D-crew CU#2 coverage	

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

Supervisor Omotayo Ige