

Overtime Refusal / Callout Refusal Reporting Form

Sheet 1 of 1

Date Worked:	July 25/26 S2 Man watch
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		
July 25/26	P Felisilda				14:01			Man watch	
	T Jespersen				14:03				
	S Eddy				14:03				
	A Petrie				14:04				
	B Kolada				14:05				
	T Fankhanel				14:06				
	M Terney	14:08							
	J Blaikie				14:08				
	J Stankey	14:08							

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

Supervisor Iyin Akingbade

Distribution: Supervisor / R. Skinner