

Overtime Refusal / Callout Refusal Reporting Form

Sheet 1 of 1

Date Worked:	November 26, 2025 S2 Utility
Person Worked	No one
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		
Nov 26	R Lawson			Worked previous shift				Cover Utility for D crew	Yes
	R Perneel			Working					
	E Smears			Worked previous shift					
	C Wilson				08:03				
	S Lang			Committed to night shift					
	D Sandberg	08:05							
	S Wegenast				08:06				
	J Sihota			Worked previous shift					

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

Supervisor B Hitchcock