**CLAIM FORM FOR TOIL/PAYMENT FOR CALL OUT DURING STANDBY**

I request the following time off in lieu at plain time for the periods of call out which I worked in excess of my contracted working hours during standby periods in the last calendar month.

My terms and conditions provide that time off in lieu  for each occasion of call out must be provided by NPS within a period of four weeks from the date on which the original call out was worked (NNC Handbook Section A5, clauses 10, 12 , 24 and 25 apply).

Alternatively, if it is not possible for you to authorise my time off in lieu to be taken within the required four week period, I would be grateful if you could authorise payment at plain time for the periods of call out set out below.

Going forward I would be grateful if you could confirm whether you expect to be able to accommodate future claims for time off in lieu for call out, or whether payment at plain time can be authorised in advance, as per NNC Handbook Section A5, clause 24.

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|  |  **Date** | **Start Time** | **Finish Time** | **TOIL claimed** |
| **Call Out** |  |  |  |  |
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