

Overtime Refusal / Callout Refusal Reporting Form

Sheet 1 of 1

Date Worked:	Aug 1/26 S1
Person Worked	Jamie Bragg
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 30/26	Alex Chan	06:00						Cover kiln D crew	
	Silas Lang	06:00							
	Chris Wilson	05:30							
	Jamie Bragg		06:00						

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

Supervisor Sheldon Brain

Distribution: Supervisor / R. Skinner