

Overtime Refusal / Callout Refusal Reporting Form

Sheet 1 of 1

Date Worked:	August 21 to 23, 2026 S2 Lab
Person Worked	Chris Quaife (August 21 & 22), Mike Simczenkowski (August 23)
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		
Aug 13	Chris Quaife		14:30			24		Cover B crew	Yes
Aug 17	Mike Simczenkowski		17:30			12			

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

Supervisor Kerry Friedrich

Distribution: Supervisor / R. Skinner