

Overtime Refusal / Callout Refusal Reporting Form

Date Worked:	March 18, 2026 S Kiln (cardoxing)
Person Worked	
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		
Mar 18	A Chan			Vacation				Help cardox tower	Yes
	D Sandberg	08:38							
	S Lang				08:40				
	C Wilson	08:43							
	J Bragg			Worked N/S					
	J Sihota			Worked N/S					

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

Supervisor B Hitchcock