

Overtime Refusal / Callout Refusal Reporting Form

Sheet 1 of 1

Date Worked:	May 13, 2025 S2 Mills
Person Worked	Jason Kaiser
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		
May 9	N Kaiser			Vac				Cover B crew kiln	Yes
	J Dakus	18:00							
	A Petrie	18:00							
	G Rosseker	18:37							
	C Pham	18:38							
	J Kaiser		18:40						

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

Supervisor B Hitchcock

Distribution: Supervisor / R. Skinner