

Overtime Refusal / Callout Refusal Reporting Form

Sheet 1 of 1

Date Worked:	August 18, 2025 S1 Contractor OT
Person Worked	See Below
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 17	G Hubick	05:00						Contractor OT	Yes
	T Rideout	05:00							
	A Wilson	05:00							
	M Terney			Covering kiln					
	T Jespersen	05:00							
	J Blaikie			Covering CCO					
	C Quaife	05:00							
	C Dockum			Covering mills					

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