

Overtime Refusal / Callout Refusal Reporting Form

Date Worked:	June 8/26 S2
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		
June 5/26	Mike Terney			In training				Cover kiln B crew	
	Jason Blaikie	12:25							
	Corey Dockum	12:30							
	Jason Kaiser	12:45							

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

Supervisor Sheldon Brain