

Overtime Refusal / Callout Refusal Reporting Form

Sheet 1 of 1

Date Worked:	October 20, 2025 S2 Kiln
Person Worked	Jamie Bragg
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		
Oct 20	A Chan				07:18			Cover D crew kiln	yes
	L Gold	07:19							
	S Lang	07:20							
	J Bragg		07:21						

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