

# Overtime Refusal / Callout Refusal Reporting Form

Sheet 1 of 1

Date Worked:	March 12,13/25 S1
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		
March 10/25	Mike Terney	22:00 for both						Cover the kiln B crew	
	Jason Blaikie	04:07							

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

Supervisor Sheldon Brain

Distribution: Supervisor / R. Skinner