

Overtime Refusal / Callout Refusal Reporting Form

Sheet 1 of 1

| | |
|----------------|--|
| Date Worked: | May 12 & 13, 2025 Shift 2 Chemical Lab |
| Person Worked | Chris Quaife (May 12), Colin Pham (May 13) |
| 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 | Chris Quaife | | 12:45 | | | 12 | | Cover lab vacation | Y |
| May 10 | Colin Pham | | 22:00 | | | 12 | | | |
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This form is to be completed on each occasion that overtime or a callout is worked or refused by an employee.

Supervisor Kerry Friedrich

Distribution: Supervisor / R. Skinner