

Overtime Refusal / Callout Refusal Reporting Form

Sheet 1 of 1

Date Worked:	June 29th & 30th, 2026 S2
Person Worked	J Bragg & S Lang
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 26, 2026	Alex Chan	19:00						D crew kiln PA coverage	Yes
June 27, 2026	Silas Lang		18:00 (for 30 th)						
	Jamie Bragg		20:00 (for 29 th)						

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

Supervisor Omotayo Ige

Distribution: Supervisor / R. Skinner