

Overtime Refusal / Callout Refusal Reporting Form

Sheet 1 of 1

Date Worked:	Aug 18,19/25 S2
Person Worked	Mike Terney for both
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		
Aug 16/25	Mike Terney		19:00 for both					Cover kiln A crew	

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