

Overtime Refusal / Callout Refusal Reporting Form

Sheet 1 of 1

Date Worked:	July 31, 2025 S1 Mills
Person Worked	Jason Kaiser
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		
Jul 28	N Kaiser			Vacation					
	J Kaiser		06:30					Cover B crew mills	Yes

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