

Overtime Refusal / Callout Refusal Reporting Form

Sheet 1 of 2

Date Worked:	July 23, 2026 S1 CU2
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		
July 22	A Chan				19:30			Cover CU2 for D crew	Yes
	S Howse			Worked					
	J Melnycky				19:33				
	M Landry			Working					
	C Wilson				19:36				
	E Smears			Vacation					
	S Lang			Working					
	J Kaiser			Working Kiln D/S					
	J Bragg	19:37							
	D Sandberg				19:39				
	S Wegenast	19:40							

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Sheet 2 of 2

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		
	J Sihota			Worked					

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

Supervisor B Hitchcock