

Overtime Refusal / Callout Refusal Reporting Form

Sheet 1 of 2

Date Worked:	August 14,15 &16, 2026 S2
Person Worked	J Sihota & 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 Availabl e (note time called)	No Answer (note time called)	Hours Chg		Reason For Callout	Performed position tasks without assistance Yes / No
						OT	DT		
August 12, 2026	Alex Chan	18:00						D crew kiln PA coverage	Yes
August 13, 2026	Silas Lang		19:00 (for 16 th)						
August 13, 2026	Jarnail Sihota		19:30 (for 14 th & 15th)						

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

Distribution: Supervisor / R. Skinner

Overtime Refusal / Callout Refusal
Reporting Form

Supervisor

Omotayo Ige