

# Overtime Refusal / Callout Refusal Reporting Form

Sheet 1 of 1

Date Worked:	December 3 & 4, 2025 S1 Mills
Person Worked	Jason Kaiser for Dec 3 <sup>rd</sup> shift.
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		
Nov 30	A Petrie	18:00						Cover A crew mills	yes
	J Stankey			Working CCO B crew					
	P Felisilda	23:53							
Dec 1	M Simczenkowski	00:01							
	J Kaiser		00:16						

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

Supervisor B Hitchcock