

# Jury or Witness Duty

## Policy

A staff member who is called for jury duty or as a subpoenaed witness continues to receive full salary.

## Procedures

No deduction from salary is made in recognition of any payment received by the staff member from the Court. It is the responsibility of the staff member to notify the supervisor immediately upon receiving notification that they will be required to serve as a juror or witness and to provide proof of the period served. In the case