

County of Elgin

Section: **9**

Human Resources Policy Manual

Subject: **Jury Duty and
Court Appearances**

Code - **NU**

Policy Number: **9.70**

Date Approved: **Oct. 1/87**

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Date Last Revision:

- (a) An employee serving as a Juror or who has been subpoenaed as a Crown Witness shall receive the difference between his/her Jury or Witness pay and his/her regular pay for the lost time while serving in either capacity. A subpoena or legal notice for such duty will be provided to the Employer in such an instance of Jury or Witness Duty. The employee shall provide the Employer proof of hours engaged on Jury Duty or as a Witness and proof of payment therefore.
- (b) Employees who must appear in court or consult with lawyers on County-related business while on vacation will not have such time counted against vacation credits.