

8.8 JURY DUTY

All employees of Austin County who are called for jury duty shall receive their regular pay for the period they are called for jury duty, which includes both the jury selection process and, if selected, the time they actually serve on the jury.

Pay for serving on a jury shall only include the time the employee would have normally been scheduled to work up to 8 hours and will not include extra pay if jury service involves time outside the employee's normal work schedule. Any fees paid for jury service may be kept by the employee.

An employee, who is called for jury duty, must provide Human Resources with an acknowledgement of service from the court.

All employees who are subpoenaed or ordered to attend court to appear as a witness or to testify in some official capacity on behalf of the County shall be entitled to leave with pay for such period as their court attendance may require.

Employees who are absent from work to appear in private litigation in which they are a principal party, the time shall be charged to available benefit time.