

Jury Duty and Subpoena Leave

Employees who report for jury duty on scheduled work days are allowed leave to serve on the jury and shall be paid the difference between their regular pay and the amount received for serving on the jury.

Employees who attend legal proceedings on a scheduled work day in response to a subpoena may take leave to attend legal proceedings. If the employee is subpoenaed as a witness as a result of their work for ESD 112, the employee will be paid the difference between their regular pay and any witness fees they receive.

Employees appearing in their own case as a plaintiff, defendant, or for matters unrelated to their work for ESD 112, must use vacation or personal leave, or if no vacation or personal leave is available, the employee may take leave without pay.

Any employee who performs jury duty or attends legal proceedings in response to a subpoena shall retain travel reimbursement and per diem, if any, which may be awarded to the employee by the court or an attorney for the performance of jury or witness duty.

On any day an employee is released from jury duty, or a released as a witness, and four or more hours of the employee's scheduled work days remains, the staff member shall report to work.

Legal References: Chapter 2.36 RCW – Juries

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Renumbered: **310 to 5407 1-1-17**