

312 Witness Duty

Effective Date: 08/01/2022

We encourage you to appear in court for witness duty when subpoenaed.

If you are subpoenaed by Cass County or otherwise required to testify as a witness, Cass County will pay you for the entire period of your witness duty.

If a third party has asked you to appear in court as a witness, you will be provided with sufficient unpaid leave to satisfy your witness duty. You may choose to use available annual leave from your leave bank to receive compensation for the period of this absence.

A copy of the subpoena must be provided to your supervisor immediately after you receive it so staffing requirements can be adjusted where necessary to accommodate your absence. You are expected to report for work whenever the court schedule permits.