5-07/200.10 - Reporting Procedures

Civilian personnel shall report any overtime earned in response to such subpoenas to their unit commander through regular overtime reporting procedures.

A Report of Witness and Mileage Fees (SH-R-376) shall not be made and no witness and/or mileage fees will be deposited or otherwise collected under this section. Civilian personnel who are subpoenaed as a witness for the opposition in any civil action or proceeding, or for taking of a deposition, to which the county is a party, shall adhere to those procedures outlined under section 5-07/220.00 of this chapter.