

# INFORMATION FOR EMPLOYERS OF PROSPECTIVE JURORS

## ***SUMMONED TO SERVE IN THE ORANGE COUNTY SUPERIOR COURT***



### **The Jury System**

And Employers The right to a trial by jury is a fundamental right guaranteed to every citizen by the Constitutions of the United States and the State of California. Our system of justice depends on the willingness of private citizens to serve on juries and to make important decisions in court cases. The Court also depends on you as an employer to treat your employees fairly and excuse them from their regular work day without penalty for jury duty. Please note that jurors are selected randomly from the Registrar of Voters and Department of Motor Vehicles records and that the length of their service is limited.

### **Employers Are Important**

The support of employers is a very critical component in guaranteeing the right to a jury trial in both civil and criminal cases. Please help serve the interest of justice in Orange County by supporting your employees throughout their jury service at the Orange County Superior Court.

Following are answers to frequently asked questions by employers. We hope that this information will provide you with a better understanding of how the jury system works in Orange County.

### **How long will my employee be on jury duty?**

The Orange County Superior Court and its judges are aware that jury duty may result in loss of income. For this reason, in 1993, we introduced the “one trial, one day, one year” system, also known as one-day or one-trial. Citizens who are summoned for jury duty will serve for one trial or will be excused for one year. This shorter term of jury service has reduced the financial burden on both the employers and their employees.

Under the one-day or one-trial system, if, by the end of the first day of jury duty, your employee is not selected to serve as a juror and is not ordered to return for a second or subsequent day of jury selection, he/she will be released to return to work the next day and will not be expected to serve again within the next 12 months. If sworn in as a juror, your

employee will serve for the duration of the trial. In the majority of the cases, your employee will be able to tell you by the end of the first day how much longer they have to serve.

### **What does it mean when my employee is on call?**

The Orange County Superior Court randomly selects jurors into one of two types of jury service. Your employee may be summoned to report on a specific date or may be summoned to be on call. As an on-call juror, also referred to as a call-in juror, your employee will call a recorded message or check our web site, from Friday through Thursday of the following week, to find out whether he/she has to report. On-call jurors not requested to report during the summons period will have fulfilled their service obligation.

We encourage on-call jurors to remain at work until instructed to report. However, because on-call jurors may be required to report in the middle of the day on short notice, your employee may prefer to report on a specific date. A quick telephone call to the

Office of the Jury Commissioner will take care of this.

## Who pays my employee?

California courts pay jurors \$15.00 a day and \$0.34 a mile one way, starting on the second day of jury service, except when the juror is employed by a federal, state, or local government entity, or by any other public entity as defined by Section 241.200 of the Code of Civil Procedure. Effective August 2004, those jurors are no longer paid the juror fees.

Many employers continue their employees' compensation while on jury duty. In doing so, employers permit loyal, responsible and law abiding citizens the privilege of participating in the administration of justice without hardship. Employees who are not paid during jury service are still required to serve. An employer's policy not to pay employees during jury service is not considered an "undue financial hardship" under the Standards of Judicial Administration. When an employer does not continue to pay an employee during jury duty, it has a detrimental impact on the employee's financial security. Therefore, as an employer, if you do not currently pay your employees during jury service, please consider doing so. It benefits your employee, it supports the justice system and it benefits our community.

## But this is such a busy time of the year!

Deferrals are easy to obtain. Your employee may postpone service to a more convenient date. This has helped teachers, students and many other employees work within our system to serve while meeting their other obligations.

## Can I verify my employee's jury service?

Certificates of Jury Service, indicating the service dates and justice center served, are available to jurors after their service is completed. If your employee did not receive a Certificate of Jury Service, please contact the Office of the Jury Commissioner to request duplicate verification from our Jury Payroll Specialist.

Visit our website at <http://www.occourts.org>. For additional copies of this brochure or questions or concerns, contact Thu Nguyen, Jury Manager, at 714-834-4650, or [tbnguyen@occourts.org](mailto:tbnguyen@occourts.org)

PLEASE NOTE: Section 230 (a) of the California Labor Code states: No employer shall discharge or in any manner discriminate against an employee for taking time off to serve as required by law on an inquest jury or trial jury, if the employee, prior to taking the time off, gives reasonable notice to the employer that he or she is required to serve.

**Superior Court of California  
County of Orange  
Optional Form  
Revised August 2004**

*Your employee may be called to serve on jury duty at one of the following court locations:*

Central Justice Center  
700 Civic Center Drive West  
Santa Ana, CA 92702  
714-834-4692

Civil Complex Center  
751 W. Santa Ana Blvd  
Santa Ana, CA 92802  
714-568-4718

West Justice Center  
8141 13th Street  
Westminster, CA 92683  
714-896-7114

North Justice Center  
1275 North Berkeley Avenue  
Fullerton, CA 92832  
714-773-4402

Harbor Justice Center Newport  
Beach Facility  
4601 Jamboree Road  
Newport Beach, CA 92660  
949-476-4647

Harbor Justice Center  
Laguna Hills Facility  
23141 Moulton Parkway  
Laguna Hills, CA  
92653 949-476-6447