

## **Jury or Witness Duty**

All Full-Time employees will receive full salary while on jury or witness duty up to a maximum of ten (10) days per year, and may keep any payments received for jury or witness service. If a jury or witness duty call comes during the busy season, or while an employee is engaged in urgent work, employees are expected to try to have the call deferred. Prior to taking the time off, employees shall give Trident Seafoods reasonable notice of the requirement to serve and provide documentation of the call to jury or witness duty. Upon returning to work, employees must also provide official documentation certifying attendance for each day of jury or witness duty. An employee's failure to provide the required documentation may result in disciplinary action, including termination.

Employees are expected to return to work if excused from jury or witness duty during regular working hours. Trident will not require an employee serving jury or witness duty to work any number of hours in a day, which, when added to the number of hours the employee spent on jury or witness duty, would exceed the total number of hours customarily worked by the employee.