



# MILWAUKEE POLICE DEPARTMENT

## STANDARD OPERATING PROCEDURE

### 020 – JURY DUTY

**GENERAL ORDER:** 2024-42  
**ISSUED:** August 12, 2024

**EFFECTIVE:** August 12, 2024

**REVIEWED/APPROVED BY:**  
Assistant Chief Craig Sarnow  
**DATE:** July 9, 2024

**ACTION:** Amends General Order 2018-09 (July 13, 2018)

**WILEAG STANDARD(S):** NONE

### ROLL CALL VERSION

Contains only changes to current policy.  
For complete version of SOP, see SharePoint.

#### 020.05 MEMBER'S RESPONSIBILITY

The following procedures shall be followed for those members who attend jury duty service while on duty:

- C. Members are to obtain the computer printout form from the Jury Management Office and immediately forward it to the Payroll Section. Employees shall retain all compensation received for jury-duty service, ~~but shall have deducted from their city pay an amount equal to the compensation received by them for jury duty, exclusive of travel pay and pay for jury duty performed on off-duty days.~~ Members who serve Jury Duty on a regular off day should indicate "RO" (Regular Off) on the printout from the Jury Management Office. ~~The Payroll Section will then prepare an adjustment to deduct the pay for jury service (minus transportation fee) from the member's payroll check.~~

#### 020.10 CHANGING OF OFF-DUTY DAYS

- ~~C. In the event the member's off-duty days are not changed, they shall be entitled to retain the jury duty payments they received for jury duty performed on their off-duty days.~~

JEFFREY B. NORMAN  
CHIEF OF POLICE

JBN:mfk