

Circular No 15

No. Works Cell/O/1131/Orders File  
Office of the PCDA (BR),  
Seema Sadak Bhawan,  
Ring Road, Naraina,  
Delhi Cantt-110011  
Dated 29-01-2013

To,

CDA (BR), Udyan Vihar, Naragi, Guwahati  
JtCDA (BR), Sector-48, Chandigarh  
PAO (GREF), Dugi Camp, Pune  
All AOs (P)/AOs Task Force/formations

**Sub: - Treatment of unpaid wages in respect of casual Personnel paid on Muster Roll**

In supersession of this office circular No 101 dt 30-11-2005 and 103 dt 12-05-2006, the following instructions are issued for compliance of all concerned with immediate effect:-

- (i) The entire payment of the Muster Roll is susceptible to debiting to relevant Job(s). Therefore, the entire payment of the Muster Roll including unclaimed wages will be debited to the relevant Job(s) in the first instance.
  - (ii) The unclaimed wages will then be deposited in the Government treasury through MRO and will be credited to the Miscellaneous Deposit Head (017/05) as Plus Receipt by debiting to the MRO head 'Remittances into Banks and Treasuries (020/80)' in terms of Para 213 of Defence Account Code. The records of the unclaimed deposits with full particulars will be maintained in the Register of Unclaimed Deposits.
  - (iii) The unclaimed amount, if paid on the Hand Receipt, will be debited to the head 017/05 as Minus Receipt.
  - (iv) If the amount remains unclaimed for more than three years exclusive of the year of deposit, the same will be credited to the Miscellaneous Receipt head (01/575/30) in terms of Para 214 of Defence Account Code. If the unclaimed amount is claimed even after the prescribed period, the same may be paid out of the Miscellaneous Receipt head (01/575/30) with the approval of the PCDA/CDA.
2. Past cases pending for debiting in the Jobs, may now be dealt with accordingly.  
PCDA (BR) has seen

  
DyCDA(BR)

Copy to:-

HQrs DGBR,  
Seema Sadak Bhawan,  
Naraina, Ring Road  
Delhi Cantt-110010

  
DyCDA(BR)

ESP/centra

For uploading circular on the website of  
this office.

  
SAO