

GRAND COURT PRACTICE DIRECTION NO. 3/95

(GCR O.1, r.12)

Attachment of Earnings Orders – Method of Payment

(GCR 0.50A, r.8)

1. Payment of sums due under attachment of earnings orders must be made by cheque made payable to "The Accountant General of the Grand Court".
2. Cheques must be sent by post or hand delivered to the Court Funds Office, Government Administration Building, George Town.
3. Upon being served with an attachment of earnings order, employers will also be provided with a book of pre-printed carbonised lodgment/receipt forms.
4. The employer must complete a carbonised lodgment/receipt form and send both the white original and the blue copy to the Court Funds Office with each payment.
5. The blue copy receipt form will then be signed by an authorised officer of the Court Funds Office and returned to the employer as his receipt.
6. Deductions made from an employee's remuneration must be recorded in the employer's work account maintained in accordance with Section 30(1) of the Labour Law 1987, as amended, and the receipts issued by the Court Funds Office should be treated as part of the work account to be preserved for at least two years.

MADE this 1st day of May, 1995 with the prior approval of the Chief Justice of the Grand Court

Alan Mason, Accountant General