OFFICE OF THE CHIEF METROPOLITAN MAGISTRATE, CENTRAL DISTRICT, TIS HAZARI COURTS, DELHI.

DUTY ROSTER FOR THE MONTH OF JULY-2021, CENTRAL DISTRICT

The following Metropolitan Magistrates, Central District will work as Duty Magistrate, on the dates noted against their names. It is enjoined upon the Duty Magistrates to hold trial of accused persons involved in petty cases whenever necessary and to attend all urgent matters, such as recording of dying declaration etc. whenever such matter is placed before them. They should always be available in their homes on the day of duty.

On Sundays, Second Saturday and other holidays, they are required to reach to court by 11:00 AM and remain there up to 05:00 PM or till the disposal of remand and other misc. work whichever is later. On working days Duty Magistrates shall remain in the court till 05:00 PM. The duty Magistrate would be assisted by his/her own staff.

In case of any difficulty to work on any particular day, the concerned Officer may get the duty exchanged, on mutual basis with any other Officer who is willing to perform duty on that day. Order be got issued in that regard well in advance, so that there is no inconvenience to anyone.

The Ld. Duty MM shall also dispose off Traffic/STA Challans (impounded vehicles) on their day of duties including holidays.

The Ld. Duty MM shall also work at Outreach Clinic IHBAS near Jama Masjid, Urdu Park, Gate No. 2, Delhi on all Mondays, on need basis.

Sl. No.	Name of Ld. MMs.	Days of Duty	Holidays	Court Room No.
1	**Ms. Charu Asiwal, MM** R/o A-125, DDA Flats, Near Ranjeet Nagar, New Delhi	01-07-2021		**37**
2	**Ms. Neha Gupta Singh, MM** R/o 24/15, 2nd Floor, Shastri Nagar, Delhi.	02-07-2021		**286**
3	**Ms. Poorva Mehra, MM** R/o Flat No. 103, Tuntex Tower, Omex Heights, Sec. 86, Faridabad.	03-07-2021		**343**
4	**Ms. Arushi Parwal, MM** R/o C-406, Gitanjali Apartments, Karkardooma, Delhi.	05-07-2021	**04-07-2021**	**203, CBA-II**
5	**Ms. Deepika Singh, MM** R/o B-78/1, 3rd Floor, suraj Park, Near Mount Abu Public School, Sector-18, Rohini, Delhi. Also at : H. No. 14, Third Floor, Gandhi	06-07-2021		**149**

	Square, Malka Ganj, Near Hansraj College, Delhi.			
6	**Ms. Kratika Chaturvedi, MM** R/o Flat No. 105, Type IV, KKD Courts Residential Complex, Delhi.	07-07-2021 08-07-2021		**1, CBA-I**
7	**Sh. Kapil Kumar, MM** R/o Flat No. 6, 16A, EAC, Rajpur Road, Civil Lines Delhi.	09-07-2021	**10-07-2021**	**32**
8	**Ms. Shivli Talwar, MM** R/o F-48, Mansarovar Garden, New Delhi.	12-07-2021	**11-07-2021**	**247**
9	**Ms. Isha Singh, MM** R/o L-24, Third Floor, Naveen Shahdara, Delhi.	13-07-2021 14-07-2021		**202, CBA-II**
10	**Ms. Shama Gupta, MM** R/o BP-167, West Ground Floor, Near Shalimar Bagh Club, Shalimar Bagh, Delhi.	15-07-2021 16-07-2021		**288**
11	**Ms. Sakshi Jailwal, MM** R/o H. No. E-15/85, Sector-8, Near Sarvodya School, Rohini, Delhi Also at : B-803, Judl. Officers Flats, Sector-26, Rohini, Delhi.	17-07-2021	**18-07-2021**	**2, CBA-I**
12	**Sh. Sahil Monga, MM** 44B, Pocket-B, Phase-II, Mayur Vihar, Delhi-110091	19-07-2021 20-07-2021		**2, CBA-II**
13	**Sh. Gaurav Sharma, MM** R/o H. No. 303, SFS Flats, Mukharjee Nagar, Delhi.	22-07-2021	**21-07-2021**	**241**
14	**Sh. Anurag Thakur, MM** R/o 8/10, Delhi Govt. Officers Flats, Probyn Road, Banarsi Dass Estate, Delhi	23-07-2021 24-07-2021		**26**
15	Sh. **Visvesh, MM** R/o Flat No. 703, Sector-12, Pocket-B, Metro View Apartment, Dwarka, Delhi	26-07-2021	**25-07-2021**	**1, CBA-II**
16	**Ms. Bhujali, MM** R/o 22/630, Radha Colony, Barahi Road, Bahadurgarh, HR	27-07-2021 28-07-2021		**201, CBA-II**
17	**Sh. Rishabh Kapoor, MM** R/o H. No. 22, 3rd Floor, Meera Enclave, Behind Park Hospital, Tilak Nagar, Delhi.	29-07-2021 30-07-2021		**150**
18	**Ms. Gita, MM** R/o Type -V, Flat No. 2099, D. A. Flats, Gulabi Bagh, Delhi	31-07-2021		**180**

Remarks:

01. The dates which are underlined, fall on Sunday, Second Saturday and Holidays.

02. When any working day is declared a holiday, the Duty Magistrate on that day will be deemed as Duty Magistrate for whole day without any further order.

03. Duty MM shall hold court on Sundays, Second Saturdays and Holidays etc. in Room Numbers mentioned against their names.

04 It is impressed upon the MMs to complete their work, in particular signing of orders passed on the day, as also on warrants for example release warrants, remand warrants etc. pursuant to such orders as aforesaid, before leaving the court at the end of the court hours, and not to leave such work for the duty MM of the day.

05. The Duty MM deputed for holidays, Second Saturday and Sundays, etc. shall look after the cases of CBI, Warrants of Arrest issued by the authorities beyond Delhi. He shall also dispose off the matters presented by Railway Police and all other matters not specifically mentioned herein. ***With the consent of all the Ld. Officers and as discussed in the meeting held on 17-09-2018, all remand work /bail bonds, etc. shall be looked after by the Duty MMs of the day after 04:00 PM, except the TIP and recording of Statement under Section 164 Cr. P. C., which shall be done by the Ld. MMs (Reliever).***

06 The Duty MM of the day shall report at Video Conferencing Room latest by ***12:00 noon*** and shall dispose off the work as per direction of this office contained in office order No. 8340-80/MM/CMM/2008 dated 28-07-2008. The Duty Magistrate shall not ordinarily do the work of any Link Magistrate on the day of his/her duty, except when assigned by the undersigned. If such work of an officer comes to him/her, it shall be put up before next Link Magistrate of such officer without formal marking. This issues with the approval of the Ld. District & Sessions Judge (HQ) dated 16-10-2017 in supersession of earlier order of this office bearing No. 996-1024/CMM/Central/2017 dated 01-02-2017.

07. The Ld. MMs deputed for duty and the staff of their courts who will work on such days shall be entitled to avail Special Casual Leave (Compensatory Leave) in lieu of the duty performed on such day (s) as per rules. The special casual leave (compensatory) of the MMs shall be routed through and after verification by the undersigned. The MMs while forwarding the application of the staff for grant of such special casual leave (compensatory) shall verify that the official concerned had actually worked on a particular date.

08. The Metropolitan Magistrates deputed as Duty Magistrate shall not be allowed to avail leave on the day of their duty in any circumstances. Metropolitan Magistrates may only be allowed to change their day of duty on mutual exchange basis with prior permission of the undersigned. If the Duty Magistrate is not available on any day due to some inevitable reasons, he/she will send a formal request well in advance for change of duty alongwith the written consent/willingness of the officer agreeing to perform duty in his/her place, to the office of the undersigned, so that appropriate orders may be passed.

09. The Judicial Officers who are deputed as Duty Magistrates, if summoned for the day of such duty to appear as witness in a court located in court complex other than the place of posting will send a formal request in advance to the court where he/she has to appear as a witness for his/her exemption from court attendance for that date, he /she may do so in the forenoon session, under intimation to the undersigned (Ref: standing order issued by the Ld. District Judge-I & Sessions Judge, Delhi. Vide No. 42534-684/DM/Gaz. Dated 26-10-1999).

(GAJENDER SINGH NAGAR)
CMM, CENTRAL DISTRICT, DELHI

No.7456-7512/CMM/Central/SS/DR/2021 Dated: 28-06-2021

Copy forwarded for information to:-

01. The Ld. Registrar General, Hon'ble High Court of Delhi, New Delhi. (Through Ld. Principal District & Sessions Judge (HQs), Delhi.
02. The Ld. Principal District & Sessions Judge (HQs), Delhi.
03. The Ld Officer In-Charge, Pool Car, THC, Delhi
04 The Ld. CMMS, all Districts, Delhi/ New Delhi.
05. The Ld. Secretary, DLSA, Central District, THC, Delhi.
06. The Ld. Administrative Civil Judge,Central District, Delhi
07. The Ld. ACMMs/MMs, Central District, THC and Railway Courts, Delhi
08. The Ld. Principal Magistrates, JJB-I,II & III, Delhi/New Delhi
09. The Director, Prosecution, THC, Delhi.
10. The Commissioner of Police and DCsP, North, Central and West District, Delhi
11 The I G (Prison), Tihar Jail, Delhi/ New Delhi.
12. The Secretaries, Bar Association, THC/PHC/KKD/Rohini/Dwarka & Saket Courts, Delhi.
13. The Nazarat Branch/Filing Section, Central District, THC, Delhi.
14. The AO (J), Computer Branch, Central District, Delhi.
15. The Care Taking Branch, THC, Delhi.
16. The Superintendent Jail, New Delhi/ Law Officer, Tihar Jail/ Lock-Up Incharge, THC, Delhi
17. For uploading on Central Web-site Committee though LAYER.
18. The Video Conferencing Room, THC, Delhi.
19. The Cash Branch, THC, Delhi
20. Reader to CMM, Central District, Delhi.
21. The Dealing assistant (Leave), Judicial Branch and Admn. Branch-I,II &III, Central, THC, Delhi
22. The Guard File.

(GAJENDER SINGH NAGAR)
CMM, CENTRAL DISTRICT, DELHI