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

DUTY ROSTER FOR THE MONTH OF **DECEMBER-2026,**
CENTRAL DISTRICT.

The following Judicial Magistrates First Class, Central District, Tis Hazari, shall work as Duty Magistrate, on the dates mentioned against their names. It is hereby enjoined upon all the Duty Magistrates, to hold trial of accused persons involved in petty cases whenever necessary, and to attend to all other urgent matters forthwith (such as recording of dying declarations etc.), as and when the same are placed before them. The concerned Duty Magistrate shall remain available at their respective residence on the day of their duty, after the prescribed Court hours.

The Duty Magistrates, working on Sundays, Second Saturday and other holidays, are expected to reach the Court positively by 11:00 AM and remain there up to 06:00 PM, or till the disposal of all remand matters and other miscellaneous work, whichever is later. Duty Magistrates, working on other days of the week (official work days) shall not leave the Court till 06:00 PM. It is further enjoined on all the Duty Magistrates that they shall dispose off Traffic/STA Challans (of impounded vehicles) on the day of their duties on holidays.

On the day of duty, the staff ordinarily attached with the concerned JMFC shall assist the Duty Magistrate in the work for the day.

In case the Duty Magistrate assigned duty for a given day has some pressing personal difficulty, he/ she may get the duty exchanged with another officer, who is willing to perform duty on that day. Any such exchange of duty, be communicated to the Office of the undersigned, well in advance, so that no one is inconvenienced.

Sr. No	Name of Ld. JMFC	Days of Duty	Holidays	Court Room No.
1	**Sh. Karanbir Singh, JMFC** R/o 160-161, C-7, Sector-8, Third Floor, Rohini, Delhi.	01-12-2026		26
2	**Sh. Ankit Solanki, JMFC** R/o House No. 103-104, Pocket-9, Rohini, Delhi	02-12-2026		37
3	**Ms. Nidhi Bala, JMFC** R/o 17,Aakasha Enclave, Abhay Khand-II, Indrapuram, Ghaziabad, UP	03-12-2026		241
4	**Sh. Kartik Taparia, JMFC** R/o D-4, Second Floor, G K Enclave-II, New Delhi.	04-12-2026		247
5	**Ms. Preeti Rajoria, JMFC** R/o B-3/34, Upper Ground Floor, Sector -17, Rohini, Delhi.	05-12-2026		32
6	**Sh. Nishat Bangarh, JMFC** R/o 681, Greenview Apartment, Pocket-2, Sector-19, Dwarka, Delhi.		**06-12-2026**	180

7	**Ms. Sayesh Chadha, JMFC** R/o 39/2, Shakti Nagar, Delhi	07-12-2026		272
8	**Ms. Payal Singal, JMFC** R/o BH-3, 65, 03rd Floor, Royal Garden Estate, Sector-61, Noida, UP	08-12-2026		286
9	**Ms. Gowri Reghunath, JMFC** R/o C-4, Pocket-7, Kendriya Vihar, Sector-82, Noida, UP.	09-12-2026		101, CBA-II
10	**Sh. Vaibhav Garg, JMFC** R/o Flat No. 405, Tower SEMA Shipra Srishti, Ahinsa Khand-I, Indirapuram, UP-201014.	10-12-2026		138
11	**Ms. Rashi Raheja, JMFC** R/o 2092, Gulabi Bagh, Pratap Nagar, New Delhi.	11-12-2026		33
12	**Sh. Pranjal Gangwar, JMFC** R/o B-4/5, Second Floor, Mangla Apartments, I P Extension, Delhi-92.	12-12-2026		202, CBA-II
13	**Ms. Urvi Gupta, JMFC** R/o F-150, Upper Ground Floor, Mansarovar Garden, New Delhi.		**13-12-2026**	201, CBA-II
14	**Ms. Kahkashan Jabin, JMFC** R/o 148, Terrace Fourth Floor, Pocket L, Sarita Vihar, New Delhi	14-12-2026		288
15	**Ms. Manya, JMFC** R/o H. No. 145-146, Pocket-G-27, Sector-3, Rohini, Delhi.	15-12-2026		273
16	**Ms. Preeti, JMFC** R/o H No. 465, Nehru Enclave, Alipur, Delhi.	16-12-2026		205, Extn. Block
17	**Sh. Aakash Mohan Singh, JMFC** R/o C-157, Anand Vihar, Delhi-92	17-12-2026		264
18	**Ms. Pooja Yadav, JMFC** F-227, Sector-9, New Vijay Nagar, Ghaziabad, UP.	18-12-2026		149
19	**Ms. Garima Garg, JMFC** R/o 404, Sunehari Bagh Apartment, Sector-13, Rohini, Delhi.	19-12-2026		207, Extn. Block
20	**Sh. Navdeep Gupta, JMFC** R/o B-814, Rohini Heights, Sector-29, Rohini, Delhi.	21-12-2026		203, CBA-II
21	**Sh. Arvind Tomar, JMFC** R/o 341, DDA Flats, Pocket-I Sector-9, Dwarka, Delhi.	22-12-2026		507, Extn. Block

22	**Ms. Aradhana, JMFC** R/o C-206, Narwana Apartments, IP Extension, New Delhi.	23-12-2026		208, Extn. Block
23	**Sh. Arjun Kirar, JMFC** R/o R-801,802, Raghubir Nagar, New Delhi	24-12-2026		2, CBA-I
24	**Ms. Harshita Mishra, CJM** R/o D-1/28, Central Government Officers' Quarters, Bharti Nagar, Maharishi Raman Marg, Opposite Khan Market, Delhi.		**20-12-2026** **25-12-2026** **26-12-2026**	38
25	**Ms. Shaina Goyal, JMFC** R/o A-7, Pushpanjali Enclave, Pitampura, Delhi.		**27-12-2026** **28-12-2026**	343
26	**Ms. Arjinder Kaur, ACJM** R/o 17/11, Rajpura Road, Civil Lines, Delhi.		**29-12-2026** **30-12-2026** **31-12-2026**	296-A

Remarks:-

01. The dates mentioned in the third column and which are underlined, are holidays (i.e. Sundays, Second Saturday and Gazetted Holidays).

02. Whenever, an otherwise working day is declared a holiday, the Duty Magistrate assigned duty on that day will be deemed to be the Duty Magistrate for the entire day and no separate order shall be issued in this regard.

03. On holidays, the Duty Magistrates shall hold Court from the Room Numbers mentioned against their respective name.

04. It is impressed upon all the JMFCs not to leave any pending work in their respective Courts and sign all the orders passed by them on the day (including in regular files and misc. matters). The Judicial Officers are further directed not to leave the Court without signing the release warrants, once the bail bonds/surety bonds have been accepted by them, even while proceeding on half day leave, and not to leave such work for the Duty Magistrate of that day. In an exceptional case, if a JMFC leaves the Court after accepting the bail bond and without signing the release warrants, the same may be signed by the concerned Duty Magistrate, after taking report in writing from the Reader/*Ahlmad* of the concerned court and in such eventuality the Duty Judicial Magistrate shall submit a report of his having signed the release warrant of a particular Court along with the report so received by him from the staff of that Court to the undersigned on the following day.

05. The Duty Magistrate will not look after the Court Work of his/her Link Magistrate as per the table given in the link roster, but shall not be exempted from recording statement u/s 164 Cr. P.C/183 BNSS, if marked 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. The same would not require a formal order of marking.

06. All the Duty Magistrates shall also dispose of any Judicial work whatsoever assigned to them by the undersigned.

07. The Regular Magisterial Courts shall take up all miscellaneous applications including bail/interim bail, *superdari* etc. in all matters (pending trial as well as pending investigation except those specifically assigned to Ld. Duty Magistrates by this order). Further, it is impressed upon all the JMFCs, Central District, THC, that the applications U/s 52-A NDPS Act, which have been assigned to them as Duty Magistrate, are to be kept in their respective regular courts till its disposal. The said applications shall not be assigned to next Duty Magistrate.

08. The Duty Magistrate of the day shall also report at the 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.

09. The Duty Magistrate is not supposed to deal with the regular files/remand applications of any Court. He/ she shall only consider the fresh remand applications filed by the Investigating Officers after 5 PM, besides considering the bail bond and surety bond furnished, in pursuance to the bail orders passed by the Hon'ble Supreme Court, Hon'ble High Court of Delhi and Ld. Sessions Court, on the same day. It is further clarified that in case the bail orders passed by the Hon'ble Supreme Court of India or Hon'ble High Court of Delhi, are received in any Magisterial Court, after 5 P.M., even if the same has been passed on any previous date, the bail bond/surety bond with respect to such orders, if put up before the Duty Magistrate is supposed to be considered by him/ her.

10. The Duty Magistrate assigned duty on holidays shall also take up the cases of CBI; warrants of arrest issued by the authorities beyond Delhi etc. He/ she shall also dispose off the matters presented before him/ her by the Railway Police. The Duty Magistrate shall take up all other miscellaneous matters, as placed before him/ her, as per law.

11. The Judicial Officers who are deputed as Duty Magistrate, if summoned for the day of such duty to appear as a witness in some other Court complex shall send a formal request, well in advance to the Court where he/ she is to appear as a witness for his/her exemption from court attendance. If the Court in question again intimates the Officer, requiring his attendance for that day of duty, he/she may do so in the forenoon session under intimation to the undersigned.

12. The Judicial Magistrate First Class deputed for duty on holidays, second Saturdays and Sundays who actually work on such day(s) will be entitled to avail of special casual leave (Compensatory Leave) in lieu duty performed on such day (s) within one year thereof and members of the staff of their courts as well as the Cashier/Official of Cash Branch who actually work on such days shall be entitled to avail special casual leave (Compensatory Leave) in lieu of duty performed on such day(s) within six month thereof. The Special Casual Leave (Compensatory Leave) of the JMFCs shall be routed through and after verification by the undersigned. The JMFCs while forwarding the application of the staff for grant of such Special Casual Leave (Compensatory Leave) shall verify that the official concerned had actually worked on a particular date.

13. The Duty Magistrate is directed not to proceed on leave on the day of his/ her duty. They may however, in exceptional cases/ pressing exigencies, exchange their duties with a willing officer (whose consent is obtained in writing), provided the same is done well in time with advance notice to the Office of the undersigned.

14. In case of transfer of any Judicial Officer, the successor Judicial Officer shall work as Duty Magistrate in place of his/her predecessor.

15. The Duty Magistrate shall be deemed on duty from 10:00 AM of duty day to 09:59 AM of succeeding day.

(Renu Chaudhary)
Addl. Chief Judicial Magistrate-
Central District, THC, Delhi.

No. 10303-402 /CJM/Central/SS/DR/2026 Dated: 28/11/26

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. CJMs, all Districts, Delhi/ New Delhi.
06. The Ld. Secretary, DLSA, Central District, THC, Delhi.

06. The Ld. Administrative Civil Judge,Central District, Delhi
07. The Ld. ACJMs/JMsFC, 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, all Court Complexes. 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 Supdt. Jail, New Delhi/ Law Officer, Tihar Jail/ Lock-Up Incharge, THC.
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 CJM, Central District, Delhi.
21. The Dealing Asstt. (Leave), Judicial/ Admn. Branch-I,II &III, Central, THC.
22. The Guard File.

(Renu Chaudhary)
Addl. Chief Judicial Magistrate-
Central District, THC, Delhi.