

OFFICE OF THE DISTRICT & SESSIONS JUDGE (WEST)
TIS HAZARI COURTS : DELHI

Circular / Duty Roster

In view of the fresh directives received from the High Court of Delhi, New Delhi vide Ref. No. 155/RG/DHC/2020 dated 20.03.2020, the following Roster is hereby laid down for exercise of various jurisdictions in the West District till 31st March, 2020:

Sl. No.	Day of the Week	Date	Name of the Presiding Officer	Jurisdiction
1.	Monday & Tuesday	23.03.2020 & 24.03.2020	Mr. Lal Singh (PS mentioned at Sl. No.01) & Mr. Manish Gupta (PS mentioned at Sl. No.02)	Criminal Jurisdiction and Fast Track and ASJ Courts, Bail roster.
2.	Wednesday & Thursday	25.03.2020 & 26.03.2020	Mr. Vishal Singh (PS mentioned at Sl. No.01) & Mr. Sunil Beniwal (PS mentioned at Sl. No.02)	
3.	Friday & Saturday	27.03.2020 & 28.03.2020	Mr. Ankur Jain (PS mentioned at Sl. No.01) & Mr. Vishal Singh (PS mentioned at Sl. No.02)	
4.	Monday & Tuesday	30.03.2020 & 31.03.2020	Mr. Samar Vishal (PS mentioned at Sl. No.01) & Mr. Pooran Chand (PS mentioned at Sl. No.02)	

S.No	Name of the Police Station & Investigating Agencies	Court Complex & District
1	Paschim Vihar West (earlier known as Mianwali Nagar), Paschim Vihar East (earlier known as Paschim Vihar), Crime Branch, Rajouri Garden, Tilak Nagar, Pending bail applications of Vikas Puri, Khyala, Moti Nagar, Punjabi Bagh, EOW, Patel Nagar, Nangloi, Ranjit Nagar, Pending bail applications of Janakpuri.	Tis Hazari Courts, (West Police District)
2	Anand Parbat, Mayapuri, Janak Puri Metro, Kirti Nagar, Nihal Vihar, CAW Cell of West Police District, Raja Garden Metro Railway Police Station, Pending bail applications of Uttam Nagar, Hari Nagar, Ranhola, Mundka.	

21/03/2020

Note : On the aforesaid dates

- 1) Mr. Lal Singh, ASJ-05 and Mr. Manish Gupta, ASJ-04 shall look after their own Court work as well as the court of Vishal Singh, ASJ-03, Mr. Sunil Beniwal, Spl. Judge NDPS Act, Mr. Ankur Jain, ASJ(Spl. FTC)01, Mr. Samar Vishal. ASJ-08 and Mr. Pooran Chand, ASJ-02.
- 2) Mr. Vishal Singh, ASJ-03 and Mr Sunil Beniwal , Spl. Judge NDPS Act shall look after their own Court work as well as the court of Mr. Lal Singh, ASJ-05, Mr. Manish Gupta, ASJ-04, Mr. Ankur Jain, ASJ (Spl. FTC)01, Mr. Samar Vishal. ASJ-08 and Mr. Pooran Chand, ASJ-02.
- 3) Mr. Ankur Jain, ASJ (Spl. FTC) 01, and Mr. Vishal Singh, ASJ-03 shall look after their own Court work as well as the court of Mr. Lal Singh, ASJ-05, Mr. Manish Gupta, ASJ-04, Mr. Sunil Beniwal, Spl. Judge NDPS Act, Mr. Samar Vishal. ASJ-08 and Mr. Pooran Chand, ASJ-02.
- 4) Mr. Samar Vishal. ASJ-08 and Mr. Pooran Chand, ASJ-02 shall look after their own Court work as well as the court of Mr. Lal Singh, ASJ-05, Mr. Manish Gupta, ASJ-04, Mr. Vishal Singh, ASJ-03, Mr. Sunil Beniwal, Spl. Judge NDPS Act, and Mr. Ankur Jain, ASJ (Spl. FTC) 01.
- 5) Further, the relevant directives of the Hon'ble High Court are reiterated as under :-
 - i. The Judicial Officers may leave the Court premises after finishing his/her entire board after intimating the undersigned. In such an eventuality, he may also release the staff, attached to his Court while ensuring that atleast one such Court official is available during the working hours.
 - ii. All staff officials, reporting for duty, shall submit the declaration form (Annexure 'A') forthwith.
 - iii. The staff officials who are not required to report for duty on any day, should not leave the station under any circumstances. They would always be available on call and would be deemed to be on duty.
 - iv. Reader of the Courts would ensure that the requisite details with respect to next date of hearing and its purpose is uploaded through CIS on the same day.
 - v. The District Court Complex should be vacated by 5 pm on working days and handed over to the sanitization staff for deep and thorough cleaning.
- 6) No Judicial Officer shall seek or remain on leave on the dates earmarked without prior permission of the undersigned.

The Judicial Officer shall be assisted by their own Court staff on their respective working days.


(Dharmesh Sharma)
District & Sessions Judge (West),
Tis Hazari Courts, Delhi

21/03/2020

397/8339-8416
No. 397/8339-8416 / Misc/Gaz/DJ West/2020 Dated, Delhi the 21/3/2020

Copy forwarded for information and necessary action to :-

1. The Registrar General, Hon'ble High Court of Delhi, New Delhi.
2. The District & Sessions Judge (HQs), Delhi.
3. All the Judicial Officers of West District, Tis Hazari Courts, Delhi with the request to bring the same into the knowledge of their Court staff.
4. The Branch Incharge, all Branches, West District, Tis Hazari Courts, Delhi.
5. For uploading on LAYERS.
6. For uploading on centralized website through LAYERS.
7. The PS to the undersigned.
8. The Reader to the undersigned.
9. The Director, Directorate of Prosecution, Tis Hazari Courts, Delhi.
10. The Secretary, Delhi Bar Association, Tis Hazari Courts, Delhi.


District & Sessions Judge (West),
Tis Hazari Courts, Delhi