

**OFFICE OF THE CHIEF METROPOLITAN MAGISTRATE, WEST DISTRICT, DELHI**  
**DUTY ROSTER FOR THE MONTH OF FEBRUARY 2020**

The following Metropolitan Magistrates, West District will work as Duty Magistrate, on the dates noted against their names. It is enjoined upon the Duty Magistrate to hold trial of accused persons involved in petty cases whenever necessary and to attend to 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.

01	Dr. Jagminder Singh, H.NO 9(F.F) Gali No. B - 1 Ashok Vihar Phase- III(Extn) Gurugram (HRN)		<u>08-02-2020</u>	146
02	Sh. Abhishek Kumar, M.M. B-102, B Block, Type V Delhi Judicial Officer's Flat, Sector 26, Rohini, Delhi- 110042.	01-02-2020	<u>02-02-2020</u>	336A
03	Sh. Ajay Singh Parihar M.M. Flat No. 603, B Block, Judicial Complex, Sector 26 Rohini Delhi	03-02-2020 04-02-2020		178
04	Ms. Deepika Thakran M.M. H. NO. 121 Village Islampur, P.O. South City- II Near Sector 38, Gurgaon	05-02-2020 06-02-2020		252
05	Ms. Babita Puniya, M.M. Flat No. 104 Type -V Karkardooma Court Residential Complex Shahdara Delhi	07-02-2020 13-02-2020		355
06	Sh. Mohit Sharma, M.M. B.U-1 1 <sup>st</sup> Floor, Pitampura Vishakha Enclave New Delhi - 34	10-02-2020	<u>09-02-2020</u>	346
07	Ms. Neetu Sharma, M.M. D-95 Amar Colony, Nangloi, Near Rajdhani Park Bus Stand, Delhi -41	11-02-2020 18-02-2020		283
08	Sh. Rinku Jain M.M. Flat No. B-602, Judicial officer's Residential Complex, Sector 26, Rohini, Delhi -85	12-02-2020		279
09	Ms Neetu Nagar, M.M. 16-G/1, Gali No. 16, Molarband Extension, Badarpur New Delhi 110 044.	14-02-2020 15-02-2020		358
10	Sh. Abhinav Pandey, M.M. House No 152 Block No 23 Lodhi Colony, Najaf Khan Road, Opposite Lodhi Colony Railway Station New Delhi -03	17-02-2020	<u>16-02-2020</u>	268
11	Ms. Neha Pandey, M.M. Flat No. 503 Block B Judicial Officer's Residential Complex, Sector 26, Rohini, Delhi- 110042.	19-02-2020 20-02-2020		349
12	Sh. Pankaj Arora, M.M. Flat No.702,Karkardooma Court Complex, Delhi		<u>21-02-2020</u>	292
13	Ms Sonam Gupta, M.M. R/o U-73, DLF Capital Green, Shivaji Marg, Delhi-110015.	22-02-2020		158
14	Sh. Kishor Kumar M.M. R/o 54-A, DDA MIG Flats, Rajouri Garden, New Delhi -110027		<u>23-02-2020</u>	30
15	Sh. Puneet Nagpal M.M. House No. B-302, Judicial Officers Residential Complex, Sector-26, Rohini Delhi	24-02-2020 25-02-2020		289
16	Sh. Deepak Kumar- I M.M. Type V Flat No. 103 Judicial Officer's Flats, Sector- 26 Rohini Delhi	26-02-2020		356
17	Ms. Aakansha M.M. F-31, Prashant Vihar, Rohini Sector - 14 Delhi - 110085	27-02-2020		353
18	Ms. Manu Vedwan, M.M. Flat No. 2056, Type-IV, Delhi Administration Flats, Gulabi Bagh, Delhi	28-02-2020 29-02-2020		341

**REMARKS :**

01. That the Duty Magistrate of the day shall also deal with all the challans, traffic/STA/Impounded Vehicle pertaining to traffic circle of Darya Ganj, Kamla Market & Model Town & Chit Challan cases of West Municipal Zone (In addition to work of regular Magistrate Courts) be heard and disposed off by him/her on 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.

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9

It is impressed upon all MMs. to remain available in their court and to perform their judicial work till 5 pm, including deciding remand and bail application, recording of statements u/s 164 Cr.P.C. Conducting TIPs and signing of orders passed on the day, as also on warrants, for example, release warrants, remand warrants etc., and not to leave such work for the Duty M. M. of that day. (Reference No. 1956-2008/CMM/West/ADD/DR/2014 dated 05-06-2014)

- 04(a) In case any Magistrate has to leave court before 5 pm due to unavoidable reasons he shall intimate the undersigned and the Duty Magistrate of the day of the said reasons before leaving the court. In absence of any such intimation, the Duty Magistrate would perform the work of the said Presiding Officer only after taking a written report from the Reader / Ahlmad of the said Court about the non - availability of the Presiding Officer, which shall thereafter be sent to the undersigned. ((Reference No.1956-2008/CMM/West/ADD/DR/2014 dated 05-06-2014).
- 05. The Duty MM deputed for holidays, Second Saturday and Sundays, etc. shall look after the cases of CBI, Warrant 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.
- 06. The Duty MM of the day shall report at Video Conferencing Room latest by 12:30 noon and shall dispose off the work as per direction issued by the then Ld CMM, Delhi contained in the office order No. 8340-80/MM/CMM/2008 dated 28-07-2008.
- 07. For the removal of the doubts, it is hereby clarified that in case an MM is working as Duty Magistrate on a particular day, he/she shall be exempted from working as a Link M.M. i.e. he/she shall not be required to either hold court proceedings in absence of his/her link judge or record statement u/s 164 Cr.P.C. or carry out accused/case property, TIP proceedings on the said date unless specifically directed by the undersigned.
- 08. The Ld. MMs deputed for duty and the staff of their courts who will work on such days will 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.
- 09. In case of emergency the Duty Magistrate is not available on working day due to some inevitable reasons his/her first Link MM will work as duty MM. In the absence of the first Link MM, the second Link MM will work as Duty MM and so on as per the Link Roster. The reader/Ahlmad of the court of Duty Magistrate will intimate the Link Magistrate about the non-availability of Duty Magistrate in advance and send information in this regard to the office of the undersigned in writing. In case of emergency the Duty Magistrate is not available on holidays due to some inevitable reasons he/she will send a formal request one day 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.
- 10. The Judicial Officer who are deputed as Duty Magistrate, 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. Video NO. 42534-684/DM/Gaz. Dated 26-10-1999.
- 11. All the MMs are directed to strictly comply with the directions passed by the Hon'ble High court of Delhi in W. P. (Crl.) 861/1997 titled U S.Pandey, President of W A S. Vs. U. O. I. & Ors while performing their duties as Duty M.M.
- 12. If any Inquest information is received by the Duty M.M before 10.00 A.M and after 04.00 P.M on a working day, then the same shall be deemed to be marked to the concerned Duty M.M of the day, who shall proceed to conduct the inquest proceedings and no formal marking of such Inquest by the undersigned shall be required.
- 12(a) In case if any Inquest information is received between 10.00 A.M to 04.00 P.M on a working day, then the application for the same shall be moved before the undersigned for marking it further.
- 12(b) If any inquest information is received by the Duty Metropolitan Magistrate, West Delhi on holiday, then the same shall be deemed to be marked to the concerned duty M.M. of the day, who shall proceed to conduct the inquest proceedings and no formal marking of such Inquest by the undersigned shall be required.

(DR. JAGMINDER SINGH)  
Chief Metropolitan Magistrate  
West District, Delhi  
Dated ...27-1-2020

No. 110-166.....CMM(W)/THC/DR/2020

Copy forwarded for information and necessary action to:-

- 01. The Registrar General, High Court of Delhi, New Delhi  
Through District & Sessions Judge, (West), Delhi
- 02. The District & Sessions Judge, (HQ), Delhi
- 03. The District & Sessions Judge, (West), Delhi
- 04. The District & Sessions Judge, Shahdra, East, North-East (KKD)/North, North-West (Rohini)/South-West (Dwarka)/South, South-East, Saket)/PHC Rouse Avenue, Delhi/New Delhi
- 05. The officer Incharge, Pool Car, Tis Hazari Courts, Delhi
- 06. The CMMs, all District, Delhi/New Delhi, Central, Shahdra, East, North-East (KKD)/North, North-West (Rohini)/South-West (Dwarka)/ South, South-East (Saket)/PHC Rouse Avenue, Delhi/New Delhi
- 07. The ACMM/Metropolitan Magistrates, West District, Tis Hazari Courts Complex, Delhi.
- 08. The Director of Prosecution, Tis Hazari Courts, Delhi.
- 09. The Commissioner of Police, Delhi
- 10. The I G (Prison), Tihar Jail, Delhi/New Delhi.
- 11. The Secretary, Bar Association, Tis Hazari Courts, Delhi
- 12. The Supdt. Jail, New Delhi/Lock-Up Incharge, Tis Hazari Courts, Delhi
- 13. The Admn. Officer(Judl), Hindi Department, R. No. 237, Tis Hazari Courts, Delhi
- 14. Sh. Sunil Gupta, Law Officer, Tihar Jail, Delhi/New Delhi.
- 15. For uploading on LAYERS
- 16. For Uploading on centralized web-site through LAYERS
- 17. The Video Conferencing, R. No. 16, Tis Hazari Courts, Delhi.
- 18. The Admn. Officer(Judl). Judicial Branch, General Branch, Care Taking Branch (West), Tis Hazari Courts, Delhi
- 19. The Reader to CMM West District, Tis Hazari Courts, Delhi.
- 20. The Cash Branch, West District, Tis Hazari Courts, Delhi.
- 21. PS to District & Sessions Judge (West)., THC, Delhi.
- 22. Office file.

Chief Metropolitan Magistrate  
West District, Delhi