

DUTY ROSTER FOR THE MONTH OF NOVEMBER 2021


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 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 court staff.

| Sr. No. | Name of the Judicial Officers | Working days | Holidays | Room No. |
|---------|--|--------------------------|---------------------------------------|-----------------|
| 01 | Sh. Fahad Uddin M.M. R/o R-102, Taj Enclave, Geeta Colony Delhi 31 (e-mail :- mr03west@gmail.com) | 01-11-2021 02-11-2021 | | 292 |
| 02 | Ms. Nectu Nagar, M.M. R/o C-124 G/F, Molar Band Extension, Badarpur Near Sabji Mandi, New Delhi (e-mail:- readermahilacourt01west@gmail.com) | | 03-11-2021 (Local Holiday) | 358 |
| 03 | Sh. Manish Jain MM R/o BU- 79, Pitampura Delhi (e-mail:- readermm1west@gmail.com) | | 04-11-2021 (Diwali) | 341 |
| 04 | Ms. Sonam Gupta, M.M. R/o U-73, DLF Capital Green, Shivaji Marg, Delhi -110015 (e mail:- readermm02west@gmail.com) | | 05-11-2021 (Govardhan Puja) | 158 |
| 05 | Ms. Uditia Jain,Garg, M.M. R/o House No. 5C Court Road, Civil Lines, Delhi-110054 (e-mail:- court355thc@gmail.com) | | 06-11-2021 (Bhai Duj) | 355 |
| 06 | Ms. Aakansha MM, R/o Flat No. 943, Second Floor GH-14, Paschim Vihar Delhi 110087 (e mail:- mmmahilacourt05west@gmail.com) | | 07-11-2021 (Sunday) | 353 |
| 07 | Sh Devanshu Sajlan, MM R/o Flat No. CGC-152, DLF Capital Greens, Shivaji Marg,Moti Nagar New Delhi - 110015 (e mail :- readermm05west@gmail.com) | 08-11-2021 | 19-11-2021 (Guru Nanak's Birthday) | 4 (CBA-I) |
| 08 | Sh Sukhjeet Singh, MM R/o Flat No.C-1/51, First Floor Safdarjung Development Area, New Delhi -110016 (e mail:- niact03west@gmail.com) | 09-11-2021 12-11-2021 | | 102 (CBA-II) |
| 09 | Sh. Abhinav Pandey, M,M, R/o House No. 152, Block No 23 Lodhi Colony, Najaf Khan Road, Opposite Lodhi Colony Railway Station New Delhi-03 (e mail:- readermm04west@gmail.com) | 10-11-2021 11-11-2021 | | 268 |
| 10 | Sh. P. Bhargav Rao, MM R/o House No. C-2, Block B-1, Khasra No. 876/2, Sant Nagar, Burari, Delhi - 84 (e mail:- mmniact01west@gmail.com) | 18-11-2021 | 13-11-2021 (Second Saturday) | 03(CBA-I) |
| 11 | Sh. Puneet Nagpal, M.M. R/o House No. B-302, Judicial officer Residential Complex, Sector- 26, Rohini Delhi, (e mail:- readermm07west@gmail.com) | 30-11-2021 | 14-11-2021 (Sunday) | 289 |
| 12 | Sh. Aakash Sharma, MM R/o H. No. C-55, 2 nd Floor, Chander Nagar Janakpuri New Delhi-110058 (e.mail :- kkjudicialofficer2020@gmail.com) | 15-11-2021 27-11-2021 | | 30 |
| 13 | Ms Tania Singh, MM R/o F-36, First Floor, Lajpat Nagar, Part-II, Delhi (e mail:- mmmahilacourt03west@gmail.com) | 16-11-2021 17-11-2021 | | 245 |
| 14 | Ms Charan Salwan, MM R/o F-22 DLF Capital Green, Shivaji Marg, Delhi -110015 (e mail :- mmniact02west@gmail.com) | 20-11-2021 | 21-11-2021 (Sunday) | 101 (CBA-II) |
| 15 | Ms. Deepika Thakran, M.M. R/o J-15/20, Vatiak India Next, Sector 83 Gurugram Haryana (e-mail:- mmmahilacourt04west@gmail.com) | 22-11-2021 | 28-11-2021 (Sunday) | 252 |
| 16 | Sh. Rakesh Kumar-II M.M. R/o H. NO. 702, Block B, Judicial Officers Flats, Sector-26 Rohini Delhi (e-mail:- mm05west@gmail.com) | 23-11-2021 24-11-2021 | | 336A |
| 17 | Sh Ompal Shokeen, MM R/o H. No. 384, Mangol Pur Kalan, Delhi-110085 (e-mail:- readercourt04@gmail.com) | 25-11-2021 | | 103 (CBA-II) |
| 18 | Sh. Vinik Jain , Ld MM-02 R/o House No. 1/6726, East Rohtash Nagar, Shahdara, Delhi 110032 (e mail :- Judicialmm02west@gmail.com) | 26-11-2021 29-11-2021 | | 356 |

MARKS :

01. On holiday, 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.
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 in Room Numbers mentioned against their names.
04. It is clarified that on working, all the Bail applications & Superdari Applications shall have to be heard by the concerned court
05. Bail applications/ Superdari applications may be sent to the concerned area MM /duty MM at email id of the said court as per Annexure "A".
06. Application under 200 Cr.P..C./D.V.Act/Execution may be sent to the concerned area MM at email id of the said court as per Annexure "A".
07. Every fresh application should contain mobile number/email id of Ld. Counsels/litigants.
08. All other miscellaneous applications/urgent applications in pending investigation (where charge sheet has not been filed) matter shall be looked after by concerned court on working day and on holiday the same shall be dealt by the duty MM of the day.
09. All the Ld. MM(s) shall comply the directions received from time to time regarding disposal of the work from Hon'ble High Court of Delhi and from Ld. Princiapl District & Sessions Judge (West), Delhi.
10. The Ld. MMs deputed for duty and the staff of their courts who will work on Holidays 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.
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. The Duty MM of the day shall also report at Video Conferencing Room and 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.
13. In case of emergency the Duty Magistrate is not available on day of his/her duty 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.
14. 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.
15. On working day, if any Inquest information is received by the Duty M.M after 05.00 P.M till 9.59 A.M.on the immediate succeeding 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.
- 15(a) 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.


 (CHIRAVI KAPOOR)
 Chief Metropolitan Magistrate
 West District, Delhi

No 5707-5765 CMM(West)/THC/2021

Dated 27-10-2021

Copy forwarded for information and necessary action to:-

01. The Registrar General, High Court of Delhi, New Delhi
Through Ld. Principal District & Sessions Judge, (West), Delhi
02. The Ld Principal District & Sessions Judge, (HQ), Delhi
03. The Ld Principal District & Sessions Judge, (West), Delhi
04. The Ld. Principal 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. The Law Officer, Tihar Jail, Delhi/New Delhi.
15. For uploading on LAYERS
16. For Uploading on centralized web-site
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