

**OFFICE OF THE CHIEF METROPOLITAN MAGISTRATE : WEST, DISTRICT: DELHI**  
**DUTY ROSTER FOR THE MONTH OF APRIL, 2022**

(FOR THE WORKING DAYS)

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. The Duty Magistrate would be assisted by her/his own court.

Sr. No.	Name of the Judicial Officers	Working days	Room No.
01	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)	01-04-2022 02-04-2022	268
02	M s. Udit Jain Garg, M.M. R/o House No. 5C Court Road, Civil Lines, Delhi-110054 (e-mail:- court355hc@gmail.com)	04-04-2022 25-04-2022	355
03	Ms. Aakansha, M.M. R/o Flat No. 943, Second Floor GH-14, Paschim Vihar Delhi -110087 (e-mail:- readermm05mcwest@gmail.com)	05-04-2022 06-04-2022	353
04	Sh. Aakash Sharma, MM R/o H. No. C-55, 2 <sup>nd</sup> Floor, Chander Nagar Janakpuri New Delhi- 110058 (e.mail :- kkjudicialofficer2020@gmail.com)	07-04-2022 08-04-2022	30
05	Sh. Vinik Jain, MM R/o House No. 1/6726, East Rohtash Nagar, Shahdara, Delhi110032 (e mail :- Judicialmm02west@gmail.com)	11-04-2022 26-04-2022	356
06	Sh. Manish Jain, MM R/o BU- 79, Pitampura Delhi (e-mail:- readermm1west@gmail.com)	12-04-2022 13-04-2022	341
07	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)	16-04-2022 22-04-2022	03(Court Building Annexe-I)
08	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)	18-04-2022 19-04-2022	4(Court Buildng Annexe-I)
09	Sh. Puneet Nagpal, M.M. R/o House No. B-302, Judicial officer Residential Complex, Sector- 26, Rohini Delhi, (e mail:- readermm07west@gmail.com)	20-04-2022 21-04-2022	289
10	Sh. Fahaduddin, MM R/o R-102, Taj Enclave, Geeta Colony Delhi -31 (email:-mm03west@gmail.com)	23-04-2022	292
11	Sh Sukhjeet Singh, MM R/o Flat No.C-1/51, First Floor Safdarjung Development Area, New Delhi -110016 (e mail:-niact03west@gmail.com)	27-04-2022 28-04-2022	102 (Court Building Annexe-II)
12	Ms. Deepika Thakran, M.M. R/o J-15/20, Vatiak India Next, Sector 83 Gurugram Haryana (e-mail:- mmmahilacourt04west@gmail.com)	29-04-2022 30-04-2022	252

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*Chhavi Karm*

**ROASTER FOR HOLIDAYS FOR THE MONTH OF APRIL 2022**

As verbally approved by the Hon'ble Principal District and Sessions Judge West Delhi, for the smooth functioning of the Magisterial Court of West District, Delhi, it is ordered that in order to ensure norms of social distancing, two Ld. Metropolitan Magistrates of West District are deputed as Duty MM's on holidays in the month of April 2022 who will work as Duty Magistrate-I and Duty Magistrate-II on the dates noted against their names. The regular Duty MM of the day will be termed as Duty MM-I and Additional Duty MM will be called as Duty MM-II. The Ld. Duty MM's are required to reach to court by 11.00 a.m. and remain there up to 5.00 p.m. or till the disposal of remand and other misc. work whichever is later. On holidays the work shall be divided as per the following schedule:-

- 1) The Duty Magistrate-I shall deal with work pertaining to the following Police Station:-  
(1) Anand Parbat (2) Hari Nagar (3) Janakpuri Metro Station (4) Khyala (5) Maya Puri (6) Nangloi (7) Nihal Vihar (8) Paschim Vihar East (9) Paschim Vihar West (10) Raja Garden Metro Station (11) Rajouri Garden (12) Traffic Circle Kamla Market (13) MCD Chit Chalan (14) Evening court No. 5 & 6 (15) Vikaspuri Old

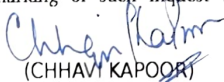
- 2) The Duty Magistrate-II shall deal with work pertaining to the following Police Station:-  
(1) Crime Branch and of any other branch/cell etc. (2) Cyber Police Station of West (3) Eow (4) Kirti Nagar (5) Madi Pur (6) Moti Nagar (7) Mundka (8) Punjabi Bagh (9) Patel Nagar (10) Ranhola (11) Ranjeet Nagar (12) STA Challans (13) Traffic Circle Model Town (14) Traffic Circle Darya Ganj (15) Tilak Nagar

Sr. No.	Date	Duty MM-I	Duty MM-II
01	03-04-2022 (Sunday)	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 Room No. 268 (e mail:- <a href="mailto:readermm04west@gmail.com">readermm04west@gmail.com</a> )	Ms. Chhavi Kapoor, CMM West R/o 4/2 Maharaja Lane, Civil Lines Delhi Room NO. 146 (e mail:- <a href="mailto:-cmmcourtwest.reader@gmail.com">-cmmcourtwest.reader@gmail.com</a> )
02	09-04-2022 (Second Saturday)	Sh Devanshu Sajjan, MM R/o Flat No. CGC-152, DLF Capital Greens, Shivaji Marg, Moti Nagar New Delhi - 110015 Room No. 04 (Court Building Annexe-I) (e mail :- <a href="mailto:readermm05west@gmail.com">readermm05west@gmail.com</a> )	Sh Ompal Shokeen, MM R/o H. No. 384, Mangol Pur Kalan, Delhi-110085 Room No.103 (Court Building Annexe-II) (e-mail:- <a href="mailto:readercourt04@gmail.com">readercourt04@gmail.com</a> )
03	10-04-2022 (Sunday)	Sh. P. Bhargav Rao, MM R/o House No. C-2, Block B-1, Khasra No. 876/2, Sant Nagar, Burari, Delhi - 84 Room No. 03 (Court Building Annexe-I) (e mail:- <a href="mailto:mmniact01west@gmail.com">mmniact01west@gmail.com</a> )	Ms. Uditia Jain Garg, M.M. R/o House No. 5C Court Road, Civil Lines, Delhi-110054 Room No. 355 (e-mail:- <a href="mailto:court355the@gmail.com">court355the@gmail.com</a> )
04	14-04-2022 (Mahavir Jayanti)	Ms. Neetu Nagar, M.M. R/o C-124 G/F, Molar Band Extension, Badarpur, Near Sabji Mandi, New Delhi -110044 Room NO. 358 (e-mail:- <a href="mailto:readermahilacourt01west@gmail.com">readermahilacourt01west@gmail.com</a> )	Ms Sonam Gupta, M.M. R/o U-73, DLF Capital Green, Shivaji Marg, Delhi-110015. Room No. 158 (email:- <a href="mailto:readermm02west@gmail.com">readermm02west@gmail.com</a> )
05	15-04-2022 ( Good Friday)	Sh Ompal Shokeen, MM R/o H. No. 384, Mangol Pur Kalan, Delhi-110085 Room No.103 (Court Building Annexe-II) (e-mail:- <a href="mailto:readercourt04@gmail.com">readercourt04@gmail.com</a> )	Sh. Rakesh Kumar-II M.M. R/o H. NO. 702, Block B, Judicial Officers Flats, Sector-26 Rohini Delhi Room No. 336A (e-mail:- <a href="mailto:mm05west@gmail.com">mm05west@gmail.com</a> )
06	17-04-2022 (Sunday)	Ms Tania Singh, MM R/o F-36, First Floor, Lajpat Nagar, Part-II, Delhi Room NO. 245 (e mail:- <a href="mailto:mmmahilacourt03west@gmail.com">mmmahilacourt03west@gmail.com</a> )	Sh. Fahaduddin, MM R/o R-102, Taj Enclave, Geeta Colony Delhi -31 Room No. 292 (email:- <a href="mailto:mm03west@gmail.com">mm03west@gmail.com</a> )
07	24-04-2022 (Sunday)	Ms. Deepika Thakran, M.M. R/o J-15/20, Vatiak India Next, Sector 83 Gurugram Haryana Room NO. 252 (e mail:- <a href="mailto:mmmahilacourt04west@gmail.com">mmmahilacourt04west@gmail.com</a> )	Sh Sukhjeet Singh, MM R/o Flat No.C-1/51, First Floor Safdarjung Development Area, New Delhi -110016 Room NO. 102 (Court Building Annexe-II) (e mail:- <a href="mailto:niaact03west@gmail.com">niaact03west@gmail.com</a> )

*Chhavi Kapoor*

Note:-

- 1) In addition to aforesaid work, if any other matter of urgent nature is received on holidays after court hours and before 10 am of next day, the same shall be looked after by the Duty MM-I.
- 2) It is clarified that on working days, all the Bail applications & Superdari Applications shall have to be heard by the concerned court.
- 3) 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".
- 4) 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".
- 5) Every fresh application should contain mobile number/email id of Ld. Counsels/litigants.
- 6) 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. District & Sessions Judge (West), Delhi.
- 7) 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.
- 8) 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. O. I. & Ors while performing their duties as Duty M.M.
- 9) It is clarified that on holidays, if one Duty MM(of one group) is assigned a number of statements u/s 164 Cr.p.c. for recording and he/she is held up in recording statements u/s 164 Cr.p.c. whereas the other Duty MM (of the other group) is free to record the statement, then the First Duty MM shall be at liberty to mark the statement to the second Duty MM to record the same, so that the witnesses are not kept waiting in the court complex.
- 10) 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.
- 11) In case of emergency the Duty Magistrate is not available 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.
- 12) 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).
- 13) In case, if any information regarding Inquest U/ 176 Cr.P.C. is received between 10.00 A.M to 5.00 P.M on a working day, the application for the same shall be moved before the undersigned/Ld.ACMM/Ld. Duty MM of the day for marking it further.
- 14) It is clarified that 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) If any inquest information is received by the Duty Metropolitan Magistrate-I West district, Delhi on holiday, then the same shall be deemed to be marked to the Duty M.M.-I of the day, who shall proceed to conduct the inquest proceedings and no formal marking of such Inquest by the undersigned shall be required.

  
(CHHAV KAPOOR)  
Chief Metropolitan Magistrate  
West District Delhi



No. 837-891 /CMM(W)/THC/DR/2022

Dated 29-3-2022

Copy forwarded for information and necessary action to:-

01. The Hon'ble Registrar General, High Court of Delhi, New Delhi  
Through I.d. Principal District & Sessions Judge, (West), Delhi
02. The Principal District & Sessions Judge, (HQ), Delhi
03. The Principal District & Sessions Judge, (West), Delhi
04. The Principal District & Sessions Judge all district Delhi/New Delhi
05. The I.d. officer Incharge, Pool Car, Tis Hazari Courts, Delhi
06. The CMMs, all District, 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. Law Officer, Tihar Jail, Delhi/New Delhi.
15. For Uploading on centralized web-site through LAYERS
16. The Video Conferencing, R. No. 211, Tis Hazari Courts, Delhi.
17. The Admn. Officer(Judl). Judicial Branch, General Branch, Care Taking Branch (West), Tis Hazari Courts, Delhi
18. The Reader to CMM West District, Tis Hazari Courts, Delhi.
19. The Cash Branch, West District, Tis Hazari Courts, Delhi.
20. Office file.

*Chhankar*  
Chief Metropolitan Magistrate  
West District, Delhi

**ANNEXURE 'A'**

**OFFICE OF THE CHIEF METROPOLITAN MAGISTRATE (WEST) TIS HAZARI COURTS: DELHI  
POLICE STATIONS AND WORK ASSIGNED**

SR NO.	NAME OF JUDICIAL OFFICERS	Designation	Room No.	Name of Police Station / Work assigned
1	Ms. Chhavi Kapoor (e mail: cmmcourtwest reader@gmail.com)	CMM	146	Kirti Nagar, Old & Fresh Filing of Crime Branch, FOW designated court of forged / fake ST certificate, SARFESI Act, 2007, Spl. Task Force, Official Secretaries, IPPI (Copy Rights Act, Patents Act etc.) Delhi Prevention of Detachment of Property Act, 2007 / 11/4 195 /w Sec 340 Cr. P.C. made by the Courts of respective District / Metropolitan area, Cyber police Station in west District of Delhi
2	Ms. Shelaali Barnali Tandon (e mail: readeracmmwest@gmail.com)	ACMM	145	Patel Nagar, Ranjeet Nagar
3	Sh. Manish Jain (e mail: readermm1west@gmail.com)	MM 01	341	Punjabi Bagh, DFA, (MCD) Act, Immoral Traffic (Prevention Act) 1956, Model Town Traffic Circle
4	Sh. Vinik Jain, (e mail: Judicialmm02west@gmail.com)	MM 02	356	Rajouri Garden, Immoral Traffic (Prevention) Act, 1956
5	Sh. Fahad Uddin (e mail: mm03west@gmail.com)	MM 03	292	Maya Puri, Nihal Vihar, Darya Ganj Traffic Circle
6	Sh. Abhinav Pandey (e mail: readermm04west@gmail.com)	MM 04	268	Khyala, Moti Nagar, Nanglo, STA Chellan
7	Sh. Rakesh Kumar II (e mail: mm05west@gmail.com)	MM 05	336A	Anand Parbat, Janak Puri Metro Station, Raja Garden Metro Station, Kamla Market Traffic Circle
8	Ms. Uditia Jain Garg (e mail: court355thc@gmail.com)	MM 06	355	Hari Nagar, Madipur, Mundka, MCD Chit Chellan
9	Sh. Puneet Nagpal (e mail: readermm07west@gmail.com)	MM 07	268	Paschim Vihar East (earlier known as Paschim Vihar) Tilak Nagar, Vikaspuri (old)
10	SH. Aakash Sharma (e mail: kjudicialofficer2020@gmail.com)	MM 08	30	Paschim Vihar West (earlier known as Mianwali Nagar,) Ranholia
<b>MAHILA COURTS</b>				
1	Ms. Neetu Nagar (e mail: readermahilacourt01west@gmail.com)	MM (MAHILA COURT - I)	358	Khyala, Kirti Nagar, Mayapuri, Punjabi Bagh
2	Ms. Sonam Gupta (e mail: readermm02west@gmail.com)	MM (MAHILA COURT - II)	158	Hari Nagar, Tilak Nagar,
3	MS. Tania Singh (e mail: mmahilacourt03west@gmail.com)	MM (MAHILA COURT - III)	245	Anand Parbat, Janak Puri Metro Station, Moti Nagar, Nanglo, Raja Garden Metro Station
4	MS Deepika Thakran (e mail: mmahilacourt04west@gmail.com)	(MAHILA COURT IV)	252	Paschim Vihar West, Nihal Vihar, Rajouri Garden,
5	MS Aakansha (e mail: mmahilacourt05west@gmail.com)	(MAHILA COURT-V)	353	Mundka, Madipur, Paschim Vihar East (earlier known as Paschim Vihar), Patel Nagar, Ranholia, Ranjeet Nagar,
<b>138 COURTS</b>				
1	Sh. PBhargav Rao (e mail: mmniact01west@gmail.com)	MM (NI Act-1)	03 (CBA-I)	U/s 138 NI Act
2	Ms. Charan Salwan (e mail: mmniact02west@gmail.com)	MM (NI Act-2)	101 First Floor (CBA-I)	U/s. 138 NI Act
3	Sh. Sukhjeet Singh (e mail: niact03west@gmail.com)	MM (NI Act-3)	102 First Floor (CBA-II)	U/s. 138 NI Act
4	Sh. Ompal Shokeen (e mail: reader04mmniact@gmail.com)	MM (NI Act-4)	103 First Floor (CBA II)	U/s 138 NI Act
5	Sh. Devanshu Sajjan (e mail: readermm05west@gmail.com)	MM (NI ACT 5)	04 (CBA I)	U/S 138 NI ACT
<b>Digital Court</b>				
1	Sh. Mohit Sharma	MM (Digital Court 01)	182	Digital Court U/S 138 NI ACT
5	Ms. Chhaya Tyagi	MM (Digital Court 02)	182	Digital Court U/S 138 NI ACT

*Chhavi Kapoor*