

**OFFICE OF THE CHIEF METROPOLITAN MAGISTRATE , WEST, DISTRICT: DELHI**  
**DUTY ROSTER FOR THE MONTH OF MAY - 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.

Further in pursuant to Office Order No.R-77/DHC/2020 dated 15-04-2020 and advisory No. 373/ESTT/E.1/DHC/2020 dated 23.03.2020, **the Duty MM's shall hold the court in Court Room No. 14, Ground Floor, THC, Delhi till further order.** The Duty MM shall also look after the work of Evening Court No. 5 & 6 of West District.

Sr. No.	Name of the Judicial Officers	Working Days	Holidays	Room No.
01	Dr. Jagminder Singh, C.M.M. H.NO 9(F.F) Gali No. B - 1 Ashok Vihar Phase- III(Extn) Gurugram (HRN)		<b>17-05-2020</b>	146
02	Ms Neetu Nagar, M.M. 16-G/1, Gali No. 16, Molarband Extension, Badarpur New Delhi 110 044.	01-05-2020 02-05-2020		358
03	Sh. Ajay Singh Parihar M.M. Flat No. 603, B Block, Judicial Complex, Sector 26 Rohini Delhi	04-05-2020 05-05-2020	<b>03-05-2020</b>	103 First Floor (Court Building Annex-I)
04	Ms. Neha Pandey, M.M. Flat No. 503 Block B Judicial Officer's Residential Complex , Sector 26, Rohini, Delhi- 110042.	06-05-2020 08-05-2020		102, First Floor (Court Building Annex-I)
05	Ms. Babita Puniya, M.M. Flat No. 104 Type -V Karkardooma Court Residential Complex Shahdara Delhi	18-05-2020 19-05-2020	<b>07-05-2020</b>	355
06	Sh. Rinku Jain M.M. Flat No. B-602 , Judicial officer's Residential Complex, Sector 26, Rohini, Delhi -85		<b>09-05-2020</b>	279
07	Sh. Pankaj Arora, M.M. Flat No.702,Karkardooma Court Complex, Delhi	15-05-2020 16-05-2020	<b>10-05-2020</b>	292
08	Sh. Mohit Sharma, M.M. B.U-1 1 <sup>st</sup> Floor, Pitampura Vishakha Enclave New Delhi - 34	11-05-2020 12-05-2020		03(Court Building Annex-I)
09	Ms Sonam Gupta, M.M. R/o U-73, DLF Capital Green, Shivaji Marg, Delhi-110015.	13-05-2020 14-05-2020		158
10	Sh. Puneet Nagpal, M.M. House No. B-302, Judicial Officers Residential Complex, Sector-26, Rohini Delhi	20-05-2020 21-05-2020		289
11	Sh. Kishor Kumar M.M. R/o 54-A, DDA MIG Flats, Rajouri Garden, New Delhi -110027	22-05-2020 23-05-2020		30
12	Sh. Rakesh Kumar-II, M.M. New Delhi -03	30-05-2020	<b>24-05-2020</b> <b>25-05-2020</b> <b>31-05-2020</b>	271
13	Sh. Deepak Kumar- I M.M. Type V Flat No. 103 Judicial Officer's Flats, Sector- 26 Rohini Delhi	26-05-2020		356
14	Ms. Neetu Sharma, M.M. D-95 Amar Colony, Nangloi, Near Rajdhani Park Bus Stand, Delhi - 41	27-05-2020		04(Court Building Annex-I)
15	Ms. Aakansha M.M. F-31, Prashant Vihar, Rohini Sector - 14 Delhi - 110085	28-05-2020		353
16	Ms. Manu Vedwan, M.M. Flat No. 2056, Type-IV, Delhi Administration Flats, Gulabi Bagh, Delhi	29-05-2020		341

**REMARKS :**

- 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.

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03. 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. 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.
- 04(a) In case any Magistrate has to leave court before 5 pm due to unavoidable reasons he shall intimate the undersigned and the Dty 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 18-04-2020

No 733 -786/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 (Dwarka)/ South, South-East (Saket)/PHC Rouse Avenue, (Rohini)/South-West 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.

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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.
- Magistrate



Chief Metropolitan Magistrate

West District, Delhi