

**OFFICE OF THE CHIEF METROPOLITAN MAGISTRATE, WEST DELHI
DUTY ROASTER FOR THE MONTH OF DECEMBER - 2020**

The following Metropolitan Magistrates of 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 be available in their homes on the day of duty. The Duty Magistrate would be assisted by his/her own staff.

Sr. No.	Name of the Judicial Officers	Working days	Room No.
01	Sh Ompal Shokeen, MM R/o H. No. 384, Mangol Pur Kalan, Delhi-110055 (e-mail - readeroomini04@gmail.com)	01-12-2020 10-12-2020	103 First Floor (Court Building Annexe-II)
02	Sh. Manish Jain, MM R/o BU- 79, Pitampura Delhi (e-mail - readermm1west@gmail.com)	02-12-2020	341
03	Ms. Deepika Thakran, M.M. R/o 49, 1 st Floor, Indra Vihar, Mukherjee Nagar, Opposite Delhi University International Girls Hostel, Delhi (e-mail - mmahilacourt04west@gmail.com)	03-12-2020	252
04	Sh. Aakash Sharma, MM R/o H. No. C-55, 2 nd Floor, Chander Nagar Janakpuri New Delhi- 110058 (e mail - kkjudicialofficer2020@gmail.com)	04-12-2020	30
05	Sh. P. Bhargav Rao, MM R/o House No. C-2, Block B-1, Khasra No. 876/2, Sant Nagar, Burai, Delhi - 84 (e mail - mmniact01west@gmail.com)	05-12-2020	03(Court Building Annexe-I)
06	Ms. Aakasha, M.M. R/o F-31, Prashant Vihar, Rohini Sector - 14, Delhi -110085 (e-mail - readermm05incwest@gmail.com)	07-12-2020	353
07	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)	08-12-2020 14-12-2020	268
08	Ms. Neha Pandey, M.M. R/o Flat No. 503 Block B Judicial officer's Residential Complex, Sector 26, Rohini Delhi (e-mail - mm03west@gmail.com)	09-12-2020	292
09	Ms. Medha Arya MM R/o C 1/39 Second Floor Janakpuri New Delhi 110058) (e mail - Judicialmm02west@gmail.com)	11-12-2020	356
10	Sh Devanshu Sajjan, MM R/o 411, Virat Apartments, Paschim Vihar, New Delhi-110087 (e mail - readermm05west@gmail.com)	18-12-2020	4(Court Building Annexe-I)
11	Ms Tania Singh, MM R/o F-36, First Floor, Lajpat Nagar, Part-II, Delhi (e mail - mmahilacourt03west@gmail.com)	15-12-2020	245
12	Ms. Neetu Nagar, M.M. R/o 16- G/1, Gali No. 16 Molarband Extension, Badarpur New Delhi (e-mail - readermahilacourt01west@gmail.com)	16-12-2020	358
13	Sh Sukhjeet Singh, MM Room No. 20, Judicial Hostel, Delhi Judicial Academy, Sector-14, Dwarka, Delhi (e mail - niact03west@gmail.com)	17-12-2020	102 First Floor (Court Building Annexe-II)
14	Ms. Babita Puniya, M.M. R/o Flat No. 104 Type-V Karkardooma Court Residential Complex Shahdara, Delhi (e-mail - court355thc@gmail.com)	19-12-2020	355
15	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)	21-12-2020	336A
16	Sh. Puneet Nagpal, M.M. R/o House No. B-302, Judicial officer Residential Complex, Sector- 26, Rohini Delhi, (e mail - readermm07west@gmail.com)	22-12-2020	289
17	Ms Charan Salwan, MM Flat No. 206, 2 nd floor, Sartaj Apartments, Rajouri Garden, Delhi - 110 027 (e mail - mmniact02west@gmail.com)	23-12-2020	101 First Floor (Court Building Annexe-II)
18	Ms. Sonam Gupta, M.M. R/o U-73, DLF Capital Green, Shivaji Marg, Delhi -110015 (e mail - readermm02west@gmail.com)	24-12-2020	158

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ROASTER FOR HOLIDAYS FOR THE MONTH OF DECEMBER - 2020

As verbally approved by the Hon'ble District and Sessions Judge West Delhi, for the smooth functioning of the Magisterial Courts of West District, Tis Hazari 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 December 2020 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 and 6

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) Eow (3) Kirti Nagar (4) Madi Pur (5) Moti Nagar (6) Mundka (7) Patel Nagar (8) Punjabi Bagh (9) Ranhola (10) Ranjeet Nagar (11) STA Challans (12) Traffic Circle Darya Ganj (13) Traffic Circle Model Town (14) Tilak Nagar (15) Vikaspuri (old)

Sr. No.	Date	Duty MM-I	Duty MM-II
01	06-12-2020 (SUNDAY)	Sh. Puneet Nagpal, M.M. R/o House No. B-302, Judicial officer Residential Complex, Sector- 26, Rohini Delhi, Room no. 289 (e mail - readermm07west@gmail.com)	Ms. Aakansha, M.M. R/o F-31, Prashant Vihar, Rohini Sector - 14, Delhi - 110085 Room No. 353 (e-mail - readermm05mcwest@gmail.com)
02	12-12-2020 (SECOND SATURDAY)	Ms. Medha Arya MM R/o C 1/39 Second Floor Janakpuri New Delhi 110058 Room No. 356 (e mail - Judicialmm02west@gmail.com)	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 - readermm04west@gmail.com)
03	13-12-2020 (SUNDAY)	Sh. Devanshu Sajjan, MM R/o 411, Virat Apartments, Paschim Vihar, New Delhi-110087 Room No 04(Court Building Annexe-I) (e mail - readermm05west@gmail.com)	Ms. Aakansha, M.M. R/o F-31, Prashant Vihar, Rohini Sector - 14, Delhi - 110085 Room No. 353 (e-mail - readermm05mcwest@gmail.com)
03	20-12-2020 (SUNDAY)	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 - mm05west@gmail.com)	Ms. Deepika Thakran, M.M. R/o 49, 1 st Floor, Indra Vihar, Mukherjee Nagar, Opposite Delhi University International Girls Hostel, Delhi Room No. 252 (e-mail - mmahilacourt04west@gmail.com)
04	25-12-2020 (CHRISTMAS DAY)	Ms. Babita Puniya, M.M. R/o Flat No. 104 Type-V Karkardooma Court Residential Complex Shahdara, Delhi Room No. 355 (e-mail - court355thc@gmail.com)	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 - mmniact01west@gmail.com)
05	26-12-2020 (WINTER VACATION)	Sh. Manish Jain, MM R/o BU- 79, Pitampura Delhi Room No. 341 (e-mail - readermm1west@gmail.com)	Ms. Charan Salwan, MM Flar No. 206, 2 nd floor, Sartaj Apartments, Rajouri Garden, Delhi - 110 027 Room No. 101 First Floor (Court Building Annexe-II) (e-mail - mmniact02west@gmail.com)
07	27-12-2020 (WINTER VACATION)	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 - mmniact01west@gmail.com)	Ms. Deepika Thakran, M.M. R/o 49, 1 st Floor, Indra Vihar, Mukherjee Nagar, Opposite Delhi University International Girls Hostel, Delhi Room No. 252 (e-mail - mmahilacourt04west@gmail.com)
08	28-12-2020 (WINTER VACATION)	Ms. Sonam Gupta, M.M. R/o U-73, DLF Capital Green, Shivaji Marg, Delhi - 110015 Room no 158 (email - readermm02west@gmail.com)	Sh. Aakash Sharma, MM R/o H. No. C-55, 2 nd Floor, Chander Nagar Janakpuri New Delhi-110058 (e mail - kkjudicialofficer2020@gmail.com)
9	29-12-2020 (WINTER VACATION)	Sh. Omprakash Shokeen, MM R/o H. No. 384, Mangol Pur Kalan, Delhi-110085 Room No. Room no. 103 First Floor (Court Building Annexe-II) (e-mail - readercourt04@gmail.com)	Ms. Charan Salwan, MM Flar No. 206, 2 nd floor, Sartaj Apartments, Rajouri Garden, Delhi - 110 027 Room No. 101 First Floor (Court Building Annexe-II) (e-mail - mmniact02west@gmail.com)
10	30-12-2020 (WINTER VACATION)	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 - readermm04west@gmail.com)	Ms. Tania Singh, MM R/o F-36, First Floor, Lajpat Nagar, Part-II, Delhi Room NO. 245 (e mail - mmahilacourt03west@gmail.com)
11	31-12-2020 (WINTER VACATION)	Sh. Sukhjeet Singh, MM Room No. 20, Judicial Hostel, Delhi Judicial Academy, Sector-14, Dwarka, Delhi Room No. 102 First Floor (Court Building Annexe-II) (e mail - niact03west@gmail.com)	Ms. Neha Pandey, M.M. R/o Flat No. 503 Block B Judicial officer's Residential Complex, Sector 26, Rohini Delhi Room no. 292 (e-mail - mm03west@gmail.com)

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Note:-

- 1) In addition to aforesaid work, if any other matter of urgent nature is received on holidays after court hours and before 10.00 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 and Superdari applications shall have to be heard by the concerned court, preferably through VC /Webex as per the rules of Hon'ble High Court of Delhi in this regard.
- 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 CrP.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 other miscellaneous applications/urgent applications in pending investigation (where charge sheet has not been filed) matter shall be looked after by Ld. Duty MM of the day.
- 7) For recording of statement u/s 164 CrP.C, the concerned Ld. Duty MM may, instead of chamber, use the Court Room, Vulnerable Witness Deposition Room or other appropriate room in the Court Complex or through Cisco Webex Platform to ensure norms of social distancing.
- 8) 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.
- 9) 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.
- 10) All the MMs are directed to strictly comply with the directions passed by the Hon'ble High court of Delhi in W.P. (Cr.) 861/1997 titled U.S. Pandey, President of W.A.S. Vs. U.O.I. & Ors while performing their duties as Duty MM.
- 11) Staff of concerned Duty MMs shall fix VC/Webex meeting with all parties in advance and reader of 1st day Duty MM shall tell in advance to the staff of next day Duty MM to fix meeting through VC/Webex regarding pending applications.
- 12) All the link MMs of the Duty MMs of the day shall remain available to take over work in case duty MM is/are unable to perform duty on that day. On holidays In case Duty MM-I has to leave court for inquest etc. then his link MM shall take over the duty on receiving such information, till 5 pm or disposal of work in court, whichever is later. It is also ordered that in such case if any Link MM joint the duties he/she shall hold the court from the court room of regular Duty MM-I/Duty MM-II and shall be assisted by the staff of Duty MMs on that day as the case may be. However the work after that will be taken up by regular Duty MM-I.
- 13) For hearing through VC/Webex meeting, rules of Hon'ble High court of Delhi shall be complied with.
- 14) In pursuance of the office order of Ld. CMM, Central, Tis Hazari Courts, Delhi, bearing no. 14062-14164/CMM/CENTRAL/SS/DM/2020 Dated 27-11-2020 it is ordered that the fresh arrestees shall not be produced in District complex before 5.00 P.M. and they may be produced after 5 P.M. before the Duty MM of the day at her/his residence-cum-office (after 5 p.m.)
- 15) It is clarified that on holidays, if one Duty MM(of one group) is assigned a number of statements u/s 164 CrP.C for recording and he/she is held up in recording statements u/s 164 CrP.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.

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Date: 2020.11.28
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Chief Metropolitan Magistrate
West District, Delhi

Dated 28-11-2020

NO. 2125-2183 CMM(West)/DR/THC/2020

Copy forwarded for information and necessary action to:-

01. The Hon'ble Registrar General, High Court of Delhi, New Delhi
Through Hon'ble Principal District & Sessions Judge, (West), Delhi
02. The Hon'ble Principal District & Sessions Judge, (HQ), Delhi
03. The Hon'ble Principal District & Sessions Judge, (West), Delhi
04. The Hon'ble 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

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14. The 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.

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**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, EOW designated court of forged / fake ST certificate, SARFESI Act-2002, Spl. Task Force, Official Secretes, IPR (Copy Rights Act, Patents Act etc.) Delhi Prevention of Defacement of Property Act, 2007, U/s 195 r/w Sec 340 Cr. P.C., made by the Courts of respective District / Metropolitan area
2	MS. SHEFALI BARNALA 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, DDA, DMC(MCD) Act, Immoral Traffic (Prevention Act) 1956, Model Town Traffic Circle
4	MS. MEDHA ARYA (e-mail :- Judicialmm02west@gmail.com)	MM-02	356	Rajouri Garden, Immoral Traffic (Prevention) Act, 1956
5	MS. NEHA PANDEY (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, Nangloi, STA Challan
7	SH. RAKESH KUMAR -II (e-mail :- mm05west@gmail.com)	MM-05	336A	Anand Parbat, Janak Puri Metro Station, Raja Garden Metro Station, Kanla Market Traffic Circle
8	MS. BABITA PUNIYA (e-mail :- court355thc@gmail.com)	MM-06	355	Hari Nagar, Madipur Mundka, MCD Chit Challan
9	SH. PUNEET NAGPAL (e-mail :- readermm07west@gmail.com)	MM-07	289	Paschim Vihar East (earlier known as Paschim Vihar) Tilak Nagar, Vikaspuri (old)
10	SH. AAKASH SHARMA (e-mail :- kkjudicialofficer2020@gmail.com)	MM-08	30	Paschim Vihar West (earlier known as Mianwali Nagar,) Ranhola
MAHILA COURTS				
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 :- mmmahilacourt03west@gmail.com)	MM(MAHILA COURT - III)	245	Anand Parbat, Janak Puri Metro Station, Moti Nagar, Nangloi, Raja Garden Metro Station
4	MS. DEEPIKA THAKRAN (e-mail :- mmmahilacourt04west@gmail.com)	(MAHILA COURT IV)	252	Paschim Vihar West (earlier known as Mianwali Nagar), Nihal Vihar, Rajouri Garden,
5	MS. AAKANSHA (e-mail :- readermm05mcwest@gmail.com)	(MAHILA COURT-V)	353	Mundka, Madipur, Paschim Vihar East (earlier known as Paschim Vihar), Patel Nagar, Ranhola, Ranjeet Nagar,
NI Act COURTS				
1	SH. P. BHARGAV 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 :- readercourt04@gmail.com)	MM(NI Act-4)	103 First Floor (CBA-II)	U/s. 138 NI Act
5	SH. DEVANSHU SAJLAN (email :- readermm05west@gmail.com)	MM(NI Act-5)	04(CBA-I)	U/S 138 NI ACT

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