

OFFICE OF THE CHIEF METROPOLITAN MAGISTRATE,
EAST DISTRICT, KARKARDOOMA COURTS, DELHI
LINK ROSTER

In supersession of earlier Link Rosters, the arrangement of Link Magistrates of East District, Karkardooma Courts, is as follows w.e.f. 01.08.2021.

- The following Ld. Reliever MMs shall work as the first Link MMs of the respective MMs, whose name is mentioned in the corresponding right column.

Srl. No.	Name of Ld. MMS	Court No.	Name of Ld. Reliever MMs
1.	Sh. Anshul Mehta, Ld. MM-01	26	Sh. Arvind Dev, Ld. MM
	Ms. Preeti Agarwala, Ld. MM-03	16	
	Ms. Ritu Singh, Ld. MM (Mahila Court-02)	24	
2.	Sh. Vinod Joshi, Ld. MM-02	15	Ms. Kavita Bisht, Ld. MM
	Ms. Shruti Chaudhary, Ld.MM (Mahila Court-01)	14	
	Sh. Tushar Gupta, Ld. MM (Digital Court)	61	
3.	Ms. Renu Chaudhary, Ld. MM-04	32	Ms. Isra Zaidi, Ld. MM
	Ms. Babita Puniya, Ld. MM-05	03	
	Sh. Akhil Malik, Ld. MM (MCD)	30	
	Ms. Aishwarya Singh Kashyap, Ld.MM (NI Act)	20	

- In the absence or non-availability of the aforesaid Ld. Reliever MMs or them being on leave, the following Ld. MMs shall work as 2nd Link MMs to each other and so forth, as per the table below :-

S. No.	Name of MMs	Court No.		Name of MMs	Court No.
1	Ms. Renu Chaudhary, Ld MM-04	32	<-->	Sh. Vinod Joshi, Ld MM-02	15
2	Ms. Babita Puniya Ld MM-05	03	<-->	Ms. Ritu Singh, Ld MM (Mahila Court-02)	24
3	Ms. Shruti Chaudhary, Ld MM (Mahila Court-01)	14	<-->	Ms. Preeti Agarwala, Ld MM-03	16
4	Sh. Anshul Mehta Ld MM-01	26	<-->	Sh. Akhil Malik Ld MM (MCD)	30
5	Sh. Tushar Gupta, Ld MM (Digital Court)	61	<-->	Ms. Aishwarya Singh Kashyap, Ld MM (NI Act)	20

- In the absence or non-availability or being on leave or otherwise busy with the administrative work, the judicial work of the court of the Undersigned, shall be looked after as follows:-

S. No.	Days of the Month	Judicial Officers
1	1 st to 10 th	Sh. Vinod Joshi, Ld MM-02
2	11 th to 20 th	Ms. Renu Chaudhary, Ld MM-04
3	21 st to 31 st	Ms. Ritu Singh, Ld MM (Mahila Court-02)

In case of absence due to leave or otherwise of above Ld. Link MM, the next following Ld. MM as per table in Para 2 shall look after the judicial work of the undersigned and in case of absence of all of above-mentioned Link MMs, the judicial work of the undersigned shall be looked after by the Duty MM of that day.

- (3A) In absence of the undersigned, his Administrative Work will be dealt by Ld. ACMM and in the absence of Ld. ACMM, by the Duty MM of that day.
- (4) In the absence or non-availability or being on leave or otherwise busy with the administrative work the judicial work of the court of Ld. ACMM, shall be looked after as follows:-

S. No.	Days of the Month	Judicial Officers
1	1 st to 10 th	Sh. Anshul Mehta, Ld MM-01
2	11 th to 20 th	Ms. Shruti Chaudhary Ld MM (Mahila Court-01)
3	21 st to 31 st	Ms. Babita Puniya, Ld MM-05

In case of absence due to leave or otherwise of Ld. Link MM, the next following Ld. MM as per table in Para 2 shall look after the judicial work of Ld. ACMM and in case of absence of all of above-mentioned Link MMs, the judicial work of the Ld. ACMM shall be looked after by the Duty MM of that day.

- (5) Whenever any Ld. MM is on leave or busy in remand proceedings in hospital etc. or is not available due to any reason, his/her work shall be looked after by Ld. Reliever MM as mentioned in table at Para 1 and in case of non-availability of even Ld. Reliever MM, the work shall be looked after by Ld. Link MMs shown against his/her name in the opposite in the table at Para 2. In case, both the said Ld. MMs are on leave or not available, the Ld. MM whose name is mentioned immediately below the name of Ld. MM concerned in table at Para 2, shall work as next Link MM and shall look after the work of the court of Ld. MM whose name finds mentioned above his name. In case even the next Link MM mentioned immediately below the name of the concerned MM is on leave or not available otherwise, Ld. MM whose name finds mentioned immediately below thereafter shall work as the next Link MM f-4-or such period and so on & so forth. The two Ld. MMs mentioned in first horizontal line in Table at Para 2 shall be deemed to be Ld. MMs placed immediately below the two MMs mentioned in the last horizontal line in the roster for above purposes.
- (6) In case more than three Ld. MMs are on leave and the work of more than two courts is required to be done by any Ld. MM, then it should be brought to the notice of the undersigned immediately who shall assign the work to any other Ld. MM to pass appropriate orders.
- (7) All the applications for carrying out inquest proceedings shall be placed directly before the Ld. Duty MM, who shall immediately mark the same to his link Ld. Reliever MM for initiation of said proceedings, under intimation to the undersigned. The Ld. Reliever MM shall proceed for inspection of the body of the inmate on the same day, either before holding court or after court hours. In case Ld. Reliever MM is not available for any reason whatsoever or is no leave, the Ld. Duty MM shall himself carry out inquest proceedings forthwith. Yet, where any difficulty is being faced, the application shall be placed before the undersigned for assignment to any Magistrate.
- (8) The Link MM besides fixing dates will also do other miscellaneous work including recording of evidence of the court on leave, except passing final judgments, depending purely on the availability of time and volume of work fixed in their courts.
- (8A) The Link MM shall first come to the court of Ld. MM on leave, personally deal with the matter listed, dispose of misc. applications and then start the work of his/her own court.

- (8B) In order to avoid delay in regulating the court work, the Ld. ACMM/MMs shall issue instructions making it the responsibility of their respective reader / ahlmads / stenos (in that order) to intimate in writing to the office of undersigned by 10.00 AM positively, on the date when presiding officer happens to be on leave or absent.
- (8C) In any case, the Link MM shall commence work in the concerned court when presiding officer is on leave by 10.30 AM, in case where a particular judicial officer is expected to work as Link MM in more than one court on a given day, he shall suitably instruct the reader of such other court to inform the litigants and members of the bar about the time when the Link Magistrate would be coming to such other court. (refer circular No. 5958-6040/CMM dated 19.7.1999).
- (9) Application for Statement U/s 164 Cr.P.C., the applications for TIP of accused persons or of case property, for preparation of inventories under Copyrights Act, Trademarks and other similar Acts, for polygraph test, for Voice Samples, for specimen signatures/handwritings, etc. shall be made over by Ld. MM's having jurisdiction over the area to which it pertains to his/her own Reliever Link MM as per link roster, by name. If the Reliever MM is on leave or absent on account of having gone for some official duty, such application shall be made by the area MM to the next link MM as per link roster by name. **(This clause shall come into effect once the normal physical functioning of the courts is resumed in its entirety. Refer clause 11 of Duty Roster).**
- (9A) If the area MM is on leave or absent for above said reasons, his/her link MM or in case of absence even of later, his/her next MM shall deal with the application in the same manner deeming it to have been made over to him formally in terms of direction. For removal of doubts, it is clarified that in such situations, formal making over shall not be necessary nor awaited by the link MM (as the case may be) who shall proceed to record the statement under section 164 Cr.P.C. or conduct TIP etc. **(This clause shall come into effect once the normal physical functioning of the courts is resumed in its entirety. Refer clause 11 of Duty Roster).**
- (9B) Upon any application being made over by name in terms of above direction or receipt of such application by the link MM or next link MM (as the case may be) in situations mentioned in direction above, Ld. MM in question shall ordinarily be herself/himself responsible for disposal of the application, except for special reasons, which may be recorded, in which event the application shall be directed to be put up for necessary directions before the undersigned.
- (9C) All MM's are directed to dispose of the application u/s 164 Cr.P.C. assigned to them preferably on the same date or for the special reasons to be recorded, on the earliest subsequent date, in case adjournment becomes imperative.
- (9D) The link MM of Juvenile Justice Board for the purpose of recording TIP of juveniles, TIP of case properties and recording of statement u/s 164 Cr.P.C. of JJB, pertaining to East District, shall be Ms. Kavita Bisht, Ld. Reliever MM. **(This clause shall come into effect once the normal physical functioning of the courts is resumed in its entirety. Refer clause 11 of Duty Roster)**
- (9E) The applications for statement u/s 164 Cr.P.C. of any child/victim less than 18 years age, pertaining to POCSO Act or any application constituting crimes against women u/s 376 to 376D IPC of all magisterial courts, shall be marked by the Ld. ACMM (East) or in his absence or being on leave, by the Duty MM of the day, to the available Lady MM.
- (9F) The concerned MM while recording statements u/s 164 Cr.P.C. shall keep in mind the provisions of Section 25 & 26 of the Protection of Children from Sexual Offences Act, 2012 which broadly provides accompanying of Parents/representative, confidentiality, taking assistance of translator/ interpreter, if required & in case of mentally or physically challenged persons audio-video recording, subject to availability of such means.

- (10) TIP will be conducted in manner as mentioned in the Circular No. 2512/41028–41118/CMM/ Delhi dated 04.06.2003 & 4740-80 /CMM/2003/Delhi dated 09/07/20032021. Ld. ACMM & MMs proceeding for conducting TIP at Mandoli Jail, shall not leave the court premises before 03.00 PM and after completing the work fixed in their court for the day.

(ATUL KRISHNA AGRAWAL)
Chief Metropolitan Magistrate (East)
Karkardooma Courts, Delhi

No. 355/CMM/EAST/KKD/Delhi

Dated: 28/07/2021

Copy for information to:-

1. The Ld. Registrar General, High Court of Delhi at New Delhi.
2. The Principal District & Sessions Judge (HQ,) and West, THC, Delhi.
3. The Principal District & Session Judge East, North-East, and Shahdara, Karkardooma Courts, Delhi.
4. The Principal District & Session Judge, New Delhi, Patiala House, New Delhi.
5. The Principal District & Session Judge North, and North- West, Rohini, New Delhi.
6. The Principal District & Session Judge, South-West, Dwarka, New Delhi.
7. The Principal District & Session Judge South, and South-East, Saket, New Delhi.
8. The Principal District & Session Judge-cum-Special Judge,PC Act(CBI), Rouse Avenue, New Delhi.
9. The CMM, Central and West (Tis Hazari), New Delhi (PHC), North & North-West (Rohini), South-West (Dwarka), South & South- East (Saket), North -East, and Shahdara, Karkardooma Courts, Delhi.
10. The Ld. Secretary, DLSA East, Karkardooma Courts, Delhi.
11. All the Ld. Metropolitan Magistrates, East District, Karkardooma Courts, Delhi.
12. The Incharge, District Courts Web-Site Committee, Tis Hazari Courts, Delhi.
13. The Incharge Computer Branch, Karkardooma Courts, Delhi. (uploading on Layers/Web-Site).
14. **Superintendent** Admn. and Care Taking Branch, Karkardooma Courts, Delhi.
15. Incharge Pool Car, Karkardooma Courts, Delhi.
16. Incharge Cash Branch, Karkardooma Courts, Delhi.
17. Director of prosecution, Delhi thr. Prosecution Branch, KKD Courts, Delhi.
18. Chief Public Prosecutor, Karkardooma Courts, East/North East, Delhi.
19. The Commissioner of Police, Delhi and DCP, East, Delhi.
20. The I G (Prison), Tihar Jail, Delhi/ New Delhi.
21. The Secretaries, Bar Association, THC, PHC, KKD, Rohini, Dwarka & Saket Courts, Delhi.
22. Lock Up Incharge, Karkardooma, Delhi.
23. Information Center, Karkardooma Courts, Delhi.
24. Video Conference Room, Karkardooma Courts, Delhi.
25. For uploading on layers/Web-Site.
26. Office Order File.

(ATUL KRISHNA AGRAWAL)
Chief Metropolitan Magistrate (East)
Karkardooma Courts, Delhi.