

CB-417  
23/3/2020

**OFFICE OF THE CHIEF METROPOLITAN MAGISTRATE  
NORTH- EAST DISTRICT, KARKARDOOMA COURTS : DELHI**

**Duty Roster for the period from 23.03.2020 to 04.04.2020**


In partial modification of Duty Raster for the month of March No71/2020/CMM/NE/KKD/Delhi dated 20.02.2020 & Work Roster issued on 21.03.2020 and in compliance of Directions of Ld. District & Sessions Judge (North East) pursuant to the Office Order No 373/Estt/E-DHC dated 23.03.2020 issued by Hon'ble High court of Delhi, the following arrangements are made to be effected forthwith.

Sl.No.	Name of the Officer	Days	R. No.
1	Sh. Vinod Kumar Gautam, Ld.ACMM, R/o A-31, Saket Court, Residential Complex, Saket, New Delhi. Mobile No. 9910384848	23/03/2020 24/03/2020	66
2	Sh. Rakesh Kumar Rampuri, Ld.MM-03 R/o Flat No.701, Type V, Karkardooma Residential Complex, Delhi Mobile No. 9650696145	27/03/2020 03.04.2020 04.04.2020	22
3	Ms. Vijayshree Rathore, Ld MM (Mahila Court) R/o D-306, 6 <sup>th</sup> Floor, Gardenia Gateway, Plot No 9, Sector 75, NOIDA, UP. Mobile No. 8225961588	25/03/2020 26/03/2020 29/03/2020 (Sunday) 01.04.2020 02.04.2020 (Ram Navami)	67
4	Ms. Richa Manchanda, Ld.MM-01 R/o DE-109, 1 <sup>st</sup> Floor, Tagore Garden New Delhi Mobile No. 8527291383	28/03/2020 30/03/2020 31/03/2020	73

**NOTE:-**

1. In view of the directions only those staff officials who are residing in Delhi and using own conveyance are to be called for duty. However, All those staff officials, who are not required to report for duty on any given day, would not leave the station under any circumstance. They would always be available on call and would be deemed to be on duty. In case of any urgency they may be called upon them to report back for duty immediately.
2. All staff officials, reporting for duty, shall submit the declaration form (Annexure-A) as per the directions.
3. When any working day is declared holiday, the Duty Magistrate, on that day will be deemed as Duty Magistrate for whole of the day without any further order.
4. No Metropolitan Magistrate shall proceed on leave or remain absent on the day he/she is deputed as Duty Magistrate except under the exceptional circumstances or emergency. In case of any emergency or inevitable circumstances, if a Duty MM has to proceed on leave, her/his Ist/Ind Link MM shall perform the duty as Duty Magistrate for the day without any formal order in this regard. However, the Officer who is unable to perform the duty must ensure that her/his Link Magistrate is available (Link Roster is attached herewith for information)

5. This issued with the approval of the Ld District & Sessions Judge, North-East, Karkardooma, Delhi.


  
(PAWAN SINGH RAJAWAT)  
Chief Metropolitan Magistrate,  
North East District,  
Karkardooma Courts, Delhi

No. 124 /CMM/NE/KKD/Delhi

Date: 23.03.2020

Copy forwarded for information to:-

- 1 The Ld Registrar General, High Court of Delhi through the Ld. District & Sessions Judge, NE, Delhi.
- 2 The Ld District & Sessions Judge (HQ)/West, Tis Hazari Court, Delhi.
- 3 The Ld District & Sessions Judge East/SHD/NE, Karkardooma Courts, Delhi
- 4 The Ld District & Sessions Judge PHC/North, North-West Rohini/Dwarka/South, South-East Saket, Rouse Avenue, Delhi.
- 5 All the Ld CMMs Central/West THC, South-West Dwarka, North/North-West Rohini, New Delhi Patiala House, East/SHD KKD, South/South-East Saket, Rouse Avenue, Delhi.
- 6 The Secretary DLSA East/SHD/NE, Karkardooma Courts, Delhi.
- 7 All the Metropolitan Magistrates North East, Karkardooma Courts, Delhi.
- 8 The DCP, N-E, through Chowki Incharge, Karkardooma Courts, Delhi.
- 9 The Incharge, District Courts Web-Site Committee, Tis Hazari Courts, Delhi.
- 10 The Incharge Computer Branch, NE Distt. Web-Site Committee, KKD. Courts, Delhi.
- 11 Superintendent/Incharge Admn. and Care Taking Branch N/E, KKD Courts, Delhi.
- 12 Incharge Pool Car, Karkardooma Courts, Delhi
- 13 Incharge Cash Branch, Karkardooma Courts, Delhi.
- 14 Director of prosecution, Delhi through Prosecution Branch, KKD Courts, Delhi.
- 15 Chief Public Prosecutor East/NE/SHD, Karkardooma Courts, Delhi.
- 16 Secretary Shahdara Bar Association, Karkardooma Courts, Delhi.
- 17 Superintendent Central Jail, Delhi, through General Branch, N, KKD. Courts, Delhi.
- 18 Lock Up Incharge, Karkardooma Courts, Delhi.
- 19 Information Center, Karkardooma Courts, Delhi.
- 20 Video Conference Room, Karkardooma Courts, Delhi.
- 21 For Uploading on LAYERS.
- 22 For Uploading on centralized web-site through LAYERS.
- 23 The Notice Board, Karkardooma Court Complex, Delhi
- 24 Office Order File.

  
(PAWAN SINGH RAJAWAT)  
Chief Metropolitan Magistrate,  
North East District,  
Karkardooma Courts, Delhi