

CB-1369  
28/11/19

**OFFICE OF THE CHIEF METROPOLITAN MAGISTRATE**  
**NORTH EAST DISTRICT, KARKARDOOMA COURTS, DELHI**  
**DUTY ROSTER FOR THE MONTH OF DECEMBER, 2019**


The following Metropolitan Magistrates will look after the work of Duty Magistrate in North-East District at Karkardooma Courts Complex, Delhi on the dates noted against their names. It is enjoined upon the Duty Magistrates to hold trial of accused persons involved in petty cases whenever necessary and to attend all urgent matters, such matters, as are placed before them. They should always be available in their homes on the day of Duty.

On Sundays and other holidays, they are required to reach the court at 11.00 am and remain there till the disposal of the remand, traffic and other miscellaneous work. On working days Duty Magistrates shall remain in the court till 5.00 pm. The Duty Magistrates would be assisted by their own staff.

Sl. No.	Name of the officers who will perform duty as Duty MM	Days	Holidays	R. No.
1	<b>Sh. SUNIL KUMAR, Ld.CMM,</b> R/o H.No-1133 A, Bawana, Delhi-110039			68
2	<b>Sh. Vinod Kumar Gautam, Ld.ACMM,</b> R/o A-31, Saket Court, Residential Complex, Saket, New Delhi.	03/12/19 04/12/19 05/12/19 10/12/19 11/12/19 12/12/19	<b>01/12/19</b> <b>(Sunday)</b> <b>08/12/19</b> <b>(Sunday)</b>	66
3	<b>Sh. Muneesh Garg, Ld.MM-03</b> R/o Flat NO. 707, Karkardooma Residential Complex, Delhi.		Ld PO has been transferred vide order No-51/DHC/Gaz/G-7/VI.E.2 (a)/ 2019 dated 19/11/19	22
4	<b>Sh. Rakesh Kumar Rampuri, Ld.MM-04</b> R/o Flat No.701, Type V, Karkardooma Residential Complex, Delhi	02/12/19 06/12/19 16/12/19 17/12/19 18/12/19 20/12/19	<b>15/12/19</b> <b>(Sunday)</b> <b>22/12/19</b> <b>(Sunday)</b>	63
5	<b>Ms. Ruchi Aggarwal Asrani, Ld.MM</b> R/o Apartment No. 45 Delhi Govt. Officers Flats Greater Kailash Delhi.		Ld. PO has been transferred to Central District, Tis Hazari Courts vide order no. 35/DHC/Gaz/G-7/VI. E.2(a)/2019 dated 25/07/2019	67
6	<b>Ms. Richa Parihar, Ld.MM-02</b> R/o Flat NO. 703, Karkardooma Court Residential Complex, Delhi.	26/12/19 27/12/19 28/12/19 30/12/19 31/12/19	<b>14/12/19</b> <b>(2<sup>nd</sup> Saturday)</b> <b>25/12/19</b> <b>(Christmas Day)</b> <b>29/12/19</b> <b>(Sunday)</b> <b>26/12/19 to 31/12/19</b> <b>(Winter Vacation)</b>	17
7	<b>Ms. Richa Manchanda, Ld.MM-01</b> R/o DE-109, 1 <sup>st</sup> Floor, Tagore Garden New Delhi	07/12/19 09/12/19 13/12/19 19/12/19 21/12/19 23/12/19 24/12/19		73

**NOTE:-**

- 1 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.
- 2 It is impressed upon the MMs to complete their entire work. They should not leave their court work for the Duty MM. Release Warrants should be signed by the MM who accepts the bail bond and the regular MM should not leave his/her court before disposal of the work of his/her court which is brought before him/her up-to 4.00 pm. All the consequential work arising in pursuance of the orders issued by regular MM, should be disposed of by the regular MMs.
- 3 The Metropolitan Magistrate who is 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 formal request in advance to the court where he/she has to appear as a witness for his/her exemption from court attendance. If the court in question again intimates the officer requiring his/her attendance for that date, he/she may do so in the forenoon session under an intimation to the office of undersigned/Ld. CMM (Ref. S.O. issued by the District & Sessions Judge, Delhi, vide letter No. 42534-684/DM/Gaz. Dt. 26.10.99).
- 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, he/she shall send a formal request in advance for change of duty with the officer agreeing to perform duty in his/her place to the office of the undersigned/Ld. CMM.
- 5 The Duty MM of the day shall report at Video Conferencing Room latest by 12.00 noon and shall dispose of the work as per direction of undersigned.
- 6 The Ld. MMs deputed for duty on holidays, second Saturdays and Sundays who actually work on such day's will be entitled to avail of special casual leave (Compensatory Leave) in lieu of duty performed on such day's **within one year thereof**. (This is with reference to Notification No. 43/Rules/DHC dated 12.01.2012 conveyed through Endst. No. 6546-63/Rules/DHC dated: 06.03.2012) and the Members of the staff of their court who actually worked on such day's will be entitled to avail of Special Casual Leaves (Compensatory leave) in lieu of duty performed on such day's as per rules. The Special Casual Leave (Compensatory leave) of Ld. MMs shall be routed through and after the verification of the undersigned. The Ld. MMs while forwarding the application of the staff for grant of such Spl. C.L. (Compensatory leave) shall certify that the official concerned has actually worked on a particular day.

  
(SUNIL KUMAR)  
Chief Metropolitan Magistrate,  
North-East District,  
Karkardooma Courts, Delhi

**No.472 /19/CMM/NE/KKD/Delhi**

**Date: 28/11/2019**

Copy for information to:-

- 01 The Registrar, High Court of Delhi thr. The District & Sessions Judge, Delhi.
- 02 The District & Sessions Judge Central/West, Tis Hazari Court, Delhi.
- 03 The District & Sessions Judge East/SHD/NE, Karkardooma Courts, Delhi
- 04 The District & Sessions Judge PHC/North, North-West Rohini/South-West Dwarka/South, South-East Saket, Rouse Avenue, Delhi.
- 05 All 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.
- 06 The Secretary DLSA East/SHD/NE, Karkardooma Courts, Delhi.
- 07 All the Metropolitan Magistrates North East, Karkardooma Courts, Delhi.
- 08 The DCP N/E through Chowki Incharge, Karkardooma Courts, Delhi.
- 09 The Incharge, District Courts Web-Site Committee, Tis Hazari Courts, Delhi.
- 10 The Incharge Computer Branch, Web-Site Committee, N/E, Karkardooma 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 thr. 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, NE Distt. 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.

  
(SUNIL KUMAR)  
Chief Metropolitan Magistrate,  
North-East District,  
Karkardooma Courts, Delhi