675
31/5/2023

OFFICE OF THE CHIEF METROPOLITAN MAGISTRATE
NORTH- EAST DISTRICT, KARKARDOOMA COURTS, DELHI
DUTY ROSTER FOR THE MONTH OF JUNE, 2023

The following Metropolitan Magistrates will look after the work of Duty Magistrate in North-East District at Karkardooma Courts Complex, Delhi on the dates mentioned against their names. The Ld. Duty Magistrates will hold trial of accused persons involved in petty cases whenever necessary and will attend to all urgent matters, which are placed before them. They should always be available at 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	Room No.
1	**Sh Aashish Gupta, Ld.ACMM.** R/o 111, Model Town East, Sushila college Road, Ghaziabad. **Court** **Email-id - readeracmmnortheast@gmail.com**		10.06.2023 (2ND Saturday) 11.06.2023 (Sunday) 12.06.2023 (Summer vacation)	66
2	**Ms Renu Chaudhary, Ld.MM (Mahila Court-01)** R/o C-23, Madhu Vihar, Near Sai Chowk, Patpar Ganj, Delhi-110 092 Court Email-id-readermmmahilacourtne@gmail.com	01.06.2023 06.06.2023 26.06.2023	25.06.2023 (Sunday)	67
3	**Sh Vipul Sandwar, Ld MM-02** R/o House No 543, Pocket-F, Sarita Vihar, South-East, New Delhi-110 076 Court Email-id-readermm02northeast@gmail.com	02.06.2023 03.06.2023 04.06.2023 05.06.2023		17
4	**Sh Rupinder Singh Dhiman, Ld MM-01** R/o Flat No 2026, Delhi Administration Flats, Gulabi Bagh, Delhi Court Email-id-readermm1northeast@gmail.com	27.06.2023 28.06.2023	13.06.2023 14.06.2023 (Summer vacation)	73
5	**Sh Nitish Kumar Sharma, Ld MM-03,** R/o House No 64, Govind Mohalla, Haiderpur, Delhi–110088 Court Email-id readermm03ne@gmail.com	08.06.2023 22.06.2023	21.06.2023 (Summer Vacation) 29.06.2023 (Id-ul-Zuha) Bakrid	22
6	**Ms Arushi Parwal, Ld MM(Mahila Court-02)** R/o C-406, Gitanjali Apartments, Karkardooma,Delhi-110092. Court Email-id-readermmmahilacourt02ne@gmail.com	23.06.2023 24.06.2023	19.06.2023 20.06.2023 (Summer Vacation)	74
7	**Sh Vaibhav Kumar, Ld MM-04** R/o 3001, IFCI Apartments, Sector-23 Dwarka, New Delhi-110077 Court Email-id-readermm04ne@gmail.com	09.06.2023 30.06.2023	15.06.2023 (Summer Vacation)	64
8	**Sh. Snehil Sharma, Ld MM (NI Act) Digital Court** R/o Kothi No.2, SSPO Residence, Adjacent to Sarojini Nagar, Head Post Office, Mandir Marg, Sarojini Nagar, New Delhi- 110023. Court Email-id - ninortheast1@gmail.com		16.06.2023 17.06.2023 (Summer Vacation) 18.06.2023 (Sunday)	409 , 4th Floor, New Court Building
9	**Sh. Sachin, Ld MM (Digital Traffic Court)** R/o Flat No. 302, Pasupati Apartment, Sector-48, Faridabad, Haryana.	07.06.2023		404

Note:-

1. The Bail Bonds/Surety Bonds, in the matters in which Bail orders have been passed by the undersigned, by Ld. ACMM, or by any other Ld. Magistrate in the North-East District and Sessions Courts, shall be furnished before the Ld Duty MM of the day who shall pass appropriate order/s thereon. Release Warrants shall also be signed by the Ld. Metropolitan Magistrates who accepts the bail bond/s.

2. When Ld MM is working as Duty MM on a court holiday, for disposal of traffic challans , "STR Register and the Fine Receipt Book" of the said court itself shall be utilisted for summary trial of the challans and for issuing Fine Receipt. It shall be the duty of the Reader of the concerned Court to manage the STR Register and the Fine Receipt Book of the Court.

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. It is impressed upon the Metropolitan Magistrates to complete their entire work. They should not leave their court work for the Duty MM. Release Warrants should be signed by the Ld. Metropolitan Magistrates who accepts the bail bond and the regular Metropolitan Magistrates should not leave his/her court before disposal of the work of his/her court which is brought before him upto 4 p.m. All the consequential work arising in pursuance of the orders issued by the regular Metropolitan Magistrates should be disposed of by the regular Metropolitan Magistrates.

5. The Metropolitan Magistrates deputed for Duty MM on holidays will be entitled to avail Special Casual Leave within **One Year** (This is with reference to Endst. No. 6546-63/Rules/DHC dated 06/03/2012, Delhi Judicial Service (Leave) Rules) and the staff of their courts will be entitled to avail Special Casual Leave within **Six months** (This is in reference to the office order no. 72971-73101/ Admn.II/Leave/2018 dt. 22.11.2018 of Ld. District & Sessions Judge, Delhi). The Metropolitan Magistrates 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.

6. The Metropolitan Magistrates 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 formal request in advance to the court where he is 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 intimation to the undersigned. (Ref. S.O. Issued by the District & Sessions Judge, Delhi vide letter no. 42534-684/DM/Gaz. dt. 26.10.99).

7. The Metropolitan Magistrates are advised not to proceed on leave or remain absent on the day they are deputed as Duty Magistrate except under exceptional circumstances or emergencies. In case of an emergency or unavoidable circumstances, if a Duty MM must proceed on leave, he/she shall send a formal request in advance for change of duty, with the consent of an Metropolitan Magistrates agreeing to perform duty in his/her place, in the office of the undersigned.

8. In case a Duty MM has to go for attending some official assignment such as training programme at Delhi Judicial Academy or any official conference etc on the date of duty being a working day on a short notice and is unable to obtain consent of any other officer to perform the duty in his/her place, he/she shall immediately, on receipt of intimation in this regard, inform the office of the undersigned. In such a situation the next available Link Metropolitan Magistrate of the said officer shall work as Duty MM on that particular day.

09. 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. The Metropolitan Magistrates proceeding for conducting TIP at Mandoli Jail shall not leave the court premises before 03.00 p.m.

10. All the regular Ld Magistrates will look after the urgent work of their regular courts as per the directions of Hon'ble High Court of Delhi including the applications pertaining to regular court matters which are deemed to be urgent.

11. Every Magisterial Court would take up urgent matters via VC, adhering to Delhi Video Conferencing Rule, 2020 framed by the Hon'ble High Court of Delhi.

12. Ld Magistrates are directed to ensure the attendance of atleast one staff official as per the roster submitted and will also ensure that the staff official should extend all the cooperation needed by Ld Duty Magistrates in any case.

13. Orders will continue to be uploaded on the district court website.

14. Bail orders and other orders which are required to be sent to Tihar jail through special messenger would additionally be sent to the concerned jail Superintendent at the official Jail Dak Email Id ie.. **daksection.tihar@gov.in.**

15. The statement of witness U/s 164 Cr.PC may be recorded in the Vulnerable Witness Deposition Room/Other Appropriate Room in the Court Complex.

Aashish Gupta
Addl. Chief Metropolitan Magistrates
North-East District, Karkardooma Court
Delhi

No. 79 /2023/CMM/NE/KKD/Delhi **Date:**

Copy for information to:-

1. The Ld. Registrar General, High Court of Delhi through the Principal District & Sessions Judge (HQ), Delhi.
2. The Ld. Principal District & Sessions Judge, North East.
3. The Ld. Principal District & Sessions Judges, Head Quarters, West, East, Shahdara, Patiala House Courts, North, North-West, South, South-East, South-West, RACC, Delhi.
4. The Ld. CMM, Ld. MMs, North-East, Karkardooma Courts, Delhi.
5. All 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 Ld. Secretary DLSA NE/East/SHD/, Karkardooma Courts, Delhi.
7. The CP, Delhi, the DCP North East/East/SHD through Chowki Incharge, Karkardooma Courts, Delhi.
8. The I G (Prison), Tihar Jail, Delhi/ New Delhi, the Supdt. Central Jail, Delhi, through A.O. (J) R & I Branch, NE, KKD. Courts, Delhi.
9. The Director of prosecution, Delhi, the Chief Public Prosecutor NE/East/SHD.
10. The Lock Up Incharge, Karkardooma Courts, Delhi.
11. The Secretaries, Bar Associations, THC, PHC, KKD, Rohini, Dwarka, RACC & Saket Courts, Delhi.
12. The Incharge, District Courts Web-Site Committee, Tis Hazari Courts, Delhi.
13. The Incharge Computer Branch, Karkardooma Courts, Delhi for uploading on Layers/Web-Site.
14. The Superintendent Admn. and Care Taking Branch, Karkardooma Courts, Delhi.
15. The Incharge Pool Car, Karkardooma Courts, Delhi.
16. The Incharge Cash Branch, Karkardooma Courts, Delhi.
17. The Information Center, Karkardooma Courts, Delhi.
18. The Incharge, Video Conferencing Room, Karkardooma Courts, Delhi.
19. The Notice Board, Karkardooma Court Complex, Delhi.
20. Office Order File.