

1086/CB
13/9/2025

OFFICE OF THE CHIEF METROPOLITAN MAGISTRATE NORTH-EAST
DISTRICT, KAKARDOOMA COURTS, DELHI

LINK ROSTER FOR METROPOLITAN MAGISTRATES (NORTH-EAST)

In supersession of earlier Link Roster, the following arrangement of Link Magistrates for North-East District is made with immediate effect:-

S.No	Name of MMs		Name of MMs
1	Sh. Nitish Kumar Sharma, Ld. MM-03 (Room no. 22)	<-->	Sh. Rupinder Singh Dhiman Ld MM-01 (Room no .73)
2.	Ms. Udita Jain Garg, Ld MM-01 (Room No 64)	<-->	Sh. Vipul Sandwar Ld. MM-02 (Room No 17)
3	Ms. Renu Chaudhary, Ld.MM (Mahila Court-01) (Room no. 67)	<-->	Ms Arushi Parwal, Ld MM (Mahila Court-02) (Room No 74)
4	Sh. Snehil Sharma Ld. MM (NI Act Court) (Room No 409, New Building, KKD)	<-->	Sh. Sachin Ld. MM (Digital Traffic Court) (Room No 404, New Building, KKD)

Notes:-

1) In the absence or non-availability or being on leave or otherwise busy with court work, the **administrative and judicial work of Undersigned shall be looked after by Sh Aashish Gupta, Ld ACMM**. In absence of Ld ACMM, the work of undersigned shall be looked after by the **Duty Magistrate of the day**.

2) In the absence or non-availability or being on leave, the **judicial work of the court of Sh Aashish Gupta, Ld ACMM** shall be looked after by **Sh Rupinder Singh Dhiman, Ld MM-01** and in the absence of **Sh Rupinder Singh Dhiman, Ld MM-01**, the same shall be looked after by the **Duty Magistrate of the day**.

3) Whenever any MM is on leave or busy in remand proceedings in hospital etc. or is not available due to any reason, his/her Judicial work shall be looked after by Link Magistrates shown against his/her name in the opposite column. In case, both the said Ld. MMs are on leave or not available for the similar reasons, the MM whose name is mentioned immediately below the name of Ld. MM concerned shall work as next link Ld. MM and shall look after the work of the court of the Ld. MM whose name finds mentioned above his/her name and so on and so forth. In case no Link MM as aforesaid is available, the Link work shall be looked after by Duty MM of the day.

4) The applications for conduct of TIP Proceedings in respect of any accused or case property, recording of statement u/s 164 Cr.P.C. (except in rape Cases & POCSO Cases), for preparation of inventories under Copyrights Act, Trademarks Act, NDPS Act and other similar Acts, for polygraph test, for Voice Samples, for specimen signatures/handwriting etc. shall be assigned by the jurisdictional Magistrate to the Link MM. In case, the Link MM is not available being on leave or otherwise busy in remand

proceedings in Hospitals, inquests and Jail duty etc., such applications shall be made by the jurisdictional Magistrate to the available Link MM as per above table. In such an eventuality, formal marking of such applications to available Link MM would not be required. However, an endorsement shall be made by the official posted with concerned Court that "Ld PO is on leave or not available due any other reason (with reason to be recorded)" and the application shall automatically be deemed to be assigned to the available Link MM accordingly. For removal of doubts, it is clarified that no further assignment of any such application shall be done by concerned MM who is required to deal with such application as per above directions and only under exceptional circumstances and for genuine reasons mentioned by the MM concerned in writing, the same can be put up before the undersigned with a request for further assignment.

5) Statement of Prosecutrix or other witnesses in Rape cases or POCSO Act (Protection of Children from Sexual Offences) received from Ld Special Court/Ld ASJ and for preparation of inventory/inspection of case property under NDPS Act will be directly put before the undersigned for further marking. In case non availability of undersigned, the same shall be put up before the Duty MM of the day for disposal.

6) Application for plea-bargaining shall be dealt with by the Link Magistrate of the court trying the accused. After the conclusion of plea-bargaining proceedings, the file shall be sent back directly to the Court from where it was referred. But in case the plea-bargaining fails, only the record of trial court shall be returned to the said Court (without plea bargaining proceedings) directly for further proceedings in the matter. The plea-bargaining proceedings shall not form part of the judicial record and shall be consigned to Record Room separately by the Ahlmad of the Link Metropolitan Magistrate (Assignee Court) and endeavour be made to dispose of the applications as soon as possible.

7) All the MMs are hereby directed to dispose of the application U/s 164 Cr. P.C. assigned to them by their Link Magistrate/undersigned preferably on the same date or for reasons to be recorded, on the earliest subsequent date.

8) The Link MM of Juvenile Justice Board for the purpose of recording TIP of accused person, TIP of Case property and recording of **statement U/s 164 Cr PC of JJB** pertaining to North-East District shall be dealt by **Ms Renu Chaudhary, Ld MM, Mahila Court-01, North-East** and in case of her non availability or her being on leave then the same shall be dealt by **Ms Arushi Parwal, Ld MM, Mahila Court-02, North-East** and in case of both the Ld MMs are not available or being on leave then the aforesaid work shall be **put up before the Ld ACMM, North-East** for further marking and in absence of Ld ACMM, North-East, the application shall be placed before the **Ld Duty MM of the day for disposal**.

9) **The Link Magistrate shall first come to the Court of the MM on leave, deal with the matters listed, Misc. Applications and then deal with his/her own Court work.** In any case, the Link Magistrate shall commence work in the concerned Court when Presiding Officer is on leave by 10.30 AM. In case, where a particular officer is expected to work as Link Magistrate in more than one Court on a given day, the reader of court concerned shall inform the litigants and members of the Bar about the time when the 2nd Link Magistrate would be coming to such Court. (This is in ref. to Cir. No 5958-6040/CMM date 19.07.1999).

10) The Link Magistrate besides fixing dates will also do other Misc. Work including recording of evidence of PW's present in the Court on leave, except passing final judgment depending purely upon the availability of time and volume of work fixed in their Court.

11) In order to avoid delay in regulation of the court work, ACMM/MMs (North-East) shall issue instructions to their Readers/Ahimads/Astt. Ahlmad/Steno (in that order) to intimate in writing to the office of undersigned by **10.15 AM positively** on the date when presiding officer happens to be on leave or not available.

12) The undersigned can mark any application/matter to any of the Ld. Metropolitan Magistrates, available in the district, irrespective of the aforesaid link arrangement.

Babita Puniya
Chief Metropolitan Magistrate
North-East District,
Karkardooma Court, Delhi
12.09.2023

No. **29/CMM/NED/KKD/2023/Delhi**

Dated :- **13-9-23**

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 Web-Site.
14. The R & I Branch, Karkardooma Courts, Delhi. (uploading on Layers).
15. The Superintendent Admn. and Care Taking Branch, Karkardooma Courts, Delhi.
16. The Incharge Pool Car, Karkardooma Courts, Delhi.
17. The Incharge Cash Branch, Karkardooma Courts, Delhi.
18. The Information Center, Karkardooma Courts, Delhi.
19. The Incharge, Video Conferencing Room, Karkardooma Courts, Delhi.
20. The Notice Board, Karkardooma Court Complex, Delhi

Babita Puniya
Chief Metropolitan Magistrate
North-East District,
Karkardooma Court, Delhi
12.09.2023