

OFFICE OF THE CHIEF JUDICIAL MAGISTRATE
NORTH- EAST DISTRICT, KARKARDOOMA COURTS, DELHI
DUTY ROSTER FOR THE MONTH OF MARCH, 2026

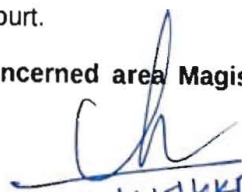
The following Judicial Magistrates will look after the work of Duty Magistrate in North-East District at Karkardooma Courts Complex, Delhi on the dates mentioned against their names. The Ld. Duty Magistrate will hold trial of accused persons involved in petty cases whenever necessary and will attend 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 Magistrate would be assisted by their own staff.

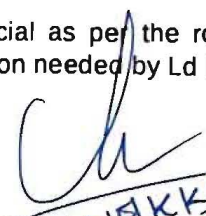
Sl. No.	Name of the officers who will perform duty as Duty CJM/ACJM/JMFC	Days	Holidays	Room No.
1	Ms. Tanya Bamniyal, Ld. CJM R/o A-191, 3 rd Floor, Shivalik, Malviya Nagar, New Delhi- 110017 cmm-northeast@ddc.nic.in	-	01.03.2026 (SUNDAY) 08.03.2026 (SUNDAY)	68
2	Ms. Rishika Srivastava, Ld. JMFC (Mahila Court-01) R/o Flat No. 305, Type-IV, Residential Court Complex, Karkardooma Courts, Delhi. Court Email-id-readermmmahilacourtne@gmail.com	02.03.2026 25.03.2026 27.03.2026	22.03.2026 (SUNDAY) 29.03.2026 (SUNDAY)	67
3	Sh. Pankaj Rai, Ld. JMFC-01 R/o H. No. 83-84, 3 rd Floor, Pocket H-1, Sector 16, Rohini, Delhi-89 Court Email-id-readermm1northeast@gmail.com	09.03.2026 12.03.2026	26.03.2026 (RAM NAVMI) 31.03.2026 (MAHAVIR JAYANTI)	73
4	Sh. Anmol Nohria, Ld. JMFC-02 R/o D-404, Mayur Dhawaj Apartment, IP Extension, Plot No. 60, Patparganj, Delhi Court Email-id-readermm02northeast@gmail.com	13.03.2026 16.03.2026 28.03.2026	15.03.2026 (SUNDAY)	17
5	Ms. Shruti Saraswat, Ld. JMFC-03 R/o Flat No-173, Pocket-D.Mayur Vihar Phase-II, Delhi-110091	19.03.2026 20.03.2026 23.03.2026	21.03.2026 (ID-UL-FITR)	22
6	Ms. Isra Zaidi, Ld. JMFC-04 R/o Flat No. 26, Akriti Apartment, IP Extension Patparganj, Delhi mm04-northeast@ddc.nic.in	-	04.03.2026 (HOLI) 05.03.2026 (LOCAL HOLIDAY)	64
7	Ms. Nishtha Mehtani, Ld. JMFC (NI Act) R/o J-56, Patel Nagar-01, Ghaziabad, UP-201001 Email-id-ninortheast1@gmail.com	17.03.2026 18.03.2026 24.03.2026	-	409 , 4 th Floor, New Court Building
8	Ms. Pranjali Prakash Ld. JMFC (Digital Traffic Court) R/o A-29, A-Block, Surajmal Vihar, New Delhi-110092	10.03.2026 11.03.2026 30.03.2026	14.03.2026 (SECOND SATURDAY)	404 , 4 th Floor, New Court Building
9	Ms. Nishi Jindal, Ld. Reliever JMFC R/o C-1105, R.G. Residency, Sector-120, Noida, U.P.	03.03.2026 06.03.2026 07.03.2026	-	Chamber of court No. 33

Note:-

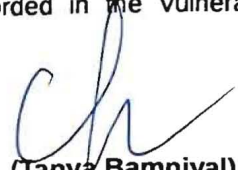
- The Duty Magistrate will not look after the court work of his/her Link Magistrate (s) except recording of statement Under Section 183 BNSS,2023 And TIP Proceedings.
- It is clarified that Duty Magistrate of a particular day shall work as Duty Magistrate from 10:00 AM on the day of his duty till 09:59 AM on the immediate succeeding day.
- When Ld. Judicial Magistrate is working as Duty Magistrate on a court holiday, for disposal of traffic challans, "STR Register and the Fine Receipt Book" of the said court itself shall be utilised 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.
- The Bail Bond/Surety Bond be furnished before the learned concerned area Magistrate/Duty Magistrate.


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- 5 All the Ld. Duty Magistrates are directed to dispose off the application/s ~~Section 183 BNSS, 2023~~ filed before/ assigned to them preferable on the same date. If for any special reason, to be reached in writing, it is not possible to dispose of such applications/s on the same day, it must be disposed on the earliest subsequent date. The Ld. Duty Magistrate shall not further assign such applications and shall dispose off the same themselves.
- 6 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.
- 7 It is impressed upon the Judicial Magistrates to complete their entire work. They should not leave their court work for the Duty Magistrate. Release Warrants should be signed by the Ld. Judicial Magistrate, who accepts the bail bond and the regular Judicial 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 Judicial Magistrates should be disposed of by the regular Judicial Magistrates.
- 8 The Judicial Magistrate deputed for Duty Magistrate 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 Judicial 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.
- 9 The Judicial 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).
- 10 The Judicial 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 Magistrate must proceed on leave, he/she shall send a formal request in advance for change of duty, with the consent of an Judicial Magistrate agreeing to perform duty in his/her place, in the office of the undersigned.
- 11 In case a Duty Magistrate 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 Judicial Magistrate of the said officer shall work as Duty Magistrate on that particular day.
- 13 The Duty Magistrate 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 Judicial Magistrate proceeding for conducting TIP at Mandoli Jail shall not leave the court premises before 03.00 p.m.
- 14 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.
- 15 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.
- 16 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.
- 17 Orders will continue to be uploaded on the district court website.


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18. **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.. **detsection.tihar@gov.in**.
19. The **statement of witness** Section 183 BNSS,2023 may be recorded in the **Vulnerable Witness Deposition Room/Other Appropriate Room** in the Court Complex.

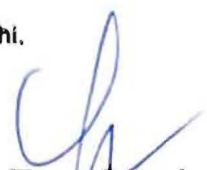

(Tanya Bamniyal)
Chief Judicial Magistrate,
North-East District,
Karkardooma Courts, Delhi

No. **20** /CJM/NE/KKD/Delhi

Date: 18.02.2026

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. CJM, Ld. JMFCs**, North-East, Karkardooma Courts, Delhi.
5. **All Ld CJMs 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, CJM Office (N-E District)**, Karkardooma Courts, Delhi
14. The **Incharge Computer Branch**, Karkardooma Courts, Delhi for uploading on **LayersWeb-Site**.
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.
21. **Office Order File**.


(Tanya Bamniyal)
Chief Judicial Magistrate,
North-East District,
Karkardooma Courts, Delhi
18.022026