

**Office of the Chief Judicial Magistrate, Panipat.**

**Revised Duty Roster for the month of September, 2024.**

In view of the request made by Ms. Shally Nain, Ld. J.M.I.C. Samalkha, the duty roster is herewith Revised. The following revised duty roster shall be observed in respect of Sessions Division, Panipat for the month of September, 2024.

| Sr No. | NAME OF THE OFFICER (Sh./Ms.) | Designation    | FROM       | TO         |
|--------|-------------------------------|----------------|------------|------------|
| 1.     | Saru Goyal                    | JMIC           | 01.09.2024 | 03.09.2024 |
| 2.     | Rupa                          | JMIC           | 04.09.2024 | 06.09.2024 |
| 3.     | Dr. Tarun Kumar Verma         | JMIC           | 07.09.2024 | 09.09.2024 |
| 4.     | Vikas Verma                   | JMIC           | 10.09.2024 | 12.09.2024 |
| 5.     | Aditya Jain                   | JMIC           | 13.09.2024 | 15.09.2024 |
| 6.     | Yachna                        | ACJM           | 16.09.2024 | 18.09.2024 |
| 7.     | Punit Limbha                  | PMJJB          | 19.09.2024 | 21.09.2024 |
| 8.     | Anuradha-1                    | JMIC           | 22.09.2024 | 24.09.2024 |
| 9.     | Mahendra Singh                | CJM            | 25.09.2024 | 27.09.2024 |
| 10.    | Himani Gill                   | JMIC           | 28.09.2024 | 30.09.2024 |
| 11.    | Pratibha Mahla                | JMIC, Samalkha | 01.09.2024 | 10.09.2024 |
| 12.    | Sanjay                        | SDJM, Samalkha | 11.09.2024 | 20.09.2024 |
| 13.    | Shally Nain                   | JMIC, Samalkha | 21.09.2024 | 30.09.2024 |

**The period shall commence from the Court hours and not from mid night.**

1. In case any Judicial Magistrate on duty is unable to perform the duty work on a holiday or after court hours he/she shall make an alternative arrangement with his/her colleague, at his/her own level, with prior intimation to the undersigned.

2. In case any duty Magistrate happens to be on leave on a working days the next Duty Magistrate shall perform the duty work, during the court hours.

3. In case any Judicial Magistrate on leave proceeds on official training tour/visit on any working days or on Sunday or on a holiday the next Duty Magistrate in the duty roster shall be the Duty Magistrate. In said situation, the Judicial Magistrate on duty will inform the next Duty Magistrate about the same under intimation to the learned District & Sessions Judge as well as undersigned.

4. In case any Duty Magistrate proceeds on leave on a holiday or after court hours he shall make an alternate arrangement for duty work in his absence and obtain the consent of the officer in writing under intimation to the learned District & Sessions Judge as well as undersigned.

5. In case any Duty Magistrate proceeds on quarantine/medical leave (either on working day or holiday), the next Duty Magistrate in the roster shall be the Duty Magistrate for the said period and so on. Further, the Magistrate, so proceeding on such a leave shall inform the concerned Duty Magistrate in this regard.

6. In case Ld. ACJM or CJM or CJM are attending any official meeting or busy in administrative work, their duty work shall be performed by Duty Magistrate of the said dates.

However regarding dying declaration instructions already issued by this court from time to time and provisions of Chapter 13-A, Volume 3, of Rules and orders of Punjab and Haryana High Court are to be followed.

Chief Judicial Magistrate,  
Panipat.

No. 2847-64 / Dated 31/8/24

Copy forwarded to the following for information:-

1. The Ld. District & Sessions Judge, Panipat.
2. The Adll. Chief Judicial Magistrate, Panipat.
3. Ms. Meenu, Ld. CJM-cum-Secretary, DLSA, Panipat.
4. Sh. Sanjay, Ld. SDJM, Samalkha.
5. Sh. Punit Limbha Ld. PMJJB, Panipat.
6. Ms. Pratibha Mahla, Ld. JMIC, Samalkha.
7. Ms. Rupa, Ld. JMIC, Panipat.
8. Sh. Tarun Kumar, Ld. JMIC, Panipat.
9. Ms. Himani Gill, Ld. JMIC, Panipat.
10. Ms. Anuradha-1, Ld. JMIC, Panipat.
11. Sh. Vikas Verma, Ld. JMIC, Panipat.
12. Sh. Aditya Jain, Ld. JMIC, Panipat.
13. Ms. Shally Nain, Ld. JMIC, Samalkha.
14. Ms. Saru Goyal, Ld. JMIC, Panipat.
15. The Superintendent of Police, Panipat.
16. The District Attorney, Panipat.
17. The President Bar Association, Panipat.
18. The President Bar Association Samalkha.

Chief Judicial Magistrate,  
Panipat.