

**Office of the Chief Judicial Magistrate, Panipat.  
Duty Roster for the month of November, 2024.**

In accordance with directions and prior approval of Ld. District & Sessions Judge, Panipat, the following duty roster shall be observed by the Courts in respect of District Panipat for the month of November, 2024.

Sr No.	NAME OF THE OFFICER (Sh./Ms.)	Designation	FROM	TO
1.	Vikas Verma	JMIC	01.11.20 24	03.11.2024
2.	Aditya Jain	JMIC	04.11.2024	06.11.2024
3	Yachna	ACJM	07.11.2024	09.11.2024
4	Dr. Tarun Kumar Verma	JMIC	10.11.204	12.11.2024
5	Puneet Limbha	JMIC	13.11.2024	15.11.2024
6.	Anuradha-I	JMIC	16.11.2024	18.11.2024
7.	Mahendra Singh	CJM	19.11.2024	21.11.2024
8	Saru Goyal	JMIC	22.11.2024	24.11.2024
9	Himani Gill	JMIC	25.11.2024	27.11.2024
10	Rupa	JMIC	28.11.2024	30.11.2024
11	Shally Nain	JMIC, Samalkha	01.11.2024	10.11.2024
12.	Pratibha Mahla	JMIC, Samalkha	11.11.2024	20.11.2024
13	Sanjay	SDJM, Samalkha	21.11.2024	30.11.2024

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

- 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.
- 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.
- 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.
- 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 well undersigned.
- 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.
- In case Ld. ACJM 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.

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Chief Judicial Magistrate,  
Panipat.

No. 4220 / Dated 29-10-24

Copy forwarded to the following for information:-

1. The Ld. District & Sessions Judge, Panipat.
2. The Addl. Chief Judicial Magistrate, Panipat.
3. Ms. Meenu, Ld. CJM-cum-Secretary, DLSA, Panipat.
4. Sh. Sanjay, Ld. SDJM, Samalkha.
5. Sh. Puneet 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-I, 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.

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Chief Judicial Magistrate,  
Panipat.