OFFICE OF THE CHIEF METROPOLITAN MAGISTRATE : NORTH DISTRICT :
ROHINI COURTS, DELHI

LINK ROSTER

In super-session of Order no. 1427 – 1451 /CMM/Rohini/Delhi dated 20.07.2019, the following arrangement is made of division of work and responsibilities of Metropolitan Magistrates in the North Judicial District of Delhi. This roster will take immediate effect.

S. No	Name of the Magistrate	Room No.		Name of the Magistrate	Room No.
1	Ms. Aditi Garg, MM	103	<-->	Ms. Swati Sharma, MM	104
2	Ms. Neha Gupta Singh, MM	319	<-->	Ms. Richa Sharma, MM	306
3	Ms. Manu Goel Kharb, MM	114	<-->	Sh. Sachin Gupta, MM	213
4	Sh. Arun Goel, MM	6	<-->	Ms. Rashmi Gupta, MM	320
5	Ms. Divya Malhotra, MM	116	<-->	Ms. Niharika Kr. Sharma	110

1. Whenever any MM is on leave or unavailable due to official work, his work shall be dealt with by the link Magistrate shown against his name in the opposite column. In case both the said MMs are on leave or not available due to official work, the MM whose name is mentioned immediately below the name of the unavailable link MM shall work as his next link MM and so on. The two MMs mentioned in the first horizontal row shall be deemed to be MMs placed immediately below the two MMs mentioned in the last row. In case none of the Link Magistrates named in the column is available, the work shall be dealt with by the Magistrates named in the other column, starting from the top.

2. In case the undersigned is not available, being on leave or busy with administrative work or for other official reasons, the work of the court of the undersigned shall be dealt with by Sh. Sachin Gupta, Ld. MM. In the absence of of Sh. Sachin Gupta Ld. MM the respective work shall be looked after by Ms. Jasjeet Kaur, Ld. ACMM and in her absence by the Duty MM. The judicial work to be exclusively dealt by CMM i.e. applications under SARFAESI ACT, transit remand or remand pertaining to cases of Crime, CBI or EOW etc shall be dealt by Ld. ACMM and in her absense by senior most MM.

3. Sh. Sachin Gupta, Ld. MM, shall dispose of all miscellaneous application and remand work of the court of the undersigned as and when the undersigned is on leave or otherwise busy in administrative work or not available. In his absence, the aforesaid work will be looked after by Ms. Jasjeet Kaur, Ld. ACMM and in the absence of both of said officers, the same shall be looked after by the Duty Magistrate of the day.

4. In case Ms. Jasjeet Kaur, Ld. ACMM is not available, being on leave or busy with administrative work or for other official reasons, the work of the court of Ms. Jasjeet Kaur Ld. ACMM shall be dealt with by Ms. Neha Gupta Singh, Ld. MM as the first link and in her absence by the Duty MM.

5. In case the undersigned is not available, being on leave or busy with official work, the administrative work shall be looked after by Ms. Jasjeet Kaur Ld. ACMM (North District). In case she is also not available, the administrative work shall be looked after by the senior most MM available on the day.

6. Applications for recording statement under section 164 Cr.PC moved before the Area MM shall be marked by him/her to the Link MM regardless of the offence being not triable by the area MM/MM.

7. In the event that the Area MM is on leave or not available, the application for recording statement under section 164 Cr.PC shall be moved before the Link MM who shall proceed to record the statement as if the application had been marked to him/her by the Area MM.

8. In the absence of the Link MM the application under section 164 Cr.PC shall be marked by the Area MM to the next link MM in the manner given in Clause1 above.

9. Applications for recording statement under section 164 of Criminal Procedure Code in cases involving offences under Sections 376, 376A, 376B, 376C, 376D or 377 of IPC against a female or offences against children shall be moved only beforeMs. Jasjeet Kaur Ld. ACMM, (North District) for marking. In the absence of Ms. Jasjeet Kaur, Ld. ACMM, such application shall be moved before the undersigned. In the absence of Ld. ACMM and undersigned, such application shall be moved before Ld. DMM.

10. **All the Ld. MMs are further directed that the statement of the child witness u/s 164 Cr. P.C. mandatory be recorded in the designated room No.405 Fourth Floor and all procedural guidelines be strictly complied with.**

11. In the absence of the Link MM, such applications would be marked to the Link MM in the manner provided in clause 1 above. The Magistrate so dealing with TIP applications is not exempted from work as duty magistrate on days assigned to him or her.

12. The Magistrates who are required to proceed for Test Identification Parade proceedings at Rohini Jail shall leave the Court premises only after completing their judicial work as well as the work of their link Magistrates (including post lunch session work) and after recording statements Under Section 164 of Code of Criminal Procedure, if any, for which applications are received in their Court by 02.15 PM. In order to avoid repeated travel to jail, it is directed that on the day fixed for carrying out TIP in a particular jail complex, the Magistrate shall conduct TIP in all cases in which applications have been received by the said date and in which the accused is lodged in the same complex (Tihar/Rohini). TIPs shall accordingly be scheduled. The assignment of TIP duty world not exempt the officer from holding evening court.

13. If the link MM who has scheduled the recording of a statement under section 164 Cr.PC or a TIP proceeding for a particular date is on leave on the said date, the next link MM shall either conduct the proceedings or assign a date on which the Link MM would himself or herself conduct the same.

14. If any person in custody is reported to be in hospital or other such institution, and the said person is required to be remanded to custody in the said hospital/institution, the Area Magistrate (or his link Magistrate, if Area Magistrate is leave or unavailable due to official reasons) shall proceed to the hospital/institution at 5pm for remand proceeding.

15. All the MMs are directed to dispose of the applications under section 164 Cr.P.C. on the same date or if it is to be deferred for unavoidable reasons, which shall be recorded, then on the earliest subsequent date.

16. The Link MM shall first come to the Court of MMs on leave, personally deal with the matters listed, dispose of the misc. applications and then start the work of his/her own Court.

17. The MM's on leave, or their Readers/Ahlmads/PA, shall send written intimation of they being on leave to the office of the undersigned by 10.10am.

18. The Link Magistrate shall commence work in the link court by 10.20 am. In case a particular officer is required to work as link Magistrate in more than one court on a given day, he shall suitably instruct the Reader of such court to inform the litigants and lawyers of the time when the link Magistrate would be coming to such other court.

19. The Duty Magistrate is not exempted from performing link duties including recording of statements under Section 164 of Criminal Procedure Code and TIP duty.

20. All applications for recording statements under Section 164 of Cr.P.C. filed till 05:00 pm on working days shall be placed before the Area MM. The Area MM shall assign the application to the Link MM as noted above. Applications for recording of statement under Section 164 of Cr.P.C. in cases triable by the Mahila Court shall not be assigned to the presiding officer of the concerned Mahila Court and shall instead be marked to the next Link MM as per the Roster.

21. Applications for plea-bargaining may be dealt with by the Link Magistrate of the court trying the accused. After 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 MM (Assignee Court) the endeavorer be made to dispose off the applications within 3 months of assignments.

22. All applications for carrying out inquest proceedings shall be placed directly before the undersigned during court hours & to Ld. ACMM in absence of undersigned. In case if both said officials are not available than to the senior most Metropolitan Magistrate. The Magistrate shall proceed for inspection of the body of the inmate on the same day, either before holding court, or after court hours. If information of death is received by the duty MM after office hours, inquest proceedings shall be carried out by the Duty Magistrate and shall be deemed to be assigned to the said Magistrate. He shall continue the proceedings on the next following day notwithstanding that the said succeeding day may be a court holiday. No formal order for assigning such inquest proceedings would be necessary.

(Gagandeep Singh)
Chief Metropolitan Magistrate (North)
Rohini Courts, Delhi.

Dated : 02.08.2019

No. 1567-92/2019/CMM/North/Rohini/Delhi.

Copy forwarded for information and necessary action :

1. The Ld. District & Sessions Judge, North District, Delhi.
2. All Metropolitan Magistrates (including ACMM), North District, Rohini Courts, Delhi.
3. The Director of Prosecution, Delhi.
4. The Controlling Officer, Pool-Car, Rohini Courts, Delhi
5. The Deputy Commissioners of Police, Outer North, North and North-West Districts, Delhi.
6. The Secretary, Rohini Court Bar Association, Rohini, Delhi
7. Law Officer, Tihar Jail, Delhi.
8. The In charge, Facilitation Centre, Rohini Courts, Delhi
9. The Incharge, Lock-up, Rohini Courts, Delhi.
10. Reader, Video Conferencing Room, Rohini Courts, Delhi.
11. The Caretaker, Rohini Courts, Delhi.
12. Notice Board (Through The Caretaker, Rohini Courts).
13. For Uploading on LAYERS.
14. For Uploading on centarlized web-site through LAYERS.
15. Office File.

(Gagandeep Singh)
Chief Metropolitan Magistrate (North)
Rohini Courts, Delhi.