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 undersigned or duty MM, 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. Yet, where any difficulty is being faced, the application shall be placed before Mr. Manish Khurana, Ld. ACMM (North) or the undersigned for assignment to any Magistrate.

(Manish Khurana)
Additional Chief Metropolitan Magistrate (North)
Rohini Courts, Delhi.

(Ashish Aggarwal)
Chief Metropolitan Magistrate (North)
Rohini Courts, Delhi.

No. 878-903 /2016/CMM/North/Rohini/Delhi. Dated : 31/05/2016

Copy forwarded for information and necessary action :

1. The Ld. Registrar General, Hon'ble High Court of Delhi, New Delhi (Through Proper Channel)
2. The Ld. District & Sessions Judge, North District, Delhi.
3. All Metropolitan Magistrates (including ACMM), North District, Rohini Courts, Delhi.
4. The Director of Prosecution, Delhi.
5. The Controlling Officer, Pool-Car, Rohini Courts, Delhi
6. The Deputy Commissioners of Police, Outer and North-West Districts, Delhi.
7. The Secretary, Rohini Court Bar Association, Rohini, Delhi
8. Law Officer, Tihar Jail, Delhi.
9. The Incharge, Facilitation Centre, Rohini Courts, Delhi.
10. The Incharge, Lock-up, Rohini Courts, Delhi.
11. Reader, Video Conferencing Room, Rohini Courts, Delhi.
12. The Caretaker, Rohini Courts, Delhi.
13. Notice Board (Through The Caretaker, Rohini Courts).
14. Office File.

(Manish Khurana)
Additional Chief Metropolitan Magistrate (North)
Rohini Courts, Delhi.
31.05.2016

(Ashish Aggarwal)
Chief Metropolitan Magistrate (North)
Rohini Courts, Delhi.
31.05.2016

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

LINK ROSTER

In supersession of Order no. 658-683/2016/CMM/Rohini/Delhi dated 21.04.2016, 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 effect from 01.06.2016.

S. No	Name of the Magistrate	Room No.		Name of the Magistrate	Room No.
1	Ms. Richa Manchanda, MM	103	<-->	Ms. Kadambari Awasthi, MM	110
2	Sh. Virender Singh, MM	319	<-->	Sh. Kapil Kumar, MM	320
3	Sh. Jitendra Pratap Singh, MM	114	<-->	Mr. Anurag Dass, MM	104
4	Sh. Sunil Kumar, MM	213	<-->	Sh. Vikram, MM	116

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 MM shall work as his next link MM. In case even the said next link MM is on leave or similarly not available, the MM whose name finds mention immediately below thereafter shall work as the next link MM. 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 Ms. Rajani Ranga, Ld. MM. In the absence of Ms. Rajani Ranga, Ld. MM, the respective work shall be looked after by Mr. Vikram, Ld. MM, and in his absence, by the Duty MM. Applications for recording of statements under Section 164 of Criminal Procedure Code and other miscellaneous applications of the court of the undersigned may be assigned to any Magistrate.
3. In case the undersigned is not available, being on leave or busy with official work, the administrative work shall be looked after by Mr. Manish Khurana, Ld. ACMM (North District). In case he is also not available, the administrative work shall be looked after by the seniormost MM available on the day.
4. In case Mr. Manish Khurana, Ld. ACMM (North District) is on leave, the work of his court shall be dealt with by Ms. Kadambari Awasthi. In the absence of Ms. Kadambari Awasthi, MM, the work shall be looked after by the Duty MM. Applications for recording of statements under Section 164 of Criminal Procedure Code and other miscellaneous applications of the court of Mr. Manish Khurana may be assigned by him to any Magistrate.
5. In case Ms. Rajani Ranga, Ld. MM is on leave, the work of her court shall be dealt with by Sh. Jitendra Pratap Singh, MM and in the absence of the latter, the work would be dealt with by the Duty MM.
6. Applications for recording statement under section 164 of Criminal Procedure Code (except in cases involving offences under Sections 376, 376A, 376B, 376C, 376D or 377 of IPC against a female) moved before the area MM shall be marked by the area MM to the next available male link MM after skipping the names of lady MMs in the link roster as per the above table. In case the Link MM is on leave or unavailable due to official reasons, the application shall be dealt with by the next available male Link MM and it will not be necessary for the area MM to formally mark the same to the said Link MM. If the area MM is on leave or so unavailable, the concerned link MM shall deal with the application deeming it to have been made over to him without any need of a formal order. 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 moved before the area MM shall be marked by the area MM to the next available lady link MM after skipping the names of male officers in the link roster. If both Ms. Kadambari Awasthi and Ms. Richa Manchanda are on leave or unavailable for official duties on a particular day, such applications would be placed before Mr. Manish Khurana, Ld. ACMM (and in his absence, before the next seniormost available MM) for assignment to any Magistrate. Applications for recording of statements under Section 164 of Criminal Procedure Code (irrespective of offence involved) relating to the court of the undersigned and those relating to the court of ACMM could be assigned by the former to any Magistrate.

If, however, the former are on leave or unavailable, the application would be deemed assigned to the link MM as per clauses 2 and 4 above.

7. In order to streamline work of TIPs, and to obviate frequent absence of the MMs from the court, duty of carrying out TIP in all cases of the judicial district shall be assigned to judicial officers on rotational basis for specified periods. Applications for TIP of accused persons filed in the North Judicial District from 01.06.2016 to 25.06.2016 shall be deemed assigned to Mr. Virender Singh, Ld. MM who shall entertain the applications directly from the IO and shall himself carry out TIP proceedings. Applications filed from 27.06.2016 to 11.07.2016 shall be dealt by Mr. Kapil Kumar, Ld. MM. Applications filed from 12.07.2016 to 26.07.2016 shall be dealt by Mr. Jitender Pratap Singh, Ld. MM. Applications filed from 27.07.2016 to 11.08.2016 shall be dealt by Mr. Anurag Dass, Ld. MM. Applications filed from 12.08.2016 to 26.08.2016 shall be dealt by Mr. Sunil Kumar, Ld. MM. Applications filed from 27.08.2016 to 10.09.2016 shall be dealt by Mr. Vikram, Ld. MM. It is clarified that the abovenamed Magistrates would not hold TIP proceedings in cases which pertain to the police stations allocated to them and applications for TIP in such cases shall be assigned by the abovenamed Magistrates to their concerned Link Magistrates available on that day. In all cases in which the TIP applications have been filed, TIP proceedings must be conducted by the MM within the allocated span of fifteen days and where this is not being possible, the TIP application shall be placed before Ld. ACMM who may, on examining the circumstances, either assign the application to the same Magistrate or to any other Magistrate. In case the Presiding Officer who is to so deal with the application is on leave on the day of filing of the application or the day fixed for TIP, the application shall be placed before Mr. Manish Khurana, Ld. ACMM for appropriate orders. In case there is any difficulty being faced by the Ld. MM in dealing with the TIP application, he may seek directions from Ld. ACMM or, in his absence, from the undersigned. The Magistrate so dealing with TIP applications is not exempted from work of duty magistrate on days assigned to him or from link duties.
8. 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 (who are on leave) 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 would not exempt the officer from holding evening court.
9. Where a Magistrate receives summons for appearance in some other court complex for tendering evidence, he shall proceed to the said complex only after giving one day's prior information to Ld. ACMM who may assist the Magistrate by making inquiries from the concerned court as to whether evidence is likely to be recorded, so that the Magistrate does not have to travel in vain to the other complex, due to which litigants of the latter's own court may suffer.
10. Where the available Link Magistrate has fixed a particular date for recording certain proceedings, the proceedings shall be conducted by him only on the date so fixed notwithstanding that on the date fixed the first link or other link magistrate is available. If the link magistrate who has scheduled the proceedings for that day is on leave or otherwise unavailable, his link magistrate may either carry out the said proceedings or may reschedule the proceedings for the very next available date.
11. 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 on leave or unavailable due to official reasons) shall proceed to the hospital/institution at 5pm for remand proceedings.
12. 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.
13. The link MM will do all judicial work including recording of evidence of the Court in which the Presiding Officer is on leave.
14. 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.
15. The MMs on leave, or their Reader/Ahlmad/PA, shall send written intimation of they being on leave to the office of the undersigned by 10:10 am.
16. 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.
17. The Duty Magistrate is not exempted from performing link duties including recording of statements under Section 164 of Criminal Procedure Code and TIP duty.
18. 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. It is clarified that the mere fact that the offences in question are triable by Ld. Mahila Court shall not imply that the application would be placed before the Mahila Court for assignment. Applications for recording of statement under Section 164 of Cr.P.C. in cases triable by the Mahila Court shall not be assigned to Ms. Richa Manchanda, MM and shall instead be marked to the next Link MM as per the Roster.

19. In cases where a Magistrate expresses his inability to entertain an application for recording of statement under Section 164 of Code of Criminal Procedure and in cases where the investigating officer is unable to ascertain the Magistrate who is to record the statement (irrespective of the offence involved), the application shall be placed before Mr. Manish Khurana, ACMM (North) and in his absence before the next seniormost available MM for assignment to any Magistrate.
20. Requests of Magistrates for transfer of a case and transfer applications filed by parties to a case or their representatives (except from the court of the undersigned) and applications for transit remand and for enforcement of awards shall be placed before ld. ACMM (North) and, in his absence, before the undersigned. Files received from higher courts for assignment shall be placed before ld. ACMM (North) or before the undersigned. Similarly requests for urgent listing of cases shall be addressed to the Ld. ACMM and, in his absence, to the undersigned. In case any MM or any staff member has any query or requires any clarification regarding this roster, or has any request to make towards modification of this roster or for modification of the duty roster, the same may be addressed to Mr. Manish Khurana, Ld. ACMM.
21. Applications for recording of statement under Section 164 of Cr.P.C. in cases concerning juvenile delinquents shall be taken up by the Area Magistrate of the Police Station where the FIR/DD entry has been registered, and shall be marked by him to the link magistrate as per this roster having regard to the nature of alleged offences. Applications for conducting TIP in cases concerning juvenile delinquents shall be directly placed before the Magistrate to whom TIP duty has been assigned by this roster. This is notwithstanding the fact that the applications may have been directed by Juvenile Justice Board to be placed before the undersigned for directions. No formal order for assigning such applications to the Magistrate shall be necessary.
22. In the event of an accused person being declared by Juvenile Justice Board to be not a juvenile, on being referred to the court of the undersigned, the case shall be deemed to be marked to the Ld. Magistrate who is competent to try the offence as per division of police stations and the nature of the case. Such files/documents received from the Juvenile Justice Board shall be placed directly before the concerned Magistrate on the date and time stipulated in the order of Juvenile Justice Board. The investigating officer and the accused person shall also directly appear before the concerned magistrate. No formal order for assigning such cases to the concerned Magistrate shall be necessary notwithstanding the fact that the case may have been directed by Juvenile Justice Board to be placed before the undersigned. Similarly in cases in which the magistrate finds the accused to be a juvenile, he may, after concluding the inquiry and declaring the age, send the file/records of the case directly to the Juvenile Justice Board.
23. Cases involving offences under Section 138 of Negotiable Instruments Act received from other Districts by way of transfer shall be deemed to be assigned to the Area Magistrate of the Police Station in whose jurisdiction the offence has been committed. On receipt of such files in the CMM office, they shall promptly be sent to the court of such Magistrate so that the case can be taken up in the said court on the scheduled date and time. Parties may also be informed of the deeming assignment. This is notwithstanding the fact that such cases may have earlier been directed to be placed before the undersigned. No formal order of assignment of such cases shall be necessary and the case shall directly be taken up by the concerned Magistrate on the date fixed. This will eliminate delay and inconvenience to litigants as one date would be avoided. Parties shall appear before the concerned Magistrate on the scheduled date and time. In case the Magistrate to whom the file has been sent decides that the case is not triable in the North District, he shall be at liberty to pass a fresh order of transfer of the case to the competent judicial district. Where the date fixed for listing of the case has already lapsed or where there is any difficulty in placing the matter directly before the concerned Magistrate, the file shall be placed before Mr. Manish Khurana, Ld. ACMM or before the undersigned for assignment. Similarly files that have to be forwarded to other districts shall be placed before Mr. Manish Khurana or before the undersigned.
24. Applications for plea-bargaining may be dealt with by the court trying the accused or may be marked directly to the Link Magistrate for disposal of the plea-bargaining application. After conclusion of plea bargaining proceedings, the file shall be sent back directly to the Court from where it was referred.
25. All applications for carrying out inquest proceedings shall be placed directly before the Duty MM, who shall initiate the said proceedings under intimation to the undersigned. The