

**OFFICE OF THE CHIEF METROPOLITAN MAGISTRATE NORTH DISTRICT  
ROHINI COURTS, DELHI  
LINK ROSTER**

Consequent upon transfer/posting Endst. No. 1854-1887/DHC/Gaz/G-7/VI.E.2(a)2024 dated 19<sup>th</sup> March.2024 of Hon'ble High Court of Delhi, the Order no. 43005-43032/2023/CMM/Noth/Rohini/Delhi dated 15.12.2023 is partially modified and 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. Nidhi Chitkara , Ld. MM (Mahila Court-02)	104	<-->	Ms. Preeti , Ld. MM (Mahila Court-01)	103
2	Sh. Ajay Narwal, Ld. MM - 02	319	<-->	Sh. Rohit Kumar, Ld. MM - 04	110
3	Ms. Neha Pandey, Ld. MM - 06	320	<-->	Sh. Himanshu Sehloth, Ld. MM -03	213
4	Sh. Saurabh Goyal, Ld. MM – 05.	114	<-->	Ms. Jyoti Nain, Ld. MM - 07	06
5	Ms. Bhujali, Ld. MM - 01	116	<----	Ms. Himanshi Tyagi, Ld MM (NI Act) Digital Court	310

- 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.
- 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 including miscellaneous application and remand work of the undersigned shall be dealt with by **Sh. Ajay Narwal, Ld. MM**. In the absence of **Sh. Ajay Narwal, Ld. MM** the respective work shall be looked after by **Ms. Neha Pandey, Ld. MM** and in her absence by the Ld. Duty MM of the day. The judicial work to be exclusively dealt by CMM i.e. applications under SARFAESI ACT, transit remand or remand pertaining to cases of Crime, EOW and CBI etc shall be dealt by **Ld. ACMM** and in absense of both, and on Holidays by **Ld. Duty MM of the day**.
- All the applications moved for recording of statement u/s 164 Cr. P.C, releasing/cancellation of Superdari, applications for releasing the case property/Jama Talashi articles of PS Alipur be directly put up before **Sh. Ajay Narwal, the Ld. Link MM** of undersigned, it may be considered as if the same have been marked to him by the undersigned to dispose of the same. In the absence of **Sh. Ajay Nawal, Ld. Link MM** same shall be dealt with by **Ms. Neha Pandey, Ld. MM**, in above said manner. If both the **Ld. MMs** happen to be not available due to any reason, then the above mentioned work shall be dealt with by the Ld. Duty MM for the day.
- In case **Ms. Niharika Kumar Sharma, 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. Niharika Kumar Sharma, Ld. ACMM**, shall be dealt with by **Sh. Rohit Kumar, Ld. MM** as the first link and in her absence by the **Duty MM** for the day.
- In case the undersigned is not available, being on leave or busy with official work, the administrative work shall be looked after by **Ms. Niharika Kumar Sharma, Ld. ACMM** (North District). In case she is not available, the administrative work shall be looked after by **Ms. Neha Pandey, Ld. MM** and in case she is also not available the work shall be looked after by the **Duty MM** for the day.
- 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. **If the link MM happens to be the trial court then it will automatically be assigned to next Link MM as per link roster without any further marking.**



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 Clause 1 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 before **Ms. Niharika Kumar Sharma, Ld. ACMM**, (North District) for marking. In the absence of **Ms. Niharika Kumar Sharma, 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. Duty MM.
10. All the Ld. MMs are further directed that the statement of witnesses u/s 164 Cr. P.C. mandatorily be recorded in the Vulnerable Witness Deposition Room, 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 would 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 on 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. If MM's are on leave, then their Reader/Ahlmads/PA, shall send written intimation of their being on leave to the office of the undersigned by 10.10 am.
18. The Link MM 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 Duty MM of the day. The Duty Magistrate shall proceed for inspection of the body of the inmate on the same day, either before holding court, or after court hours. She/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.
23. In case of non availability of **Ms. Bhujali, Ld. MM**, her court work shall be looked after by her second link MM and in case of non availability of her second link MM by her third link MM and so on and so forth. It is clarified that **Ms. Himanshi Tyagi, Ld. MM NI Act**, Digital Court shall not look after the court work of any court as she being digital court is likely to work from Home cum Residential Office.
24. All the applications for recording of statement u/s 164 Cr.P.C and conducting TIP of the court of **Ms. Bhujali Ld. MM** pertaining to P.S Narela shall be dealt with by **Ms. Nidhi Chitkara, Ld. MM (Mahila Court-02)** and statement u/s 164 Cr.P.C of P.S Bhalswa Dairy shall be dealt with **Ms. Preeti, Ld. MM(Mahila Court-01)**. Applications shall be marked by the concerned court only in above said matters. In the absence of **Ms. Bhujali, Ld. MM** the applications for recording Statement u/s 164 Cr.P.C shall be moved directly before the concerned link MM depending upon the Police Station to which they pertain who shall proceed to record the same as through the same had been marked by Ms. Bhujali, Ld. MM-01. Also, in the absence of either **Ms. Preeti, Ld. MM** or **Ms. Nidhi Chitkara, Ld. MM** the applications for recording statement u/s 164 Cr. P.C, pertain to the concerned police stations as mentioned above shall be dealt with their next link MM as per the link roster.
25. All the MMs are directed to make earnest endeavors to dispose of applications for recording of statements u/s 164 Cr.P.C assigned to them, particularly those for sexual offences assigned to them on the same date. It should not be ordinarily returned back to the undersigned for marking to someone else citing heavy cause list or multiple statements to be recorded, except in compelling and extraordinary circumstances, as it causes undue hardship to the vulnerable victims.

(Neha Gupta Singh)

Chief Metropolitan Magistrate (North)  
Rohini Courts, Delhi.

Dated : 20/03/2024

No. 9614-9642 /2024/CMM/North/Rohini/Delhi.

Copy forwarded for information and necessary action :

1. The Ld. Principal 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 centralised web-site through LAYERS.
15. Office File.

(Neha Gupta Singh)

Chief Metropolitan Magistrate (North)  
Rohini Courts, Delhi.