## OFFICE OF THE CHIEF JUDICIAL MAGISTRATE : NORTH DISTRICT:

**ROHINI COURTS: DELHI**

DUTY ROSTER OF NORTH DISTRICT FOR THE MONTH OF

**AUGUST 2025**

The following Judicial Magistrates will work as Duty Judicial Magistrate for North District at Rohini Courts on the dates noted against their names, are following:

| S.No | Name of the Judicial Magistrate | Working Days | Holidays | Room No. |
|---|---|---|---|---|
| 1. | **Sh. Himanshu Sehloth, Ld. JMFC-03**<br>B 704, Judicial officer's Residential Complex, Sector-26, Rohini Delhi. | **01.08.2025**<br>**02.08.2025** | **03.08.2025** | **213** |
| 2. | **Ms. Bhujali, Ld. JMFC-01**<br>2027, Delhi Administration Flats Gulabi Bagh, Delhi-110007. | **04.08.2025**<br>**06.08.2025**<br>**14.08.2025** | --- | **116** |
| 3. | **Ms. Sanya Dalal, Ld. JMFC Mahila Court-01**<br>B-8, 3rd Floor, Delhi Administration Officers Flats, Near Model Town Metro Station, Delhi **Also at** : H. No. 2346, Sector-02, Bahadurgarh,District-Jhajjar-124507, Haryana | **05.08.2025**<br>**20.08.2025**<br>**26.08.2025** | --- | **103** |
| 4. | **Ms. Jyoti Nain, Ld. JMFC-07**<br>Flat No. B2/206, Dellhi Administration Flats, Shalimar Bagh, Delhi-110088 | **21.08.2025**<br>**25.08.2025**<br>**27.08.2025** | --- | **06** |
| 5. | **Dr. Neha Kheria, Ld. JMFC-02**<br>H. No. 22A Navera Apartment, West Enclave, Pitampura-110034. | **07.08.2025**<br>**22.08.2025**<br>**30.08.2025** | --- | **319** |
| 6. | **Ms. Garima Jindal, Ld. JMFC-06**<br>2nd floor, 15, 16, B-8, Sector-11, Rohini, Delhi. | **08.08.2025**<br>**23.08.2025**<br>**29.08.2025** | --- | **320** |
| 7. | **Sh. Sarthak Panwar, Ld. JMFC-05**<br>F-212, DLF New Town Heights, Sector-91, Gurugram, Haryana. | --- | **10.08.2025**<br>**15.08.2025**<br>**16.08.2025** | **114** |
| 8. | **Sh. Rohit Kumar, Ld. JMFC-04**<br>G-1/472, S/F Back side, Uttam Nagar, Delhi110059. | **18.08.2025** | **09.08.2025**<br>**17.08.2025** | **14** |
| 9. | **Ms. Disha Singh Ld. JMFC Mahila Court-02**<br>Flat No. 805, Upvan Apartments, Sector-28, Rohini, Delhi. | **12.08.2025**<br>**28.08.2025** | **24.08.2025** | **104** |
| 10. | **Ms. Shreejee Abbot, Ld. JMFC DC Traffic Court**<br>C-1/29, Prashant Vihar, Rohini Sector-14 Delhi. | **11.08.2025**<br>**13.08.2025**<br>**19.08.2025** | **31.08.2025** | **115*** |

1. The undersigned shall be available for main administrative work on all dates.

2. It is enjoined upon the duty Judicial Magistrate First Class to hold the trial of accused persons involved in petty cases and to attend all the emergency matters such as recording of dying declarations, recording of statement under Section 164 of Cr.PC/183 BNSS, TIPs and inquests whenever placed before him/her. He/ she shall be available at his residence after court hours.

3. The duty Judicial Magistrate First Class stands deputed for the purpose of trial of demonstrators. Challans (including those booked by Traffic Police/STA) filed during holidays and shall also be disposed of by the duty Judicial Magistrate First Class. On Sundays and other holidays the Duty Judicial Magistrate First Class is required to reach court by 10:00 am. and remain there up to 5.00 pm. or till the disposal of the entire remand and other misc. work, whichever is later. On working days, duty Judicial Magistrate First Class shall remain in the court till 5:00 pm.

4. When any working day is declared holiday, the duty Judicial Magistrate First Class on that day will be deemed as duty Judicial Magistrate First Class for whole of the day without any further orders.

5. It is impressed upon all Judicial Magistrates First Class to remain available in their courts and to perform their judicial work till 5.00 pm, including deciding remand and bail applications, recording of statement u/s 164 Cr. PC/183 BNSS, conducting TIP and signing of orders passed on the day, as also on warrants, for example, release warrants, remand warrants etc., and not to leave such work for the Duty JMFC of that day.

6. The Judicial Magistrates First Class deputed for duty on holidays, second saturday and sundays and also members of the staff of their court who actually work on such days will be entitled to avail special casual leave (compensatory Leave) in lieu of duty performed on such day(s) as per rules. The Cashier/Official of Cash Branch who actually work on such days shall be entitled to avail special causal leave (compensatory Leave) in lieu of duty performed on such days(s) within six month thereof. The Special Casual Leave (compensatory Leave) of Judicial Magistrates First Class shall be routed through and after the verification of the undersigned. The Judicial Magistrates First Class while forwarding the application of the grant of such Spl. C.L.(compensatory leave) shall certify that the official concerned had actually worked on said particular day of duty.

7. Applications for recording of statement under Section 164 of Cr. P.C/183 BNSS. filed on holidays shall be dealt with by the Duty JMFC who shall record the statement himself/ herself. If the said Judicial Magistrate First Class is presiding over the trial court for the alleged offense he or she may defer recording of statement for the next date only subject to the consent of the person whose statement is to be recorded. The said consent shall be recorded in writing. In case the person whose statement is to be recorded is not agreeable to the deferring of the recording of the statement, the duty Judicial Magistrate First Class shall proceed to record the statement and may seek transfer of the police report as and when filed.

8. The duty JMFC of the day is directed to dispose of the work listed in his/her court latest by 12.00 noon and reach at video Conferencing Room, Rohini Courts, Delhi, from where he/she shall grant extension of Remand/Rehnumai to the under trial prisoners lodged at Central Jail, Tihar, Delhi and Rohini Jail, Rohini, Delhi through Video Conferencing.

9. The Judicial Officers who are deputed as duty JMFC, if summoned for the day of such duty to appear as witness in a court located in the court complex other than the place of posting will send a formal request in advance to the court where he/she is to appear as a witness for his/her exemption from court attendance. If the court in question again intimates the officer requiring his attendance for that date, he may do so in the forenoon session under intimation to the undersigned (ref. S.O. issued by the Ld. District & Sessions Judge, Delhi vide letter no. 42534-684/ DM/ Gaz. Dated 20-10-1999). The TIP if any fixed on such day of his/her duty be rescheduled by Duty JMFC.

10. If any Inquest information is received by the Duty JMFC before 10.00 A.M. and after 05.00 P.M. on a working day, then the same shall be deemed to be marked to the concerned Duty JMFC of the day, who shall proceed to conduct the Inquest proceedings and no formal marking of such Inquest by the undersigned shall be required.

11. In case of any emergency, if the duty JMFC is not available he/she will issue instructions to his/her Reader to send a formal request one day in advance for change of duty with another officer (to be contacted by the former himself) agreeing to perform duty in his/her place, to the office of undersigned.

12. Other duties of the Duty JMFC shall be as per the Link Roster.

13. No Judicial Officer shall seek or remain on leave on the dates earmarked without prior permission of the undersigned.

14. In case of transfer of any Ld. JMFC, duty will be undertaken by the successor of the court.

**15.* When Ms. Shreejee Abbot, Ld. JMFC Digital Traffic Court is working as a Duty Judicial Magistrate, she will be provided with the court room mentioned against her name and will be assisted by her own Stenographer and Peon. The court staff of the court allotted i.e Ahlmad/Reader shall assist her. The Reader/Ahlmad of concerned court is also directed that the Summary Trial Register & Fine receipt book of the court allotted shall be utilised on that particular day. Further, Naib Court from the Office of Prosecution, North shall assisst Ms.**

**Shreejee Abbot, Ld. JMFC Digital Traffic Court working as Duty Judicial Magistrate on any particular day.**

ADDL. CHIEF JUDICIAL MAGISTRATE
NORTH DISTRICT, ROHINI, DELHI

**No.** 24993-25053 **/CJM/North/Rohini/Delhi/2025** **DATED:** 24/07/25

**Copy forwarded for information and necessary action to :**

1. The Ld. Registrar General, Hon'ble High Court of Delhi, New Delhi.
2. The Ld. Principal District & Sessions Judge, (HQs) Delhi.
3. The Ld. Principal District & Sessions Judges, (North & North West), Rohini Court Complex, Delhi.
4. The Ld. Chief Judicial Magistrate North & North-West, Delhi.
5. All the Ld. Judicial Magistrates First class posted in North District, Delhi.
6. The Secretary, DLSA, North District, Rohini Courts, Delhi .
7. The In-Charge Care taking Branch, Rohini Courts, Delhi.
8. The Chief Public Prosecutor, North District, Rohini Courts, Delhi
9. The Officer In-Charge/Controlling officer, Pool Car, Rohini Courts, Delhi.
10. The President/Hony. Secretary, Rohini Court Bar Association, Delhi.
11. The Commissioner of Police, ITO, Police Headquarter, Delhi
12. The I G Prison, Tihar Jail, Delhi/New Delhi
13. The Deputy Commissioner of Police Rohini, North-West, Outer-North, Crime & EOW .
14. AOJ/ Branch In-Charge of North District, Rohini Courts, Delhi.
15. AOJ/Branch In-Charge, Filling Section, Rohini Courts, Delhi.
16. The Incharge, Facilitation Center, Rohini Court, Delhi.
17. The Law Officer, Tihar Jail, Delhi.
18. The Incharge Lock-up, Rohini Courts, Delhi.
19. The Incharge Cash Branch, Room No. 1, Ground Floor, Rohini Courts, Delhi.
20. Reader, Video Conferencing Room, Rohini Courts, Delhi.
21. Website Committee, North District, Rohini Court, Delhi
22. Notice Board (Through Care Taker).
23. Branch In-Charge, R&I for uploading on Layers.
24. Guard File / Record File.

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NORTH DISTRICT, ROHINI, DELHI