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

DUTY ROSTER OF DISTRICT NORTH WEST FOR THE MONTH OF FEBRUARY-2016

In partial supersession of Duty Roster No. 295-345/CMM/NW/Rohini/Delhi/2016 dated 11/02/2016 the following Metropolitan Magistrates will work as Duty Magistrate for North West District at Rohini Courts on the dates noted against their names, with effect from 15.02.2016:

S/N	Name of the Magistrate	*Working Days*	*Holidays*	*Room No*
1	Sh. Jagmohan Ld. MM, 13A, Delhi Admin. Officers Flats, New Mahavir Nagar, New Delhi-110015.	15.02.2016 17.02.2016		113
2	Ms. Shefali Barnala Tandon, Ld. MM, B-452, Meera Bagh, Paschim Vihar, Delhi-110063.	16.02.2016 22.02.2016 23.02.2016	**21.02.2016**	106
3	Sh. Viplav Dabas Ld. MM, Flat No. 4, Buddha Appartments, C.C. Colony Delhi	18.02.2016	**28.02.2016**	112
4	Sh. Apoorv Sarvaria Ld. MM, 5, Court Road, Delhi-110054	20.02.2016 29.02.2016		105
5	Shama Gupta Ld. MM, Flat No. A-69, Majlis Park, Azadpur, Delhi 110033	19.02.2016 26.02.2016 27.02.2016		102
6	Sh. Ravinder Singh, Ld. MM, Flat No. 1303, Sanchar Vihar, CGHS Plot No. 15, Sec-4, Dwarka, New Dlehi-110075	24.02.2016 25.02.2016		107

Note:

1. It is enjoined upon the Duty Magistrate to hold the trial of accused persons involved in petty cases and to attend to all the emergency matters such as recording of dying declarations, recording of statement under Section 164 of Cr.P.C., TIP and inquests whenever placed before him. He shall be available at his residence after court hours.
2. The Duty Magistrate stands deputed for the purpose of trial of demonstrators. Challans (including those booked by Traffic Police/STA) filed during holidays, shall also be disposed off by the Duty Magistrate. On Sunday and other holidays the Duty Magistrate is required to reach court by 11:00 a.m. and remain there upto 5.00 p.m. or till the disposal of the entire remand and other misc. work, whichever is later. On working days, Duty Magistrates shall not leave the court before 5:00 p.m.
3. On the specified day, duties would commence at 10:00 am and would last till 10:00 am on the next following day. The Duty Magistrate would be assisted by his / her own staff.
4. When any working day is declared holiday, the duty Magistrate on that day will be deemed as Duty Magistrate for whole of the day without any further orders.
5. It is impressed upon all M.M.s to remain available in their court and to perform their judicial work till 5 pm, including deciding remand and bail applications, recording of statements u/s 164 Cr P.C., conducting TIPs 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 M.M. of that day.
6. In case any Magistrate has to leave court before 5 pm due to unavoidable reasons he shall intimate the undersigned and the Duty Magistrate of the day of the said reasons before leaving the court. In absence of any such intimation, the Duty Magistrate would perform the work of the said Presiding Officer only after taking a written report from the Reader/Ahlmad of the said Court about the unavailability of the Presiding Officer, which shall thereafter be sent to the undersigned.
7. The M.M.s 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 of special casual leave (Compensatory Leave) in lieu of duty performed on such day(s) as per rules. The Special Casual Leave (Compensatory Leave) of M.M.s shall be routed through and after the verification of the undersigned. The M.M.s 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.

8. Applications for recording of statement under Section 164 of Cr. P.C. filed on holidays shall be dealt with by the Duty MM who shall record the statement himself. If the said magistrate is presiding over the trial court for the alleged offence 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 magistrate shall proceed to record the statement and may seek transfer of the police report as and when filed.
9. On holidays, the Duty Magistrate shall receive fresh cancellation reports, untraced reports and applications for disposal of case property of the police station(s) assigned to him, in addition to other work. It would not be obligatory for the police officers to secure the presence of the complainant/victim in the court as a condition precedent to filing of the police report and the Magistrate may, if deemed fit, secure the presence of the complainant or any other person by issuance of notice.
10. The Duty M.M. 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 undertrial prisoners lodged at Central Jail, Tihar, Delhi and Rohini Jail, Rohini, Delhi through Video Conferencing.
11. The Judicial Officers who are deputed as Duty Magistrates, 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.Distt. & Sessions Judge, Delhi vide letter no. 42534-684/DM/Gaz.Dated 20-10-1999).
12. In case of any emergency, if the Duty Magistrate 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. Such applications / requests shall be entertained and decided by the undersigned and in his absence, by the Sh. Devender Nain, Ld. ACMM.
13. Other duties of the Duty MM shall be as per the Link Roster.

Sugandha

(SUGANDHA AGGARWAL)
CHIEF METROPOLITAN MAGISTRATE,
NORTH WEST DISTRICT, ROHINI, DELHI

No. 407-436/CMM/NW/Rohini/Delhi/2016. DATED: 17.02.2016

Copy forwarded for information and necessary action to :

1. The Ld. Registrar General, Hon'ble High Court of Delhi, New Delhi (through Ld. District & Sessions Judge, North West District, Rohini Courts, Delhi).
2. The Ld. District Judge & Sessions Judge, North West District, Delhi.
3. The Magistrates posted in North West District, Delhi.
4. The Secretary, DLSA, North West District, Rohini Courts, Delhi.
5. The Incharge, Facilitation Centre, Rohini Courts, Delhi.
6. The Secretary, Rohini Court Bar Association, Rohini, Delhi.
7. Law Officer, Tihar Jail, Delhi
8. The Chief Public Prosecutor (Outer).
9. The Chief Public Prosecutor (North West).
10. The D.C.P. (Outer).
11. The D.C.P. (North West).
12. The Supdt. Rohini Jail, Delhi.
13. The Incharge Lock-up, Rohini Courts, Delhi.
14. The Incharge Cash Branch, Room No.18, Ground Floor, Rohini Courts, Delhi.
15. Reader, Video Conferencing Room, Rohini Courts, Delhi.
16. The Controlling Officer, Pool-Car, Rohini Courts, Delhi.
17. The Care Taker, Rohini Courts, Delhi.
18. Notice Board.
19. Website Committee, Rohini Courts, Delhi.

Sugandha

(SUGANDHA AGGARWAL)
CHIEF METROPOLITAN MAGISTRATE,
NORTH WEST DISTRICT, ROHINI, DELHI