

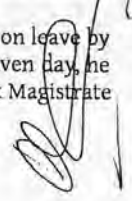
**OFFICE OF THE CHIEF METROPOLITAN MAGISTRATE:
NORTH WEST DISTRICT: ROHINI COURTS, DELHI**

LINK ROSTER

Pursuant to the transfer/posting order no. 11/DHC/Gaz/G-7/VI.E.2(a)/2024 dated 3rd April, 2024 of the Hon'ble High Court of Delhi, the following arrangement is made for division of work and responsibilities of Metropolitan Magistrates in the North West District, Rohini Court, Delhi. This Link Roster effected from 04.04.2024.

S. No	Name of the Magistrate	Room No.		Name of the Magistrate	Room No.
1	Ms. Divya Arora, MM	112	<-->	Ms. Ritika Kansal, MM	208
2	Ms. Ebbani Aggarwal, MM	107	<-->	MS. Renu, MM	106
3	Ms. Sanya Dalal, MM	102	<-->	Sh. Rishabh Kapoor, MM	105
4	Sh. Apoorv Bhardwaj, MM	113	<-->	Sh. Navdeep Gupta, MM	109
5	Ms. Shivangi Vyas, MM	118	<-->	Ms. Preeti Rajoria, MM	18

- Whenever any MM is on leave or unavailable due to official work, his/her work shall be dealt with by the link Magistrate shown against his/her 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/her 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.
- If as a consequence of absence or for reasons in the nature mentioned above, if some Metropolitan Magistrates are not available and consequently the work of more than two additional courts (i.e. other than his/her own court) come for disposal before a Metropolitan Magistrate, for whole of the day, request should be made before the undersigned in early hours of the day so that suitable orders may be passed for assigning the additional load of work on temporary basis, subject always to the availability of sufficient number of the magistrates for additional duties on such day. For removal of doubts, it is clarified that such request shall not be entertained for less than full working day.
- 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. Apoorv Bhardwaj, Ld. MM**. In the absence of Sh. Apoorv Bhardwaj, Ld. MM, the respective work shall be looked after by **Ms. Sanya Dalal, Ld. MM**, and in her absence, by **Link MM** of Ms. Sanya Dalal, Ld. MM as per above table.
- In case the undersigned is not available, being on leave or busy with official work, the administrative work shall be looked after by **Ld. ACMM (North-West)**. In case he is also not available, the administrative work shall be looked after by the **Duty MM** for the day.
- In case **Ld. ACMM (North-West)** is on leave or not available, the work of his/her court shall be dealt with by **Sh. Navdeep Gupta, Ld. MM**. In the absence of **Sh. Navdeep Gupta, Ld. MM**, the work shall be looked after by **Ms. Shivangi Vyas, Ld. MM** and in her absence, work shall be looked after by the **Link MM** of Ms. Shivangi Vyas, Ld. MM as per above table.
- Henceforth, the work regarding the TIP and recording statements under section 164 Cr.P.C. of **PS Bharat Nagar** shall be disposed off by the **Sh. Navdeep Gupta, Ld MM, NW**, of **PS Begum Pur** shall be disposed off by **Ms. Divya Arora, Ld. MM, NW**, of **PS Rani Bagh** shall be disposed off by **Ms. Renu, Ld. MM**, Mahila court, NW, and of **PS Maurya Enclave** shall be disposed off by **Sh. Rishabh Kapoor, Ld. MM, NW**.
- An application for recording statement under section 164 Cr.P.C and application of TIP moved before area MM shall be marked to the first link MM as stated herein. However, an application for recording the statement of prosecutrix/victim U/s 164 Cr.P.C. in a case involving sexual offences shall be place before undersigned for equal marking of the same to the Ld. MMs. In absence of undersigned, this work shall be put up before Ld. ACMM of North-West District and in his/her absence, this work shall be put up before by Ld. Duty MM.
- 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 5 pm for remand proceedings.
- The link MM will do all judicial work including recording of evidence of the Court in which the Presiding Officer is on leave.
- The Duty MM of the day shall not ordinarily do the work of any Link MM on the day of his/her duty, except when assigned by the undersigned. If such work of an officer comes to him/her, it shall be put up before the next Link MM of such officer without formal marking.
- The Link MM shall first come to the court of Magistrates who is on leave, and shall personally deal with the matters listed, dispose off the misc. applications and then start the work of his/her own court.
- In any case, the link magistrate shall commence the work in the concerned court, when Presiding Officer is on leave 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.



13. The MMs on leave, or their Reader/Ahlmad/PA, shall send written intimation of being on leave to the office of the undersigned by 10:10 am.
14. Applications for plea-bargaining shall 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.
15. The cases U/s 25 of Payment & Settlement Act, 2007 assigned to the court of **undersigned**, shall be disposed off by **Ms. Shivangi Vyas, Ld. MM, North-West, R.No. 118.**
16. The cases U/s 21(5)(b) of the **Delhi Shop & Establishment Act, 1954** assigned to the court of **undersigned** shall be disposed off by **Ms. Ebbani Aggarwal, Ld. MM, R.No. 107.**
17. The Superdari applications from the court of **Ld. ACMM of PS Bharat Nagar, PS Maurya Enclave** shall be disposed off by **Sh. Navdeep Gupta, Ld. MM** and Superdari applications of **PS Begum Pur, PS Rani Bagh** shall be disposed off by **Ms. Shivangi Vyas, Ld. MM, R.No. 118.**

(VASUNDHRA CHHAUNKAR)
ADDL. CHIEF METROPOLITAN MAGISTRATE,
NORTH-WEST DISTRICT, ROHINI, DELHI

Delhi, Dated: 04/04/2024

No.: 11934-11988 Link Roster/CMM/NW/Rohini/2024

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, (North-West), Rohini Court Complex Delhi.
3. All the Ld. Magistrates posted in North West District, Delhi.
4. The Secretary, DLSA, North West District, Rohini Courts, Delhi .
5. The Chief Public Prosecutor, North-West-District, Rohini Courts, Delhi
6. The President/Hony Secretary, Rohini Court Bar Association, Delhi.
7. The Commissioner of Police, ITO, Police Headquarter, Delhi
8. The Deputy Commissioner of Police (Rohini).
9. The Deputy Commissioner of Police (North-West).
10. The Deputy Commissioner of Police (Outer-North)
11. All AOJs/ Branch In-Charge of North-West District, Rohini Courts, Delhi.
12. The Law Officer, Tihar Jail, Delhi.
13. The Incharge Lock-up, Rohini Courts, Delhi.
14. Branch In-Charge, R&I for uploading on Layers.
15. Guard File / Record File.
16. Record Officer, North-West, Rohini Courts.
17. Video Conferencing Room no. 14.

ADDL. CHIEF METROPOLITAN MAGISTRATE,
NORTH-WEST DISTRICT, ROHINI, DELHI