

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

LINK ROSTER

In supersession of the earlier order no. 18083-150/Link Roster/CJM/NW/Rohini/2025 dated 02.06.2025, the following arrangement is made for division of work and responsibilities of JMFCs in the North West District, Rohini Court, Delhi. The following changes in the Link Roster are made with immediate effect:-

S. No	Name of the JMFC	Room No.		Name of the JMFC	Room No.
1	Ms. Divya Arora, JMFC	112	<--->	Sh Gaurav Katariya, JMFC	208
2	Ms. Ebbani Aggarwal, JMFC	107	<--->	Ms. Aishwarya Sharma, JMFC	106
3	Sh. Abhinav Singh, JMFC	102	<--->	Ms Reetika Jain, JMFC	105
4	Sh. Apoorv Bhardwaj, JMFC	113	<--->	Ms. Shagun, JMFC	109
5	Ms. Nitika, JMFC	118	<--->	Ms. Neha Goel, JMFC	18

- Whenever any JMFC is on leave or unavailable due to official work, his/her work shall be dealt with by the link JMFC shown against his/her name in the opposite column. In case both the said JMFCs are on leave or not available due to official work, the JMFC whose name is mentioned immediately below the name of the unavailable link JMFC shall work as his/her next link JMFC. In case even the said next link JMFC is on leave or similarly not available, the JMFC whose name finds mention immediately below thereafter shall work as the next link JMFC. The two JMFCs mentioned in the first horizontal row shall be deemed to be JMFCs placed immediately below the two JMFCs mentioned in the last row. In case none of the Link JMFCs named in the column is available, the work shall be dealt with by the JMFCs 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 JMFCs 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 JMFC, 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 JMFCs 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.
- The work regarding TIP and recording of statement under section 183 BNSS/164 Cr.P.C of the courts of Undersigned, Sh. Vivek Beniwal, Ld. ACJM, Sh. Apoorv Bhardwaj, Ld. JMFC-02 and Ms. Shagun, Ld. JMFC-06, North-West, shall be disposed off by Sh. Gaurav Singal, Ld. Reliever/JMFC/Civil Judge, North-West, Rohini Courts, Delhi. In addition to above mentioned work, if any other Misc application is marked by Undersigned, shall also be disposed off by Sh. Gaurav Singal, Ld. Reliever Judge/JMFC/Civil Judge, North-West.**
- In case, Sh. Gaurav Singal, Ld. Reliever/JMFC/Civil Judge, North-West is on leave or not available due to any reason, the work related to TIPs and statements U/s 183 BNSS/164 Cr.PC of the Courts attached to him in para (3), shall be looked by the Link JMFCs of said Courts and so on and as per above table and para (5) & (6).**
- 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 including all the miscellaneous applications of P.S Ashok Vihar and P.S Subhash Place shall be dealt with by Sh. Apoorv Bhardwaj, Ld. JMFC. In the absence of Sh. Apoorv Bhardwaj, Ld. JMFC-02, the respective work shall be looked after by Sh. Abhinav Singh, Ld. JMFC-01, and in his absence, by the Link JMFC of Sh. Abhinav Singh, Ld. JMFC-01 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. ACJM (North-West). In case, he/she is also not available, the administrative work shall be looked after by the Duty JMFC for the day.
- In case Ld. ACJM (North West) is on leave or not available, the work of his/her court shall be dealt with by Ms. Shagun, Ld. JMFC 06. In the absence of Ms. Shagun, Ld. JMFC-06, the work shall be looked after by Ms. Nitika, Ld. JMFC NI Act and in her absence, work shall be looked after by the Link JMFC of Ms. Nitika, Ld. JMFC and so on as per above table.
- 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 JMFC (or his link JMFC, if Area JMFC is on leave or unavailable due to official reasons) shall proceed to the hospital/institution at 5 pm for remand proceedings.
- The Link JMFC will do all judicial work including recording of evidence of the Court in which the Presiding Officer is on leave.

[Signature]
18/7/25

10. The Duty JMFC of the day is not exempted from doing the work of Link JMFC, including all the Misc. Applications, TIPs and Statements U/s 183 BNSS/164 Cr.PC, henceforth.
11. The Link JMFC shall first come to the court of JMFCs 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.
12. In any case, the link JMFC 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 JMFC 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 JMFC would be coming to such other court.
13. Whenever any Ld. JMFCs is on leave, their Reader/Ahlmad/PA shall send the intimation of being on leave to the office of the undersigned by 10.10. a.m.
14. Applications for plea bargaining shall be marked directly to the Link JMFC 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. Nitika, Ld. JMFC, 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. JMFC, R.No. 107.
17. The Superdari applications from the court of Ld. ACJM of PS Bharat Nagar, PS Maurya Enclave shall be disposed off by Ms. Shagun, Ld. JMFC 06, R.No. 109 and Superdari applications of PS Begum Pur, PS Rani Bagh shall be disposed off by Ms. Nitika, Ld. JMFC, R.No. 118.
18. All the Misc. Applications other than Bail Applications of P.S Cyber Cell, EOW and Crime pertaining to the court of undersigned shall be disposed off by the Hon'ble Court being presided over by Ld. ACJM, North-West, Rohini Courts, Delhi.
19. In case Sh. Kashish Bajaj, Ld. JMFC, Digital Traffic Court is on leave or not available due to any reason, the work of his court shall be looked after by Sh. Gaurav Katariya, Ld. JMFC-07, and in case Sh. Gaurav Katariya, Ld. JMFC 07 is also on leave or not available due to any reason, his Link JMFC shall disposed of the work of Digital Traffic Court and thereafter as per above mentioned Link JMFC table shall be followed and so on.
20. **Whenever any of the regular JMFC happens to be on leave or not available due to any reason whatsoever, the undersigned shall depute Ld. Reliever JMFC to hold the courts of concerned JMFC, wherever required, on daily basis.**

(VASUNDHRA CHHAUNKAR)
CHIEF JUDICIAL MAGISTRATE
NORTH-WEST DISTRICT, ROHINI, DELHI

No. 24189-24234
Link Roster/CJM/NW/Rohini/2025
Copy forwarded for information and necessary action to :

Delhi, Dated: 18/7/25

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. JMFCs 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.

CHIEF JUDICIAL MAGISTRATE,
NORTH-WEST DISTRICT, ROHINI, DELHI