

**OFFICE OF THE CHIEF METROPOLITAN MAGISTRATE SOUTH-EAST
DISTRICT, SAKET COURTS COMPLEX, NEW DELHI**

No. 04 /F3/LR/CMM/SED/Saket/N.D/2024

Dated: 05.04.2024

LINK ROSTER

In view of the transfer posting vide order no. 11/DHC/Gaz-IIB/G-7/VI.E.2(a)/2024 dated 3rd April, 2024 of Hon'ble High Court of Delhi and in super session of earlier order No. 03/F.3/LR/CMM/SED/Saket/2024/ Endst No. 109, Dated 20.03.2024 the following arrangement of Link Magistrates for South-East District is made with immediate effect

Sr. No.	Name of the MM (Column A)	Room No	Link	Name of the MM (Column B)	Room No
1.	Sh. Kartik Taparia, MM-03	512	<-->	Ms. Deepakshi Rana, MM (NI Act) -01	610
2.	Ms. Tabassum Khan, MM (NI Act)-02	609	<-->	Sh. Himanshu Tanwar, MM-10	307
3.	Ms. Twinkle Chawla, MM -05	510	<-->	Ms. Aditi Rao, MM -07	508
4.	Sh. Raghav Sharma, MM-06	509	<-->	Ms. Devanshi Janmeja, MM-04	10
5.	Ms. Chhavi Bansal, MM-11	09	<-->	Ms. Neha Sharma, MM (NI Act Digital Court)-02	33 (Block II)
6.	Ms. Neha Barupal, MM-12	04	<-->	Sh. Kumar Rahul, MM-09	206
7.	Ms. Neha Saini, MM (Mahila Court)-02	507	<-->	Ms. Kanika Handa, MM (NI Act)-04	210
8.	Sh. Ankit Garg, MM-01	514	<-->	Sh. Akshay Sharma, MM-02	513
9.	Ms. Pranjali Prakash, MM (NI Act Digital Court)-03	34 (Block II)	<-->	Ms. Anam Rais Khan , MM (Mahila Court)-01	506
10.	Ms. Sheetal Rani, MM (NI Act Digital Court)-01	32 (Block II)	<-->	Ms. Archita Garg, MM (Mahila Court)-03	05
11.	Sh. Abhitesh Kumar, MM-08	205	<-->	Sh. Aakash Sharma, MM (NI Act)- 03	07
12	Ms. Moksha Bains , MM (NI Act)-05	38 (Block II)	<-->	Ms. Aradhana, MM (Digital Traffic Court)	27 (Block II)

Notes :-

1.) In the absence or non availability or being on leave or otherwise busy with the Administrative work, **the work of the court of undersigned** shall be looked after by the following Officers: -

Sh. Ankit Garg, MM-01	1 st Link	From 01 st day to 10 th day of the month
Ms. Twinkle Chawlah. MM-05	2 nd Link	
Ms. Twinkle Chawlah. MM-05	1 st Link	From 11 th day to 20 th day of the month
Ms. Chhavi Bansal, MM-11	2 nd Link	
Ms. Chhavi Bansal, MM-11	1 st Link	From 21 th day to end of the month
Sh. Ankit Garg, MM-01	2 nd Link	

In Case, If when no 1st or 2nd Link officer of undersigned is not available or on leave due to some reason, then the aforesaid work shall be looked after by Duty Magistrate of the day.

2.) In the absence or non availability or being on leave, the work of the court of **Ms. Shriya Agrawal, ACMM (South-East)** shall be looked after by the following officers:

Sh. Kartik Taparia, MM-03	1 st Link	From 01 st day to 10 th day of the month
Sh. Akshay Sharma, MM -02	2 nd Link	
Sh. Akshay Sharma, MM -02	1 st Link	From 11 th day to 20 th day of the month
Ms. Devanshi Janmeja, MM - 04	2 nd Link	
Ms. Devanshi Janmeja, MM - 04	1 st Link	From 21 th day to end of the month
Sh. Kartik Taparia, MM-03	2 nd Link	

In Case, If when no 1st or 2nd Link officer of Ms. Shriya Agrawal, ACMM (South-East) is not available or on leave due to some reason, then the aforesaid work shall be looked after by Duty Magistrate of the day.

3.) In the absence or non-availability or being on leave, **the Administrative work of the office of undersigned**, which is required to be exclusively dealt with by undersigned shall be looked after by **Ms. Shriya Agrawal, ACMM (South-East)**. In the absence of both, this part of work shall be looked after by **Ms. Neha Barupal, Ld. MM-12 (South -East)**. In Case of Ms. Neha Barupal, Ld. MM-12 (South-East) is not available or on leave due to some reason, then the aforesaid work shall be looked after by **Duty Magistrate of the day**.



4.) The MM whose name is mentioned in Column A is the 1st Link of the MM whose name is mentioned in the Column B (in same row) and vice versa. The Two MMs mentioned immediately below any MM shall be deemed to be 2nd and 3rd Link MM respectively and so on.

5.) The applications for conduct of TIP Proceedings in respect of case property, recording of statement u/s 164 Cr.P.C., for preparation of inventories under Copyrights Act, Trademarks and other similar Acts, for polygraph test, for Voice Samples, for specimen signatures/handwriting, inquest proceedings etc. **shall be assigned by the Jurisdictional Magistrate to the Court of next available Link MM as mentioned above**. In case, the Jurisdictional Magistrate is not available being on leave or otherwise busy in remand proceedings in Hospitals, inquests and Jail duty etc., his/her Link MM or even in the absence of later, his/her next link MM shall deal with the application in the same manner deeming it to have been made over to him/her formally. In such an eventuality, formal marking of such applications to next available Link MM would not be required, however, an endorsement shall be made by the Reader of the concerned Court that "Ld. PO is on leave or not available due to any other reason" and the application shall automatically be deemed to be assigned to the next Link MM accordingly. For removal of doubts, it is clarified that no further assignment of any such application shall be done by the concerned MM who is required to deal with such application as per above directions and only under exceptional circumstances and for genuine reasons mentioned by the MM concerned in writing, the same can be put up before the undersigned with a request for further assignment.

6.) All the MMs are hereby directed to dispose of the application u/s 164 Cr.P.C assigned to them by their Link Magistrate preferably on the same date or for reasons to be recorded, on the earliest subsequent date.

7.) For the purpose of recording statement U/s 164 Cr.P.C. and for all other purposes pertaining to cases filed under 'Immoral Traffic (Prevention) Act', MM- 01 and MM-02 shall be Link to each other. In case, any of them happens to be on leave or not available due to any reason, then the aforesaid work shall be looked after by his/her Link MM (as per table above.)

8.) **The Link Magistrate shall first come to the Court of the MM on leave, deal with the matters listed, Misc. Applications and then deal with his/her own Court work.** In any case, the Link Magistrate shall commence work in the concerned Court when Presiding officer is on leave by 10.30 AM. In case, where a particular officer is expected to work as Link Magistrate in more than one Court on a given day, the reader of court concerned shall inform the litigants and members of the Bar about the time when the 2nd Link Magistrate would be coming to such Court. (This is in ref. to Cir. No. 5958-6040/CMM date 19.07.1999).

9.) The Link Magistrate besides fixing dates will also do other Misc. Work including recording of evidence of PW's present in the Court on leave, except passing final judgment depending purely upon the availability of time and volume of work fixed in their Court.

10.) The application of **plea bargaing shall be assigned by the Jurisdictional Magistrate directly to the Court of next Link MM** as mentioned in *above* table.

11.) In order to avoid delay in regulation of the court work, ACMM/MMs (South- East) shall issue instructions to their Readers/Ahlmads/Astt. Ahlmad/Steno (in that order) to intimate in writing to the office of undersigned by **10.15 AM positively** on the date when presiding officer happens to be on leave or not available.

(Deepi Devesh)
Chief Metropolitan Magistrate (S.E)
Saket Courts, New Delhi
New Delhi, Dated: - 05.04.2024

Endst. No. 130/CMM/SED/Saket/2024

Copy forwarded to:-

1. The Registrar General, Hon'ble High Court of Delhi, Sher Shah Road, New Delhi.
(Through: Ld. Principal District & Sessions Judge, South-East, District Court, Saket, New Delhi)
2. PS to The Ld. Principal District & Sessions Judge, South-East, District Court, Saket, New Delhi
3. The Ld. Principal District & Sessions Judge, Central, West, New Delhi, North, North-West, South, South- West, East, North- East, Shahdra, Rouse Avenue Delhi.
4. The Ld. C.M.M., Central, West, New Delhi, North, North-West, South, South-West, East, North-East, Shahdra, Rouse Avenue Delhi.
5. The Director General, Prisons, Prison (HQ), Tihar Jail, Tihar, Delhi.
6. The Ld. Secretary, DLSA, South East, District Court, Saket, New Delhi.
7. The Concerned MMs, South East, District Court Saket, New Delhi.
8. The Chief Public Prosecutor, South-East, District Court Saket, New Delhi.
9. The D.C.P. South-East District, Sarita Vihar, New Delhi.
10. The Concerned, Law Officer, Tihar Jail, Tihar, Delhi.
11. The Hony. Secretary, Bar Association, District Court Saket, New Delhi.
12. The In-charge, Judicial Branch/ Admn., South-East, District Court Saket, New Delhi.
13. R & I / SE for uploading on LAYERS and Centralized Web-Site Committee, Tis Hazari Courts, Delhi.
14. The In-charge, Video-Conference Room No.16, South-East, District Court Saket, New Delhi.
15. The In-charge, Care Taking Branch/ Computer Branch District Court Saket, New Delhi.
16. The Controlling Officer, Pool-Car Section, District Court Saket, New Delhi.
17. The In-charge, Lock-Up, South-East, District Court Saket, New Delhi.
18. The Cashier, South-East, District Court Saket, New Delhi.
19. The PRO, District Court Saket, New Delhi.
20. Guard File

(Deepi Devesh)
Chief Metropolitan Magistrate (S.E)
Saket Courts, New Delhi