OFFICE OF THE CHIEF JUDICIAL MAGISTRATE, SOUTH EAST DISTRICT, SAKET COURTS COMPLEX, NEW DELHI -110017

ORDER

WEEKEND DUTY ROSTER FOR THE MONTH OF NOVEMBER, 2026.

Pursuant to directions contained in letter no. 36985-996/IT Cell/2026 Dated 06.06.2026, minutes of meeting dated 04.06.2026 received from Sh. Yogesh Kumar, System Analyst/In-Charge, IT cell, Tis Hazari Courts, Delhi and letter dated 06.06.2026 along-with Updated Comprehensive Report received from Sh. Sanjay Bansal, Ld. District Judge/Chairman (IT & Digitization), Delhi District Courts in compliance of directions received from the Hon'ble High Court of Delhi for setting up of Weekend Traffic Courts, South and South-East District for disposal of traffic challans, and consequent upon approval of Ld. Officiating Principal District & Sessions Judge (South East), the below mentioned Ld. Judicial Officers are hereby deputed to preside over the Weekend Traffic Courts of South- East District at Saket Court Complex, for the month of **Novermber 2026.**

Sl. No.	Name of the Judicial Officers	Weekend Traffic Courts No.	Weekend Traffic Courts Dates	Court Room Nos.
1.	Ms. Seema Meena, Ld JMFC (NI ACT-04)	01	01.11.2026 (SUNDAY)	Room No. 2 GF Main Building
2.	Ms. Shivangi Vyas, Ld. JMFC Mahila Court-01	02		Room No. 5 GF Main Building
3	Sh. Rahul Jain, Ld JMFC-01	01	15.11.2026 (SUNDAY)	Room No. 2 GF Main Building
4	Sh. Kawal Singh, Ld. JMFC-10	02		Room No. 5 GF Main Building
5	Sh. Manuj Kaushal, Ld. JMFC-03	01	22.11.2026 (SUNDAY)	Room No. 2 GF Main Building
6	Ms. Seema Meena, Ld JMFC (NI ACT-04)	02		Room No. 5 GF Main Building
7	Ms. Shruti Sharma, Ld. JMFC (NI ACT-02)	01	29.11.2026 (SUNDAY)	Room No. 2 GF Main Building
8	Ms. Abhilasha Singh, Civil Judge-02	02		Room No. 5 GF Main Building

Note:

1. All such Ld. Judicial Officers performing duty for weekend traffic courts shall be entitled to avail compensatory leave on any working day within a period of 1 year from the date of duty. All staff members deputed in weekend traffic courts shall be entitled to avail compensatory leave on any working day within a period of 6 months from the date of duty.

2. Change of duty shall be allowed only in exceptional cases, subject to intimation/request being made by the concerned Judicial Officer, at least one week in advance. The concerned Judicial Officer shall herself/himself arrange a suitable substitute and obtain his/her consent before forwarding such request to the undersigned. No request received beyond the stipulated period shall ordinarily be considered.

3. Every Presiding Officer of Weekend Traffic Court shall be assisted by the regular staff attached to his/her own court including Reader/Ahlmad, One Stenographer and One Orderly/Peon. In case of deployment of any Reliever Judge or leave of any staff of concerned court, the requisite supporting staff shall be provided by the Administration Branch.

4. The Reader/Ahlmad/Sr. P.A/P.A attached with the Presiding Officer shall ensure timely updation of proceedings and disposal of challans on CIS/e-Challan Portal on the same day, as is being done in Evening Courts for Traffic Challans (ECTC) so as to maintain accuracy of records and real-time status updation of cases.

5. One Compounding Officer from Delhi Traffic Police shall be deployed in each Weekend Traffic Courts for verification of challans, registration of the same in their registers, compounding of the challans etc.

6. The Branch In-Charge, Computer Branch, South East is requested to deploy troubleshooter/support staff for any troubleshooting at all such days when the Weekend Traffic Courts are functioning.

7. One Nodal officer Ms. Vaishali Suneja, is deputed to assist the Weekend Traffic Courts in South - East District as and when any difficulty arises at the time of the functioning of the same.

8. The weekend Traffic Courts shall function on 2nd Saturday (Except when the District Courts are functioning on 2nd Saturday in lieu of any other Working Day being declared a holiday) and all Sundays (On 2nd Saturdays and Sundays which are declared Gazetted Holiday or Restricted Holiday, WTC Courts shall stand cancelled). Accordingly, all previously scheduled challans for that day will not be taken up for disposal. The concerned violator shall be required to re-schedule and book fresh slots for the disposal of their challans.

9. It is further, impressed upon all the Ld. Judicial Officers holding weekend courts that he/she shall hold the Court in Room specifically earmarked for the said purpose and not in their own regular Court Room.

10.These courts shall function from 10.00 AM till 4.00 PM with Lunch Break from 1.30 PM to 2. 00 PM

11.Ld. Judicial Officers performing duty in the Weekend Traffic Courts are requested to submit a disposal report before the office of undersigned by 6 pm on every such day.

(Abhinav Pandey)
Chief Judicial Magistrate
SED, Saket Courts, New Delhi

11011– 11115

No. _____/WTC/CJM/SED/SAKET/ND/2026 New Delhi, Dated : 24/10/2026

Copy forwarded to:- Hard/Electronic Mode

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, West, East, North-East, Shahdra, Rouse Avenue Delhi.
4. The Ld. C.J.M., Central, West, New Delhi, North, North-West, South, South-West, East, North-East, Shahdra, Rouse Avenue Delhi.
5. All Ld. JMFCs and All Ld. Civil Judges
6. The Ld. Secretary, DLSA, South East, District Court, Saket, New Delhi.
7. The All Branches (South East)
8. The Chief Public Prosecutor, South-East, District Court Saket, New Delhi.
9. The D.C.P. Traffic, South-East District, New Delhi.
10. The Hony. Secretary, Bar Association, District Court Saket, New Delhi.
11. The In-charge, Judicial Branch/ Admn., South-East, District Court Saket, New Delhi.
12. Reader of Ld. CJM (South East)
13. The In-charge, Care Taking Branch/ Computer Branch District Court Saket, New Delhi.
14. The A.O (Judl) Administration Branch (South East), Saket Court Complex, New Delhi
15. The DCP, South East, New Delhi.
16. Nodal Officer, posted in Weekend Traffic Courts, South East for information and necessary action.
17. The Incharge, Pool Car, South/South East District, Saket Courts, New Delhi
18. Guard File.

(Abhinav Pandey)
Chief Judicial Magistrate
SED, Saket Courts, New Delhi