

OFFICE OF THE CHIEF METROPOLITAN MAGISTRATE : SOUTH WEST DISTRICT
DWARKA COURTS

Duty Roster for the month of September 2020

- 1.** The following Ld. Metropolitan Magistrates, posted at Dwarka Courts, will work as Duty Magistrates **(Regular & Traffic both)**, for the month of **September 2020**, on the dates mentioned against their names, as given in the table below.
- 2.** The Duty Magistrate would be assisted by his/her own staff.

3. S.no.	Name of the Court	Dates	Court no.
1	Ms. Shivani Chauhan, Ld. MM -01 (Mahila Court) R/o E -75, W 4 Road, Sainik Farms, New Delhi.	01.09.2020 30.09.2020	313
2	Sh. Mridul Gupta, Ld. MM (MCD) R/o B – 301, Judicial Officers flats, Sector - 26, Rohini, Delhi.	02.09.2020 07.09.2020	202
3	Ms. Charu Dhankar, Ld. MM -02(Mahila Court) R/o 224, Maharaja Saini Apartments, Plot no. 25, Dwarka.	03.09.2020	315
4	Sh. Ashish Kumar Meena, Ld. MM -02 R/o Flat no. 69, IES Apartments, Plot no. 9, Sector -04, Dwarka, New Delhi – 110075	04.09.2020	10
5	Sh. Deepak Kumar – II, Ld. MM -06 R/o Flat no. 778, Sector – 08, R.K. Puram, New Delhi.	05.09.2020	14
6	Ms. Paridhi Gupta, Ld. MM -03, R/o Flat no. 1064, Plot no. 4, Rajni Gandha Apartment, Sector -10, Dwarka , New Delhi.	<u>06.09.2020 (Sunday)</u> 10.09.2020	11
7	Ms. Richa Gusain Solanki, Ld. MM -07, R/o 431, Rama Apartments, Sector – 11, Dwarka , New Delhi.	08.09.2020 23.09.2020	06
8	Ms. Sadhika Jalan, Ld. MM – 04 (Mahila Court) R/o D-122, Westend Heights, Sector – 28, DLF phase V, st Thomas marg, Gurugram – 122002	09.09.2020 <u>12.09.2020 (Second Saturday)</u>	311
9	Ms. Meenu Kaushik, Ld. MM -03 (Mahila Court), R/o H. No. 6, Sahriday Apartments, A 4 Paschim Vihar, Delhi.	11.09.2020	312

10	Ms. Swayam Sidha, Ld. MM -05 (NI Act) R/o Flat no. 1503, T3 Tower, CHD Avenue 71, Sector 72, Gurugram.	<u>13.09.2020 (Sunday)</u> 22.09.2020	213
11	Ms. Udit Jain, Ld. MM -08 (NI Act) R/o H. No. 402, Deepali Enclave, Pitampura, Delhi 110034	14.09.2020	215
12	Sh. Anuj Bahal, Ld. MM -04, R/o Flat no. C- 1002, Shri Durga Apartment, Plot no 6A, Sector -11, Dwarka, New Delhi – 110075	15.09.2020 29.09.2020	12
13	Sh. Pranat Kumar Joshi, Ld. MM -06 (138 NI Act), R/o Flat no 134, Rohit Apartments, Plot 30, Sector – 10, Dwarka, New Delhi	16.09.2020 25.09.2020	216
14	Ms. Tarunpreet Kaur, Ld. MM -03 (138 NI Act), R/o I – 13, Ganga Ram Vatika, Tilak Nagar, New Delhi	17.09.2020	206
15	Ms. Neetika Kapoor, Ld. MM -07 (138 NI Act), R/o F- 77, Rajouri Garden, New Delhi - 110027.	18.09.2020	214
16	Sh. Sukhman Sandhu, Ld. MM -01 (138 NI Act) R/o Flat no. 134, Rohit Apartments, Plot 30, Sector -10, Dwarka, New Delhi.	19.09.2020 <u>27.09.2020 (Sunday)</u>	203
17	Sh. Animesh B. M. Tripathy, Ld. MM -02 (138 NI Act), R/o C- 36, Gujranwala appt, Block – J, Vikaspuri, New Delhi.	<u>20.09.2020 (Sunday)</u> 24.09.2020	212
18.	Sh. Umesh Kumar, Ld. MM -04 (138 NI Act), R/o W.Z 231 B, Madipur, New Delhi – 110063	21.09.2020	211
19.	Sh. Deepak Vats, Ld. MM -05 R/o 385, Old Gurgaon Road, Samalka, New Delhi	26.09.2020	09
20.	Sh. Kamran Khan, Ld. MM -01 R/o Flat no. 718, Technology Apartments, IP Extension, Patparganj, Delhi -92.	28.09.2020	13

- 4.(1)** All the duty MM shall be working from their respective court rooms.
- 4.(2)** All the Ld. MMs posted at Dwarka Courts, shall dispose off all the misc. applications pertaining to their courts (whether at the stage of trial or investigation) except the misc. application specifically assigned to Ld. Duty MM herein.
- 4.(3)** Ld. Duty MM shall dispose off all the traffic challans (impounded vehicle) and all misc application pertaining to drawing of samples in NDPS matters/TIP of case property etc/recording of statement u/s 164 Cr.P.C/ inquest proceedings. Statement u/s 164 Cr.P.C shall be recorded in Vulnerable Witness Deposition Room or the designated room, so assigned.

4. (4) The fresh arrestee shall be produced before Duty MM after 5.00 p.m.

4. (5) The Duty MM shall extend the remand work of the undertrial UTPs through Video Conferencing to the Jail premises assigned through VC room.

5.(1) When any working day is declared a Holiday, the Duty Magistrate on that day will be deemed as duty Magistrate for whole of the day without any further order. Further he/she would deal with traffic/STA challans of circle Najafgarh, IGI Airport, Janakpuri, Mayapuri, RK Puram, Delhi Cantt. Palam Airport, Kapashera and Dwarka pertaining to impounded vehicles on that day.

5.(2) The duty MM deputed for holidays, second Saturday and Sunday etc, shall look after the cases of CBI, warrant of arrest issued by the authorities beyond Delhi. He/She shall also dispose off the matters presented by railway police and all other matters not specifically mentioned herein.

5.(3) The Duty Magistrate will not look after the court work of his/her link Magistrate.

5.(4) All the urgent applications/superdari applications/misc applications, if fix on holidays, shall be looked after by the Duty MM.

5.(5) The MMs deputed for duty on holidays, second Saturdays and Sundays and actually worked on such days will be entitled to avail off special casual leaves(compensatory leaves) in lieu of duty performed on such day as per rules (this is with reference Endorsement no. 6546-63/Rules/DHC dated 06.03.2012 and the members of the staff of their court will be entitled to avail of special casual leave(compensatory) in lieu of duty performed on such day as per rules (this is with reference to letter no. 19718/DHC/Gaz. Dated 12.05.1999 of Ld. District & Sessions Judge, Delhi) who actually work day(s). The special causal leaves(compensatory leave) of MMs shall be routed through and after the verification of the undersigned. The MMs while forwarding the applications of the staff for grant of such a Spl. CL (compensatory leave) shall certify that the official concerned had actually worked on the particular day.

5.(6) The Judicial Officer who are deputed as duty Magistrate, 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 intimate to the officer requiring his/her attendance for that day he/she may attend the court in the forenoon session under intimation the undersigned (ref. S.O issued by the Ld. District & Sessions Judge, Delhi vide letter no. 42534-684/DM/Gaz. Dated 20.10.1999).

5.(7) On a working day, in case the duty Magistrate happens to be on leave or not available due to some unavoidable reasons, the Ld. Magistrate assigned with work of court of Duty Magistrate as per link roster bearing no. D- 59/LR/CMM/Dwk/2020 dated 31.08.2020 , shall also work as Duty Magistrate for that day till further orders. The Reader/Ahmad of the court of duty Magistrate will intimate about the Link Magistrate about the non availability of duty Magistrate in advance and send information in this regard to the office of undersigned in writing. In case of emergency, if the duty Magistrate is not available on holidays due to some inevitable reasons he/she will send a formal request one day in advance for change of duty alongwith the

written consent/willingness of the Officer agreeing to perform in his/her place, to the office of the undersigned.

5.(10) On Sundays, Second Saturdays and other Holidays they are required to reach court of 11.00 a.m and shall not leave before 5.00 p.m or till the disposal of remand and other misc. work whichever is later. Even on working days the Duty Magistrate is expected to remain in the court till 5.00 p.m. The Duty Magistrate would be assisted by his/her own staff.

Anu Aggarwal
Chief Metropolitan Magistrate
Dwarka Courts

No. D- 58/ DR/CMM/S-WD/DWK/2020

New Delhi, dated 31.08.2020

Copy forwarded for information and necessary action to :

- 1.** The Ld. Registrar General, Hon'ble High Court of Delhi.
(through Ld. District & Sessions Judge, Dwarka Courts).
- 2.** The Ld. District & Sessions Judge, All Districts, Delhi/New Delhi.
- 3.** The Ld. Chief Metropolitan Magistrate, All Districts, Delhi/New Delhi.
- 4.** All Ld. Metropolitan Magistrates, South West District, Dwarka Courts.
- 5.** The Officer Incharge, Pool car, South West District, Dwarka courts.
- 6.** The Ld. Secretary, Delhi Legal Aid, South West District, Dwarka Courts.
- 7.** The Director of Prosecution, Dwarka Courts/Tis Hazari Courts.
- 8.** The A.O Judicial, Office of the District & Sessions Judge, THC (HQ) & Dwarka Courts.
- 9.** Incharge Nazarat Branch, Filing Section, Dwarka Courts.
- 10.** The Commissioner of Police, New Delhi & DCP South West District, Dwarka.
- 11.** The Incharge, Care Taking Branch, Dwarka Courts.
- 12.** The Secretary, Bar Association of All District, Delhi/New Delhi.
- 13.** The Supdt. Jail, Delhi/New Delhi.
- 14.** The Lock up Incharge, South West District, Dwarka Courts.
- 15.** District Court Website Committee, Tis Hazari Courts, Delhi.
- 16.** Reader to CMM/ACMM South West District, Dwarka courts.
- 17.** I.G (Prison), Tihar Jail, Delhi/New Delhi.
- 18.** Concerned Law Officer, Tihar Jail.
- 19.** Incharge, Video Conferencing, South West District, Dwarka Courts.
- 20.** Cashier, Tis Hazari Courts(Central) & South West District, Dwarka Courts.
- 21.** The Incharge, Computer Branch for uploading on the website.
- 22.** Notice Board of South West District, Dwarka Courts.
- 23.** Office File.

Anu Aggarwal
Chief Metropolitan Magistrate
Dwarka Courts.