

OFFICE OF THE CHIEF METROPOLITAN MAGISTRATE : SOUTH-WEST
DWARKA COURTS : NEW DELHI

DUTY ROSTER (REGULAR) FOR THE MONTH OF MAY - 2019
AT DWARKA COURTS : DELHI

The following Metropolitan Magistrates will work as Duty Magistrate at South-West District, Dwarka Courts, New Delhi, on the dates mentioned against their names. It is enjoined upon the Duty Magistrate to hold trial of accused persons involved in petty cases whenever necessary and to attend to all urgent matters, such as recording of dying declaration, statement U/s. 164 Cr.P.C. etc. whenever such matter is placed before them. They should always be available at their residence on the day of duty. The Magistrate named stand deputed for the purpose of trial of demonstrators who may be arrested on the date on which they are performing their duties. The fresh Traffic/STA Challans filed during holidays shall be disposed of by the Duty Magistrate (Traffic), for which separate roster is prepared.

On Sundays, Second Saturday and other Holidays they are required to reach court by 11:00 a.m. and shall not leave before 5:00 p.m. or till the disposal of the remand and other misc. work whichever is later. Even on working days, 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.

<i>Name of the Magistrate</i>	<i>Working Days</i>	<i>Holidays</i>	<i>Room No</i>
Ms. Colette Rashmi Kujur, Ld. ACMM C-82, Saket Court Residential Complex New Delhi.		11.05.2019	210
Sh. Sukhman Sandhu, Ld. MM -01 (NI Act) R/o 134, Rohit Apartments, Plot 30, Sector 10, Dwarka New Delhi.	01.05.2019 02.05.2019	05.05.2019	203
Sh. Umesh Kumar, Ld. MM -4 (NI Act) R/o W.Z 231-B, Madipur, New Delhi – 110063.	03.05.2019 04.05.2019	12.05.2019	211
Ms. Uditia Jain, Ld. MM -08 (NI Act) R/o H. NO. 402, Deepali Enclave, Pitampura, Delhi -110034	06.05.2019 07.05.2019	18.05.2019	215
Ms. Richa Gusain Solanki, Ld. MM -07 R/o 431, Rama Apartments, Sector – 11, Dwarka New Delhi.	22.05.2019 23.05.2019	19.05.2019	309
Ms. Tarunpreet Kaur, Ld. MM -03 (NI Act) R/o I -13, Ganga Ram Vatika, Tilak Nagar New Delhi.	10.05.2019 13.05.2019	26.05.2019	206
Sh. Himanshu Raman Singh, Ld. MM – 04, R/o M- 303, Patparganj, Dharma Apartment-02, I.P Extension , Near Mother Dairy plant, Delhi.	14.05.2019 15.05.2019		12
Ms. Meenu Kaushik, Ld. MM- 03 (Mahila court) R/o H.no. 6, Sahriday Apartments, A4 Paschim Vihar, Delhi.	16.05.2019 17.05.2019		312
Sh. Mridul Gupta, Ld. MM (MCD) R/o B- 301, Judicial Officers flats, Sector -26, Rohini.	20.05.2019 21.05.2019		02
Ms. Shivani Chauhan, Ld. MM -01 (Mahila Court) R/o E -75, W 4 Road, Sainik farms, New Delhi. 110080	08.05.2019 09.05.2019		313
Ms. Paridhi Gupta, Ld. MM-03 R/o Flat No. 1064, Plot No. 4, Rajni Gandha Apartment, Sector-10, Dwarka, New Delhi-110075.	24.05.2019 25.05.2019		11



Sh. Avneesh Kumar, Ld. MM-05(NI Act) R/o – Rohini Judicial Apartment, 304 , Sec 26, Rohini, Delhi	27.05.2019 28.05.2019		213
Ms. Priyanka Rajpoot, Ld. MM -07 (NI Act) R/o Flat No. 202, Block B, IInd floor, Jducial Officers Residential Complex, Sector – 26, Rohini, Delhi	29.05.2019 30.05.2019		214
Sh. Deepak Vats, Ld. MM -05 R/o 385, Old Gurgaon Road, Samalka, New Delhi.	31.05.2019		09

REMARKS :

- When any working days is declared a holiday, the Duty Magistrate on that day will be deemed as Duty Magistrates for whole of the day without any further orders. Further he/she would deal with Traffic/STA Challans of Circle Najafgarh,
- IGI Airport, Janak Puri, Mayapuri, R.K. Puram, Delhi Cantt., Palam Airport, Kapashera & Dwarka pertaining to impounded vehicles on that day.
- It is impressed upon all the MMs not to leave any pending work in their courts without signing viz. orders passed on the day, regular files, Misc. work, bail bond and release warrants etc. The MMs are further directed to take special care that in no case they would leave the court without signing the release warrants, once the bail bond has been accepted by them, even while proceeding on half day leave, and not to leave such work for the duty M.M. of that day. In an exceptional case if an MM had left the court after accepting the bail bond and without signing release warrants, the release warrants may be signed by the concerned Duty Magistrate after taking report in writing from the Reader/Ahlmad of the concerned court and in such eventuality the Duty Magistrate shall submit a report of his having signed the release warrant of a particular court along-with the report so received by him from the staff of that court to the undersigned on the following day.
- The Duty MM deputed for holidays, Second Saturday and Sundays, etc. shall look after the cases of CBI, Warrant of Arrest issued by the authorities beyond Delhi. He shall also dispose off the matters presented by Railway Police and all other matters not specifically mentioned herein.
- The Duty Magistrate is not supposed to deal with the regular files of any court.
- The Duty Magistrate will not look after the court work of his/her link magistrate.
- The Duty Magistrate is supposed to consider remand applications filed by the Investigation Officers after 4:00 pm besides considering the bail bond and surety bond in pursuance to bail orders passed by Hon'ble Supreme Court, Hon'ble High Court, and Ld. Sessions Court on the same day. It is further being specified that in case the bail orders passed by Hon'ble Supreme Court of India or Hon'ble High Court are received in any Magisterial court after 4:00 pm. even if the same has been passed on any previous date, the bail bond/surety bond with respect to such orders, if put up before the Duty Magistrate, is supposed to be considered by him. (This is with reference to letter no. 1542-1631/CIR/CMM/2005 Delhi, Dated 10.02.2006 of Ld. C.M.M. Delhi).
- The Duty MM of the day shall report at Video Conferencing Room latest by 11:30 AM and shall dispose off the work.
- The MMs deputed for duty on holidays, second Saturdays and Sundays and actually worked on such day(s) will be entitled to avail of special casual leave (Compensatory Leave) in lieu of duty performed on such day(s) **within one year thereof**. (This is with reference to Endst. 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(s) as **per leave 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 Casual Leave (Compensatory Leave) of MMs shall be routed through and after the verification of the undersigned. The MMs while forwarding the application of the staff for grant of such Spl. C.L. (Compensatory Leave) shall certify that the official concerned had actually worked on a particular day.
- The Judicial Officers 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 date he/she may attend the court in the forenoon session under intimation the undersigned (ref. S.O. Issued by the Ld. Distt. & Sessions Judge, Delhi vide letter no. 42534-684/DM/Gaz. Dated 20-10-1999).
- On a working day, in case the Duty Magistrate happens to be on leave or not available due to some unavoidable reasons, his link magistrate will look after the work of duty magistrate only for the day without any further



orders and in the absence of 1st Link M.M the 2nd Link M.M will look after the work of the duty Magistrate only and so on without any further orders. The reader/Ahmad of the court of Duty Magistrate will intimate the Link Magistrate about the non availability of Duty Magistrate in advance and send information in this regard to the office of the undersigned in writing. In case of emergency, if the Duty Magistrate is not available on holidays due to some inevitable reasons he send a formal request one day in advance for change of duty alongwith the written consent/willingness of the officer agreeing to perform duty in his/her place, to the office of the undersigned.


Dr. SUMEDH KUMAR SETHI
CHIEF METROPOLITAN MAGISTRATE
(SOUTH-WEST), DWARKA : NEW DELHI

No. D-30 DR(R)/CMM/S-WD/DWK/NEW DELHI/2019

Delhi, Dated 29.04.2019

Copy forwarded for information & necessary action to:

1. The Registrar General, High Court of Delhi, New Delhi.
2. The District & Sessions Judge H.Q., South-West District, Dwarka Courts, Central, West (THC), New Delhi (PHC), South & South East (Saket), Shahdara, East & North East (KKD), North & North West (Rohini), Delhi.
3. The Chief Metropolitan Magistrate, All Districts, Delhi/New Delhi.
4. All Metropolitan Magistrates, South-West District, Dwarka Courts, New Delhi.
5. The Officer Incharge, Pool Car, South-West District, Dwarka Courts, New Delhi.
6. The Secretary, Delhi Legal Aid, South-West District, Dwarka Courts, New Delhi.
7. The Director of Prosecution, THC, Delhi.
8. The A.O., Judicial, Office of the District & Session Judge, H.Q., THC, Delhi.
9. The A.O., Judicial, Office of the District & Sessions Judge, South-West District, Dwarka Courts, New Delhi.
10. In-charge Nazarat Branch, Filing, Office of the District & Sessions Judge, South-West District, Dwarka Courts.
11. The Commissioner of Police, New Delhi DCP's, South-West District, Dwarka Courts, New Delhi.
12. The Care Taking Branch, Office of the District & Sessions Judge, South-West District, Dwarka Courts, New Delhi.
13. The Secretary, Bar Association, THC, PHC, Rohini, Karkardooma & Dwarka Courts, Delhi.
14. The Supdt. Jail, New Delhi/Lock-Up Incharge, South-West District, Dwarka Courts, New Delhi.
15. District Court Web-Site Committee, Tis Hazari Courts.
16. Reader to CMM/ACMM South-West District, Dwarka Courts, New Delhi.
17. I.G. (Prison), Tihar Jail, Delhi, New Delhi.
18. Concerned, Law Officer, Tihar Jail.
19. In-charge, Video Conferencing, South-West District, Dwarka Courts, New Delhi.
20. Cashier, Distt. & Sessions Judge Courts, THC, Dwarka, Delhi.
21. Facilitation Centre/PRO.
22. Notice Board of South-West District, Dwarka Courts, New Delhi.
23. Office File.


Dr. SUMEDH KUMAR SETHI
CHIEF METROPOLITAN MAGISTRATE
(SOUTH-WEST), DWARKA : NEW DELHI

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

DUTY ROSTER FOR MMs (TRAFFIC) FOR THE MONTH OF MAY 2019
AT DWARKA COURTS : DELHI

The following Metropolitan Magistrates will work as Duty Magistrate (Traffic) at Dwarka Courts, Delhi, on the dates mentioned against their names. It is enjoined upon the Duty Magistrate to dispose off all the Traffic/ STA challans of impounded vehicles pertaining to the Traffic Circle of Najafgarh, IGI Airport, Janak Puri, Mayapuri, R.K. Puram, Delhi Cantt., Palam Airport, Kapashera & Dwarka filed during the holidays (i.e. Sundays, Second Saturday and other Holidays).

The MMs are required to reach court by 11:00 a.m. and remain there up to 5:00 p.m. or till the disposal of the challans work whichever is late. The MMs so deputed as Duty Magistrate (Traffic) would be assisted by his/her own staff.


<i>Name of the Magistrate</i>	<i>Holidays</i>	<i>Room No.</i>
Dr. Sumedh Kumar Sethi, Ld. CMM R/o C- 22, Saket Court Residential Complex, Saket, New Delhi.	05.05.2019 12.05.2019	08
Ms. Neha, Ld. MM-02, Mahila Court R/o C-63, Saket Court Residential Complex, Saket, New Delhi.	11.05.2019	315
Sh. Deepak Vats, Ld. MM -05 R/o 385, Old Gurgaon Road, Samalka, New Delhi.	18.05.2019	09
Sh. Pranat Kumar Joshi, Ld. MM -06 (NI Act), R/o Flat no. 134, Rohit Apartments, Plot 30, Sector -10, Dwarka, New Delhi	19.05.2019	216
Ms. Paridhi Gupta, Ld. MM-03, R/o Flat No. 1064, Plot No. 4, Rajni Gandha Apartment, Sector-10, Dwarka, New Delhi-110075.	26.05.2019	11

REMARKS:

1. The Traffic/STA/Challans of impounded Vehicles pertaining to the Traffic Circle of Najafgarh, IGI Airport, Janak Puri, Mayapuri, R.K. Puram, Delhi Cantt., Palam Airport, Kapashera & Dwarka shall be presented for disposal before the MMs on duty on second Saturdays/Sundays and Holidays at Dwarka Courts, New Delhi.
2. When any working day is declared holiday the Metropolitan Magistrate working as Duty Magistrate as per the Duty Roster (Regular) will work as Duty Magistrate (Traffic) as well as and all the challans pertaining to the impounded vehicles of the above circles will be dealt by him/her.
3. The Metropolitan Magistrate (Traffic) deputed as Duty Magistrate shall not be allowed to avail leave on the day of his/her duty in any circumstances. Metropolitan Magistrates (Traffic) may only be allowed to change his/her day of duty on mutual exchange basis with prior permission of the undersigned.
4. It is impressed upon the Duty MMs to complete their court work in every manner before leaving the court i.e. signing of release orders of impounded vehicles, collection of fine etc. and shall not leave any work pending. He/she will also send a report in respect of the disposal of challans presented before him/her on the day of his/her duty, circle-wise, to the other concerned MMs (Traffic) for their information and necessary action.
5. The MMs deputed for duty on Second Saturdays/Sundays/Holidays and the assisting staff of their courts will be entitled to avail Special Casual Leave (Compensatory) in lieu of duty performed on such day(s) as per rules. The Special Casual Leave (Compensatory) of MMs be routed through and after verification by undersigned. The MMs



while forwarding the application of the staff for grant of such Special Casual Leave (Compensatory) shall certify that the official concerned had actually worked on the particular day/days.

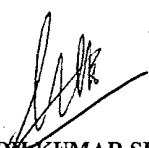

Dr. SUMEDH KUMAR SETHI
CHIEF METROPOLITAN MAGISTRATE
(SOUTH-WEST), DWARKA : NEW DELHI

No. D-31 DR(T)/CMM/S-WD/DWK/NEW DELHI/2019

Delhi, Dated 29.04.2019

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1. The Registrar General, High Court of Delhi, New Delhi.
2. The District & Sessions Judge H.Q., Tis Hazari Courts, South-West District, Dwarka Courts, Central, West (THC), New Delhi (PHC), South & South East (Saket), Shahdara, East & North East (KKD), North & North West (Rohini)
3. The Chief Metropolitan Magistrate, All Districts, Delhi/New Delhi.
4. All Metropolitan Magistrates, South-West District, Dwarka Courts, New Delhi.
5. The Officer Incharge, Pool Car, South-West District, Dwarka Courts, New Delhi.
6. The Secretary, Delhi Legal Aid, South-West District, Dwarka Courts, New Delhi.
7. The Director of Prosecution, THC, Delhi.
8. The A.O., Judicial, Office of the District & Session Judge, H.Q., THC, Delhi.
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15. District Court Web-Site Committee, Tis Hazari Courts.
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18. Concerned, Law Officer, Tihar Jail.
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23. Office File.


Dr. SUMEDH KUMAR SETHI
CHIEF METROPOLITAN MAGISTRATE
(SOUTH-WEST), DWARKA : NEW DELHI

**OFFICE OF THE CHIEF METROPOLITAN MAGISTRATE : SOUTH-WEST
DISTRICT, DWARKA COURTS : NEW DELHI**

EVENING COURT ROSTER FOR THE MONTH OF MAY 2019

As approved by Ld. District & Session Judge South-West District, Dwarka Courts, the following Judicial Officers shall hold the Evening Courts at South-West District Courts, Dwarka, New Delhi during the month of MAY, 2019.

Evening Court No.	Name of Judicial Officers	Room No.
II	Dr. Sumedh Kumar Sethi, Ld. CMM	08
I	Sh. Avneesh Kumar, Ld. MM – 05(NI Act)	213
III	Sh. Deepak Vats, Ld. MM -05	09
IV	Ms. Udit Jain, Ld. MM-08 (NI Act)	215
V	Sh. Himanshu Raman Singh, Ld. MM-04	12
VI	Ms. Shivani Chauhan, Ld. MM-01 (Mahila Court)	313
VII	Ms. Tarunpreet kaur, Ld. MM -03 (NI Act)	206
VIII	Ms. Priyanka Rajpoot, Ld. MM-07(NI Act)	214

Note:-

1. Whenever the Evening Court Judge is on leave or busy in administrative work etc. or is not available due to any reason, he/she shall intimate to the office of the undersigned.
2. Presiding Office of Evening Court, South-West, Dwarka Courts, New Delhi, will be assisted by his/her own staff consisting of Reader, one Stenographer and one Orderly.
3. The link Roster of the Evening Courts would be as under: -

Ld. MM Presiding Evening Court No.	Link	Ld. MM Presiding Evening Court No.
I	⟷	II
III	⟷	IV
V	⟷	VI
VII	⟷	VIII

4. Whenever Presiding Officer of any Evening Court is on leave or busy in Administrative work or is not available due to any reason, his / her work shall be looked after by Link Magistrate presiding the Court shown in the opposite column. In case both the said MMs are on leave or not available for similar reason, the MMs who are mentioned immediately below the MM concerned shall work as next link MM and shall look after the work of Court of MM which is mentioned above it. In case even the next link MM mentioned immediately below the concerned MM is on leave or similarly not available, the MM which is mentioned immediately below thereafter shall work as next link MM and so on and so forth. The two MMs mentioned in the first horizontal line shall be deemed to be MMs placed immediately below the two MMs mentioned in the last horizontal line in the roster for the above purpose. The aforesaid arrangement shall be operative in absence of specific order of undersigned to the contrary.



5. It is further impressed upon the Judicial Officers holding the Evening Courts that they shall hold their respective courts in the rooms specifically earmarked for the said purpose and not in their own regular court rooms.


DR. SUMEDH KUMAR SETHI
CHIEF METROPOLITAN MAGISTRATE (S-W)
DWARKA COURTS : NEW DELHI

No. D - 32 EC/CMM/S-WD/DWK/NEW DELHI/2019

Delhi, Dated 29.04.2019

Copy forwarded for information & necessary action to:

1. The Ld. Registrar General, High Court of Delhi, New Delhi.
2. The Ld. District & Sessions Judge H.Q., Tis Hazari Courts, South-West District, Dwarka Courts, Central, West (THC), New Delhi (PHC), South & South East (Saket), Shahdara, East & North East (KKD), North & North West (Rohini), Delhi.
3. The Ld. Chief Metropolitan Magistrate, All Districts, Delhi/New Delhi.
4. All Ld. Metropolitan Magistrates, South-West District, Dwarka Courts, New Delhi.
5. The Officer Incharge, Pool Car, South-West District, Dwarka Courts, New Delhi.
6. The Secretary, Delhi Legal Aid, South-West District, Dwarka Courts, New Delhi.
7. The Director of Prosecution, THC, Delhi.
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19. In-charge, Video Conferencing, South-West District, Dwarka Courts, New Delhi.
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21. Facilitation Centre/PRO.
22. Notice Board of South-West District, Dwarka Courts, New Delhi.
23. Office File.


(DR. SUMEDH KUMAR SETHI)
CHIEF METROPOLITAN MAGISTRATE (S-W)
DWARKA COURTS : NEW DELHI