OFFICE OF THE CHIEF JUDICIAL MAGISTRATE: SOUTH WEST , DWARKA COURTS : NEW DELHI

LINK ROSTER

The Link Roster of Ld. Judicial Magistrates, posted at South-West, Dwarka Courts, is modified with immediate effect:-

S.N	Name of JMFC	Court No.	Link	Name of JMFC	Court No.
1	Sh. Visvesh, Ld. JMFC-07, Dwarka Courts	06	<>	Sh. Shiv Kumar,JMFC-05 (NI Act),Dwarka courts	213
2	Sh. Abhinav Ahlawat, Ld. JMFC-09, Dwarka Courts	314	<>	Sh. Rishab Kapoor, Ld. JMFC-05, Dwarka Courts	09
3	Ms. Neetika Kapoor, Ld. JMFC-06, Dwarka courts.	514	<>	Sh. Himanshu Tanwar, Ld.JMFC(MCD), Dwarka courts	202
4	Ms. Priya Janghu, Ld. JMFC-02 (Mahila Court)	315	<>	Ms. Divya Singh, Ld. JMFC - 03 (NI Act),Dwarka courts	206
5	Ms. Parul Sharma, Ld. JMFC-13	505	<>	Sh. Harshal Negi, Ld, JMFC-02, Dwarka Courts	10
6	Ms. Divya Yadav, Ld. JMFC-04,Dwarka courts	12	<>	Ms. Surabhi Rastogi, Ld. JMFC-01 (NI Act), Dwarka courts	203
7	Ms. Ashima Lakhanpall, Ld. JMFC-08 (NI Act),Dwarka courts	215	<>	Ms. Vaishali Singh, Ld. JMFC-05 (Mahila court), Dwarka courts	310
8	Ms. Apoorva Rana,Ld. JMFC-03 (Mahila Court),Dwarka courts	312	<>	Ms. Shubhangi Aggarwal, Ld. JMFC-07 (NI Act),Dwarka courts	214
9	Ms. Kritika Jain, Ld. JMFC-03, Dwarka courts	11	<>	Ms. Vinerjeet Kaur, Ld. JMFC-06 (NI Act), Dwarka courts	216
10	Sh. Saurabh Goyal, Ld. JMFC-01, Dwarka courts	513	<>	Sh. Nidhish Kumar Meena, Ld. JMFC -10,Dwarka courts	316
11	Ms. Kirandeep Kaur, Ld. JMFC-04 (Mahila Courts), Dwarka courts	311	<>	Ms. Surbhi, Ld. JMFC-02 (NI Act),Dwarka courts	212
12	Ms. Bhawna Rattan, Ld. JMFC-10 (NI Act), Dwarka courts	512	<>	Ms. Deeksha Sethi, Ld. JMFC-08,Dwarka courts	309
13	Ms. Sukriti Jha, Ld. JMFC (Mahila Court)-06	506	<>	Ms. Neelmani Sharma, Ld. JMFC-04 (NI Act), Dwarka courts	211
14	Sh. Nitesh Goel, Ld. JMFC – 09 (NI Act),Dwarka courts	09	<>	Sh. Harjot Singh Aujla, Ld. JMFC-11,Dwarka courts	05
15	Ms. Abhilasha Singh, Ld. JMFC-01(Mahila court),Dwarka courts	313	<>	Ms. Anuradha Sonker, Ld. JMFC-12	508

1(1). Whenever any JMFC is on leave or busy in remand proceedings in Hospitals etc, or is not available due to any reason, his/her work shall be looked after by Link Magistrates shown against his/her name in the opposite column for entire day. In case both the said JMs are on leave or not available for similar reason, the JMs whose name is mentioned immediate below the name of the JMFC concerned shall work as next link JM and shall look after the work of court of JM whose name is mentioned above his/her name. In case even the next link JM mentioned immediately below the name concerned JM on leave or similarly not available, the JM whose name finds mentioned immediately below thereafter shall work as next link JM for such duration and so on & so forth.

The two JMs mentioned in the first horizontal line shall be deemed to be JMs Place immediately below the two JMs 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.

1(2). The two JMs mentioned immediately below any JMFC shall be deemed to be 2nd and 3rd Link JMFC.

LINK WORK OF CJM COURT :

2 (1) **Sh. Visvesh, Ld. JMFC-07(SW)**, shall dispose off all the judicial work of the court of undersigned on all days as and when undersigned is on leave or otherwise busy with the administrative work or not available. In the absence of **Sh. Visvesh, Ld. JMFC-07** same shall be looked after by **Ms. Deeksha Sethi, Ld. JMFC-08 (SW).** In the absence of both JMFC(s), the said work shall be looked after by **Sh. Abhinav Ahlawat, Ld. JMFC-09 (SW)** In absence of above all the JMFC(s), the said work shall be looked after by the concerned Duty Magistrate.

2 (2). In case when undersigned is busy in administrative work or not available, all miscellaneous applications of the court of undersigned shall be dealt with by the following Ld. Magistrates as follows:

Sr. No.	Days of the Month	Ld. Judicial Magistrate First Class
01	1st to 15th	Sh. Visvesh, Ld. JMFC -07 (SW)
02	16th to 31st	Ms. Deeksha Sethi, Ld. JMFC-08 (SW)

2 (3) In the absence of **Sh. Visvesh, Ld. JMFC-07**, the said work shall be looked after by **Sh. Abhinav Ahlawat Ld. JMFC-09.** In the absence of above said JMFC(s) the said work shall be looked after by the concerned Duty Magistrate.

2 (4) In the absence of **Ms. Deeksha Sethi, Ld. JMFC-08**, the said work shall be looked after by **Ms. Priya Janghu. Ld. JMFC (Mahila Court) -02**. In the absence of above said JMFC(s) the said work shall be looked after by the Concerned Duty Magistrate.

2 (5) In the absence or non-availability of undersigned being on leave or otherwise, **administrative work of the office of undersigned, SARFAESI ACT-2002, & Transit Remand applications** shall be looked after by **Ld. Addl. Chief Judicial Magistrate, South-West District, Delhi**. In the absence of undersigned & Ld. ACJM, South-West District, Delhi the said work shall be looked after by **Ms. Neetika Kapoor, Ld. JMFC – 06 (SW)** and in the absence of Ld. JMFC-06, the said work shall be looked after by the concerned Duty Magistrate.

LINK WORK OF ACJM COURT :

2(6). In the absence or non-availability or being on leave or otherwise busy with the Administrative work, the work of the Court of Ld. ACJM, Dwarka courts, shall be looked after by **Ms. Divya Yadav, Ld. JMFC-04,** Dwarka Courts, and in the absence of Ld. JMFC-09 , the same shall be looked after by **Ms. Kritika Jain, Ld.**

JMFC- 03 , Dwarka Courts and in her absence the same be looked after by **Sh. Nidhish Kumar Meena, Ld. JMFC-10, Dwarka Courts**, and in the absence of Ld. JMFC-10, Dwarka Courts, the same shall be looked after by the Duty JM of the day.

LINK WORK OF PRINCIPAL MAGISTRATE-JUVENILE JUSTICE BOARD :

2(7). In the absence or training or non-availability of Md. Fahd Uddin, Principal Magistrate, Juvenile Justice Board-VII, Dwarka, New Delhi as well as other associate Members of Board, the work of JJB-VII, shall be looked after by **Ms. Shubhangi Aggarwal, Ld. JMFC (NI Act)-07,** Dwarka Courts and in her absence by first Link JMFC of the court of Ld. JMFC of the court of Ld. JM-07 (NI Act) , Dwarka Courts and so on as per the present Link Roster.

LINK WORK OF DIGITAL TRAFFIC COURT :

2(8). In the absence or training or non-availability of Sh. Mayank Singhal, Ld. JMFC (Digital Traffic Court) the work of the court of Sh. Mayank Singhal, Ld. JMFC (Digital Traffic Court) shall be looked after by **Sh. Nitesh Goel, Ld. JMFC (NI Act)09** , Dwarka Courts and and in his absence the same shall be looked after by the Link JMs of the JM-09, Dwarka Courts as per present Link Roster.

3(1). The Link JM shall first come to the court of Ld. JMs on leave personally to deal with the matters listed, misc. applications, etc. and then deal with his/her court work.

3(2). 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 given day, the reader of court concerned shall inform the litigants and Member of the bar about the time when the Link Magistrate would be coming to such court. (refer circular no. 5958 - 6040/CMM dated 19.07.1999).

4. In order to avoid delay in regulation of the court work, Ld. JM shall issue instructions to their respective Readers/Ahlmads/Asstt.Ahlmad/Steno (In that order) to intimate in writing to the office of the CJM, (South West) by 10:00 am (positively) on the date when presiding officer happens to be on leave or not available for any reason.

5 If on any particular day, any court is assigned the work of more than two Link Courts, then the work of 3rd Link Court may be assigned to any other court by CJM (South West) and in her absence, by ACJM (South West), upon written request made by Ld. JM concerned.

CLAUSE FOR PLEA BARGANING COURTS:

6(1). The application of plea bargaining shall be assigned by Ld. JMFC to her/his Link JMFC as per link roster. The case file shall be sent to the court of Link JMFC for fixing of date of appearance before the Link Court. The assignee JMFC shall act as "**Plea Bargaining Court"** for such case till disposal of the plea bargaining proceedings and after completion of plea bargaining proceedings, the case file shall be sent back to the concerned court directly. All summons / notice in respect of **Plea Bargaining application** shall be issued by the Ahlmad of the **Plea Bargaining Court.**

6(2) In case Plea Bargaining succeeds, the entire file shall be returned directly by the Link JMFC (assignee court) to the concerned court for further proceedings if required and it shall be consigned to Record Room by the concerned Trial Court.

6(3) In case the Plea Bargaining fails, only the record of Trial Court shall be returned to the said court (without Plea Bargaining proceedings) directly for further proceedings in the matter. The Plea Bargaining proceedings shall not form part of judicial record and shall be consigned to record separately by the Ahlmad of the Link JMFC (Plea Bargaining Court),

6(4) The Ahlmads of all magisterial Courts shall maintain proper record and data with respect to Plea Bargaining matters, for being used in future, as and when required.

6(5) All Ld. JMFC(s) shall try to ensure that Plea Bargaining applications are disposed of within three months of the same being assigned to them.

Application for Inquest Proceedings :

7(1) All the application **moved before 4:00 PM** for carrying out inquest proceedings shall be placed before the undersigned and In the absence or non-availability of undersigned being on leave or otherwise, shall be looked after by **Ld. Addl. Chief Judicial Magistrate, South-West District, Delhi**. In the absence of Ld. ACJM, South-West District, Delhi the said application shall be put up before the senior most JMFC (on that day), posted at Dwarka Courts, for further marking.

7(2) All the application **moved after 4:00 PM** for carrying out inquest proceedings shall be placed before the Duty JMFC of the day, who shall immediately proceed for initiation of said proceedings, under intimation to the office of the undersigned.

Application for recording statement U/s 183 BNSS (U/s 164 Cr. P.C.), TIP of accused/ Case Property & Sampling under the NDPS Act :

8(1) Application for recording of statement U/s 183 BNSS (statement U/s 164 Cr. P.C.) of offences other than under Sections 64 to Section 71, Section 74 to Section 79 & Section 124 of Bharatiya Nyaya Sanhita 2023 & application for TIP of accused and case property moved before the Area JMFC, South-West shall be marked by her/him to the Link JMFC, South-West.

8(2) Application for recording of statement U/s 183 BNSS (statement U/s 164 Cr. P.C.) under Sections 64 to Section 71, Section 74 to Section 79 & Section 124 of Bharatiya Nyaya Sanhita 2023 moved before the Area JMFC South-West District, shall be marked by him/her to the **next female Link JMFC skipping male JMFC.**

8(3) If the first Link JMFC is on leave or absent on account of having gone for some official duty, such application shall be made over by the area JMFC to the next Link JMFC and so on as per table mentioned above.

8(4) All Ld. JMFC (s) / Ld. Relieving JMFC(s) are directed to make all endeavors to dispose of applications for recording of statement U/s 183 BNSS (U/s164 Cr. P C) assigned to them, on the same date. It should not be ordinarily returned back to the undersigned for marking to someone else citing heavy cause list or multiple statements to be recorded, except in compelling and extraordinary circumstances as it causes undue hardship to the victims.

8(5) All the applications for recording of statement U/s 183 BNSS (164 Cr. P.C) shall be marked by the court concerned to its 1st Ld. Link JM (**except application pertaining to POCSO cases**) and in case the 1st Link JM is on leave or busy in remand proceedings in Hospitals etc. or is not available due to any reason, then same application shall be marked to 2nd Ld. Link JM as per the Link Roster/ Charts and so on. If the concerned Ld. JM is on leave or not available then the same be dealt by the Ld. Link JM without any marking. **All the applications for recording of statements U/s 183 BNSS (U/s 164 Cr. P.C) pertaining to POCSO cases and applications U/s 52 A (2) NDPS Act shall be put up before the undersigned for further marking.** In case of absence of non-availability of undersigned these applications shall be put up before Ld. ACJM for further marking, and in the absence of Ld. ACJM, the same be put before the senior most JM (on that day), posted at Dwarka Courts, for further marking.

8(6) Application for TIP of accused or of case property, for preparation of inventories under Copyrights Act, Trademark and other similar Acts, for polygraph test, for Voice Samples, for specimen signatures / handwritings, etc, shall be assigned by the Jurisdictional Magistrate to the Court of the next available link as per the chart above. In case, the jurisdictional magistrate is not available being only were otherwise busy in the main proceedings in hospitals, inquest and jail duty etc, his or her link JM or even in the absence of the later, his or her link JM shall deal with the application in the same manner deeming it to be to have been made over to him or her formally.

8(7) The concerned JM while recording statements U/s 183 BNSS (164 Cr.P.C) shall keep in mind the provisions of **Section 25 & 26 of the Protection of Children from Sexual Offences Act, 2012** which broadly provides accompanying of Parents/representative, confidentiality, taking assistance of translator/interpreter, if required & in case of mentally or physically challenged persons audio video recording, subject to availability of such means.

8(8) TIP will be conducted in manner as mentioned in the CircularNo.2512/41028-41118/CMM/Delhi dated 04.06.2003 & 474080/CM M/2003/Delhi dated09/07/2003, Ld. JMs proceeding for conducting TIP at Tihar/ Mandoli Jail/or other Jail Complex, **shall not leave the court premises before 3.00 PM and after completing the work fixed in their court for the day.**

(SAMIKSHA GUPTA)
CHIEF JUDICIAL MAGISTRATE (SW)
DWARKA : NEW DELHI

No. 3036-3120 /LDR/CJM/SW/DWK/NEW DELHI/2025 Delhi, Dated 04/6/2025

Copy forwarded for information & necessary action to: (through e-mail)

1. The Ld. Registrar General, High Court of Delhi, New Delhi.
   (through Ld. Principal District & Sessions Judge, Dwarka Courts)
2. The Ld. Principal District & Sessions Judge(s), All Districts, Delhi & New Delhi.
3. The Ld. Chief Judicial Magistrate (s), All Districts, Delhi/New Delhi.
4. All Ld. Judicial Magistrate(s), South West District, Dwarka Courts, New Delhi.
5. The Principal Magistrate, JJB-VII, Dwarka , New Delhi
6. The Ld. Secretary, Delhi Legal Aid, South West District, Dwarka Courts, New Delhi.
7. The Director of Prosecution, THC, Delhi.
8. The Chief Prosecutor, Prosecution Branch, Dwarka Courts.
9. The Incharge, Computer Branch, Dwarka Courts (for uploading on Website).
10. The Commissioner of Police, New Delhi, DCP's, South West District, Dwarka Courts, New Delhi.
11. The Care Taking Branch, Dwarka Courts.
12. The Incharge, R&I, Dwarka Courts (for uploading on Layers).
13. The Hony. Secretary, Bar Association, THC, PHC, Rohini, Karkardooma & Dwarka Courts, Delhi.
14. The Supdt. Jail, New Delhi/LockUp Incharge, South West District, Dwarka Courts, New Delhi.
15. Reader to CJM/ACJM South West District, Dwarka Courts, New Delhi.
16. I.G. (Prison), Tihar Jail, Delhi, New Delhi.
17. Concerned, Law Officer, Tihar Jail.
18. Incharge, Video Conferencing, South West District, Dwarka Courts, New Delhi.
19. Facilitation Centre/PRO, Dwarka Courts, New Delhi.
20. Notice Board of South West District, Dwarka Courts, New Delhi.
21. Office File.

(SAMIKSHA GUPTA)
CHIEF JUDICIAL MAGISTRATE (SW)
DWARKA : NEW DELHI