OFFICE OF THE CHIEF METROPOLITAN MAGISTRATE
SHAHDARA DISTRICT, KARKARDOOMA COURTS, DELHI:
DUTY ROSTER FOR THE MONTH OF MAY, 2020

In continuation of order no. 2115-2133/CMM/SHD/KKD/Delhi, dated 15-04-2020, it is ordered that the following Metropolitan Magistrates will look after the work of Duty Magistrate in Shahdara District at Karkardooma Courts Complex, Delhi on the dates noted against their names. It is enjoined upon the Duty Magistrates to hold trial of accused persons involved in petty cases whenever necessary and to attend all urgent matters, such matters, as are placed before them. They should always be available in their homes on the day of Duty.

On Sundays and other holidays, they are required to reach the court at 11.00 am and remain there till the disposal of the remand and other miscellaneous work. The MMs shall also look after the work of Traffic Courts besides the remand work. On working days, Duty Magistrate shall remain in the court till 05:00 pm. The Duty Magistrates would be assisted by their own staff.

Sl No	Name of the MMs	Working Days	Holidays	R. No.
1	Ms. Mona Tardi Kerketta, Ld. C.M.M., R/O- Flat No. C-84, Type-V, Saket Courts Residential Complex, Saket, N.Delhi-110017.	.....		59
2	Ms. Ambika Singh, Ld.A.C. M.M R/o- 192/11C, Railway Officers Colony, Boulevard Road, Tis Hazari, Delhi-110054.	06-05-2020 08-05-2020	**07-05-2020** **(BUDDHA PURNIMA)**	62
3	Ms. Deepti Devesh, Ld. MM (M.M.-04) R/o Flat No.D-13, Saket Court Complex,New Delhi	18-05-2020 19-05-2020	**17-05-2020** **(SUNDAY)**	55
4	Ms. Gita,Ld. MM-04 R/o Flat No. B-1, Delhi Administration Flats, Model Town, Delhi-110009	04-05-2020 05-05-2020 11-05-2020 28-05-2020		31
5	Sh.Ravinder Kumar Pandey,Ld.MM-03 R/oFlat No 202,Type V Karkardooma Courts Residentional complex Karkardoom Delhi-32	26-05-2020 27-05-2020	**25-05-2020** **(IDU'L FITR)**	56
6	Ms.Snigndha Sarvaria Ld.MM-01 R/o10A,lind &IIIrd Floor,Sanjay Nagar Near Gulabi Bagh, Delhi-110007	16-05-2020	**10-05-2020** **(SUNDAY)**	54
7	Ms.Kadambari Awasthi,Ld.M.M(M.C.-02). R/o Flat No 2121,Type-IV Gulabi Bagh Delhi.	12-05-2020 15-05-2020	**09-05-2020** **(2nd SATURDAY)**	60
8	Ms. Deepakshi Rana, Ld. MM (M.C.-03) R/o H.No. 129, Rishavh Vihar, Karkardooma, Delhi-110092	13-05-2020 14-05-2020 23-05-2020	**24-05-2020** **(SUNDAY)**	312
9	Sh. Prayank Nayak,Ld.MM R/o Flat No. 705 Type IV Karkardooma Courts Residential Complex, Delhi	29-05-2020 30-05-2020	**31-05-2020** **(SUNDAY)**	38
10	Sh. Anubhav Jain Ld.MM-05 R/o Flat No.G2, Plot No.310, Sectore 4, Vaishali,Ghazibad.	01-05-2020 02-05-2020	**03-05-2020** **(SUNDAY)**	316
11	Sh.Mayank Mittal Ld.M.M.-06 R/o C-236, Second Floor, Suraj Mal Vihar, Delhi-110092.	20-05-2020 21-05-2020 22-05-2020		37

NOTE:-

1 When any Working day is declared holiday, the Duty Magistrate, on that day will be deemed as Duty Magistrate for whole of the day without any further order.

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2. It is impressed upon the MMs to complete their entire work. They should not leave their court work for the Duty MM. Release Warrants should be signed by the MM who accepts the bail bond and the regular MM should not leave his/her court before disposal of the work of his/her court which is brought before him/her up-to 4.00 pm. All the consequential work arising in pursuance of the orders issued by regular MM, should be disposed of by the regular MMs.

3. The Metropolitan Magistrate who is deputed as Duty Magistrate if summoned for the day of such duty to appear as witness in a court located in court complex other than the place of posting, will send formal request in advance to the court where he/she has to appear as a witness for his/her exemption from court attendance. If the court in question again intimates the officer requiring his/her attendance for that date, he/she may do so in the forenoon session under an intimation to the office of undersigned/Ld. CMM (Ref. S.O. issued by the District & Sessions Judge, Delhi, vide letter No. 42534-684/DM/Gaz. dt. 26.10.99).

4. No Metropolitan Magistrate shall proceed on leave or remain absent on the day he/she is deputed as Duty Magistrate except under the exceptional circumstances or emergency. In case of any emergency or inevitable circumstances, if a Duty MM has to proceed on leave, he/she shall send a formal request in advance for change of duty with the officer agreeing to perform duty in his/her place to the office of the undersigned.

5. The Duty MM of the day shall report at Video Conferencing Room latest by 12.00 noon and shall dispose of the work as per direction of undersigned.

6 The Ld. MMs deputed for duty on holidays Second Saturdays and Sundays who actually work on such days will be entitled to avail of special causal leave(Compensatory Leave) in lieu of duty performed on such days Within one year thereof. (This is with reference to Notification No.43/Rule/DHC dated 12.01.2012. conveyed through Endst. No.6546-63/Rules/DHC dated; 06.03.2012) and the Members of the staff of their court who actually worked on such days will be entitled to avail of special causal Leave (Compensatory leave) in lieu of duty performed on such days as per rules. The special Casual Leave(Compensatory leave) of Ld. MMs shall be routed through and after the verification of the undersigned. The Ld. MMs while forwarding the application of the staff for grant of such Spl.C.L (Compensatory leave) shall certify that the official concerned has actually worked on a Particular day.

7. In the event of lockdown, all the TIPs pertaining of accused persons to the court of undersigned, Sh.Prayank Nayak Ld.MM-02 , Shahdara,Sh. Mayank Mittal, Ld. M.M.-06,and Sh. Anubhav Jain, ld. M.M.-05 shall be assigned to **Ms. Gita , Ld.MM-04,** Shahdara, KKD Courts, and all the TIPs pertaining to accused persons to the court of Ld. ACMM, Shahdara, Ms.Snigdha Sarvaia.MM-01 Shahdara, Ms.Gita, Ld. M.M.-04 and Sh.Ravinder Kumar Pandey Ld.M.M.-03 Shahdara shall be assigned to the court of **Sh. Mayank Mittal, Ld. M.M.-06** ,Shahdara, KKD Courts, Delhi

8. **The typographical error occurred in the heading " Duty Roster for the month of March, 2020" in order no. 2115-2133/CMM/SHD/KKD/Delhi dated 15-04-2020, stands rectified and directed to be read as " duty roster for the month of May, 2020".**

Rest of the conditions shall remain unchanged.

16/4/20

Mona Tardi Kerketta
Chief Metropolitan Magistrate,
Shahdara District,
Karkardooma Courts, Delhi

No. 2184-2202/CMM/SHD/KKD/Delhi **Dated: 16-04-2020**

Copy for information to:-

1 The Registrar General, High Court of Delhi.
2 All District & Sessions Judge, Shahdara, Central, West, East, North-East, PHC, South, South-East, Dwarka, North, North-West, Delhi/N.Delhi
3 All the office of the C.M.M. , Central, West, East, North-East, PHC, South, South-East, Dwarka, North, North-West , Delhi/N.Delhi
4 The Secretary, DLSA SHD/East/North East, Karkardooma Courts, Delhi.
5 All the Metropolitan Magistrates, Shahdara District, Karkardooma Courts, Delhi.
6 The D.C.P. Shahdara/ East/North East/ thr. Chowki Incharge, KKD Courts, Delhi.
7 The Incharge, District Courts Web-Site Committee, KKD Courts, Delhi.
8 Incharge Pool Car & Incharge Caretaking Branch. Karkardooma Courts, Delhi.
9 Incharge Cash Branch, Karkardooma Courts, Delhi.
10 Chief Public Prosecutor, Karkardooma Courts,Shahdara/East/North-East,Delhi
11 Secretary Shahdara Bar Association, Karkardooma Courts, Delhi.
12 Lock Up Incharge, Karkardooma, Delhi.
13 Information Center, Karkardooma Courts, Delhi.
14 Video Conference Room, Karkardooma Courts, Delhi
15 The Notice Board Karkardooma Court Complex, Delhi
16 For uploading on LAYERS
17 For uploading on Website of Distt.Courts Delhi through LAYERS
18 Ld. Judge Incharge, Mediation Centre, Karkardooma Courts, Delhi.
19 Office Order File.

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Mona Tardi Kerketta)
Chief Metropolitan Magistrate,
Shahdara District,
Karkardooma Courts,Delh