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

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. Gita, Ld. MM-04 R/o:- Flat No. B-1, Delhi Administration Flats, Model Town, Delhi-110009.	01-06-2020 02-06-2020 03-06-2020		31
3	Sh.Mayank Mittal, Ld.M.M.-06 R/o:- C-236, 2nd Floor, Suraj Mal Vihar, Delhi-110092.	04-06-2020 09-06-2020	28-06-2020 (Sunday)	37
4	Ms.Kadambari Awasthi, Ld.M.M (M.C.-02). R/o:- Flat No. 2121,Type-IV,Gulabi Bagh Delhi-110007.	05-06-2020 06-06-2020 08-06-2020		60
5	Ms.Snigndha Sarvaria, Ld.MM-01 R/o:- 10-A, 2nd &3rd Floor, Sanjay Nagar, Near Gulabi Bagh, Delhi-110007.	10-06-2020 16-06-2020	07-06-2020 (Sunday)	54
6	Sh. Anubhav Jain, Ld.MM-05 R/o:- Flat No.G-2, Plot No.310, Sector 4, Vaishali, Ghaziabad, U.P.	11-06-2020 12-06-2020	13-06-2020 (Second Saturday)	316
7	Ms. Deepti Devesh, Ld. MM (M.C.-01) R/o:-FlatNo.D-13,Saket Court Residential Complex, Saket, New Delhi-110017.	15-06-2020 17-06-2020	14-06-2020 (Sunday)	55
8	Ms.Deepakshi Rana, Ld. MM (M.C.-03) R/o:- H.No. 129, Rishabh Vihar, Karkardooma, Delhi-110092.	18-06-2020 20-06-2020 24-06-2020		312
9	Ms. Ambika Singh, Ld.A.C.M.M R/o:- 192/11C, Railway Officers Colony, Boulevard Road, Tis Hazari, Delhi-110054.	19-06-2020 29-06-2020 30-06-2020		62
10	Sh.Ravinder Kumar Pandey, Ld.MM-03 R/o:- Flat No. 202,Type –V, Karkardooma Courts Residential complex, Delhi-110032.	22-06-2020 23-06-2020	21-06-2020 (Sunday)	56
11	Sh. Prayank Nayak, Ld.MM-02 R/o:- Flat No. 705,Type-IV, Karkardooma Courts Residential Complex, Delhi-110032.	25-06-2020 26-06-2020 27-06-2020		38

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NOTE:-

1. **Remarks for the Period when courts are closed due to lockdown :-**

1.(1) During the period of closure of the court due to lockdown, the directions given by Ld. District & Sessions Judge, Shahdara Vide Order No. 2377-2399/Judl./SHD./2020 dt. 22-05-2020 shall prevail and are required to be followed.

1.(2) The Duty Magistrate shall hold the court in Court Room No. 31, Karkardooma Courts complex Delhi till further order (Ref. No. 2222-2239/D&SJ/SHD./2020 dt. 20-04-2020).

2. **Remarks for the period when courts will reopen after the current situation of closure of court is over :-**

2.(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.

2.(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.

2.(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).

2.(4) 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.

2.(5) 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.

2.(6) 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, Id. 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

3 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.

4. Rest of the conditions shall remain unchanged.

5. This is computer generated copy of the order. Hence, signature not required as approved by the Ld. C.M.M. (Shahdara).

Sd/-
(Mona Tardi Kerketta)
Chief Metropolitan Magistrate,
Shahdara District,
Karkardooma Courts, Delhi.

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No. 2425 - 2443 /CMM/SHD/KKD/Delhi Dated: 26-05-2020

Copies forwarded for information and necessary action to:-

1 The Registrar General, High Court of Delhi.
2 All Ld. District & Sessions Judge, Shahdara, Central, West, East, North-East, PHC, South, South-East, South-West, North, North-West, Delhi / N. Delhi
3 All the Ld. C.M.M. Central, West, East, North-East, PHC, South, South-East, South-West , 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/ through Chowki In-charge, KKD Courts, Delhi.
7 The In-charge, District Courts Web-Site Committee, KKD Courts, Delhi.
8 In-charge Pool Car & In-charge Caretaking Branch, Karkardooma Courts, Delhi.
9 In-charge Cash Branch, Karkardooma Courts, Delhi.
10 Chief Public Prosecutor, Karkardooma Courts, Shahdara/East/North-East, Delhi
11 The President & Secretary Shahdara Bar Association, Karkardooma Courts, Delhi.
12 Lock Up In-charge, 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 District Courts Delhi through LAYERS
18 Ld. Judge In-charge, Mediation Centre, Karkardooma Courts, Delhi.
19 Office Order File.

Sd/-
(Mona Tardi Kerketta)
Chief Metropolitan Magistrate,
Shahdara District,
Karkardooma Courts, Delhi.

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