**OFFICE OF THE CHIEF METROPOLITAN MAGISTRATE**
**SHAHDARA DISTRICT, KARKARDOOMA COURTS, DELHI:**
**DUTY ROSTER FOR THE MONTH OF FEBRUARY, 2022**

The following Judicial Officer shall work as Duty Magistrate at Shahdara District, Karkardooma Courts Complex, Delhi on the dates noted against their names during month of February, 2022. **As per the Order No.584/CMM/SHD/KKD/Delhi, Dated 15.01.2022** the Duty Magistrates of the day shall perform the work of granting remand in cases of fresh arrestes both Police remand or Judicial remand and extention of the remand of UTPs (Under Trial Prisoners pending investigation in cases of Shahdara District) as well as their Rehnumai through Video conferencing of the Magisterial Courts in Shahdara District till 11.02.2022. They shall also deal with Misc. applications pertaining to discharge of accused (during investigation), Surrender and permission for interrogation and formal arrests, acceptance of Bail bonds, Recording of statement u/s 164, TIPs and inquest on holidays, the disposal of petty cases and traffic challans (only Impounded vehicles) etc., of the Shahdara District and any other work assigned by the undersigned:-

| Sl No | Name of the MMs | Working Days | Holidays | R. No. |
|---|---|---|---|---|
| 1 | Ms.Kadambari Awasthi, Ld.M.M (M.C.-02).<br>R/o: - Flat No. 2121, Type-IV,Gulabi Bagh Delhi-110007. | 01.02.2022<br>09.02.2022<br>11.02.2022 | **06.02.2022 (Sunday)** | 60 |
| 2 | Ms. Saloni Singh, Ld. MM -01<br>R/o Flat No. 606, 6th Floor Karkardooma Court Residential Complex, Delhi | 02.02.2022<br>04.02.2022<br>10.02.2022 | | 54 |
| 3 | Sh.Mayank Mittal, Ld.M.M.-06<br>R/o:- C-236, 2nd Floor, Suraj Mal Vihar, Delhi-110092. | 03.02.2022<br>28.02.2022 | **20.02.2022 (Sunday)** | 37 |
| 4 | Sh. Bharat Aggarwal, Ld. MM -05<br>R/o House NO. 20 GF Near Laxmi Narain Mandir, Malka Ganj Delhi-110007 | 05.02.2022<br>15.02.2022<br>23.02.2022 | | 316 |
| 5 | Sh. Ajeet Narayan, Ld. MM -02<br>R/o 1997, Ist floor Delhi Admn. Flats Gulabi Bagh Delhi 110007 | 07.02.2022<br>16.02.2022 | **27.02.2022(Sunday)** | 38 |
| 6 | Ms.Deepakshi Rana, Ld. MM (M.C.-03)<br>R/o:-H.No. 129, Rishabh Vihar, Karkardooma, Delhi-110092. | 08.02.2022<br>17.02.2022<br>25.02.2022 | | 312 |
| 7 | Ms. Deepti Devesh, Ld. MM (M.C.-01)<br>R/o:-FlatNo.D-13,Saket Court Residential Complex, Saket, New Delhi-110017. | 14.02.2022<br>19.02.2022 | **12.02.2022(IInd Saturday)** | 55 |
| 8 | Sh. Animesh Bhasker Mani Tripathi, Ld. MM-03<br>R/o 406, 4th floor Karkardooma Court Residential complex Delhi | 21.02.2022<br>22.02.2022 | **13.02.2022 (Sunday)** | 19 |
| 9 | MS. Shama Gupta,Ld. MM-04<br>R/o -BP-167, Shalimar Bagh, Near Shalimar Bagh Club,, Delhi-110088.<br>Also at : A- 69, Majlis Park, Azad Pur, Delhi-110033. | 18.02.2022<br>24.02.2022<br>26.02.2022 | | 31 |

**NOTE:-**

1. All the Duty M.Ms shall comply and work according to the direction received in the past and likely to received in the near future from Hon'ble High Court of Delhi and Ld. District & Sessions Judge, Shahdara, Delhi.

2. 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.

3. It is clarified that Duty Magistrate of a particular day shall work as Duty Magistrate from 10:00 AM on the day of his duty till 09:59 AM on the immediate succeeding day.

4. It must be ensured that all orders would be either digitally signed or manually signed and scanned, and sent for uploading on the CIS system. The Duty MMs shall ensure that bail orders digitally/manually

signed and scanned be uploaded on the official website and also sent through ICJS to Jail Superintendent while simultaneously sent from Court Email ID to the Offical Jail Dak Email-ID i.e. (daksection.tihar@gov.in) and/or (scjm13tihar@gov.in) and Jail Superintendent is directed to cross check from both sources.

5. The Duty MMs. shall sit in their respective court rooms maintaining at all times the norms of social distancing if proceedings are not conducted through video conferencing.

6. Remand and others related work in respect of fresh arrestes and UTP"s shall be done as per duty roster prepared by Ld. CMM, Central, if any, otherwise, as per past directions issued by the undersigned and practices.

7. 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.

8. The statment of Witness u/s 164 Cr.P.C. may be recorded in the Vulnerable Witness Deposition Room/Other Appropriate Room in the Court Complex or through Cisco Webex Platform, and shall not be recorded in the Chamber of the the Ld. Duty Magistrate, in order to ensure norms of social distancing are adhered to.

9 All the MMs are directed to dispose of the application/s U/s 164 Cr.P.C. assigned to them preferably on the same date. If for any special reason, to be recorded in writing, it is not possible to dispose of such application/s on the same day, it must be disposed on the earliest subsequent date.

10 The Judicial Officers who are deputed as Duty Magistrates, 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 intimates the officer requiring his attendance for that date, he may do so in the forenoon session under intimation to the undersigned (ref. S.O. issued by the Ld.Distt. & Sessions Judge, Delhi vide letter no. 42534- 684/DM/Gaz.Dated 20-10-1999). The TIP if any fixed on such day of his/her duty be rescheduled by Duty MM.

11. All the adovcates/Litigants/Police officers are required to send urgent application/replies to respective Courts through the dedicated Email ID of the concerned Court (given at Annexure A).

12. It is dirceted to ensure the attendance of atleast one staff/official who shall extend all the cooperation needed by Ld. Duty Magistrates in any case and the Alhmad/court visiting staff shall make sure that all the disposed off applications be received in the concerned court positively by next working day.

13. The Ld. M.Ms deputed for holiday(s), 2nd Saturday/Sunday and also the Members of the staff of their Courts shall be entitled to avail Special Casual Leave (Compensatory leave) in lieu of duty actually performed by them on such day(s) as per rules. The Ld. M.Ms while forwarding the application of their staff for grant of special casual leave shall certify that the official concerned had actually worked on a particualar day(s).

14. No. Duty MM shall take leave on the day of his/her duty unless in exigency. Reason of exigency shall also be given by the duty MM with one day advance request for change of duty with the consent of officer agreeing to perform duty in his/her place, to the Office of undersigned.

15. The Ld. Duty MM shall also look after the work of Traffic MM (Except work related to Virtual Court), for the Month of February-2022 and shall deal with impounded vehicles only on the day of such duty.

VIPLAV DABASS
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Date: 2022.01.29 18:11:32 +0530

**(Viplav Dabass)**
**Chief Metropolitan Magistrate,**
**Shahdara District,**
**Karkardooma Courts, Delhi**

No. 495–513 /CMM/SHD/KKD/Delhi Dated:- 29.01.2022

**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.

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**(Viplav Dabass)**
**Chief Metropolitan Magistrate,**
**Shahdara District**
**Karkardooma Courts, Delhi**