OFFICE OF THE CHIEF METROPOLITAN MAGISTRATE:
SHAHDARA DISTRICT, KARKARDOOMA COURTS, DELHI:
DUTY ROSTER FOR THE MONTH OF JULY, 2017

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. Shuchi Laler, C.M.M. R/o. B-87, Sector-23, Noida, U.P. **(Note: Ld. C.M.M. is on maternity leaves)**	---	---	**59**
2	Sh. Gagandeep Singh, A.C.M.M. R/o. Flat No. 2072, Type-IV, Delhi Administration Flats, Gulabi Bagh, Delhi	---	**16.07.17 (Sunday)**	**62**
3	Ms. Chhavi Kapoor, MM H. No. 4/2, Maharaja Lal Lane, Civil Lines, Delhi-54	13.07.17 14.07.17 19.07.17 20.07.17 24.07.17 25.07.17	**09.07.17 (Sunday)**	**55**
4	Sh. Pankaj Arora, MM R/o. Flat no. 702, Residential Complex, Karkardooma Courts, Delhi.	03.07.17 04.07.17 05.07.17 26.07.17 27.07.17 28.07.17 29.07.17	**02.07.17**	**56**
5	Sh. Pranjal Aneja-MM, R/o. Flat no. 706, Residential Complex, Karkardooma Courts, Delhi.	11.07.17 12.07.17 17.07.17 18.07.17 21.07.17 22.07.17	**23.07.17 (Sunday)** **30.07.17 (Sunday)**	**54**
6	Ms. Babita Puniya, MM R/o. Flat no. 405, Residential Complex, Karkardooma Courts, Delhi.	01.07.17 06.07.17 07.07.17 10.07.17 15.07.17 31.07.17	**08.07.17 (2nd Saturday)**	**60**

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.

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/Ld. CMM.

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. All the TIPs pertaining to the court of Ld. C.M.M., undersigned (Ld. ACMM), and Sh. Pranjal Aneja, Ld. MM/SHD shall be assigned to Sh. Pankaj Arora, Ld. MM/SHD during the month of July, 2017 and all the TIPs pertaining to the court of Sh. Pankaj Arora, Ld. MM/SHD shall be assigned to Ms. Chhavi Kapoor, Ld. MM (MC-01)/SHD during the month of July, 2017.

27/6/17

(GAGAN DEEP SINGH)
Addl. Chief Metropolitan Magistrate,
Shandara District,
Karkardooma Courts, Delhi

No. 344 **/CMM/SHD/KKD/Delhi** **Date:** 27/06/17

Copy for information to:-

1. The Registrar, High Court of Delhi thr. The District & Sessions Judge, Delhi.
2. The District & Sessions Judge, Shahdara District, Karkardooma Courts, Delhi.
3. The Secretary, DLSA, SHD/East/North-East, Karkardooma Courts, Delhi.
4. All the Metropolitan Magistrates, Shahdara District, Karkardooma Courts, Delhi.
5. The DCP, East/North-East, thr. Chowki Incharge, Karkardooma Courts, Delhi.
6. The Incharge, District Courts Web-Site Committee, KKD Courts/Tis Hazari Courts, Delhi.
7. Incharge Pool Car/Incharge Caretaking Branch, Karkardooma Courts, Delhi.
8. Incharge Cash Branch, Karkardooma Courts, Delhi.
9. Chief Public Prosecutor, Shahdara/East/North-East, Karkardooma Courts, Delhi.
10. The Secretary Shahdara Bar Association, Karkardooma Courts, Delhi.
11. Incharge, Lock-up, Karkardooma Courts, Delhi.
12. Information Centre, Karkardooma Courts, Delhi.
13. Video Conference Room, Karkardooma Courts, Delhi.
14. The Notice Board, Karkardooma Courts, Delhi.
15. Office Order File.

27/6/17

(GAGAN DEEP SINGH)
Addl. Chief Metropolitan Magistrate,
Shandara District,
Karkardooma Courts, Delhi