1015/CB
01/9/2023

OFFICE OF THE CHIEF METROPOLITAN MAGISTRATE, SHAHDARA DISTRICT, KARKARDOOMA COURTS, DELHI

LINK ROSTER

1. In supersession of earlier link Rosters, the arrangement of Ld. Link Magistrates of Karkardooma Courts is as follows w.e.f. **01.09.2023**:

	A	B	C
	Name of the Officer	**1st Link**	**2nd Link**
1	Sh. Udbhav Kumar Jain, Ld. MM-04, SHD/KKD Courts, Delhi	Sh. Aridaman Singh Cheema, Ld. MM-03, SHD/ KKD Courts, Delhi	Ms. Aayushi Saxena, Ld. MM-05, SHD/ KKD Courts, Delhi
2	Sh. Aridaman Singh Cheema, Ld. MM-03, SHD/ KKD Courts, Delhi.	Ms. Aayushi Saxena, Ld. MM-05, SHD/ KKD Courts, Delhi	Sh. Ajeet Narayan, Ld. MM-02, SHD/ KKD Courts, Delhi
3	Ms. Aayushi Saxena, Ld. MM-05, SHD/ KKD Courts, Delhi	Sh. Ajeet Narayan, Ld. MM-02, SHD/ KKD Courts, Delhi	Ms. Aishwarya Singh Kashyap, Ld. MM-06, SHD/ KKD Courts, Delhi
4	Sh. Ajeet Narayan, Ld. MM-02, SHD/ KKD Courts, Delhi	Ms. Aishwarya Singh Kashyap, Ld. MM-06, SHD/ KKD Courts, Delhi	Sh. Dev Chaudhary, Ld. MM-07, SHD/ KKD Courts, Delhi
5	Ms. Aishwarya Singh Kashyap, Ld. MM-06, SHD/ KKD Courts, Delhi	Sh. Dev Chaudhary, Ld. MM-07, SHD/ KKD Courts, Delhi	Ms. Isra Zaidi, Ld. MM (Mahila Court-02), SHD, KKD Courts, Delhi
6	Sh. Dev Chaudhary, Ld. MM-07, SHD/ KKD Courts, Delhi	Ms. Isra Zaidi, Ld. MM (Mahila Court-02), SHD, KKD Courts, Delhi	Ms. Nidhi Bala, Ld. MM (Mahila Court-03), SHD, KKD Courts, Delhi
7	Ms. Isra Zaidi, Ld. MM (Mahila Court-02), SHD, KKD Courts, Delhi	Ms. Nidhi Bala, Ld. MM (Mahila Court-03), SHD, KKD Courts, Delhi	Ms. Shruti Sharma, Ld. MM (Mahila Court-01), SHD, KKD Courts, Delhi
8	Ms. Nidhi Bala, Ld. MM (Mahila Court-03), SHD, KKD Courts, Delhi	Ms. Shruti Sharma, Ld. MM (Mahila Court-01), SHD/ KKD Courts, Delhi	Ms. Chakita Srivastava, Ld. MM-01, SHD/ KKD Courts, Delhi
9	Ms. Shruti Sharma, Ld. MM (Mahila Court-01), SHD/ KKD Courts, Delhi	Ms. Chakita Srivastava, Ld. MM-01, SHD/ KKD Courts, Delhi	Sh. Anmol Nohria, Ld. MM NI Act (Digital), SHD/ KKD Courts Delhi
10	Ms. Chakita Srivastava, Ld. MM-01, SHD/ KKD Courts, Delhi	Sh. Anmol Nohria, Ld. MM NI Act (Digital), SHD/ KKD Courts Delhi	Sh. Udbhav Kumar Jain, Ld. MM-04, SHD/KKD Courts,

			Delhi
11	Sh. Anmol Nohria, Ld. MM NI Act (Digital), SHD/ KKD Courts Delhi	Sh. Udbhav Kumar Jain, Ld. MM-04, SHD/KKD Courts, Delhi	Sh. Aridaman Singh Cheema, Ld. MM-03, SHD/ KKD Courts, Delhi

1.A Whenever any MM whose name is mentioned in column A is on leave or busy in remand proceedings and hospitals etc. or is not available due to any other reason, his/her work shall be looked after by **First Link Magistrate** shown against his/her name in **column B** as First Link MM.

In case both the said MMs happens to be on leave or not available due to similar reason then the MM whose name is mentioned against their name in **column C** shall work in capacity of **Second Link Magistrate** and he/she shall look after the work of Court of such MM only for such duration.

In case the second Link also happens to be on leave or similarly not available, then the MM whose name is mentioned in the **next serial number in column C (Vertically below the second Link)** shall look after the work of the Court of MM on leave for such duration in the capacity of **Third Link Magistrate**.

In case the third Link MM also happens to be on leave or similarly not available then the MM whose name appears in the **next serial number in Column C (Vertically below the third Link)** shall look after the work of the Court of MM on leave for such duration in the capacity of **Fourth Link Magistrate**.

In case the fourth Link MM also happens to be on leave or similarly not availability then the MM whose name appears in the **next serial number in Column C (Vertically below the fourth Link)** shall look after the work of the Court of MM on leave for such duration in the capacity of **Fifth Link Magistrate and so on and so forth.**

The MM mentioned in the first horizontal row of column C shall be deemed to be placed immediately below the last horizontal row of column C.

2. In case of absence due to leave or in case of administrative exigencies or otherwise the judicial work and administrative work of the undersigned shall be looked after by the Ld. ACMM and in absence of Ld. ACMM, by the Ld. Duty MM of that day.

3. In the absence or non-availability or being on leave or otherwise busy with the administrative work, the judicial work of the Court of Ld. ACMM, shall be looked after as follows:-

S.No.	Days of the Month	Ld. Magistrates
1	1st to 15th	Sh. Dev Chaudhary, Ld. MM-07
2	16th to 31st	Sh. Aridaman Singh Cheema, Ld. MM-03

In case of absence due to leave or otherwise of Ld. Link MM, the next following Ld. MM as

per chart in Para-1 shall look after the judicial work of Ld. ACMM and in case of absence of all of above-mentioned Link MMs, the judicial work of Ld. ACMM shall be looked after by the Ld. Duty MM of that day.

4. Whenever any Ld. MM is on leave or busy in remand proceedings in hospital etc. or is not available due to any reason, his/her work shall be looked after by the Link MMs as per table in Para-1.

4A Application for statement u/s 164 Cr.P.C., the applications for TIP of accused or of case property, for preparation of inventories under Copyrights Act, Trademarks 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 table 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 MM or even in the absence of the later, his or her link MM shall deal with the application in the same manner deeming it to be to have been made over to him or her formally. In such an eventuality, the former marking of such applications to next available link would not be required however an endorsement shall be made by the Reader of the concerned Court that **"Learned Presiding Officer is on leave or not available due to any other reason"** and the application shall automatically be deemed to be assigned to the next link MM accordingly. For removal of doubts, it is clarified that no further assignment of any such application shall be done by concerned MM who is required to deal with such application as per above directions and only under exceptional circumstances and for genuine reasons mentioned by the MM concerned in writing, the same can be put up before the undersigned with a request for further assignment.

4.B Due to any unavoidable circumstances if any Ld. MM happens to be on leave or otherwise not available due to any reason, he/ she shall intimate the next Ld. Link MM one day in advance and so on so forth as per the link roster to perform the work of their respective Link Courts. The undersigned can mark any application/ matter to any of the Ld. MMs, available in the district, irrespective of the aforesaid link arrangement.

5. (A) The Ld. Link MM, besides fixing dates will also do other misc. work including recording of evidence of the Court on leave, except passing final judgments, depending purely on the availability of time and volume of work fixed in their courts.

(B) The Link MM shall first come to the Court of Ld. MM on leave, personally deal with the matter listed, dispose of misc. applications and then start the work of his/her own court.

(C) In order to avoid delay in regulating the court work, the Ld. MMs/ ACMM shall issue instructions making it the responsibility of their respective Readers/ Ahlmads/ Stenos (in that order) to intimate in writing to the office of undersigned by 10:15 am positively, on the date when the Ld.

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Presiding Officer happens to be on leave or absent.

(D) In any case, the Link Magistrate shall commence work in the concerned court when the Ld. Presiding Officer is on leave by 10:30 am. In case where a particular Ld. Judicial Officer is exepcted to work as Link Magistrate in more than one court on a given day he shall suitably instruct the Reader of such other court to inform the litigants and members of the bar about the time when the Ld. Link Magistrate would be coming to such other Court. (Refer Circular No.5958-6040/CMM dated 19.07.1999).

6. Application for **plea-bargaining** may be dealt with the Link Magistrate of the Court trying the accused. After the conclusion of plea-bargaining proceedings, the file shall be sent back directly to the Court from where it was referred. But in case the plea-bargaining fails, only the record of trial court shall be returned to the said court (plea-bargaining proceedings) directly for further proceedings in the matter. The plea-bargaining proceedings shall not form part of judicial record and shall consigned to Record Room separately by the Ahlmad of the Link MM (Assignee Court) the endeavour be made to dispose of the applications within three months of assignments.

7. All the applications for carrying out inquest proceedings shall be placed directly before **Sh. Dev Chaudhary, Ld. MM-07, SHD/KKD Courts, Delhi, in case same is moved between 10:00 AM - 4:00 PM on any working day**, who shall immediately proceed for initiation of said proceedings, under intimation to the undersigned.

In case Sh. Dev chaudhary, Ld. MM-07, SHD/KKD Courts, Delhi, is not available for any reason whatsoever or is on leave, then the said applications be placed before Sh. Aridaman Singh Cheema, Ld. MM-03, SHD/KKD Courts, Delhi with an endorsement by the Reader of the Court of Ld. MM-07 that **"Learned Presiding Officer is on leave or not available due to any other reason"**.

All the applications for carrying out inquest proceedings, post **4:00 PM** shall be placed directly before Ld. Duty MM who shall immediately proceed for initiation of said proceedings under intimation to the undersigned.

Yet, where any difficulty is being faced, the application shall be placed before the undersigned for assignment to any Magistrate.

8. Due to any unavoidable circumstances if any Ld. MM happens to be on leave or otherwise not available due to any reason, he/she shall intimate the next Ld. Link MM one day in advance and so on so forth as per the link roster the work of their respective Link Courts. The undersigned can mark any application/ matter to any of the Ld. MMs, available in the district, irrespective of the aforesaid link arrangement.

9. All application for statements u/s 164 Cr.P.C. shall be marked by the Court concerned to its 1st Ld. Link MM (except application u/s 376 IPC and POCSO cases) and in case the 1st Link is on

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leave or busy in remand proceedings in hospital etc or is not available due to any reason, then same application shall be marked to 2nd Ld. Link MM as per Link Roster and in case both the Ld. Link MMs are on leave or busy in remand proceedings in hospital etc and are not available due to any reason then same application shall be put up before Ld. ACMM for marking. All the application for recording statements u/s 164 Cr.PC pertaining to cases u/s 376 IPC and NDPS Sampling, shall be put up before Ld. ACMM for further marking in case of non-availability of Ld. ACMM, the same shall be dealt by the Senior-most Ld. MM **(Presently Sh. Ajeet Narayan, Ld. MM-02)**. In case of non-availability of the Senior-most of Ld. MM, the same shall be dealt by the Ld. Duty MM of the day.

10. The application in pending investigation cases and in the pending trial cases shall be filed directly to the Email ID of the court concerned as mentioned in the "Annexure A" and it is directed that all applications and reply would be sent to the Court's Email ID/ Court ID before 03:00 PM every day as mentioned "Annexure A".

(Preeti Parewa)
Chief Metropolitan Magistrate
Shahdara District,
Karkardooma Courts, Delhi

No.1769/CMM/SHD/KKD/Delhi Dated: 01.09.2023.

Copy for information to:-

1. The Ld. Registrar General, High Court of Delhi.
2. Ld. Principal District & Sessions Judge, Shahdara District, Karkardooma Courts, Delhi.
3. The Ld. Secretary, DLSA, SHD/East/North-East, Karkardooma Courts, Delhi.
4. All the Ld. Metropolitan Magistrates, Shahdara District, Karkardooma Courts, Delhi.
5. The D.C.P. Shahdara/East/North-East/ the Chowki In-charge, KKD Courts Delhi.
6. The In-charge, District Courts Website Committee, KKD Courts, Delhi with directions to upload the same on the official website of the Delhi District Court.
7. In-charge Pool Car for necessary arrangements, if required.
8. In-charge Caretaking Branch, Karkardooma Courts, Delhi with directions to affix a copy of this roster on Notice Board, Karkardooma Court Complex, Delhi.
9. In-charge 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 In-charge, Karkardooma, Delhi
13. Information Center, Karkardooma Courts, Delhi
14. In-Charge, Computer Branch/ Video Conferencing Room, Karkardooma Courts, Delhi with directions to upload the same on LAYERS.
15. Office Order File.

(Preeti Parewa)
Chief Metropolitan Magistrate
Shahdara District,
Karkardooma Courts, Delhi