OFFICE OF THE CHIEF JUDICIAL MAGISTRATE, SOUTH DISTRICT
SAKET COURTS COMPLEX, NEW DELHI.

ORDER

Pursuant to order bearing No. 5951-5952/DHC/Gaz.IIB/G-7/2025 dated 31.10.2025 and Order bearing no. 5954-5955/DHC/Gaz.IIB/G-7/2025 dated 31.10.2025 of Hon'ble High Court of Delhi and consequent upon approval of the Ld. Principal District & Sessions Judge (South), the below mentioned Judicial Officers are hereby deputed to preside over the Evening Court of South District in Saket Courts Complex for the month of **December , 2026.**

S. No.	Name of the Judicial Officer	Evening Court (Additional Courts)	Room Nos.
1.	Sh. Shiva Parashar, Ld. JMFC(NI ACT) -04	Evening Court No. 1 (Additional Courts)	16 Main Building
2.	Ms.Tuhina Mardi , Ld. Relieving JMFC/CJ	Evening Court No. 2 (Additional Courts)	12 Main Building
3.	Sh. Harshal Negi, Ld. CJ-02	Evening Court No. 3 (Additional Courts)	01 Main Building
4.	Sh. Bhanu Pratap Singh, Ld. JMFC-02	Evening Court No. 4 (Additional Courts)	03 Main Building
5.	Ms. Ariba Khan, Ld. JMFC(NIAct)-02	Evening Court No. 5 (NI Act) (Additional Courts)	14 Main Building

Note :-

(1) No request for change of duty shall be entertained, except in exceptional cases.

(2) Request for exemption will not be considered unless received one day in advance.

(3) If Judicial Officer, due to the reason cited is exempted to perform duty on certain day, The staff of the concerned officer i.e. Reader, Stenographer shall be present to perform their duty. Due to administrative exigency, in case, the Reader happens to be on leave, Ahlmad of the Court shall work as Reader and in case, both Reader and Ahlmad happen to be on leave, the work of the Reader shall be looked after by the regular Assistant Ahlmad of the Court.

(4) Every Presiding Officer of Evening Court shall be assisted his/her own staff consisting of Reader, one Stenographer and an Orderly. It shall be the duty of the Reader of the Evening Court to do the kharja/ updation of all the cases in the CIS software before leaving the Court. It shall be the duty of the orderly on the concerned Evening Courts, South to collect the peshi one day in advance and shall return the files (along with order sheet in each case file) in the evening after the court work is over to the concerned Ahlmad of that Evening Court.

(5) Evening Court No. 01, 02 ,03 and 04, South District, shall deal with Traffic Challans and Evening Court No. 5 shall deal with matters related to Kalandras & NI Act at Saket Courts Complex, New Delhi & all Ld. Presiding Officer of these courts shall sit for the work of evening court from 05 : 00 PM to 07 : 00 PM.

(6) It is further impressed upon the Ld. Judicial officers holding the Evening Courts that he/she shall hold the Court in the Room specifically earmarked for the said purpose and not in their own regular Court Room.

(7) It is further impressed upon the Ld. Judicial Officers that they shall sign the fine statement on daily basis before leaving the Court premises.

(8) In case more than three Judicial officers on leave then the work of evening court shall be looked after by duty MM.

28/11/26.

(NIHARIKA KUMAR SHARMA)
Chief Judicial Magistrate,
Officer In-Charge (Evening Court),
Saket Courts, New Delhi.

No. 51142 - 51172 Evening Court/South/Saket/New Delhi/2026 Dated :- 18.11.2026

Copy forwarded for information to :-

1. The Ld. Registrar General, Hon'ble High Court of Delhi, New Delhi.
2. The Ld. Principal District & Sessions Judge (Headquarters), Tis Hazari Courts, Delhi.
3. Reader to Ld. Principal District & Sessions Judge (South), Saket Court Complex, New Delhi.
4. The Presiding Officers concerned "with request to send the name of his/her court staff along with the detail of the days on which they have attended the Evening Court."
5. The DCP, South District, New Delhi.
6. Branch In-Charge/Accounts Officer, Accounts Branch(South), Saket Court Complex, New Delhi.
7. Branch In-Charge, Cash Branch (South), Saket Court Complex, New Delhi.
8. The A.O. (Judl.), Administration Branch (South), Saket Court Complex, New Delhi.
9. The Chief Public Prosecutor, Saket Court Complex, New Delhi.
10. The Secretary, Bar Association, Saket Court Complex, New Delhi
11. The Branch In-Charge, Pool Car Section, Saket Court Complex, New Delhi.
12. Reader to Ld. CJM (South), Saket Court Complex, New Delhi.
13. The Secretary, DLSA (South), Saket Court Complex, New Delhi.
14. Branch In-Charge, Computer Branch, South District, Saket Court Complex, New Delhi.
15. Ahlmads of Evening Courts, South District, Saket Court Complex, New Delhi.
16. Nodal Officer, posted in Evening Cell, for information and necessary action.
17. Branch In-Charge Computer Branch for information and necessary action.
18. E-Sewa Kendra, South District, Saket Court Complex. New Delhi.

18/11/26.

(NIHARIKA KUMAR SHARMA)
Chief Judicial Magistrate,
Officer In-Charge (Evening Court),
Saket Courts, New Delhi.