No 415-31 /-  Dated 30. 07. 2025

**OFFICE OF THE CHIEF JUDICIAL MAGISTRATE, NUH**

The duty roster to be observed by Judicial Magistrates, Nuh, Ferozepur Jhirka and Punhana for the period from **01.08.2025 to 31.08.2025** shall be as follows:-

**NUH**

| Sr. No. | Name of Magistrate | From |
|---|---|---|
| 1. | Ms. Sonia Sheokand, Ld. ACJM | 01.08.2025 to 04.08.2025 |
| 2 | Ms. Chavi Goel, Ld. CJM | 05.08.2025 to 08.08.2025 |
| 3. | Ms. Vandana, Ld. JMIC | 09.08.2025 to 13.08.2025 |
| 4. | Ms. Priyanka Jain, Ld. JMIC | 14.08.2025 to 18.08.2025 |
| 5. | Ms. Shatakshi, Ld. JMIC | 19.08.2025 to 25.08.2025 |
| 6. | Sh. Mukesh Kumar, Ld. JMIC | 26.08.2025 to 31.08.2025 |

**FEROZEPUR JHIRKA**

| Sr. No. | Name of Magistrate | From |
|---|---|---|
| 1. | Sh. Kartik Sharma, Ld. JMIC | 01.08.2025 to 16.08.2025 |
| 2. | Sh. Vikash, Ld. SDJM | 17.08.2025 to 31.08.2025 |

**PUNHANA**

| Sr. No. | Name of Magistrate | From |
|---|---|---|
| 1. | Sh. Ashish Kumar Mandal, Ld JMIC | 01.08.2025 to 11.08.2025 |
| 2. | Sh. Sachin Kumar Singh, Ld. JMIC | 12.08.2025 to 22.08.2025 |
| 3. | Ms. Ashmita Deshwal, SDJM | 23.08.2025 to 31.08.2025 |

1. In case any Duty Magistrate proceeds on Station Leave, he/she shall make alternative arrangement himself/herself with some other Magistrate under intimation to the undersigned.

2. In case any officer on duty happens to proceed on a leave due to some emergency, the duty work during court hours shall be attended by the next Duty Magistrate.

3. As conveyed by the Registrar General, Hon'ble Punjab and Haryana High Court, vide Letter No. 42423/Gaz.II(17) dated 28.10.2010, the Area Magistrates shall strictly attend to all kinds of remand matters, receiving of special reports, production of case property etc.

relating to the area of Jurisdiction falling in the Police Station allotted to them, even beyond court hours, on all working days, if they are at the station.

4. All the SHOs are directed to send the special reports in the courts of respective Area Magistrates and to send the special report to the Duty Magistrate, if and only if, the Area Magistrate happens to be on Station Leave, or happens to be not available under intimation to the undersigned.

5 The Duty Magistrate/consenting Magistrate shall also attend to Protocol duties, during the period of duty, under the supervision of undersigned/Ld. ACJM.

6. The duty period shall commence within court hours i.e. 10:00 A.M and shall extended till court hours of the next day i.e. till 10:00 A.M of the next day.

7. The Affidavits of the witnesses (deposing before Sessions Court), shall be attested by the Duty Magistrate.

8. In case CJM/ACJM happened to be busy in connection with an official meeting the duty work shall be performed by duty magistrate.

9. In case any officer on duty gets transferred then the duty work for the said period shall be performed by the next duty magistrate.

10. In case any officer on duty proceed on training then the duty work for the said period shall be performed by the next duty magistrate.

11. In consultation with Ld. District and Sessions Judge, Nuh, it is clarified that on holidays, duty timing will be from 12:00 Noon to 2:30PM, which may be extended by Ld. Duty Magistrate as the case may be.

12. In consultation with Ld. District and Sessions Judge, Nuh, it is also clarified that on holidays and after court hours on any working day, at the camp office of Ld. Duty Magistrate/ Ld. Area Magistrate, only urgent duty work which includes production of the accused by way of fresh remand, recording of statements u/s 164 of CrPC and recording dying declaration, and any other urgent work as assessed by Ld. Duty Magistrate/Ld. Area Magistrate, will be entertained.

13. In consultation with Ld. District and Sessions Judge, Nuh, it is also clarified that as and when any officer on duty is unable to perform his/her duty due to official work, then in his/her absence duty work of said period shall be entertained by that Judicial officer who performed his/her duty at the beginning of that month.

30/07/2025

**(Chavi Goel)**
**Chief Judicial Magistrate,**
**Nuh/30.07.2025**