No 820 /-

Dated 17. 12. 2025



OFFICE OF THE CHIEF JUDICIAL MAGISTRATE, NUH

In partial modification of the duty roster bearing Endst. No.771-787 dated 27.11.2025 and in view of the medical leave applied by Ms. Shatakshi, Ld JMIC, from 13.12.205 to 27.12.2025 vide bearing endorsement No. 406 dated 15.12.2025, the duty roster to be observed by Judicial Magistrates, Nuh for the period from 21.12.2025 to 25.12.2025 shall be as follows:-

NUH

Sr. No.	Name of Magistrate	
1.	Ms. Vandana, Ld. JMIC	21.12.2025
2	Ms. Sonia Sheokand, Ld. ACJM	22.12.2025
3.	Ms. Chavi Goel, Ld. CJM	23.12.2025
4.	Sh. Mukesh Kumar, Ld. JMIC	24.12.2025
5.	Ms. Priyanka Jain, Ld. JMIC	25.12.2025

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.

Chavi Goel
17/12/2025

Ld. Dtc. J

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 Under Section 183 BNSS 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 dealt with by the Officer next Junior to him/her in the cadre, on duty and in case the Junior most Officer is on leave/away, then such work relating to his/her Court shall be dealt with by his next senior Officer in the cadre on duty.

17/12/2025

(Chavi Goel)
Chief Judicial Magistrate,
Nuh/17.12.2025

RD No-11728/17-12-25

Seen System officer to note & Comply.

District and Sessions Judge
Nuh 17/12/25