OFFICE OF THE CHIEF JUDICIAL MAGISTRATE, JIND
OFFICE ORDER.

In the interest of work and administration, the following Duty Roster shall be observed by the Judicial Magistrates of Jind Sessions Division for the Month of **November, 2026.**

DISTRICT HEAD QUARTER, JIND.

Sr. No	Name of Officer	Designation	Period
1.	Ms. Jasbir.	Civil Judge (Sr.Divn.)/Addl. Chief Judicial Magistrate, Jind	25.11.2026 & 26.11.2026.
2.	Ms. Monika	Chief Judicial Magistrate/Addl. Civil Judge (Sr. Divn.), Jind.	19.11.2026 & 20.11.2026.
3.	Sh. Vivek Singh.	Addl. Civil Judge (Sr. Divn.)/ Judicial Magistrate 1st Class, Jind	21.11.2026 to 24.11.2026.
4.	Sh. Paarinder Singh.	Judicial Magistrate Ist Class/Civil Judge (Jr. Divn.), Jind	01.11.2026 to 06.11.2026.
5.	Sh. Jashanpreet Singh Benipal.	Judicial Magistrate Ist Class/Civil Judge (Jr. Divn.), Jind	07.11.2026 to 12.11.2026.
6.	Ms. Mehak.	Judicial Magistrate Ist Class/Civil Judge (Jr. Divn.), Jind	13.11.2026 to 18.11.2026
7.	Sh. Yogesh Kaushik.	Judicial Magistrate Ist Class/Civil Judge (Jr. Divn.), Jind	27.11.2026 to 30.11.2026.
SUB DIVISION, NARWANA			
1.	Sh. Sandeep Kumar.	Sub Divisional Judicial Magistrate/Addl. Civil Judge (Sr. Divn.), Narwana	01.11.2026 to 10.11.2026.
2.	Sh. Abhishek Verma.	Judicial Magistrate Ist Class/Civil Judge (Jr. Divn.), Narwana	11.11.2026 to 20.11.2026.
3.	Ms. Ekamjot Kaur.	Judicial Magistrate Ist Class/Civil Judge (Jr. Divn.), Jind	21.11.2026 to 30.11.2026.
SUB DIVISION, SAFIDON			
1.	Sh. Amandeep.	Sub Divisional Judicial Magistrate/Addl. Civil Judge (Sr. Divn.), Safidon	01.11.2026 to 10.11.2026.
2.	Sh. Amit Nain.	Judicial Magistrate Ist Class/Civil Judge (Jr. Divn.), Safidon	11.11.2026 to 20.11.2026.
3.	Ms. Anisha Rani.	Judicial Magistrate Ist Class/Civil Judge (Jr. Divn.), Safidon.	21.11.2026 to 30.11.2026.

1. In case any officer on duty has to proceed to official tour/training/course or on emergency leave, the entire duty work shall be done by the next Duty Magistrate on duty during the court hours and after court hours. In case any judicial officer is on official tour/training/course on Sunday or holiday, the duty work shall be performed by the next Duty Magistrate on duty. The officer proceeded on such tour/leave shall duly intimate in writing to the next learned Duty Magistrate.

2. In case any duty work is received after court hours same shall be dealt with by the concerned Illaqa Magistrate if he/she is on station and not by the Duty Magistrate. The Duty Magistrate shall deal with the duty work only if the concerned Illaqa Magistrate is not on station for any reason and intimation of the same has been sent to the Duty Magistrate.

3. In case any officer on duty has to proceed on casual leave or station leave on any working day, holiday or after Court hours, he/she shall make suitable arrangement for duty work with some other judicial officer at his/her own level with prior permission of learned District & Sessions Judge, Jind under intimation to the undersigned along-with original consent of the concerned judicial officer.

4. The affidavits of the witnesses deposing before the learned Court of Sessions, pertaining to the Sub Divisions of Sessions Division, Jind shall be attested by the Duty Magistrate at Jind. It is made clear that the affidavit of any person whose evidence is of formal character as provided under Section 332 BNSS shall be attested by the respective court in which the witness is deposing.

5. If any officer who is performing duty work in the last of the month, happens to be on leave, the officer who is performing duty first in the current month shall perform the duty work if duty roster of next month is not issued otherwise as per serial no.1 mentioned above.

6. The duty Magistrate shall also perform protocol duty during his/her duty period under the supervision of the Chief Judicial Magistrate and in his/her absence under the supervision of Addl. Chief Judicial Magistrate at Head-quarter and under the supervision of Sub Divisional Judicial Magistrate at Sub Divisions level in the jurisdiction of Sessions Division, Jind.

The duty work of the judicial officers shall start from court hours and not from midnight. The timing of the court hours for summers/winters has already been prescribed by Hon'ble Punjab and Haryana High Court, Chandigarh.

Note: If both/all the officer at Sub-Division Narwana/Safidon happened to be on leave of any kind on any working day/holiday (with prior permission of the learned District & Sessions Judge, Jind), the duty work (including receiving of FIR, recording of statement under Section 183 BNSS, Superdari matters, bail matters, receiving of challan etc.pertaining to Sub Division, Narwana/Safidon shall be looked after by the Duty Magistrate working at District Head Quarter, Jind.

(Monika)
Chief Judicial Magistrate
Jind.

Endst. No._____/ Dated: _____/

Copy forwarded to following for information please.:

1) Learned District & Sessions Judge, Jind.
2) Superintendent of Police, Jind in order to circulate to all SHOs.
3) Ms. Jasbir, Ld. Addl. Chief Judicial Magistrate, Jind.
4) Sh. Vivek Singh, Ld. Judicial Magistrate Ist Class, Jind.
5) Sh. Paarinder Singh, Ld. Judicial Magistrate Ist Class, Jind.
6) Sh. Jashanpreet Singh Benipal, Ld. Judicial Magistrate Ist Class, Jind.
7) Ms. Mehak, Ld. Judicial Magistrate Ist Class, Jind.
8) Ms. Shrishtpreet Kaur, Ld. Judicial Magistrate Ist Class, Jind.
9) Sh. Yogesh Kaushik, Ld.Judicial Magistrate Ist Class, Jind.
10) Sh. Sandeep Kumar, Ld. Sub Divisional Judicial Magistrate, Narwana.
11) Sh. Abhishek Verma, Ld. Judicial Magistrate Ist Class, Narwana.
12) Ms. Ekamjot Kaur, Ld. Judicial Magistrate Ist Class, Narwana.
13) Sh. Amandeep, Ld. Sub Divisional Judicial Magistrate, Safidon.
14) Sh. Amit Nain, Ld. Judicial Magistrate Ist Class, Safidon.
15) Ms. Anisha Rani, Ld. Judicial Magistrate Ist Class, Safidon.
16) The Chief Medical Officer, Jind.
17) District Attorney, Jind.
18) President District Bar Association, Jind.
19) President Bar Association, Narwana.
20) President Bar Association, Safidon.
21) System Officer, Computer Branch, Jind.

(Monika)
Chief Judicial Magistrate
Jind.