

**OFFICE OF THE CHIEF METROPOLITAN MAGISTRATE
SOUTH DISTRICT, SAKET COURT COMPLEX, NEW DELHI
MODIFIED DUTY ROSTER FOR THE MONTH OF APRIL- 2019**

In view of Order No. 12/DHC/GAZ./G-7/VI.E.2(a)/2019 dated 26th March, 2019 and DHC Order No. 19/DHC/Gaz/G-7/VI.E.2(a)/2019 dated 5th April, 2019 passed by Hon'ble High Court of Delhi regarding transfers/postings in the Delhi Judicial Services and in partial modification of Duty Roster for the month of April -2019 bearing No. 285-305/CMM/DR/SD/Saket/New Delhi/2019 dated 30.03.2019, The following Metropolitan Magistrates will work as Duty Magistrate in South District at Saket Court Complex, New Delhi on the dates noted against their names. It is enjoined upon the Duty Magistrate to hold the trial of accused persons involved in petty cases whenever necessary and to attend all the urgent matters, such as recording of dying declaration, statement U/s. 164 Cr. P.C. etc. whenever such matter placed before them. They should always be available in their houses on the day of duty. The Magistrate named stand deputed for the purposes of trial of demonstrators who may be arrested on the date on which they are performing their duties. If fresh Traffic/STA Challans are filed during holidays, the same shall also be disposed off by the Duty Magistrate.

On Sundays, Second Saturday and other Holidays, they are required to reach court around 11:00 am. and shall leave before 5:00 pm or till the disposal of the entire remand (including remand outside court premises ie. Jail, hospital etc.) and other misc. work, whichever is later. Even on working days, Duty Magistrate is expected to remain in the court till 5:00 pm. The Duty Magistrate would be assisted by his/her own staff.

S. No.	Name of Metropolitan Magistrates	Working Day(s)	Holiday(s)	Room No.
1.	Sh. Santosh Kumar Singh, MM, NI Act-05 F-211, Vikas Puri, Near K.R. Manglam School, New Delhi-110 018.	10.04.2019	<u>17.04.2019</u>	305 (3 rd floor)
2.	Ms. Swati Gupta, MM-03 (Mahila Court) DW-190, Deerwood Chase, Nirvana Country, Sector- 50, Gurugram, Haryana.	11.04.2019		12 (Ground floor)
3.	Ms. Vijeta Singh Rawat, MM-06 C-71, Saket Court Residential Complex, Saket, New Delhi.	27.04.2019	<u>13.04.2019</u>	614 (6 th floor)
4.	Ms. Shilpi Singh, MM, NI Act-04 C-34, Ground Floor, Soami Nagar, New Delhi-110 017.	12.04.2019 15.04.2019		202 (2 nd floor)
5.	Ms. Tanya Bamniyal, MM-02 A-191, 2 nd Floor, Shivalik colony, Malviya Nagar, New Delhi-110017	30.04.2019	<u>14.04.2019</u>	213 (2 nd floor)
6.	Ms. Saloni Singh, MM - 02, (Mahila Court) Flat No. 606, Karkardooma Court, Judges Residential Complex, New Delhi.	16.04.2019		209 (2 nd floor)
7.	Sh. Abhinav Pandey, MM NI Act-01 House No.152, Block No.23, Lodhi Colony, New Delhi-110 003.		<u>19.04.2019</u>	611 (6 th floor)
8.	Ms. Mayuri Singh, MM-01, (Mahila Court) Flat No. 707, Karkardooma Courts Residential Complex, Delhi.	20.04.2019		208 (2 nd floor)
9.	Sh. Anurag Dass, MM-01 2042, Type IV, DA Flats, Gulabi Bagh, Delhi.	18.04.2019	<u>21.04.2019</u>	214 (2 nd floor)
10.	Sh. Vinik Jain, MM-03, NI Act House No. 6726, East Rohtash nagar, Shahdara, Delhi- 110032.	22.04.2019 25.04.2019		207 (2 nd floor)
11.	Ms. Alka Singh, MM NI Act-02 Flat No.504, Block B, Judicial Officers Residential Complex, Sector-26, Rohini, Delhi	23.04.2019 29.04.2019		612 (6 th floor)
12.	Ms. Neha Priya, MM-04 C-8/79, DDA Flats, East of Kailash, New Delhi-110065.	24.04.2019 26.04.2019		211 (2 nd floor)
13.	Sh. Vaibhav Mehta, MM-05 5839/40, B.H.S. Sadar Thana, Sadar Bazar, Delhi-06.		<u>28.04.2019</u>	210 (2 nd floor)

Notes:-

- The Duty Magistrate will also work as Duty Magistrate (Traffic) and all the Challans

Sh. Anurag Dass
10.04.2019

3. It is impressed upon all the MMs not to leave any pending work in their courts without signing viz. orders passed on the day, regular files, Misc. work, bail bond and release warrants etc. The MMs are further directed to take special care that in no case they should not leave the court without signing the release warrants, once the bail bond has been accepted by them, even while proceeding on half day leave, and not to leave such work for the duty M.M. of that day. In an exceptional case if an MM had left the court after accepting the bail bond and without signing release warrants, the release warrants may be signed by the concerned Duty Magistrate after taking report in writing from the Reader/Ahimad of the concerned court.
4. The Duty MM deputed for holidays, Second Saturday and Sundays, etc. shall look after the cases of CBI, Warrant of Arrest issued by the authorities beyond Delhi. He shall also dispose off the matters presented by Railway Police and all other matters not specifically mentioned herein.
5. The Duty Magistrate is not supposed to deal with the regular files of any court.
6. The duty magistrate will not look after the court work of his/her link magistrate.
7. The Duty Magistrate is supposed to consider remand applications filed by the Investigation Officers after 4:00 pm besides considering the bail bond and surety bond in pursuance to bail orders passed by Hon'ble Supreme Court, Hon'ble High Court, and Ld. Sessions Court on the same day. It is further being specified that in case the bail orders passed by Hon'ble Supreme Court of India or Hon'ble High Court are received in any Magisterial court after 4:00 pm. even if the same has been passed on any previous date, the bail bond/surety bond with respect to such orders, if put up before the Duty Magistrate it is supposed to be considered by him. (This is with reference to letter no. 1542-1631/CIR/CMM/2005 Delhi, Dated 10-02-2006 of Ld. C.M.M. Delhi). Further on working day, Duty MM shall be responsible for all remand work at any hour of any person who is present outside the court premises (Jail, hospital etc).
8. The Duty MM of the day shall report at Video Conferencing Room latest by 11:30 AM and shall dispose off the work.
9. The MMs deputed for duty on holidays, second Saturdays and Sundays who actually work on such day(s) will be entitled to avail of special casual leave (Compensatory Leave) in lieu of duty performed on such day(s) **within one year thereof**. (This is with reference to Notification No. 43/Rules/DHC dated 12.01.2012 conveyed through Endst. No. 6546-63/Rules/DHC dated: 06/03/2012) and the Members of the staff of their court who actually worked on such day(s) will be entitled to avail of Special Casual leave (Compensatory leave) in lieu of duty performed on such day(s) as per rules. The Special Casual Leave (Compensatory Leave) of MMs shall be routed through and after the verification of the undersigned. The MMs while forwarding the application of the staff for grant of such Spl. C.L. (Compensatory Leave) shall certify that the official concerned had actually worked on a particular day.
10. The Judicial Officers who are deputed as Duty Magistrate, if Summoned for the day of such duty to appear as witness in a court located in the court complex other than the place of posting will send a formal request in advance to the court where he/she is to appear as a witness for his/her exemption from court attendance. If the court in question again intimates the officer requiring his/her attendance for that date he/she may do so in the forenoon sessions under intimation to the undersigned (ref. S.O. issued by the Ld. Distt. & Sessions Judge, Delhi vide letter no. 42534-684/DM/Gaz. Dated 26-10-1999).
11. No Metropolitan Magistrate shall proceed on leave or remain absent on the day he / she is deputed as Duty Magistrate except under exceptional circumstances or emergency. In case of an emergency or inevitable circumstances, if a Duty MM must proceed on leave, he/she shall send a formal request in advance for change of duty with the officer agreeing to perform duty in his/her place in the office of the Undersigned.
12. In case if on a working day, Duty MM is on leave due to unforeseen circumstances, he/sne shall immediately inform the office of undersigned as well as Link MM, who shall proceed to work as Duty MM on the said day, without any further orders in this regard.
13. Before visiting the Duty MM after duty hours, it is expected that concerned police officials shall telephonically communicate with the Duty MM.
14. **Court Room No. 007 (Eastern Wing) is earmarked for Duty Magistrate(s) deputed for holidays or during vacations.** (This is with ref.,no.24891-24991/General/RKG/DJ(S)/Saket/ND/dated: 25-07-2011).

Dated : 10.04.2019


(AJAY SINGH SEKHAWAT)
Chief Metropolitan Magistrate,
South District, Saket Court Complex,
New Delhi