

OFFICE OF THE CHIEF METROPOLITAN MAGISTRATE : WEST, DISTRICT: DELHI

DUTY ROSTER OF METROPOLITAN MAGISTRATE(WEST) DISTRICT  
FOR THE MONTH OF DECEMBER- 2023

The following Metropolitan Magistrates, of West District will work as Duty Magistrate, on the dates noted against their names. It is enjoined upon the Duty Magistrate to hold trial of accused persons involved in petty cases whenever necessary and to attend to all urgent matters, such as recording of dying declaration etc. whenever such matter is placed before them. They should always be available in their homes on the day of duty.


On Sundays, Second Saturday and other holidays, they are required to reach to court by 11:00 AM and remain there up to 05:00 PM or till the disposal of remand and other misc. work whichever is later. On working days Duty Magistrates shall remain in the court till 05:00 PM. The duty Magistrate would be assisted by his/her own staff.

Sr. No.	Name of the Judicial Officers	Working days	Holiday	Room No.
01	Ms. Kirandeep Kaur, MM R/o Flat No. 1700, Delhi Administration Flats, Gulabi Bagh, Delhi-110007 (e-mail:-readercourt04@gmail.com)	01-12-2023 05-12-2023		103 (CBA-II)
02	Ms. Anasha Gautam, M.M. R/o 206, Type-IV, Karkardooma Judicial Residential Complex Delhi (e-mail:- mmmahilacourt04west@gmail.com)	02-12-2023	31-12-2023 (Sunday)	252
03	Sh. Anshul Mehta, M.M. House No. 369 Ground Floor, Dr. Mukharji Nagar Delhi 110009 (e-mail:- readermm1west@gmail.com)	14-12-2023	03-12-2023 (Sunday)	341
04	Sh. Shubham Devadiya, M.M. R/o Flat No. 1715, Delhi Administration Flats, Gulabi Bagh, Delhi-07 (e-mail:- mm05west@gmail.com)	04-12-2023	25-12-2023 (Christmas Day)	336A
05	Ms. Anceza Bishnoi, M.M. R/o Apartment No. CGJ-172, J Tower, DLF Capital Greens, Phase- I, Shivaji Marg, Moti Nagar, New Delhi -15 (e-mail:- readermm05west@gmail.com)	06-12-2023 22-12-2023		353
06	Ms. Mansi Malik, Ld. MM B-703, Officers Residential Complex, Sector -26 Rohini, Delhi (e-mail:-mmniact01west@gmail.com)	07-12-2023 08-12-2023		03 (CBA-I)
07	Ms. Swati Gupta- II Ld. MM R/o H. No. 211, 3 <sup>rd</sup> Floor, Avtar Enclave, Paschim Vihar(West) Delhi -110063 (e-mail:- court355thc@gmail.com)	09-12-2023	10-12-2023 (Sunday)	355
08	Sh. Ankit Karan Singh, MM R/o 274, 3 <sup>rd</sup> Floor, Jai Durga Apartments, Tagore Park, Delhi- 11009 (e-mail:-kkjudicialofficer2020@gmail.com)	11-12-2023 12-12-2023		30
09	Ms. Neetika Kapoor, M.M. R/o A 2/114, Maharishi Dayanand Marg, 2 <sup>nd</sup> Floor, Rajouri Garden, New Delhi (e-mail:- judicialmm02west@gmail.com)	13-12-2023	24-12-2023 (Sunday)	356
10	Ms. Shivli Talwar, Ld. MM R/o F-48, Mansarover Garden, New Delhi-110015 (e-mail:- readermahilacourt01west@gmail.com)	15-12-2023 16-12-2023		358
11	Ms. Shagun, MM R/o G-1, Delhi Govt. Officer's Flats Model Town-1, New Delhi - 110009 (e-mail:- readermm04west@gmail.com)	23-12-2023	17-12-2023 (Sunday)	268
12	Ms. Karuna, M.M. R/o Flat No. 104 First Floor, Tower-3C Grand Square Apartment, Kundli, Sonapat, Haryana (e-mail:-readermm02west@gmail.com)	18-12-2023 19-12-2023		158
13	Sh. Karanbir Singh, MM R/o 3 <sup>rd</sup> Floor, C-7,160-161, Sector-8, Rohini Delhi (e-mail:-readermm05west@gmail.com)	20-12-2023	28-12-2023 (Winter Vacation)	04 (CBA-I)
14	Sh. Bhavaya Karhail, Ld. MM R/o B-123, B Freedom Fighter Enclave, Neb Sarai, Delhi (e-mail:-niact03west@gmail.com)	21-12-2023	29-12-2023 (Winter Vacation)	102 (CBA-II)
15	Sh Devanshu Sajlan, M.M. R/o Flat No. CGC-152, DLF Capital Greens, Shivaji Marg, Moti Nagar New Delhi 110015 (e-mail:-readermm07west@gmail.com)		26-12-2023 (Winter Vacation)	289
16	Sh. P. Bhargav Rao, MM. R/o House No. C-2, Block B-1, Khasra No. 876/2, Sant Nagar, Burari, Delhi - 84 (e-mail:-mm03west@gmail.com)		27-12-2023 (Winter Vacation) & 30-12-2023 (Winter Vacation)	292

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REMARKS :

- 01 On holiday the Duty Magistrate of the day shall also deal with all the challans of traffic/STA/Impounded Vehicle pertaining to Darya Ganj, Kamla Market , Model Town & Paschim Vihar traffic circles.
- 02 When any working day is declared a holiday, the Duty Magistrate on that day will be deemed as Duty Magistrate for whole day without any further order.
03. Duty MM shall hold court on Sundays, Second Saturdays and Holidays etc. in Room Numbers mentioned against their names.
04. It is impressed upon all MMs. to remain available in their court and to perform their judicial work till 5 pm, including deciding remand and bail application, and signing of orders passed on the day, as also on warrants, for example, release warrants, remand warrants etc., and not to leave such work for the Duty Magistrate of that day. (Reference No. 1956-2008/CMM/West/ADD/DR/2014 dated 05-06-2014)
- 04(a) In case any Magistrate has to leave court before 5 pm due to unavoidable reasons he shall intimate the undersigned and the Duty Magistrate of the day of the said reasons before leaving the court. In absence of any such intimation, the Duty Magistrate would perform the work of the said Presiding Officer only after taking a written report from the Reader / Ahlmad of the said Court about the non - availability of the Presiding Officer, which shall thereafter be sent to the undersigned.((Reference No.1956/2008/CMM/West/ADD/DR/2014 dated 05-06-2014).
05. It is clarified that on working days, all the Bail applications & Superdari Applications shall have to be heard by the concerned court.
- 06 All the I.d. MM(s) shall comply the directions received from time to time regarding disposal of the work from Hon'ble High Court of Delhi and from I.d. Principal District & Sessions Judge (West), Delhi.
- 07 The I.d. MMs deputed for duty and the staff of their courts who will work on Holidays will be entitled to avail Special Casual Leave (Compensatory Leave) in lieu of the duty performed on such day (s) as per rules. The special casual leave (compensatory) of the MMs shall be routed through and after verification by undersigned. The MMs while forwarding the application of the staff for grant of such special casual leave (compensatory) shall verify that the official concerned had actually worked on a particular date.
- 08 In case of emergency the Duty Magistrate is not available due to some inevitable reasons he/she will send a formal request two days in advance for change of duty alongwith the written consent/willingness of the officer agreeing to perform duty in his/her place, to the office of the I.d. CMM(West) Delhi .
- 09 The Judicial Officer who are deputed as Duty Magistrate, if summoned for the day, of such day of duty to appear as witness in a court located in court complex other than the place of posting will send a formal request in advance to the court where he/she has to appear as a witness for his/her exemption from court attendance for that date, he /she may do so in the forenoon session, under intimation to the undersigned. (Ref: standing order issued by the I.d. District Judge-I & Sessions Judge, Delhi. Video NO. 42534-684/DM/Gaz. Dated 26-10-1999.)
- 10 In case, if any information regarding Inquest U/ 176 Cr.P.C. is received between 10.00 A.M to 5.00 P.M. on a working day, the same shall be moved before the undersigned for marking it further.
- 11 It is clarified that on working day, if any Inquest information is received by the Duty M.M after 05:00 P.M. till 9.59 A.M. on the immediate succeeding day, then the same shall be deemed to be marked to the concerned Duty M.M of the day, who shall proceed to conduct the inquest proceedings and no formal marking of such Inquest by the undersigned shall be required.
- 12 If any inquest information is received by the Duty Metropolitan Magistrate West district, Delhi on holiday, then the same shall be deemed to be marked to the Duty M.M. of the day, who shall proceed to conduct the inquest proceedings and no formal marking of such Inquest shall be required.

  
(RUBY NEERAJ KUMAR)  
Addl. Chief Metropolitan Magistrate  
West District, Delhi

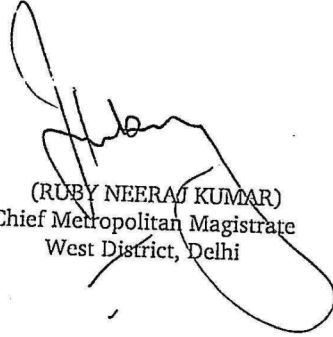
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No. 0909-3763 CMM(West)/DR/2023

Dated, Delhi the 28-11-2023

Copy forwarded for information and necessary action to:-

01. The Hon'ble Registrar General, High Court of Delhi, New Delhi  
Through I.d. Principal District & Sessions Judge, (West), Delhi
02. The Principal District & Sessions Judge, (HQ), Delhi
03. The Principal District & Sessions Judge, (West), Delhi
04. The Principal District & Sessions Judge all district Delhi/New Delhi
05. The I.d. officer Incharge, Pool Car, Tis Hazari Courts, Delhi
06. The CMMs, all District, Delhi/New Delhi,
07. The Metropolitan Magistrates, West District, Tis Hazari Courts Complex, Delhi.
08. The Director of Prosecution, Tis Hazari Courts, Delhi.
09. The Commissioner of Police, Delhi
10. The I G (Prison), Tihar Jail, Delhi/New Delhi.
11. The Secretary, Bar Association, Tis Hazari Courts, Delhi
12. The Supdt. Jail, New Delhi/Lock-Up Incharge, Tis Hazari Courts, Delhi
13. The Admn. Officer(Judl), Hindi Department, R. No. 237, Tis Hazari Courts, Delhi
14. Law Officer, Tihar Jail, Delhi/New Delhi.
15. For Uploading on centralized web-site through LAYERS
16. The Video Conferencing, R. No. 211, Tis Hazari Courts, Delhi.
17. The Care Taking Branch, (HQ) Tis Hazari Courts, Delhi
18. Reader to the court of undersigned.
19. The Cash Branch, West District, Tis Hazari Courts, Delhi.
20. PS to I.d. Principal District and Sessions Judge(West) District, Delhi
- 21 Office file

  
(RUBY NEERAJ KUMAR)  
Addl. Chief Metropolitan Magistrate  
West District, Delhi