

**OFFICE OF THE CHIEF JUDICIAL MAGISTRATE
ROUSE AVENUE COURT COMPLEX, DELHI**

DUTY ROSTER FOR THE MONTH NOVEMBER, 2025

The following Ld. ACJMs posted at Rouse Avenue Court Complex, shall work as Duty Magistrate on the dates noted against their respective names *relating to all cases triable by courts of magistrate initiated by the CBI, as well as for the work related to designated courts for trying the cases pertaining to MP/MLAs.*

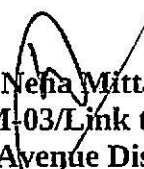
It is enjoined upon the Duty Magistrate to attend all urgent matters including remand work, search warrants etc. The Duty Magistrate deputed for holidays, Second Saturday and Sundays etc. shall look after the cases of CBI, warrants of arrest, transit remand, issued by the authorities beyond Delhi etc. He/she shall also dispose off all other matters not specifically mentioned herein, including recording of statement u/s.164 Crpc.

Sl. No.	Name of Ld. Duty Magistrate	Day of duty (working day)	Sunday/Holiday	Court Room No.
01.	Sh. Paras Dalal, Ld. ACJM-01 Residential Address:- A-80/2, First Floor, SFS Flats, Saket, New Delhi-110017	19-11-2025 20-11-2025 21-11-2025 22-11-2025 <u>24-11-2025</u>	<u>23-11-2025</u>	203
02.	Ms. Neha Mittal, Ld. ACJM-03 Residential Address:- B-401, Judicial Officers Residential Complex, Sector-26, Rohini, New Delhi-110042	14-11-2025 15-11-2025 17-11-2025 18-11-2025 25-11-2025	<u>05-11-2025</u>	502 <i>1472</i> <i>Faridabad</i>
03.	Sh. Vaibhav Chaurasia, Ld. ACJM-04 Residential Address:- Flat No. 201, Second Floor, Tower-C, Thirty Multistoried Judicial Houses, Sector-8 Faridabad, Faridabad City, Haryana-121006	04-11-2025 11-11-2025 12-11-2025 13-11-2025 29-11-2025	<u>30-11-2025</u>	503

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04.	Ms. Jyoti Maheshwari, Ld. ACJM-05 Residential Address:- E-260, East of Kailash, near the Study School, New Delhi-110065	01-11-2025 03-11-2025 10-11-2025	<u>02-11-2025</u> <u>09-11-2025</u> <u>16-11-2025</u>	401
05.	Ms. Neetu Nagar, Ld. ACJM-06 Residential Address:- 124, Ground Floor, Molarband Extension, Badarpur, New Delhi-110044	06-11-2025 07-11-2025 26-11-2025 27-11-2025 28-11-2025	<u>08-11-2025</u>	406


 (Neha Mittal)
 ACJM-03/Link to CJM
 Rouse Avenue District Courts
 New Delhi

Remarks:

1. The dates which are in bold and underlined, fall on Sunday, Second Saturday and Holidays.
2. 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.
3. Duty magistrates are advised not to proceed on leave or remain absent on the day they are deputed as Duty Magistrate except under exceptional circumstances or emergencies. In case of an emergency or unavoidable circumstances, if a Duty MM must proceed on leave, he/she shall send a formal request in advance for change of duty, with the consent of an ACJM agreeing to perform duty in his/her place, in the office of undersigned.
4. All miscellaneous applications be dealt with/filed according to circular no. 1651-1716-C/Bail & Filing/RADC/2024 dated 22.01.2024, issued by Ld. Principal District & Session Judge-Cum-Special Judge (P.C. Act) (CBI), Rouse Avenue Court Complex, Delhi.
5. It is impressed upon all the ACJMs not to leave any pending work in their court without signing viz. Orders passed on the day, regular files, Misc. Work, Bail Bond and release warrants etc. The ACJMs 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 Magistrate of that day. In an exceptional case, if an ACJM 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 Readers/Ahlmad of the concerned court and in such eventuality the duty Magistrate shall submit a report of his/her having signed the release warrant of a particular court along with the report so received by him/her from the staff of that court to the undersigned on the following day.

6. The Duty Magistrate is supposed to consider remand applications filed by the Investigating Officer's after 4:00 p.m. besides considering the bail bond and surety bond in pursuance to bail order passed by the Hon'ble Supreme Court of India, Hon'ble High Court, and Learned Sessions Court on the same day. It is further being specified that in case the bail order passed by the Hon'ble Supreme Court of India or by the Hon'ble High Court are received in any Magisterial Court after 4:00 p.m. 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 is supposed to be considered by him/her.
7. It is clarified that Duty Magistrate of a particular day shall work as Duty Magistrate from 10:00 AM on the day of his/her duty till 9:59 AM on the immediate succeeding day.
8. Officers will be available physically in court room till duty hours.
9. The Officials who actually performed duty with Presiding Officers on Sunday/holidays shall be entitled for compensatory leave, as per rules.
10. The Official email IDs of readers of concerned courts are provided hereunder.

Sl. No.	Officer name/court	e-mail ID
1.	Ld.CJM	cmm-racc@ddc.nic.in
2.	Sh. Paras Dalal, Ld. ACJM-01	acmm01-racc@ddc.nic.in
3.	Ld.ACJM-02-cum-ACJ	acmm02acj-racc@ddc.nic.in
4.	Ms. Neha Mittal, Ld. ACJM-03	acmm03-racc@ddc.nic.in
5.	Sh. Vaibhav Chaurasia, Ld. ACJM-04	acmm04-racc@ddc.nic.in
6.	Ms. Jyoti Maheshwari, Ld. ACJM-05	acjm05-racc@ddc.nic.in
7.	Ms. Neetu Nagar, Ld. ACJM-06	acjm06-racc@ddc.nic.in

(Neha Mittal)
ACJM-03/Link to CJM
Rouse Avenue District Courts
New Delhi

9664/D-9689/D

Order No.

CJM/RADC/DR 2025

Dated

16/10/2025

At - 4:30pm

Copy forwarded digitally/physically for information and necessary action to:

1. The Ld. Registrar General, Hon'ble High Court of Delhi.
2. The Ld. Principal District & Sessions Judge, (HQs), Delhi.
3. The Ld. Principal District & Session Judge-Cum-Special Judge (P.C. Act) (CBI), Rouse Avenue Court Complex, Delhi)
4. The Ld. ACJMs Rouse Avenue District Court Complex, New Delhi.
5. The Director of Prosecution, CBI, Block No.3, II Floor, CGO Complex, Lodhi Road, New Delhi.
6. The Director of Prosecution, Govt. of NCT of Delhi, Tis Hazari Courts, Delhi.
7. The Chief Prosecutor, CBI/ACB, Rouse Avenue District Court, New Delhi.
8. The Website Committee, Tis Hazari Court, Delhi for uploading on the official website
9. The Branch In-charge, Care Taking, Facilitation, Computer and Filing Section, Judicial Branch, RADC, New Delhi.
10. The Reader to the court of undersigned.
11. The Lockup In-charge, Rouse Avenue District Court, New Delhi.
12. The Police Chowki In-charge, Rouse Avenue District Court, New Delhi.
13. For uploading on 'LAYERS'.
14. The Ld.Secy. DLSA, RADC, New Delhi.



(Neha Mittal)

ACJM-08/Link to CJM
Rouse Avenue District Courts
New Delhi