To, In-charge, District Court website THC. Delhi

## OFFICE OF THE CHIEF JUDICIAL MAGISTRATE, PATIALA HOUSE COURTS, NEW DELHI DISTRICT: DUTY ROSTER FOR THE MONTH OF JULY, 2026.

### ORDER

Pursuant to the communication bearing no. 36985-996/IT Cell/ 2026 dated 06.06.2026 received from the Ld. Principal District & Sessions Judge (Hqs), Delhi, and in furtherance of the direction regarding operationalization of WTC, it is hereby ordered that the following Judicial Officers shall hold the "Weekend Traffic Courts" of, Patiala House Courts, New Delhi District for the month of July 2026 on the dates mentioned against their names. The Judicial Officers so deputed shall be assisted by their regular staff attached to their respective Courts. The Concerned Judicial Officers and Staff be entitled to compensatory leave for the duties performed on the aforesaid dates, in accordance with the applicable rule and instructions.

| S. No. | Name of the Judicial Officers | Weekend Traffic Courts Dates | Court Room Nos. |
|---|---|---|---|
| 1. | Ms. Vidushi Garg, Ld. JMFC (Digital Traffic Court-01) | 05.07.2026 | 40, GF, Main Building |
| 2. | Ms. Nishi Jindal, Ld. JMFC (Digital Traffic Court-02) | 05.07.2026 | 40, GF, Main Building |
| 3. | Sh. Ravi, Ld. JMFC-07 | 12.07.2026 | 06, GF, Main Building |
| 4. | Ms. Tabassum Khan, Ld. JMFC Mahila Court-02 | 12.07.2026 | 19, FF, Main Building |
| 5. | Ms. Charan Salwan, Ld. JMFC-01 | 19.07.2026 | 21, FF, Main Building |
| 6. | Sh. Shivam Gupta, Ld. Reliever Judge | 19.07.2026 | 08, GF, Main Building |
| 7. | Sh. Kautuk Bhardwaj, Ld. JMFC-06 | 26.07.2026 | 23, FF, Main Building |
| 8. | Sh. Aridaman Singh Cheema, Ld. JMFC-03 | 26.07.2026 | 28, GF, Lockup Building |

(i) The Ld. Administrative Civil Judge, New Delhi District, is requested to earmark 02 suitable courtrooms along with requisite infrastructure for operationalization of the Weekend Traffic Courts (WTC).

(ii) Any request for change of duty shall be entertained only in exceptional circumstances and shall be submitted at least one week in advance. The concerned Judicial Officer shall arrange a suitable substitute and obtain his/her consent before forwarding such request to the undersigned. No request received beyond the stipulated period shall ordinarily be considered.

(iii) The Presiding Officer deputed for Weekend Traffic Courts duty shall be assisted by the regular staff attached to his/her Court, including Reader/Ahlmad, Stenographer and Orderly/Peon. In case of deployment of any Ld. JMFCs/ Civil Judge/ Reliever Judge, the requisite supporting staff shall be provided by the Administration Branch.

(iv) The Judicial Officer performing WTC duty shall submit a weekly disposal report to the office of the undersigned indicating, inter alia, the number of cases listed, number of cases disposed of, amount of fine realized and such other particulars as may be required.

(v) The Reader/Ahlmad/ Sr. PA/ PA attached with the Presiding Officer shall ensure timely updation of proceedings and disposal of challans on CIS/e-Challan Portal on the same day, so as to maintain accuracy of records and real-time status of cases.

(vi) The Branch In-Charge, Computer Branch, shall ensure availability of technical support staff/troubleshooters during WTC functioning. The requisite Bar-code scanners infrastructure shall also be made available to facilitate smooth conduct of proceedings.

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11/6/26.

(Mridul Gupta)
Chief Judicial Magistrate
Patiala House Courts, New Delhi

Contt.....

No. 1595-1645 /2026/CJM/PHC/New Delhi. Dated 11.06.2026

Copy forwarded for information and necessary action :-

1. The Ld. Registrar General, Hon'ble High Court of Delhi, New Delhi.
2. Ld. Principal District & Sessions Judge, HQ's, Tis Hazari Courts, Delhi.
3. Ld. Principal District & Sessions Judge, New Delhi District, Patiala House Courts, New Delhi.
4. All the Ld. Principal District & Sessions Judge, Delhi.
5. Ld. Administrative Civil Judge, New Delhi District, Patiala House Courts, New Delhi.
6. All the Ld. Chief Judicial Magistrates, Delhi.
7. All the Ld. ACJMs/JMFCs/ Civil Judge/ Reliever Judge, New Delhi District, Patiala House Courts, New Delhi District.
8. To The Ld. Secretary, NDDLSA, Patiala House Courts, New Delhi.
9. To *The D.C.Ps.,Traffic, New Delhi District/ South -West District/ West District with the request to depute Traffic Naib Court on every weekend Traffic Courts under intimation to the office of undersigned*
10. The Chief Prosecutor, New Delhi District.
11. The D.C.P. New Delhi District with the request that necessary provision of transport and security for the Judi cial Magistrate First Class (as per Rosters), deputed for duty be made.
12. P.S. to the Ld. Principal District & Sessions Judges, Delhi/New Delhi.
13. The In-charge, District Courts Web-Site Committee, Tis Hazari Courts, Delhi.
14. The In-charge, Computer Room, Patiala House Courts, New Delhi with the direction to upload the same on the website.
15. The Controlling Officer, Pool-Car, New Delhi.
16. The Care Taker, New Delhi District.
17. The In-charge, Lock-up, New Delhi District, Patiala House Courts, New Delhi.
18. The In-charge, Cash Branch, New Delhi District, Patiala House Courts, New Delhi.
19. The In-Charge, Judicial Branch, New Delhi District, Patiala House Courts, New Delhi.
20. The Secretary, N.D.B.A. Patiala House Courts.
21. Office file.

11/6/26

**Chief Judicial Magistrate,**
**NDD, Patiala House Court, New Delhi**

OFFICE OF THE CHIEF JUDICIAL MAGISTRATE,
PATIALA HOUSE COURTS, NEW DELHI.

No. 1544-1591/2026/CJM/PHC/New Delhi Dated: 11.06.2026

**ORDER**

Pursuant to the communication vide letter no. 36985-996/IT Cell/2026 dated 06.06.2026 regarding **"Operationalization of Weekend Traffic Courts (WTC)"** received from the Office of the Chairman (IT & Digitization), Delhi District Courts, the following directions are hereby issued for implementation of the Weekend Traffic Courts in the district:

1. The Ld. Administrative Civil Judge, New Delhi District, is requested to earmark two suitable courtrooms within the District Court Complex for functioning of the Weekend Traffic Courts.

2. The Weekend Traffic Courts shall function on 2nd Saturdays (except when declared as a working day) and all Sundays, in accordance with the guidelines issued by the Hon'ble High Court and Delhi District Courts.

3. The office of the undersigned shall prepare the duty roster of Judicial Officers for the Weekend Traffic Courts in advance, ensuring rotational deployment and administrative convenience.

4. The Judicial Officers deputed for Weekend Traffic Court duty shall be assisted by his/her regular staff, who shall stand deputed for Weekend Traffic Court duty along with the concerned Judicial Officer. In case of deployment of any JMFCs/ Civil/ Reliever Judge, the requisite supporting staff shall be provided by the Administration Branch.

5. Any request for change of duty shall be entertained only in exceptional circumstances and shall be submitted at least one week in advance. The concerned Judicial Officer shall arrange a suitable substitute and obtain his/her consent before forwarding such request to the undersigned

6. Branch In-Charge Computer Branch, New Delhi District shall ensure for deployment of technical support staff/ troubleshooters for any troubleshooting on all such days when the Weekend Traffic Courts are functioning and for ensuring availability of Bar code Scanners and other technical requirements for smooth functioning of the Weekend Traffic Courts.

7. The Judicial Officers performing duty in the Weekend Traffic Courts shall submit weekly disposal reports to CJM Office indicating the Number of Cases listed, Number of Cases Disposed, Amount of fine collected etc.

8. Judicial Officers and staff deputed for Weekend Traffic Court duty shall be entitled to compensatory leave in accordance with the applicable rules and instructions.

9. Branch In-charge, Office of the Chief Judicial Magistrate, is hereby nominated as the Nodal Officer for coordination and monitoring of all matters relating to the Weekend Traffic Courts.

This issue with the prior approval of the Ld. Principal District & Sessions Judge, New Delhi District.

The concerned shall ensure strict compliance of the above directions.

11/6/26

**(Mridul Gupta)**
**Chief Judicial Magistrate**
**New Delhi District, Patiala House Courts**

No. 1544-1594 /2026/CJM/PHC/New Delhi. Dated 11.06.2026

Copy forwarded for information and necessary action :-

1. The Ld. Registrar General, Hon'ble High Court of Delhi, New Delhi. (Through Ld. Principal District & Sessions Judge, Patiala House Court, New Delhi).
2. Ld. Principal District & Sessions Judge, HQ's, Tis Hazari Courts, Delhi.
3. Ld. Principal District & Sessions Judge, New Delhi District, Patiala House Courts, New Delhi.
4. All the Ld. Principal District & Sessions Judge, Delhi.
5. Ld. Administrative Civil Judge, New Delhi District, Patiala House Courts, New Delhi.
6. All the Ld. Chief Judicial Magistrates, Delhi.
7. All the Ld. ACJMs/JMFCs/ Civil Judge/ Reliever Judge, New Delhi District, Patiala House Courts, New Delhi District.
8. To The Ld. Secretary, NDDLSA, Patiala House Courts, New Delhi.
9. To *The D.C.Ps.,Traffic, New Delhi District/ South -West District/ West District with the request to depute Traffic Naib Court on every weekend Traffic Courts under intimation to the office of undersigned*
10. The Chief Prosecutor, New Delhi District.
11. The D.C.P. New Delhi District with the request that necessary provision of transport and security for the Judicial Magistrate First Class (as per Rosters), deputed for duty be made.
12. P.S. to the Ld. Principal District & Sessions Judges, Delhi/New Delhi.
13. The In-charge, District Courts Web-Site Committee, Tis Hazari Courts, Delhi.
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20. The Secretary, N.D.B.A. Patiala House Courts.
21. Office file.

11/6/26

**Chief Judicial Magistrate,**
**NDD, Patiala House Court, New Delhi**