CHIEF REGISTRAR'S REPORT

GLD EFFICIENCY ENHANCEMENT COMMITTEE

27 MARCH 2019

Court Performance

Quarter 3 of the 2018/2019 Financial year (October to December 2018)

Performance Indicator	Annual Target 2017/18	Quarter 2 Validated Output	Quarter 3 Target	Quarter 3 Preliminary Output
Number of cases in the High Courts which are on the roll for more than 12 months (Criminal Case backlog)	56*	36	75*	17
Percentage of criminal matters finalised	70%	58% 354/614	70%	50% 302/606
Percentage of civil matters finalised	60%	84% 17304/20605	60%	83% 16496/19810
Percentage of reserved judgments finalised in all Divisions of the High Court	70%	75% 209/280	70%	73% 119/162

***The Quarter 3 narrative report on quasi-judicial performance indicators is annexed.**

General information

1. **Retrieval of files**

1.1 Archives

Judge President's Directive 3/2018 was issued regarding the retrieval of files kept in the 10th floor archives, i.e. files older than 2 years. Since the commencement of Term 3 files are requested per email (**JhbFiles@judiciary.org.za**). Stakeholders are urged to request only files that are in fact in the Archives on this email address – i.e. files for which one previously would have stood in line at the 10th Floor archives. The email request service is **not** for active files (including files with enrolment dates) or files that are stored off-site. Active files should be retrieved from the designated offices.

1.2 Off-site

Off-site files can be requested from Ms Khoali per MKhoali@judiciary.org.za for retrieval from Metrofile. No client requesting a file directly from Metrofile will be assisted as their mandate is to provide files to the courts only.

Files for the period 1981 to 1994 (but excluding 1993) are kept in a separate off-site facility under control of the Department of Justice (DoJ). The DoJ should not be approached directly and files for these years should be requested from Ms Khoali.

1.3 Default Judgment

The default judgment office moved to Ground floor, Room 019. Orders are placed in the boxes per firm at the default judgment office. There is no need to retrieve a file to obtain the order. A reminder is extended that, where files are specifically required, a request form should be dropped at the **Default Judgment** office and the file can be collected the following day. These files (where default judgment was considered as from 1 April 2018 to date) are not stored in Room 008 and it is futile to attempt to withdraw a default judgment file from that office.

Signed draft orders are not to be removed from the files.

Files for queried and refused default judgments are kept in Room 019 for ease of access but may not be removed from the office.

2. **Enrolment dates**

Current waiting period for enrolment is as follows:

Description	Waiting period	Comparison to previous quarter
Civil Trials – 1st time enrolment	14 months	Increased by 3 months
Civil Trials – subsequent enrolment	15 months	Reduced by 2 months

Admissions	6 weeks	Unchanged
Judicial pre-trial	3 weeks	Increased by 1 week
Divorce	5 weeks	Unchanged
Civil appeals	3 to 6 months	Unchanged
Civil full court appeals	6 to 9 months	Unchanged
Taxation	3 months	Unchanged
Default Judgment	1 week (excl. typing of order)	Reduced by 1 week

3. Transcription Services

EOH Legal Services (Pty) Ltd now trading as Inlexso (Pty) Ltd was appointed as the Gauteng transcription service provider with effect from 15 January 2019.

4. Registrars Capacity

We currently have 15 Registrars. Mr Kekana is still performing duty as Acting Chief Registrar in Gauteng Division, Pretoria; one vacancy was filled and one vacancy was advertised.

Secretary to the (Acting) Chief Registrar is Ms Busi Nxumalo, Room 130, tel. 011 335 0355 and email BNxumalo@judiciary.org.za

Contact details for Registrars are as follows:

NAME	ROOM NUMBER	TELEPHONE	EMAIL
Mr Hans Coetzee	139	011 335 0160	JoCoetzee@judiciary.org.za
Ms Trudy Zeelie	129	011 335 0172	TZeelie@judiciary.org.za
Mr Rajen Naidoo	133	011 335 0161	RNaidoo@judiciary.org.za
Mr Victor Maqala	12th Floor	011 335 0201	VMaqala@judiciary.org.za
Ms Itumeleng Tsamai	135	011 335 0349	ITsamai@judiciary.org.za
Mr Sibusiso Mapossa	134	011 335 0152	SMapposa@judiciary.org.za
Mrs Nelly Jibhana	126	011 335 0155	NNdengane@judiciary.org.za
Mrs Thobeka Homoi	12th Floor		THomoyi@judiciary.org.za
Mr Julius Makofane	004	011 335 0491	JMakofane@judiciary.org.za
Ms Sanele Sibiya	125	011 335 0154	SSibiya@judiciary.org.za
Ms Kavita Vengatass	137	011 335 0173	KVengatass@judiciary.org.za
Mrs Sharon Mavhungu	10th Floor	011 335 3500	SNMavhungu@judiciary.org.za
Mr Thabiso Maponya	018		TMaponya@judiciary.org.za
Mr Sipho Nkosi	144	011 335 0313	SiNkosi@judiciary.org.za
Ms Tridah Khumalo	008	011 335 0345	TKhumalo@judiciary.org.za

5. Pro Bono Office

The administrator of the Pro Bono office resigned with effect December 2018. The Legal Practice Council did not appoint a new administrator as yet at the moment the office is attended to for two to three hours daily but no fixed operating hours are set.

6. Compliance with Practice Manual

The Practice Manual (October 2018 issue) clearly directs that no warrants (writs) may be issued immediately upon receipt. Attorneys however persist in abusing and threatening Registrars who rightly refuse to issue warrants upon presentation. Attorneys who fail to comply with the provisions of the Practice Manual in their interaction with Registrars will be reported to the Judicial Heads of Court and the Legal Practice Council.

Compiled by **Roanne Bramdaw** (Acting Chief Registrar)