BRANCH: HIGH COURT; GAUTENG LOCAL DIVISION; JOHANNESBURG
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THE HONOURABLE ACTING JUDGE SIBUYI

15 JUNE 2020

The following processes and procedures shall apply to ALL Case Management Conferences before Sibuyi AJ:

1. Documents must be uploaded in all matters to the *CaseLines* digital platform, save where permission is granted by the Judge for the documents to be served by email. A matter which is noncompliant with this requirement shall not be entertained. Only matters that have been uploaded on *CaseLines* shall be heard. All non-compliant matters shall be removed from the roll. If there are no documents uploaded on caseline by 16h00 on 15 June 2020 the matter will be removed from the roll, this applies to all matters to be heard on 17 and 18 June 2020
2. Each matter will be dealt with either on paper or by video-conferencing. In the absence of a hearing being held, the parties will be notified of the outcome by way of email.
3. As envisaged by par 8 of the *Consolidated Directive, re Court Operations during the extended Covid-19 Lockdown*, by Mlambo JP (11 May 2020), the parties shall submit a joint practice note. The practice note must, in addition to the information required in terms of the practice manual, address these issues: the names, email addresses and cell numbers of the legal practitioners appearing. Furthermore, parties are required to complete in full paragraphs 2, 5, 6 and 7 of the attached draft certificate which is attached on the court roll as published, as well as the case details, and return the completed certificate to the Acting Judge's registrar.
4. If a plaintiff cannot obtain cooperation from a defendant, the plaintiff must submit its own practice note and explain why a joint practice note was impossible to be composed. Lack of co-operation by either party shall attract punitive orders by the Court.
5. The practice note and the draft certificate, completed as per par 4 above, must reach the secretary of Sibuyi AJ by no later than 09H00 on the day on which the CMC is scheduled to be held.
6. In the event a joint practice note not being received, the matter will be removed from the roll.
7. The legal practitioners must be available at the email addresses and cellphone numbers furnished on the day of the case management conference from 10h00 to 14h00 for any enquiries. If there are any queries and the legal practitioners are not contactable at the email addresses or cell phone numbers on the day of the set down between the hours of 10h00 and 14h00, the matter will be removed from the roll.
8. Any issues which the parties wish to deal with should appear from the documents.
9. In the event of a hearing by video conferencing, the registrar shall organise the setting up of the video conference as host, and a link will be sent to all parties and the Judge in respect of a time stipulated by the Judge.
10. Where a matter is certified ready for trial, this will be confirmed by email to the parties in respect of those matters dealt with on the papers only.