



**CHAMBERS OF HONOURABLE JUSTICE D. MAKHOB
HIGH COURT OF SOUTH AFRICA, GAUTENG DIVISION, PRETORIA**

Gauteng Division, High Court Building, C/o Madiba & Paul Kruger Streets,

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20 June 2024

To: All Relevant Legal practitioners

Dear Sir/Madam

DIRECTIVE: URGENT APPLICATIONS FOR THE RECESS WEEK 1 (21 - 28 JUNE 2024)

Judge Makhoba and Acting Judge De Vos will hear Urgent Court Applications from Friday, 21 June 2024 at 16h00 until the next Friday, 28 June 2024 at 16h00. You are kindly requested to note the following directives issued by Judge Makhoba. Acting Judge De Vos will issue a directive pertaining to how her court will be conducted including matters that will be heard before her.

[1] This directive will be followed by an allocation roll of the urgent applications to be heard during the said week before Judge Makhoba.

[2] Mr Peter Dithipe is the secretary to Judge Makhoba, can be contacted at 012 492 6787 / PDithipe@judiciary.org.za or approached at room 6.8 on the 6TH floor in the High Court Building.

- [3] The contact number for Urgent Applications to be heard after-hours is 068 104 7107. This number is operational on weekends and between 16h00-08h00 during the week. This number is not to be used for general enquiries or for any other issue than urgent applications to be heard after-hours. Mr Peter Dithipe will attend to after-hours urgent applications from 16h00 on Friday 21 June 2024 until Monday 24 June 2024. Thereafter after-hours urgent applications during the week will be attended to by Acting Judge De Vos.
- [4] Each Judge will individually decide as to the form of hearing for applications to be heard outside of normal court hours.
- [5] Urgent Applications on the allocated roll before Judge Makhoba will be heard in open court by way of physical hearings during normal court hours (10h00-16h00).
- [6] The hearing of urgent applications will commence on Tuesday 25 June 2024. Judge Makhoba will hold a roll call at 09:30am on that day. Which roll call must be attended by counsel. Removals, settlements, postponements, and *ex-parte* matters will first be disposed of, thereafter specific allocations will be made for the hearing of opposed matters during the rest of the week.
- [7] Judge Makhoba requests that hard copies of the court documents be delivered to his chambers mentioned above by no later than 24 June 2024 before 12h00.
- [8] Where it is impossible or counter-productive to deliver a physical set of court papers, these documents must be uploaded on CaseLines, and I must be informed of the same by way of email. In this event, parties must ensure that I am invited to the matter on CaseLines or Court online with the relevant authorisation to invite others. Such an application will then be heard based on the papers which have been uploaded on Case-lines or Court online and only matters in which the Judge has access to shall be considered. Failing which the matter shall be removed from the roll.

[9] In the event that a matter has not been registered on CaseLines or Court Online (i.e. where after-hours applications are concerned) and therefore documents cannot be uploaded to this platform, the documents may be forwarded to the to myself per email.

[10] Judge Makhoba request that a practice note be filed in each application. This Practice Note must indicate:

10.1 The particulars of counsel moving the matter (name, cell phone number and email address)

10.2 A brief summary of the issues to be determined;

10.3 A brief summary of the reasons for urgency;

10.4 The estimated duration of the arguments to be heard;

10.5 If necessary, reasons for failing to bring the application in terms of rules pertaining to urgent applications, and an explanation of why the matter warrants hearing despite such non-compliance.

[11] Judge Makhoba also requests that, apart from the practice note, short heads of argument be filed in each application by council moving the application.

[12] Practice Notes and heads of argument including copies of caselaw relief upon by counsel are to be delivered in hard copy or forwarded by email to the relevant Judge's secretary before 14h00 on 24 June 2024. No consideration will be given to documents received after this stipulated time, say for example reasons which must be satisfactorily explained in the Practice Note.

[13] If there is any special request regarding the date or time allocated for the hearing of a matter, such request must be made in writing and sent by way of email to the Judge's secretary.

- [14] If a draft order is to be granted, two (2) printed copies must be prepared by the applicant.
- [15] Any order granted/issued shall be uploaded to CaseLines and Court online after having been signed and stamped by the registrar.
- [16] Service of process in all urgent applications shall comply with the Rules of Court. Where agreement can be reached by the representatives of all parties involved to vary the requirements of the rules to facilitate a wholly electronic exchange of papers, condonation shall be granted *ipso facto*.
- [17] The enrolment of an allegedly urgent matter found not to warrant a hearing on this roll may, at the discretion of the Judge seized with the matter, result in punitive costs being awarded and the culpable counsel and attorney being ordered not to be paid any fees arising from the prosecution of such matter(s).
- [18] Any party who does not wish to have his/her matter dealt with under the conditions described above must remove their matter from the roll.

Kinds regards

Mr Peter Dithipe
Secretary to the Honourable Judge Makhoba
High Court of South Africa Gauteng Division, Pretoria