



OFFICE OF THE CHIEF JUSTICE
REPUBLIC OF SOUTH AFRICA

Office of the Registrar of the High Court of South Africa, Gauteng Division,
Pretoria

Private Bag X67, Pretoria, 0001

Tel No: (012) 492 6748

DIRECTIVES FOR UNOPPOSED MOTIONS FOR THE WEEK
COMMENCING 30 OCTOBER 2023
(31 OCTOBER & 02 NOVEMBER 2023)
BEFORE MADAM JUSTICE KHWINANA AJ

1. Applications will be heard in open court, unless disposed of timeously in terms of paragraph 2.
2. In the event that an application will not be proceeding please endeavour to notify the Registrar by e-mailing the relevant notice to TSibanda@judiciary.org.za by 16h00 on the day preceding the hearing. Provided this is done, counsel do not have to appear.
3. Draft orders:
 - (a) The preamble to the court order must read as follows:

“Having heard counsel for the applicant/parties and having read the documents filed of record the following order is made (or it is ordered that):

 1.
 2.”
 - (b) The court order must not include a paragraph “Further and/or alternative relief”.

- (c) Costs, if any, must be made subject to the discretion of the Taxing Master.
 - (d) Please be mindful of syntax.
 - (e) The following information must appear on all draft orders:
 - (i) Date;
 - (ii) Judge's name, Khwinana AJ;
 - (iii) Mode of hearing (i.e., open court);
 - (iv) The name and contact details of counsel and the instructing attorney/ attorneys.
 - (f) Court orders must be conspicuously marked with the letter "X" in large font (or manuscript) in the top right-hand corner.
4. All court orders must be uploaded onto CaseLines in word format and one copy must be available for handing up for signature by the Judge.
 5. Save for draft orders, no other documents may be uploaded onto CaseLines after the roll has closed.
 6. Practitioners are urged to ensure that the application on caselines for the day must identified succinctly with date and all relevant documents must appear thereunder.
 7. Practitioners are urged, prior to moving an application, to consider notes, if any, annotated by the Judge on Case Lines.

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