



**IN THE HIGH COURT OF SOUTH AFRICA  
GAUTENG DIVISION, PRETORIA**

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**15 MARCH 2024**

**DIRECTIVE FOR URGENT COURT MOTIONS BEFORE MADAM JUSTICES COWEN J  
AND LENYAI J**

**WEEK 18 TO 22 MARCH 2024**

1. Judge Cowen and Judge Lenyai will hear Urgent Court Applications from Friday 15 March 2024 at 16h00 until Friday 22 March 2024 at 16h00. The allocated roll for Judge Cowen and Judge Lenyai is attached hereto.
  2. 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. The number is not to be used for general enquiries or for any other reason than after hour hearings. Ms Maboho will attend to after hours' urgent applications from 16h00 on Friday 15 March 2024 with the Honourable Judge Lenyai until Monday 18 March 2024. Thereafter the after-hours Urgent Applications will be attended to by Ms Tshepang Mpuru with the Honourable Judge Cowen until Friday 22 March 2024 at 16h00.
  3. The instructions below are issued by Judge Cowen and Judge Lenyai and must be complied with in respect of all Urgent Applications enrolled for hearing during this period.
  4. **Kindly take note that all matters will be dealt with by Judge Cowen by way of Microsoft Teams commencing on Tuesday 19 March 2024 at 10h00 for roll call, where individual times will be allocated.**
  5. See below the Microsoft Teams link which will be used on Tuesday 19 March 2024 at 10h00 for roll call by Judge Cowen.
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# Microsoft Teams meeting

**Join on your computer, mobile app or room device**

[Click here to join the meeting](#)

Meeting ID: 373 693 585 548

Passcode: YS7tBx

[Download Teams](#) | [Join on the web](#)

[Learn More](#) | [Meeting options](#)

Separate links will be created for each day of the week and will be available on caselines on the notes section.

6. Urgent applications on the allocated roll before Judge Lenyai will be heard in open court by way of physical hearings, during normal court hours as per the allocated time slots. There will be no roll call.
7. Attendance at roll call is compulsory, except in circumstances where the presiding Judge has, in advance, notified parties that their matter will be heard on a particular date and time and confirmed that attendance at roll call is not necessary.
8. If cases were not ready at the time of filing at 12h00 on Thursday 14 March 2024, (ie all relevant affidavits filed and the case indexed and paginated) they will not be heard, unless there is good cause or exceptional circumstances.
9. All cases must be uploaded on Caselines. The Judge's secretary must be informed of this by way of e-mail and invited onto caselines with the relevant authorisation to invite others. If any problems are experienced, the Judge's Registrar should be contacted timeously. In the event that a matter cannot be registered on Caselines due, i.e. to the timing, documents may, only with the consent of the relevant Judge, be forwarded to the Judge's secretary by e-mail. Failure to comply may result in the matter being struck from the roll.
10. A practice note must be filed on Caselines setting out, in addition to any other relevant matter, the following:
  - (a) A brief summary of the grounds for urgency;
  - (b) A brief summary of the nature of the application and the issues to be determined;
  - (c) The relief sought;
  - (d) The estimated duration of the matter;
  - (e) The existence of any agreement between the parties regarding service of the urgent application.
  - (f) If there is non-compliance with the JP's directives issued for the urgent court, the reasons for such deviation must be stipulated;
  - (g) Confirmation that a compliance declaration is uploaded onto Caselines;
  - (h) Contract details of all legal practitioners, which must include names, cellphone numbers and e-mail addresses.
11. Where no certificate of urgency has been filed and/or no practice note has been filed the matter will be struck from the roll unless good cause is shown for non-compliance.
12. All communication relating to matters before Judge Cowen may be directed to Ms Mpuru via email at [TSMpuru@judiciary.org.za](mailto:TSMpuru@judiciary.org.za). All communication relating to matters before Judge Lenyai may be directed to Ms Maboho at [HMaboho@judiciary.org.za](mailto:HMaboho@judiciary.org.za).

13. Matters that are to be removed, or which have become settled – draft orders should be uploaded in both PDF and WORD format and are to be emailed to the respective Judge’s secretaries at [\[TsMpuru@judiciary.org.za\]](mailto:TsMpuru@judiciary.org.za) and [\[HMaboho@judiciary.org.za\]](mailto:HMaboho@judiciary.org.za).
14. Two copies of draft orders should be available where hearings are in open court. Draft orders should contain a disclaimer, indicating the date of hearing, Judges’ names (i.e Cowen J), manner of hearing (i.e Microsoft Teams) and the name and details of Counsel/Practitioner and those of the instructing attorney.  
  
DISCLAIMER: “This Order is made an Order of Court by the Judge whose name is reflected hereon, duly stamped by the Registrar of the Court and is submitted electronically to the parties or their legal representatives by e-mail. This Order is further uploaded to the electronic file of this matter on Case Lines by the Judge or his/her Secretary/Registrar. The date of this Order is deemed to be \_\_\_\_\_.”
15. In opposed or complex matters, brief heads of argument should be filed by both parties before 12h00 on Sunday 17 March 2024. In all other matters, brief heads of argument must be filed by no later than 16h00 on Monday 18 March 2024.
16. Strict regard will be had to the rules of urgency. An allocation does NOT mean that the matter is considered sufficiently urgent to be heard on the merits. Submissions will need to be made regarding the grounds of urgency at the hearing. The enrolment of matters that are not urgent on this roll and struck for this reason may, at the discretion of the Judge seized with the matter, result in punitive costs being awarded and / or order made that the responsible legal representative not be paid any related fees.
17. No piece-meal filing of affidavits will be allowed.
18. If there is non-compliance with the practice directive, the matter will be struck from the roll, unless good cause is shown for non-compliance.