



**OFFICE OF THE HONOURABLE ACTING MADAM JUSTICE
MANAMELA**

HIGH COURT OF SOUTH AFRICA, GAUTENG DIVISION, PRETORIA

Pretoria High Court Building, c/o Madiba and Paul Kruger Street, Pretoria, 0001
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05 July 2024

TO: ALL LEGAL PRACTITIONERS

**DIRECTIVE: UNOPPOSED MOTION COURT BEFORE ACTING JUDGE
MANAMELA**

8,10 & 12 JULY 2024

1. All matters will be conducted in open court at 10:00. Please refer to the day roll for allocated court.
2. Introductions will take place in chamber 3.2 at 09:50.
3. The roll will be dealt with in order of seniority.
4. It is the responsibility of Legal Practitioners to ensure the correct details are reflected on the draft orders.
5. Please bring 1 (one) hard copy of the Draft Order to court.
6. **Draft orders must correctly reflect the name of the Judge, the date, the number on the roll, the correct case number and the court room.**
7. All draft orders in word and pdf format should be uploaded on Caselines. Kindly ensure that it complies with the practice directive, i.e. the Judge's name, date, mode of hearing etc. Including the below disclaimer:

"This Order is made an Order of Court by the Judge whose name is reflected herein, duly stamped by the Registrar of the Court and is submitted electronically to the Parties/their legal representatives by email. This Order

is further uploaded to the electronic file of this matter on Case Lines by the Judge or her Secretary. The date of this Order is deemed to be _____.

8. The court will not deal with matters that were not placed timeously, if your matter was properly enrolled but does not appear on this roll, please contact the enrolment office.
9. Where matters settle or are to be removed, ensure that a note to that effect is made timeously on Caselines, a notice of removal is served and uploaded and/ or a draft order encapsulating the removal terms/ settlement terms is uploaded and handed up to court.
10. Please allow 7 days for orders to be uploaded.

Yours sincerely,

Registrar to MANAMELA AJ

(Electronically submitted therefore unsigned)