

REPUBLIC OF SOUTH AFRICA



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

DIRECTIVE BY THE HONOURABLE MR. JUSTICE MOOKI

URGENT COURT: 29 APRIL 2025 – 02 MAY 2025

1. Matters will be heard in open court. **The Court sits at 09:00.**
2. After hours matters will be heard remotely on Microsoft Teams.
3. Applications must be issued by the Registrar. Applications outside ordinary court hours must be notified to the Judge's Clerk.
4. The contact number for applications to be heard outside ordinary court hours is 012 315 7451 / 068 104 7107. The phone is answered only after ordinary court hours.
5. The Judge's Clerk must be notified immediately once a matter is removed from the Roll. The notice of removal must be uploaded to Caselines.
6. Parties must have a hard copy of the draft order for matters being heard in open court. Draft orders, in matters that have become settled or postponed, must be uploaded in both PDF and word format. Draft orders must also be e-mailed to the Judge's Clerk.
7. Draft orders must comply with the Practice Directive, i.e. the Judge's name, date, court room, 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 Caselines by the Judge or the Judge's Secretary. The date of this Order is deemed to be ... April 2025."

- 8.** The applicant's attorney must ensure that there are no duplicate cases on Caselines. Bundles must be uploaded by 16:00 on Friday, 25 April 2025 at 12:00. No piece-meal filing of affidavits is allowed. No further documents are to be filed thereafter, save with the Judge's written permission.
- 9.** Parties must upload a practice note, detailing the following points:

 - Particulars of the legal practitioners.
 - Nature of the relief sought, without a copy-paste of the notice of motion.
 - A brief exposition on urgency, or lack thereof.
 - A brief summary of the factual and legal issues involved.
 - A bullet-point indication of portion of the papers to be read.
 - How service was effected. Service of process must be in terms of the Rules. It must be expressly recorded if parties agreed to service by the electronic exchange of papers.
- 10.** Heads of argument must be e-mailed (and uploaded to Caselines) to the Judge's Clerk as follows:

 - Applicant: by 12h00 on Sunday, 27 April 2025, and
 - Respondent: by 12h00 on Monday, 28 April 2025.
- 11.** Applications that were not filed, indexed and paginated by 12:00 noon on Monday, 28 April 2025 will not be heard.
- 12.** Applications without a certificate of urgency and/or without a practice note will be struck from the Roll.
- 13.** Enquiries are to be directed to the Judge's Clerk, Ms Lerato Marota: email Lmarota@judiciary.org.za, Office number: 5.8, Tel number: 012 492 6772.
- 14.** Applications that do not comply with this Directive will be struck from the Roll, unless there is good cause for the non-compliance.
- 15.** Legal practitioners may be disallowed marking a fee in the event of non-compliance with this Directive.

