



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

DIRECTIVE FOR DEFAULT JUDGEMENTS TRIAL COURT PROCEEDINGS AND **SPECIAL INTERLOCUTORY COURT PROCEEDINGS BEFORE THE** **HONOURABLE JUSTICE MATIKA AJ.**

TO: ALL LEGAL PRACTITIONERS:

1. All applications will be heard **VIRTUALLY**, commencing at **9:00** each day, SIC matters will be heard first followed by default matters on completion of the SIC roll.
2. Matters that are to be removed, postponed, or have become settled, the parties must email LSigola@judiciary.org.za without delay.
3. Removals, postponements and settlements will be called first, thereafter other matters will be heard according to the seniority.
4. Legal practitioners must upload draft orders in word and pdf.
5. Legal practitioners must ensure the draft order contains the correct date of hearing, correct number of the matter on the roll, correct case number, correct names of the parties, correct Acting Judge's surname and if there's any amendment made by manual script, such amendment must be initialled.

6. Court orders must state that the matters were heard **VIRTUALLY VIA MICROSOFT TEAMS.**
7. All papers in all matters must be uploaded on case lines. If a matter is not loaded on case lines, it will be removed or struck off from the roll.
8. Heads of argument must be uploaded under a separate pocket HEADS OF ARGUMENT by 12h00 on the day before the set down date.
9. Include the following 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 his/her secretary. The date of this Order is deemed to be the set down date.*
10. **COUNSEL MUST SEND ORDERS GRANTED BY THE ACTING JUDGE IMMEDIATELY AFTER THE MATTER IS HEARD TO THE SECRETARY VIA EMAIL TO ENSURE THE SPEEDY SIGNING OF ORDERS.**
11. We trust that you will find the above in order.

Microsoft Teams meeting

Join:

<https://teams.microsoft.com/meet/35287561821380?p=cYZlwHgWbZ0BvoUk8G>

Meeting ID: 352 875 618 213 80

Passcode: pu2Jq6oh

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