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Sent: Friday, 04 February 2022 08:36
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Subject: UNOPPOSED MOTION DIRECTIVE BEFORE ACTING JUDGE RETIEF.
Attachments: UNOPPOSED ROLL DIRECTIVE.DOCX; UNOPPOSED ROLL DIRECTIVE.DOCX

Good day all.

Regards,

Mr. Thabiso Sibanda



OFFICE OF THE CHIEF JUSTICE
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REGISTRAR TO HON. MADAM JUSTICE RETIEF AJ

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"Decide today to be a master of change rather than a victim of change!"

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03 February 2022

TO: ALL LEGAL PRACTITIONERS
UNOPPOSED MOTIONS DIRECTIVE: 07 FEBRUARY 2022
BEFORE RETIEF AJ

1. Kindly note that the matters will be heard virtually before the Honourable Retief AJ on the 7 February 2022 and **ALL** Counsel are to appear unless their matters have been disposed of and/or dealt with timeously in terms subparagraph 2.5 hereof.
2. In the interim and to assist the above-mentioned Judge, please note the following:
 - 2.1. To assist the Judge in the deliberation of the matters on her roll and to prevent matters from being struck, parties should ensure compliance with the relevant practice directives pertaining to unopposed motions.
 - 2.2. Save for matters disposed of in terms of subparagraph 2.5 hereof, parties should email proposed draft orders in Word format to: TSibanda@judiciary.org.za on the day that a particular matter is to be allocated and heard. Draft orders should indicate when the matter will be heard, the Judge's name (i.e., Acting Judge Retief) and the manner in which the matter will be heard (i.e., Microsoft Teams), and at the end of the draft order the party must indicate the name and details of both counsel / practitioner and that of their instructing attorneys.
 - 2.3. All Counsel/practitioners who will be appearing on virtual proceedings should be robed.

- 2.4. Counsel/Practitioners who are not addressing the Court at the time of the hearing should mute themselves, but remain visible at all times, unless permitted otherwise, when the matter is being heard. The decorum of the Court is to be maintained at all times.
- 2.5. Notices of removals, postponements, settlements which occur before the 7 February 2022 must be emailed to the email address provided in subparagraph 2.2 hereof before Friday 4 February 2022. In which case, Counsel will automatically be excused from Court.
3. On Friday 4 February 2022, the parties will receive a general link to the virtual platform from the Judge's Registrar. Please ensure you have received the same.

I trust that you find the above in order.

03 February 2022

TO: ALL LEGAL PRACTITIONERS
UNOPPOSED MOTIONS DIRECTIVE: 09 FEBRUARY 2022
BEFORE RETIEF AJ

1. Kindly note that the matters will be heard virtually before the Honourable Retief AJ on the 9 February 2022 and **ALL** Counsel are to appear unless their matters have been disposed of and/or dealt with timeously in terms subparagraph 2.5 hereof.
2. In the interim and to assist the above-mentioned Judge, please note the following:
 - 2.1. To assist the Judge in the deliberation of the matters on her roll and to prevent matters from being struck, parties should ensure compliance with the relevant practice directives pertaining to unopposed motions.
 - 2.2. Save for matters disposed of in terms of subparagraph 2.5 hereof, parties should email proposed draft orders in Word format to: TSibanda@judiciary.org.za on the day that a particular matter is to be allocated and heard. Draft orders should indicate when the matter will be heard, the Judge's name (i.e., Acting Judge Retief) and the manner in which the matter will be heard (i.e., Microsoft Teams), and at the end of the draft order the party must indicate the name and details of both counsel / practitioner and that of their instructing attorneys.
 - 2.3. All Counsel/practitioners who will be appearing on virtual proceedings should be robed.

- 2.4. Counsel/Practitioners who are not addressing the Court at the time of the hearing should mute themselves, but remain visible at all times, unless permitted otherwise, when the matter is being heard. The decorum of the Court is to be maintained at all times.
 - 2.5. Notices of removals, postponements, settlements which occur before the 9 February 2022 must be emailed to the email address provided in subparagraph 2.2 hereof before 4 February 2022. In which case, Counsel will automatically be excused from Court.
3. On Friday the 4 February 2022, the Judge's Registrar will send out a general link to all the parties. Please ensure you have received the same.

I trust that you find the above in order.