



**OFFICE OF THE DEPUTY JUDGE PRESIDENT
HIGH COURT OF SOUTH AFRICA, GAUTENG LOCAL DIVISION**

Private Bag X7
JOHANNESBURG
2000
Republic of South Africa

Telephone number: +27 11 335 0162 /0163
Fax number: +23 11 335 0219
e-mail: secretarydjp@justice.gov.za

10 February 2016

1. The Chairman, Johannesburg Society of Advocates
 2. The Chief Executive Officer / Director, Law Society of Northern Province
 3. The Chairman, Johannesburg Attorneys Association
 4. The State Attorneys, Johannesburg
 5. The Chairman, National Forum of Advocates
 6. The Chairman, Advocates for Transformation
 7. The Chairman, Black Lawyers Association
 8. The Chairperson, National Association of Democratic Lawyers (Gauteng)
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RE: CIVIL TRIAL ROLL CALL IN THE GAUTENG LOCAL DIVISION

1. The following requirements with regard to the civil trial roll call in the Gauteng Local Division is drawn to the attention of all legal practitioners:

1.1 Practice Notes:

1.1.1 Counsel briefed to appear in matters on the civil trial roll whose matter is stood down to be called at roll call on the following day, must file a practice note in terms of Chapter 6.10 of the Practice Manual on each day that the matter is in roll call.

1.1.2 Practice notes must, as a minimum requirement, comply with the specific provisions of the Practice Manual.

1.2 Pre-Trial Minutes in terms of Rule 37:

1.2.1 Pre-trial minutes filed for matters enrolled on the civil trial roll may not be older than six months. Parties who held a pre-trial conference more than six months prior to the trial date, must hold a further pre-trial conference and file a fresh pre-trial minute.

- 2 Kindly circulate these directives to all your members forthwith.

Yours faithfully

**PM MOJAPELO
DEPUTY JUDGE PRESIDENT**