

## Deon Gericke

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**From:** Jonah Hefer <JHefer@judiciary.org.za>  
**Sent:** Monday, 28 October 2019 12:19  
**To:** ptabar@law.co.za; jhbadmin@law.co.za; jhbbar@law.co.za; admin@sga.co.za; hes1@law.co.za; sue@lawcircle.co.za; delene@lawcircle.co.za; info@churchsquarebar.co.za; manager@clubadvocates.co.za; manager@gkchambers.co.za; Gift Nkuna; Javen Skosana; director@lsnp.org.za; Matthew Batista; manager@advchambers.co.za; Robert Maasdorp; Susara Kriel; Tshidi Ramadwa; Tumi Motswasele; Tryphina Sekete; Avela Mbelani; Mbali Mahlangu; Tumelo Ledwaba; Zodien Apple; Ronewa Vhumbane; Ofentse Komane; Simone Bhana; Kgomotso Ramokoka; Siviwe Sidesha  
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**Subject:** Detailed opposed motion roll - Judge Potterill - 11-15 November 2019  
**Attachments:** CaseLines\_Quick Reference Guide.pdf; Judge President Practice Directive 3 of 2019 - Implementation of the CaseLines System in the Gauteng Division of the High Court.docx; Letter to attorneys of opposed motions 11 November 2019.pdf  
**Importance:** High

Dear All

1. Please find attached the detailed opposed motion roll of Judge Potterill for the period 11-15 November 2019.
2. The attorneys have already been sent invitation links to their matters on Friday 25 October 2019. I will attach the letter again.
3. Please find attached the directive of the Judge-President as well as a reference guide for CaseLines.
4. Kindly note that the documents in the matter must be uploaded within 5 days after the invitation link was received.

Kind regards

Joanna Hefer  
Registrar: Judge Potterill  
Gauteng Division, Pretoria  
Office of the Chief Justice  
Tel No: (012) 492-6829  
E-mail: [JHefer@judiciary.org.za](mailto:JHefer@judiciary.org.za)



Judge President D Mlambo  
Gauteng Division of the High Court  
Private Bag x 67, Pretoria, 0001  
Cnr Paul Kruger & Madiba Streets, Pretoria, 0002

## E-FILING QUICK REFERENCE GUIDE CASELINES SYSTEM



If you are struggling with any navigation of the system or require technical support, please do not hesitate to contact us and one of our friendly consultants will assist you.

[efiling@judiciary.org.za](mailto:efiling@judiciary.org.za)

- ### HOW TO REGISTER AN ACCOUNT?
1. Go to **sajustice.caselines.com**
  2. Click on **Register**
  3. Fill in the registration form and click on **Register**
  4. Look out for your '**Verification Email**' in your mailbox. When it arrives, click on the link in the email to verify your account. (Please check your spam folder, as it may have diverted into this mailbox).

- ### HOW TO LOG ON TO THE SYSTEM?
1. Go to **sajustice.caselines.com**
  2. Click on **Log on**
  3. Fill in your **user name (or email address)** and **password** (which you had used to register)
  4. Click on **Log on**

- ### HOW TO VIEW MY CASES?
1. Go to **sajustice.caselines.com** & login
  2. Click on **View Case List**
  3. Search for your case in the case list
  4. Click on **Review** for that case



#### HOW TO UPLOAD DOCUMENTS TO A CASE

1. Go to **sajustice.caselines.com** & login
2. Click on **View Case List**
3. Find your case in the case list
4. Click on **Update Case**
5. Click on **Sections**
6. Create a new section if appropriate
7. Click on **Upload Document(s)**
8. Scroll down and click on **Add Files**
9. Select the files you want to upload from your PC or Network Drive
10. Click on **Start Upload**
11. Wait for the upload to complete

#### HOW TO UPDATE DOCUMENTS FOR A CASE

1. Go to **sajustice.caselines.com** & login
2. Click on **View Case List**
3. Find your case in the case list
4. Click on **Update Case**
5. Click on **Sections**
6. Click on **Update All Documents**
7. Change the details of each document as appropriate. All changes are automatically saved and reflected in the review page within a few minutes.

#### HOW TO VIEW MY CASE

1. Complete the instructions for **5. How to view my Cases?** above
2. In the left hand panel of the screen, click on the documents and sections that are shown

#### HOW TO INVITE A PERSON TO THE CASE

1. Go to **sajustice.caselines.com** & login
2. Click on **View Case List**
3. Find your case in the case list
4. Click on **Update Case**
5. Click on **People**
6. Click on **Invite New Participant**
7. Fill in the person's email address
8. Check that the appropriate permissions are ticked
9. Click **Invite**
10. The invited person will receive an email



1. Go to **sajustice.caselines.com** & login
2. Click on **View Case List**
3. Find your case in the case list
4. Click on **Update Case**
5. Click on **Bundles**
6. Click on **Download**
7. Choose an option to download the complete bundle, a section from the bundle or just the index. Download the index in Web, Word or Spreadsheet format.

1. Complete the instructions for **5. How to view my Caselist?** and **8. Navigate my Case** above
2. At the top of the web page, click on **NOTES**
3. Click on **Draw a Box, Draw a Filled Box, Highlight Text or Draw Freehand**
4. **Drag** your mouse across an area of a page, holding down the left hand mouse button
5. Type in your comment
6. Select the **privacy level** for the comment
7. Click **Save**
8. Your comment will appear in the right-hand panel and will be visible to others according to your selected privacy level

1. Complete the instructions for **5. How to view my Caselist?** and **8. Navigate my Case** above
2. Find the page that you want to present to the Judge
3. At the top of the web page, click on **FIND**
4. Click on **Direct Others to Page**
5. Other people will receive a message directing them to that page

1. Complete the instructions for **5. How to view my Caselist?** and **8. Navigate my Case** above
2. At the top of the web page, click on **PRESENTATION**
3. Click on **Start Presentation**
4. Those people that have opted to follow you will now be directed around the evidence bundle as you move around the evidence bundle



### 13. FOLLOW SOMEONE USING PRESENTED MODE

1. Complete the instructions for **5. How to view my Caselist?** and **8. Navigate my Case above**
2. At the top of the web page, click on **PRESENTATION**
3. Click on **Follow Presenter**
4. Choose the person you want to follow



## OFFICE OF THE JUDGE PRESIDENT

**GAUTENG DIVISION OF THE HIGH COURT OF SOUTH AFRICA**  
P O Box 442, PRETORIA 0001 - Tel 012- 314-9003 - Fax 012-326-4940  
Palace of Justice, Church Square, Room 13, First Floor, Pretoria  
Private Bag X7, JOHANNESBURG 2001 - Tel 011- 335-0479 - Fax 086-207-1291  
c/o Pritchard and Von Brandis Streets, Room 510, Fifth Floor, Johannesburg  
E-mail: [NWaikinshaw@judiciary.org.za](mailto:NWaikinshaw@judiciary.org.za)



25 September 2019

To:-

1. Judges - Gauteng Division of the High Court, Pretoria and Johannesburg
2. Chief Registrar - Gauteng Division of the High Court, Pretoria and Johannesburg
3. Secretariat – Judicial Case Flow Management, Office of the Chief Justice
4. Registrars - Gauteng Division of the High Court, Pretoria and Johannesburg
5. Legal Practice Council – Gauteng
6. Law Society of South Africa
7. Johannesburg Society of Advocates
8. Pan African Bar Association of South Africa
9. Gauteng Family Law Forum
10. Gauteng Attorneys Association
11. Pretoria Attorneys Association
12. Johannesburg Attorneys Association
13. West Rand Attorneys Association
14. General Council of the Bar of South Africa
15. National Bar Council of South Africa
16. National Forum for Advocates
17. Pretoria Society of Advocates
18. North Gauteng Association of Advocates
19. Church Square Association of Advocates
20. Advocates for Transformation
21. Black Lawyers Association
22. National Association of Democratic Lawyers
23. Office of the Director of Public Prosecutions, Pretoria and Johannesburg
24. Office of the State Attorneys, Pretoria and Johannesburg
25. Office of the Family Advocate, Pretoria and Johannesburg
25. CEO – Legal Aid South Africa



## **JUDGE PRESIDENT'S PRACTICE DIRECTIVE 3 of 2019**

**Re: Implementation of the CaseLines System in the Gauteng Division of the High Court,  
Pretoria and Johannesburg**

### **Introduction**

The Gauteng Division of the High Court, Pretoria and Johannesburg is implementing a new digitized case management system. The system called CaseLines is part of the Office of the Chief Justice's E-Filing Court Modernization Project. The system enables litigants to file documents at court electronically and to present evidence in court hearings electronically.

### **Purpose of the Directive**

The principle of this Directive is to give effect to the implementation of the CaseLines system from Term 4 of 2019, i.e. 07 October 2019. Enclosed with this Directive is a Quick Reference Guide to the CaseLines system which sets out guidelines to a user on the process of registration through to the hearing of a case.

Cases will effectively be registered on the CaseLines system whereafter the Parties to a case and who have successfully registered, will be invited by the Registrar of the Judge before whom a matter will be heard. The Party initiating litigation will then be required to upload his/her/it's case record and subsequent court documents. The Party opposing litigation will in return be required to upload his/her/it's case documents.

The Parties will also be able to invite other parties to access their case electronically.

### **Directive**



This Directive refers cases that will be heard from 07 October 2019 and applies to the Gauteng Division of the High Court, Pretoria and Johannesburg.

- 1) Matters set down for 4<sup>th</sup> term that have been identified to be litigated/heard on CaseLines, are to include inter alia Opposed Motions, Special Motions, Divorces, civil and criminal Full Court Appeals (before 3 Judges), Rule 43, Summary Judgments and Applications for Leave to Appeal.
- 2) All Unopposed Motions, Civil Trials, Motion and Trial Interlocutory applications and civil and criminal Full Bench Appeals emanating from the Lower Courts (before 2 Judges) are presently excluded from hearing through CaseLines until further notice.
- 3) All parties to the cases referred to in paragraph 1 are directed to register on CaseLines.
- 4) In matters relating to an application for Leave to Appeal where the main action/application did not follow the CaseLines process, the Applicant shall notify the Registrar of the CaseLines system of his/her/it's intent to file an application for leave to appeal.
  - 4.1 The notification should include the case number, Parties details, the name of the Judge and the date of Judgement.
  - 4.2 The notification should be emailed to [JHBCaselines@judiciary.org.za](mailto:JHBCaselines@judiciary.org.za) in respect of a Johannesburg matter and to [PTACaselines@judiciary.org.za](mailto:PTACaselines@judiciary.org.za) if it is a Pretoria case. The Registrar shall upon receipt of the notification register the matter on CaseLines. The Applicant shall then be obliged to upload the application for





leave to appeal and proof of service. The filing of a hard copy will not be accepted save for if done so by unrepresented parties.

5) The Parties are directed to scan and upload into the CaseLines system all the documents in accordance with the indices as soon as possible indices as soon as possible but no later than 5 court days of hearing date.

6) Parties are hereby notified that failure to comply with the above provisions will result in the forfeiture of the hearing dates.

This Directive becomes of effect on \_\_\_\_\_.

Sincerely,

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**D MLAMBO**  
**JUDGE PRESIDENT OF THE GAUTENG DIVISION OF THE**  
**HIGH COURT OF SOUTH AFRICA**



## Gauteng Division of the High Court of South Africa



PRETORIA - Cnr Paul Kruger and Madiba Streets  
P O Box 442, PRETORIA 0001 - Tel 012 492 6667/9

JOHANNESBURG - Cnr Pritchard and Von Brand's Streets,  
Private Bag x 7, JOHANNESBURG 2000 - Tel 011 335 0000  
Website: [www.judiciary.org.za](http://www.judiciary.org.za)

Date: 25 October 2019

### 9. PRECISION TOWING CC VS NCEBA ELLIOT KONDILE 57324/16

Attorney for the excipient: C.A. Geyser

Geyser van Rooyen Attorneys

Your ref: CA GEYSER/BK/PRE1/0046

E-mail: [assistant@geyservanrooyen.co.za](mailto:assistant@geyservanrooyen.co.za)

Attorney for the respondent/plaintiff: Mr. L. Mbanjwa

L Mbanjwa Inc

Your ref: L MBANJWA/NKOE/K85

E-mail: [mdminc@mweb.co.za](mailto:mdminc@mweb.co.za)

Attorney for the defendant: Mr. A. Prinsloo

Prinsloo Whitehead Madalane Inc

Your ref: A PRINSLOO/AP414/SV

E-mail: [adam@pwmiaw.co.za](mailto:adam@pwmiaw.co.za); [louriette@pwnlaw.co.za](mailto:louriette@pwnlaw.co.za)

### 15. TSHOLOFELO LORRAINE SIGODI VS FIRSTRAND BANK LTD t/a WESBANK AND ANOTHER 59991/17

Attorney for the applicant: None, in person

Ms. Tsholofelo Lorraine Sigodi

Your ref: SIGODI

E-mail: [zozo.sigodi@sigeo.co.za](mailto:zozo.sigodi@sigeo.co.za)





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Website: [www.judiciary.org.za](http://www.judiciary.org.za)

Attorney for the respondent: Mr. G. van der Merwe

Bezuidenhout Van Zyl & Associates Inc.

Your ref: MR G VAN DER MERWE/MAT62818

E-mail: [nadine@bvz.co.za](mailto:nadine@bvz.co.za)

### 20. NDABA (formerly GQOZO), SEBOLELO JOSEPHINE VS FIRSTRAND BANK LIMITED

36094/17

No attorney for the applicant: Ms. S.J. Ndaba

Your ref: -

E-mail: [joseyndaba@icloud.com](mailto:joseyndaba@icloud.com)

Attorney for the respondent: Mr. B. Michie

Hammond Pole Majola Inc

Your ref: MAT433306/B MICHIE

E-mail: [brendanm@hammondpole.co.za](mailto:brendanm@hammondpole.co.za)

[domw@hammondpole.co.za](mailto:domw@hammondpole.co.za)

### 21. TEBOGO JOSEPH MULAUI VS NEDBANK LTD AND ANOTHER 58540/17

Attorney for the applicant: Mr. L. Medupe

Legal Corp

Your ref: Mr Mabela/Med/2/4/19

E-mail: [lucasmedupe@yahoo.com](mailto:lucasmedupe@yahoo.com)

Attorney for the respondent: Mr. B. Michie

Hammond Pole Majola Inc





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Website: [www.judiciary.org.za](http://www.judiciary.org.za)

Your ref: B MICHIE/MAT410554

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[donw@hammondpoie.co.za](mailto:donw@hammondpoie.co.za)

### **30. SOUTH AFRICAN REVENUE SERVICE VS THORBURN SECURITY SOLUTIONS (PTY) LTD AND 2 OTHERS 79488/18**

Attorney for the applicant: Mr. L. Mazwai

Ledwaba Mawai Attorneys

Your ref: Mr. L. Mazwai/Mw W Phiri LIT.73/2018/LGM

E-mail: [lungilem@lmz.co.za](mailto:lungilem@lmz.co.za); [keloabetswas@lmz.co.za](mailto:keloabetswas@lmz.co.za);

[wezip@lmz.co.za](mailto:wezip@lmz.co.za)

Attorney for the 1<sup>st</sup> respondent: Mr. T. Fletcher

Cliffe Dekker Hofmeyr Inc.

Your ref: T S Fletcher/T P Smit/02011873

E-mail: [tim.fletcher@cdhlegal.com](mailto:tim.fletcher@cdhlegal.com);

[tim.smit@cdhlegal.com](mailto:tim.smit@cdhlegal.com)

Attorney for the 2<sup>nd</sup> respondent: Mr. P Bester

Blake Bester De Wet & Jordaan Inc

Your ref: P Bester/mdt/MAT10173

E-mail: [pbester@dew.co.za](mailto:pbester@dew.co.za)

Attorney for the 3<sup>rd</sup> respondent: Mr. J. Bell

Baker McKenzie Attorneys

Your ref: J Bell, V Raja/50467471





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Website: [www.judiciary.org.za](http://www.judiciary.org.za)

E-mail: [john.bell@bakermckenzie.com](mailto:john.bell@bakermckenzie.com);

[viren.raia@bakermckenzie.com](mailto:viren.raia@bakermckenzie.com)

### **38. BEAULIEU COUNTRY ESTATE VS LEOGEM PROPERTY PROJECCTS PROPRIETARY LIMITED AND 5 OTHERS 70858/19**

Attorney for the applicant: Bishop Fraser Incorporated

Your ref: D BISHOP/BEAULIEU COUNTRY ESTATE/BCE005

E-mail: [DAVIDE@BISHOPFRASER.CO.ZA](mailto:DAVIDE@BISHOPFRASER.CO.ZA)

Attorney for the 1<sup>st</sup> and 2<sup>nd</sup> respondents: Mr. P Kruger

Ivan Pauw & Partners Attorneys

Your ref: P KRUGER/pvdh/KL0046

E-mail: [pierre@ippartners.co.za](mailto:pierre@ippartners.co.za)

Attorney for the 3<sup>rd</sup> respondent: Ms. N Banda

Padi Incorporated Attorneys

Your ref: MISS N BANDA/MAT4762

E-mail: [nhlantla@padiattorneys.co.za](mailto:nhlantla@padiattorneys.co.za)

### **45. IRMA MULLER AND ANOTHER VS CITY OF TSHWANE MUNICIPALITY 34135/19**

Attorney for the applicant: Mr. M. Coetzee

Marius Coetzee Attorneys

Your ref: M COETZEE H-GM-3387

E-mail: [morne@mcoetzeelaw.co.za](mailto:morne@mcoetzeelaw.co.za)



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Private Bag x 7, JOHANNESBURG 2000 - Tel 011 335 0000  
Website: [www.judiciary.org.za](http://www.judiciary.org.za)

Attorney for the respondent: Mr. K. Lelaka

Ngoato Attorneys

Your ref: NGO/079/COT

E-mail: [kagiso@ngoato.co.za](mailto:kagiso@ngoato.co.za); [law@ngoato.co.za](mailto:law@ngoato.co.za)

1. Please note that the Court is implementing an electronic case management system called CaseLines. Your matter(s) which is set down for hearing on the abovementioned date is one of those which have been selected to be heard on the electronic platform.
2. You will be sent an email with a link inviting you to your matter which is already registered on the system.

This will enable you to:

- 2.1 access the case file online once you have been registered on CaseLines (the link is contained in the quick reference guide attached).
  - 2.2 upload your case documents; and
  - 2.3 invite other parties to access your case online.
3. You are accordingly requested to within 5 days from having received the invitation link to your case, upload an electronic version of your:
    - 3.1 case bundle(s) in accordance with the index in which it was prepared and filed; and
    - 3.2 Practice Note and Heads of Argument
  4. You are thereafter required to prepare the presentation of your case through the digital CaseLines system and to invite your Counsel to the electronic platform in the preparation of your case.
  5. The enclosed "quick reference guide" referred to in paragraph 2.1 above contains a step-by-step guide to the use of the system from registering a user profile to presenting a case in Court. For any assistance or queries relating to the use of the system, you may contact the following CaseLines team members:
    - 5.1 Mandy Machia - 073 130 4957 / [mandy@tinsan.co.za](mailto:mandy@tinsan.co.za); or
    - 5.2 Tebogo Tsweleng - 082 257 1485 / [TTsweleng@judiciary.org.za](mailto:TTsweleng@judiciary.org.za)
  6. You are required to bring laptop/s to use during the case presentation. Please ensure that the laptop is fully charged.



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Website: [www.judiciary.org.za](http://www.judiciary.org.za)

7. W-Fi connectivity will be provided in the Courtroom.
8. You are further requested to come with your physical files as a backup in case of any eventualities.

Kind regards

A handwritten signature in black ink, appearing to read 'J. Hefer', written over a faint, illegible stamp.

Joanna Hefer  
Registrar: Judge Potterill

