



## CASE MANAGEMENT CONFERENCES

**MONDAY 16 NOVEMBER – THURSDAY 19 NOVEMBER 2020**

**Before the Honourable Madam Justice OPPERMAN**

**Registrar:** Ms Zintle Twaku – Cell no: 063 373 4349

**Email address:** ZTwaku@judiciary.org.za;

**The following processes and procedures shall apply to ALL Case Management Conferences before Opperman J during the week commencing Monday 16 November 2020 to Thursday 19 November 2020**

1. Documents must be uploaded in all matters to the *CaseLines* digital platform, save where permission is granted by the Judge to permit another method of presentation of the papers. A matter which is non-compliant with this requirement shall not be entertained. Only matters that have been uploaded onto *CaseLines* shall be heard. All non-compliant matters shall automatically be removed from the roll.
2. All parties shall submit practice notes which shall, in addition to the information required in terms of the practice manual, include: the names, email addresses and cell numbers of the legal practitioners appearing.
3. All parties are required to complete in full paragraphs 2, 5, 6 and 7 of the attached draft certificate, as well as the case details, and return the completed certificate to the Judge's registrar in word format.
4. Matters in which the practice notes do not comply with paragraph 6 of practice directive 2 of 2019 dated 5 July 2019, will be removed from the roll.
5. The practice note and the draft certificate, completed as per par 3 hereof, must reach the secretary of Opperman J by not later than 14h00 the day before the CMC is scheduled to be held. Matters in which no practice notes are received,

will be removed. **It is not sufficient for the practice note and the certificate to be loaded onto Caselines, they are to be mailed, failing which the matter will be removed.**

6. The legal practitioners must be available at the e-mail addresses and cell phone numbers furnished, on the day of enrolment, from 10h00 to 13h00 for any queries. The Judge may then convene a virtual hearing using the Microsoft Teams Platform. If there are any queries and the legal practitioners are not contactable at the e-mail addresses or cell phone numbers on the day of set down between the hours of 10h00 and 13h00, the matter will be removed from the roll.
7. Any issues which the parties wish to deal with and which do not appear from the practice note, shall be dealt with in writing by the parties – either in the form of correspondence, heads of argument or memoranda – such writing to be directed to the Judge’s secretary per e-mail and copied to the other side by noon on the day preceding the set down date.
8. Where a matter is certified ready for trial, this will be confirmed by email to the parties.
9. Strict compliance with paragraph 6 of the September 2020 Consolidated Practice Directive will be demanded and all such affidavits are to be loaded onto Caselines by no later than 12h00 on the day preceding the hearing.
10. Should the Judge convene a virtual hearing, the unauthorised recording directive at the foot hereof, will apply and no link will be sent until receipt of the list and undertakings contemplated therein.
11. Attention is drawn to the provisions of chapter 10.5 of the Gauteng Local Division Johannesburg Practice Manual dated October 2018 (*‘the High Court Practice Manual’*), and in particular paragraph 1 thereof which provides:

‘It is hereby emphasised that no person may film or electronically record judicial proceedings without the prior permission of the presiding Judge. The granting and the terms of any such permission is within the discretion of the presiding Judge.....’
12. Attention is further drawn to the provisions of paragraph 221 of the 18 September 2020 Consolidated Directive (*‘the Consolidated Directive’*) dealing with media access to virtual court hearings and which expressly provides that such Directive does not replace the provisions set out in the High Court Practice Manual unless

a deviation is specified and then only for the duration of the national state of disaster.

13. In order to ensure compliance with chapter 10.5 of the High Court Practice Manual during virtual hearings and to locate potential transgressors, any person to whom access is given to participate in a virtual hearing (or who is present at a virtual hearing) (*‘the linked participant’*) is: (a) to provide a list of all who are present with them during the virtual hearing; and, (b) the linked participant is to undertake not to record or to permit any other person to record any part of the proceedings without prior thereto, obtaining the leave of the Judge in the manner prescribed in chapter 10.5 of the High Court Practice Manual.
14. Should any transgression occur in the presence of the linked participant, the linked participant is to disclose this to Judge Opperman forthwith.
15. Failure to comply with chapter 10.5 of the High Court Practice Manual may, as recorded in paragraph 7 thereof, lead to contempt of Court charges.
16. The list and undertaking contemplated in paragraph 13 hereof, is to be provided to Judge Opperman’s registrar by no later than 15 minutes prior to the commencement of any virtual hearing presided over by her at [ztwaku@judiciary.org.za](mailto:ztwaku@judiciary.org.za) or [ingatwaku@gmail.com](mailto:ingatwaku@gmail.com) .
17. Failure to comply with this Directive may result in the matter being removed from the roll.



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3. Conditions imposed (if any):

- a. ....
- b. ....
- c. ....
- d. ....

4. The matter is/is not of long duration.

5. Estimated duration:.....

6. A minute of the case management conference shall be composed by  
....., the plaintiff's  
attorney.

7. The parties agree/do not agree to the Judge presiding in this conference to hear  
the trial.

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**OPPERMAN J.**

**REGISTRAR'S ACTION:**

This matter has been allocated a trial date on

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Signed ..... Date .....