



**OFFICE OF THE ACTING DEPUTY JUDGE-PRESIDENT POTTERILL  
HIGH COURT OF SOUTH AFRICA, GAUTENG DIVISION, PRETORIA**

North Gauteng High Court Building, C/o Madiba & Paul Kruger Streets, Room 8.10, 8<sup>th</sup> Floor  
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23 June 2020

1. Ms. N. Mvumbi, Registrar for Judicial Case Management Meetings
2. Chief Registrar of the High Court Pretoria
3. Legal Practice Council – Gauteng
4. Law Society of South Africa
5. Johannesburg Society of Advocates
6. Pan African Bar Association of South Africa
7. Gauteng Family Law Forum
8. Gauteng Attorneys Association
9. Pretoria Attorneys Association
10. Johannesburg Attorneys Association
11. West Rand Attorneys Association
12. General Council of the Bar of South Africa
13. National Bar Council of South Africa
14. National Forum of Advocates
15. Pretoria Society of Advocates
16. North Gauteng Association of Advocates
17. Church Square Association of Advocates
18. Advocates for Transformation
19. Black Lawyers Association
20. National Association of Democratic Lawyers
21. Office of the Deputy of Public Prosecutions, Pretoria and Johannesburg
22. Office of the State Attorney, Pretoria and Johannesburg
23. Office of the Family Advocate, Pretoria and Johannesburg
24. Legal Aid South Africa
25. Gauteng Society of Advocates
26. Road Accident Fund

Dear Advocate/Sir/Madam

**PROCEDURE TO APPLY FOR JCMM DATE WHEN IN POSSESSION OF  
UNSIGNED PRE-TRIAL MINUTE**

It is the practice in this Division that a pre-trial is held just before approaching the Registrar for a Judicial Case Management Meeting hearing with a signed pre-trial minute.

Many of the attorneys acting for the Road Accident Fund just do not respond to a request for a pre-trial meeting or have no mandate to do so.

This of course prejudices the plaintiff's attorneys.

In turn, some of the plaintiff's attorneys put in little effort to contact the Road Accident Fund's attorneys and rather approach this Office to hold pre-trials before a Judge.

The result of the above is that this Office is inundated with requests for pre-trials before Judges, which cannot be accommodated. An attorney for a plaintiff can approach the Registrar of Judicial Case Management Meetings with an unsigned pre-trial minute accompanied by an affidavit setting out the details of:

- (a) at least two attempts to hold a pre-trial conference with the defendant's attorneys; or
- (b) at least one attempt, if the attorney has withdrawn or has no mandate, in holding a pre-trial with the Road Accident Fund handler of the matter.

Regards

**(ELECTRONICALLY GENERATED, NOT SIGNED)**

**R. NGWENYA**

**REGISTRAR: JUDGE POTTERILL**

**OFFICE OF THE ACTING DEPUTY JUDGE-PRESIDENT**

**GAUTENG DIVISION PRETORIA**