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OFFICE OF THE JUDGE PRESIDENT, LABOUR AND LABOUR APPEAL COURTS

6 January 2025

**TO: ALL REGISTRARS
LABOUR AND LABOUR APPEAL COURT**

Dear Registrars.

**RE: GEOGRAPHICAL EXTENSION OF THE COURT ONLINE PILOT PROJECT ON
REVIEW APPLICATIONS.**

1. I trust that you had a safe and peaceful transition into the new year. I further wish you all the best for 2025, hoping that it is a productive, and prosperous new year.
2. It shall be recalled that on 15 November 2024, the Johannesburg seat of the Labour Court successfully implemented the pilot project on the initiation of review applications on the Court Online System. This fell under the bigger scheme of testing the efficacy of the System in relation to the Labour and Labour Appeal Courts. This had commenced with the issuance of Directive 1 of 2024 which provided the guidelines for the implementation of the System in respect of urgent applications.

3. Furthermore, strides have been made by the Office of the Chief Justice (National Office), the Office of the Registrar, Johannesburg and the Office of the Judge President in preparing for the full implementation of the System in respect of all aspects of the Labour Court. These includes various meetings held with stakeholders including the Commission for Conciliation Mediation and Arbitration (CCMA), Metal and Engineering Industries Bargaining Council (MEIBC) and National Bargaining Council for the Road-Freight and Logistics (NBCRFL). The meeting agreed that SharePoint would be piloted as a method of digitally transferring the record of arbitration by the CCMA to the Labour Court.
4. On 5 December 2024, I received a report on the status of the Johannesburg pilot project. I was informed that the record was successfully received from the CCMA *via* SharePoint in regards to all matters initiated on the System. Moreover, the Registrar (JHB) was able to dispatch the record digitally and the parties had in turn confirmed the successful retrieval of the record. I have since authorised the initiation of further review matters as part of the Johannesburg pilot project.
5. On 10 December 2024, the National Office; Registrar, Johannesburg and the Office of the JP successfully completed a workshop with the CCMA, MEIBC and NBCRFL on the digital transfer of records *via* SharePoint and the filing of Notices on the Court Online System. I am further informed that at the conclusion of that workshop, the Registrars, together with Ms Shamila Nakool, Director: Case Management Superior Courts held a meeting on the sidelines to discuss the readiness of the other seats of the Labour Court to implement the System.

I was further informed that all the Registrars confirmed their readiness to implement the System.

6. Therefore, taking into account the foregoing, I have taking the decision that commencing on 13 January 2025, all the seats of the Labour Court are to participate in the pilot project for the initiation of review applications on the System. In that regard, the Registrars are directed as follows:

6.1. Upon receipt of an application for case number pertaining to all review applications in respect of awards arbitrated under the auspices of the CCMA, MEIBC and NBCRFL, the Registrars of the Labour Court must issue the Directive in accordance with **annexure “A”** herein. The Directive must be issued in respect of each application for a case number.

6.2. A copy of the Directive must also be dispatched to the relevant case management official and/or legal officers of the CCMA or bargaining council. The Registrars are implored to contact the aforesaid institutions for the details of the relevant officials.

6.3. The Registrars must compile a database of all the review applications initiated on the System.

6.4. The database must also compute the total number of matters in which the record was received and dispatched to the parties digitally.

6.5. On 7 February 2025, all the Registrars must compile and submit a report on the progress of the pilot project. The report must include:

6.5.1. The citation of the case;

6.5.2. Whether the matter originates from the CCMA, MEIBC or NBCRFL;

6.5.3. The total number of review applications initiated;

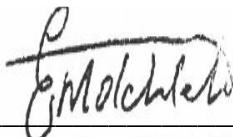
6.5.4. the total number of matters in which the record was successfully received by the Registrar; and

6.5.5. Whether SharePoint or another method was used by the institutions to transfer the record to the Labour Court.

7. Kindly also be advised that as the process unfolds, more bargaining councils will be added to the pilot project.

8. Lastly, I would like to sincerely thank the Registrars of the Labour Court and other officials who have been intimately involved in the implementation of the Court Online System and I look forward to further engagements on any issues that may arise in the progress of finalising this project.

Warm regards,



Judge. E. Molahlehi
Judge President: Labour and Labour Appeal Courts

Annexure A



JUDGES' CHAMBERS
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**OFFICE OF THE JUDGE PRESIDENT: LABOUR AND LABOUR APPEAL
COURTS**

13 January 2025

TO:

PER EMAIL:

AND TO:

PER EMAIL:

**AND TO: COMMISSION FOR CONCILIATION MEDIATION AND
ARBITRATION**

PER EMAIL:

Dear Sir/Madam.

RE: CASE NO:

1. The abovementioned matter bears reference.
2. As you may be aware in August 2024 the Labour Court issued the Directive 1 of 2024, which provided the guidelines on the implementation of the electronic case-flow management, known as the Court Online System. This directive confined the implementation of the system to urgent applications.
3. The implementation of the system in urgent matters has been a success and thus the Court has resolved to implement the system in all its case flow management processes. In as far as review cases are concerned, the Court wishes, at an initial stage, to test the uploading of the arbitration records from

both the Commission for Conciliation Mediation and Arbitration and the Bargaining Councils on the system.

4. In that regard, I have been directed by the Hon. Judge President Molahlehi to issue the following directive:

4.1. Your review application under the above case number has been selected to be initiated on the system for the purpose of testing the system's efficacy in respect of review applications.

4.2. Accordingly, you are hereby directed to initiate the matter on the Court Online System (<https://www.courtonline.judiciary.org.za>).

4.3. Once the System has issued a case reference number, you are directed to file the necessary pleadings in accordance with the Rules of the Labour Court.

4.4. In the event that any pleadings have already been manually filed with the Registrar of the Court, you are directed to upload the stamped documents onto the System.

4.5. Once the matter has been successfully initiated on the Court Online System, you are kindly requested to inform the Registrar accordingly at FIsmail@judiciary.org.za.

5. Furthermore, should you experience any difficulties with initiating the matter on the Court Online System, you may contact the writer hereof for assistance at:

5.1. Email address: FIsmail@judiciary.org.za

5.2. Telephone number: 087 106 1781

6. Attached to this letter are guidelines on how to register as a user of the system and how to upload documents on the system.
7. Your assistance and cooperation is highly appreciated and I trust that the above is in order.

Yours faithfully.

Farzaana Ismail
The Registrar
Labour and Labour Courts of South Africa, Cape Town
Email: FIsmail@judiciary.org.za
Tel: 087 106 1781