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Government Printing Works

Notice submission deadlines

Government Printing Works has over the last few months implemented rules for completing and submitting the electronic Adobe Forms when you, the customer, submit your notice request.

In line with these business rules, GPW has revised the notice submission deadlines for all gazettes. Please refer to the GPW website www.gpwonline.co.za to familiarise yourself with the new deadlines.

CANCELLATIONS

Don't forget!

Cancellation of notice submissions are accepted by GPW according to the deadlines stated in the table above.

Non-compliance to these deadlines will result in your request being failed. **Please pay special attention to the different deadlines for each gazette.**

Please note that any notices cancelled after the cancellation deadline will be published and charged at full cost.

Requests for cancellation must be sent by the original sender of the notice and must be accompanied by the relevant notice reference number (N-) in the email body.

AMENDMENTS TO NOTICES

take note!

With effect from 01 October, GPW will not longer accept amendments to notices. The cancellation process will need to be followed and a new notice submitted thereafter for the next available publication date.

CUSTOMER INQUIRIES



Many of our customers request immediate feedback/confirmation of notice placement in the gazette from our Contact Centre once they have submitted their notice – While GPW deems it one of their highest priorities and responsibilities to provide customers with this requested feedback and the best service at all times, we are only able to do so once we have started processing your notice submission.

GPW has a **2-working day turnaround time for processing notices** received according to the business rules and deadline submissions.

Please keep this in mind when making inquiries about your notice submission at the Contact Centre.

PROOF OF PAYMENTS



GPW reminds you that all notice submissions **MUST** be submitted with an accompanying proof of payment (PoP) or purchase order (PO). If any PoP's or PO's are received without a notice submission, it will be failed and your notice will not be processed.

When submitting your notice request to submit.egazette@gpw.gov.za, please ensure that a purchase order (GPW Account customer) or proof of payment (non-GPW Account customer) is included with your notice submission. All documentation relating to the notice submission must be in a single email.

A reminder that documents must be attached separately in your email to GPW. (In other words, your email should have an Adobe Form plus proof of payment/purchase order – 2 separate attachments – where notice content is applicable, it should also be a 3rd separate attachment).

REMINDER OF THE GPW BUSINESS RULES

- Single notice, single email – with proof of payment or purchase order.
- All documents must be attached separately in your email to GPW.
- 1 notice = 1 form, i.e. each notice must be on a separate form
- Please submit your notice **ONLY ONCE**.
- Requests for information, quotations and inquiries must be sent to the Contact Centre **ONLY**.
- The notice information that you send us on the form is what we publish. Please do not put any instructions in the email body.

DISCLAIMER:

Government Printing Works reserves the right to apply the 25% discount to all Legal and Liquor notices that comply with the business rules for notice submissions for publication in gazettes.

National, Provincial, Road Carrier Permits and Tender notices will pay the price as published in the Government Gazettes.

For any information, please contact the eGazette Contact Centre on 012-748 6200 or email info.egazette@gpw.gov.za

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GOVERNMENT NOTICES • GOEWERMENTSKENNISGEWINGS

DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT**NO. 57****25 JANUARY 2016****DESCRIPTION OF SERVICE AREAS IN RESPECT OF SHERIFFS AFFECTED BY THE RATIONALISATION OF MAGISTERIAL DISTRICTS**

With further reference to the General Notice in respect of the above, published under General Notice No. 963 dated 28 November 2014, it is published, for general information that:

- (a) The Minister of Justice and Correctional Services has, in terms of section 2 of the Magistrates Courts Act, 1944 (Act No. 32 of 1944) published notices in the Gazette creating new magisterial districts in respect of the Limpopo and Mpumalanga provinces which come into effect on 25 January 2015. (See Government Notices 32 and 33 published in the Gazette of 15 January 2016). The implementation in respect of the latter provinces comes a year after implementation in the Gauteng and North Provinces took effect. (See Government Notice No. 43 Dated 24 January 2014). Implementation in respect of the remaining five (5) provinces will occur incrementally over the 3 years.
- (b) The service area for which any sheriff was initially appointed is not affected by changes made to magisterial districts or areas of jurisdiction under a Division of the High Court. Any consequential change that may be required or necessary in relation to any such areas for which a sheriff has been appointed, will be made by the Minister in terms of section 3(2)(a) of the Sheriffs Act, 1986 (Act No. 90 of 1986). The process for the re-description of areas, whether in respect of magisterial districts, or a subdivision within a district or an area under the jurisdiction of a Division of the High Court, will take place after the new magisterial districts or areas under the jurisdiction of the Division of a High Court have taken effect.
- (c) There is an on-going investigation underway which focuses in respect of affected and certain vacant areas in the Gauteng, the Western Cape, KwaZulu Natal and the

Eastern Cape Provinces. This investigation is conducted jointly with the South African Board for Sheriffs with a view to ensuring effective involvement and participation by the Sheriff's profession. The investigation in respect of the above areas is due for completion by 31 March 2016 or soon thereafter. The Department will continue to undertake similar investigations where necessary as a result of the outcome of the implementation of the rationalisation process. Details regarding such investigations will be communicated to the affected sheriffs, role players and communities.

Any inquiry regarding the changes to a service area of a sheriff as a result of the changes to magisterial districts must be addressed to the Deputy Director-General: Court Service, Department of Justice and Constitutional for the attention of Mr M Moagi at the following address:

Private Bag X 81

Pretoria

0001 or

Email address: Rationalisation@justice.gov.za

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