

HUKUNTSI MAGISTRATE'S COURT RETAINS CRMS TROPHY



BROADHURST MAGISTRATE'S COURT UNDERGOES EXPANSION



THE OFFICIAL OPENING OF THE 2016 LEGAL YEAR

Editorial Note



Editor

Clement Sibanda

Welcome everyone

I am honored to introduce the first quarter of "Tsa Boathodi Newsletter" for the year 2016, which its goal is to provide our partners with a concise yet comprehensive picture of all the Administration of Justice's news generated by our High Courts and Magistrates Courts nationwide.

We thank those who contributed to Tsa Boathodi Newsletter as these contributions are essential to the newsletter's success.

Congratulations to all those who have received awards since the last edition of the newsletter. As AOJ we all share in and benefit from your achievements. It has been a very busy and exciting quarter, full of annual and special events that will remain in our reader's hearts.

We have also seen AOJ participating in numerous events despite all the challenges, through and it was a successful year full of amusing and anticipation. It has proved that indeed with dedication, hard work and team spirit all is possible.

To the management of Administration of Justice, Staff member, stakeholders and the ever supportive community we have once again nailed it.

One of the most exciting announcements in this edition is the

Official Opening of the Legal year 2016, the Opening of the Magistrate's Court in Kang and Nata, Hukuntsi Magistrates Court retaining the CRMS trophy consecutively for the third time, and the extension of Broadhurst Magistrate's Court, as well as the commencement of the Kanye Magistrate's Courts construction.

Please feel free to bring/ forward any comments, suggestions or new stories to my attention for future editions, you can Email them to: clsibanda@gov.bw.



Administration of Justice

Editorial Team

CHAIRPERSON

Mrs. Juliana A. Dube- Akande

EDITOR

Clement Sibanda

Mpho Matsheka

PROOF READERS

Mrs. Matsheka

Kgalalelo Dithemo

Charity Mangope

Amanda K. Dichabe

Ben Sefako

Wame king

Badisa Ntefo

Loeto Morapedi

Botlhe Matale

DESIGN & LAYOUT:

Impression House

Vision

"Access to Justice for All by 2016."

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To uphold human rights, Democracy and the rule of law in accordance with the Constitution of Botswana

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Transparency
Quality Service
Empowerment
Accountability
Teamwork
Timeliness
Botho

CONTACT DETAILS

HIGH COURT, GABORONE DIVISION & COURT OF APPEAL

Private Bag 00220
Gaborone, Botswana
Tel: +267 371 8000
Fax: +267 391 5119

HIGH COURT, FRANCISTOWN DIVISION

Private F13, Francistown
Tel: . +267 2412125
Fax: +267 2416378

HIGH COURT, LOBATSE DIVISION

Private Bag 001
Lobatse
Tel: +267 5338000
Fax: +267 5332317

► Visit our website: www.justice.gov.bw

► Toll-free numbers: Francistown Division
0800 600 922

► Lobatse Division
0800 600 947

► High Court, Gaborone Division & Court of Appeal
0800 601 027

HUKUNTSI MAGISTRATE'S COURT RETAINS THE FLOATING TROPHY FOR THE 3rd TIME CONSECUTIVELY



Hukuntsi Magistrate's Court retains CRMS trophy

By Kgalalelo Dithemo & Amanda Dichabe

Hukuntsi Magistrate's Court has retained the first position in this year's Court Records Management System Usage for the 3rd time consecutively since March 2015. Hukuntsi Magistrate's Court became victorious after a stiff competition in CRMS Usage in which it toppled the High courts and other Magistrates' Courts.

Hukuntsi Magistrate's Court entered the CRMS gauging competition in September 2013 and scored 33%, since then its management since made a firm commitment and promise that they would improve and one day keep the trophy. This recent achievement of the court shows that they were determined and committed to their promise as they have fulfilled their promise of retaining the floating trophy /shields for 3 consecutive occasions. In 2014 they attained position 2 at 87%, then position 1 at 96% in March 2015, and then scooped same position at 96.2% in September 2015. Recently the court has retained the trophy after a steady performance in March 2016 at 96.6%.

This steady performance saw them being congratulated and acknowledged through an award ceremony for their outstanding and consistent performance in CRMS usage over the past four gaugings. Hon. Chief Justice Maruping Dibotelo emphasized that the occasion was to recognize the good and outstanding work and to encourage Hukuntsi Magistrate's staff and Magistrates to keep the momentum, work hard and not to sit on the laurels as the competition is getting stiffer. Most stations in the previous gauging were in the 80% category. He further noted that they are a shining example of how a distant station with limited resources can excel, if they are committed and

have resolved to be jerks of all trade and well-rounded officers so that in absence of a particular officer the work does not suffer. The Hon. Chief Justice also encouraged other Courts which are not doing well in CRMS to benchmark with Hukuntsi Magistrate's Court.

The Honorable Chief Justice Maruping Dibotelo applauded Magistrate II, Mr. Johny Baakile for his sterling leadership and staff for their team work and sharing their vision. "If all the leaders in our courts, especially at Magistrate's Courts, applied themselves the same way as Mr. Baakile, the rest of you, our CRMS and JCM would register tremendous success resulting in the ease of doing our core business of case adjudication", he said.

Furthermore Hon. Chief Justice reminded the guests that the occasion was part and parcel of the Administration of Justice's Reward and Recognition Programme that is informed by our reforms and core business of delivering quality justice expeditiously to all inhabitants of this country. He further announced that the Reward and Recognition Committee when is chaired, by Honorable Justice Tebogo Tau. The expansion of AOJ's Reward System is extended to make our organization a Centre of excellence by recognizing and rewarding those officers and stations whose performance is stupendous and outstanding.



Hukuntsi Magistrate's Court staff posing for a photo

HIGHLIGHTS FROM THE CJ's SPEECH AT THE OPENING OF THE LEGAL YEAR 2016

By Clement Sibanda

The official opening of the legal year was held on 3 February 2016 and the following are the highlights from the Chief Justice's Speech

Resourcing of the Judiciary

"Contrary to dangerously misleading insinuations from certain misinformed quarters, the legacy of a well-resourced Judiciary is one which we strive to bequeath to future generations for posterity."

I have committed what remains of my tenure as Chief Justice to ensuring that the Judiciary is properly resourced to enable it to discharge its constitutional mandate. The theme for this year's Legal Year Opening is "Adequate Funding key to a free and Independent Judiciary."

Whilst I agree that key Stakeholders in the Justice System must in general work together towards delivery of quality justice, it should not be interpreted as equating the Judiciary which is an arm of the State, to Departments or Institutions that fall under the Ministry of Defence, Justice and Security because to do so could undermine and cloud the independence of the Judiciary which we continue to guard jealously at all times."

Deputy Sheriffs

"From the fora we engage members of the public such as Tokafatso Maduo Programme the deportment and decorum of some Deputy Sheriffs leave a lot to be desired as almost 90% of the telephone calls are targeted at them. Is it a case of a few bad apples spoiling the rest.

We have made strides to nip the undesirable conduct of some errant Deputy Sheriffs in the bud with the establishment of a dedicated Unit under the charge of a Senior Assistant Registrar to be recruited soon under the supervision of the Registrar who is the Sheriff. With the following measures now in place, we are about to cross the Rubicon:

Almost 95% of the Deputy Sheriffs signed their Service Contracts and Code of Conduct which govern their terms and conditions of service on 26 September 2015 and 9 October 2015.

Those Deputy Sheriffs were also simultaneously issued with distinct identity cards with security features renewable every year. We believe this will reduce incidents of masquerading as Deputy Sheriffs for sinister or criminal purposes".

Trajectory beyond 2016/ planned projects

DECONGESTION OF THE FRANCISTOWN MAGISTRATE' SCOURT

"The Francistown Magistrate's Court operates from Ntshe House in the Government Composite building in the City Centre with six purpose built Courts and Chambers. Our Special Courts, i.e. Small Claims, Family, Traffic and Stock Theft are housed in the same complex.

The City of Francistown has exponentially grown in leaps and bounds over the years resulting in increased litigation. Between January and December 2015, 2 860 civil cases and 1 107 criminal cases were registered at this Court.

The available infrastructure is just too congested and no longer suitable for effective and efficient delivery of justice. We are searching for suitable alternative premises in Francistown not only to decongest the current location but to also bring Courts closer to the communities.

A few months ago when I was in Francistown I requested Hon. Justice Phumaphi to assist me drive around Francistown and that experience has re-enforced my conviction to decongest and set up at least two other Magistrate Courts stations in Francistown. I am therefore appealing to the Government to make funds available to enable us to set up such courts.

On a positive note, the Regional Magistrate, North based in Francistown recently moved into leased premises in the City Centre after many years of "squatting" whilst trying to find suitable Office and Courtroom accommodation".

Access to justice

"Your Excellency, Your Ladyships, Lordships, Ladies and Gentlemen. Kang Magistrates Court is now operational albeit with a few teething problems which we will soon overcome. However, we still have our people in Shakawe and Nata travelling long distances to access Court. The Magistrates and support Staff to be posted to Shakawe and Nata have been identified and anticipate starting operations as soon as the buildings that have been identified are ready".

THE OFFICIAL OPENING OF THE 2016 LEGAL YEAR



Hon. Judges and Registrars of the High Court honouring the national anthem at the Official Opening of the Legal Year 2016

By Amanda Dichabe

February the 2nd marked yet another day for one of the celebrated practice in the judiciary, commencement of the legal year 2016.

The prestigious occasion was held at the Gaborone High Court Division premises under the theme 'Adequate Funding Key to a Free and Independent Judiciary'. Delegates of the country including his Excellency the President Dr. Lt General Seretse Khama Ian Khama graced the occasion. Among the attendees were cabinet ministers, members of parliament, and representatives of international organizations, the Diplomatic Corps, members of House of Chiefs and the Clergy of different denominations as well as the Commander of the BDF. Also present at the event were those in the legal fraternity; the Attorney General Dr. Athalia Molokomme, The Chairperson of Law of Society Lawrence Lecha, both private and public attorneys.

During the event a tone was set for the new legal year pertinent, salient issues about the health of the judiciary and a review for the past legal year. The key note speaker and host for the event was the honourable Chief Justice Maruping Dibotelo, for his part he that the legacy

of a well-resourced judiciary is one which they strive for to bequeath to future generations for posterity.

He said the judiciary is required and must be a strong, impartial, independent and accountable institution. "Independence of the judiciary is neither an esoteric pronouncement nor a privilege for the conform of judicial officers but a right and a practical measure for the benefit of citizens, in a democratic state such as ours, to ensure that courts are true and genuine arbiters of cases brought before them. He added that whatever a litigants standing or position in Society we are all deemed equal before the law" he further said.

"We are advocating for a deliberate, purposive and focused plan on the capacitation and resourcing of the judiciary which has to be factored in our National Development Plans. The judiciary ought to have sufficient and suitable funding which once voted for the Judiciary by the Legislature should be protected from misappropriation or misuse". He further said from General observation each country has a different Funding Model which best suits its circumstances with advanced Models in the developed countries. 'We must submit that any well- functioning democracy such as ours needs an independent Judiciary whereby its funding is adequate and sound'.

Meanwhile Hon. Chief Justice Moruping Dibotelo highlighted the progress report on development projects, for the financial year 2016/17, a ceiling of P 101 332 754.00 was allocated for the development budget. Three Magistrate's Court which are in bad condition were considered for development, namely Serowe Magistrate's court, Ghanzi magistrate court as well as Kasane Magistrate Court. The cost of these projects amount to P73 700 000.00.



AOJ lightning the day with a nice melody on the Official Opening of The Legal Year 2016



Hon Chief Justice breaking the ground to officially mark the construction of Kanye Magistrate's Court

KANYE MAGISTRATE'S COURT'S GROUND BREAKING CEREMONY

By Charity Mangope

After prolonged use of a leased building, Kanye Magistrate's Court days of leasing will soon come to an end as the construction of a permanent court building structure has begun.

On the 25th of January 2016, a ground breaking ceremony was held by the Administration of Justice, staff special guests and the Hon. Chief Justice Mr. Maruping Dibotelo were in attendance. All gathered on site to celebrate the ground breaking and commencement of construction of Kanye Magistrate's Court.

In his opening remarks the Registrar and Master, Mr. Michael Motlhabi, emphasized that as a Judiciary they are committed to ensuring that no person is denied access to justice by virtue of distance or absence of a court of law. This was another way to assure Batswana that the Administration of Justice fulfills the last of the five (5) "D"s" presented by His Excellency



AOJ Staff attending ground breaking ceremony for Kanye Magistrate Court

the President which is "Delivery". This also ensured that the Administration of Justice brings its services to the people.

When addressing the gathering, the Hon. Chief Justice Maruping Dibotelo said, the facility should further assure people's protection and enforcement of their rights and liberties in a just, fair, non-partisan and impartial manner. "It

should serve as credible evidence of our commitment to live our vision of enhancing access to justice by taking our services closer to the people", he said.

The construction of Kanye Magistrate's Court is expected to be completed in June 2017.

CRMS AWARDS (Maun & Serowe Magistrates Court)-SEPTEMBER- 2015-MARCH 2016 PERIOD

By Wame King

The CIMS Team conducted a CRMS gauging exercise for the period September 2015- March 2016 in April 2016. The results ranked Maun as the second best performing station at 90.6% while Serowe walked away with the most improved station award at an average of 80.3 % from 50%, thus a improvement of 30%.

On the 3rd of June 2016, the Hon Chief Justice travelled with a delegation to Serowe Magistrate Court comprising amongst others the Judge President (North) Hon Justice Makhwade, CRMS Manager, some of the CIMS Team members and the Regional Magistrate (North) to present the award during a general staff meeting. In the last gauging, Serowe had been ranked at the last position but has since redeemed itself to position 13.

In that last gauging, the status of system usage in the court was not good at all. The scanning backlog stood at more than 50%, the status of returns left nothing to be desired and the number of open events was just high. Their return to glory witnessed the station reducing their backlog to 35.3% and has been noted as consistently reducing. The number of open events was equally reduced while the data entry standards on the criminal record book were equally improving as compared to the past.

In his opening remarks paving way for the celebration of the award, the Head of station His worship Molobe noted that the improvement was attributed among other things by the spirit of team work that exists amongst users

in the station. The Magistrate was hopeful that the trend will continue to reign such that they can finally secure one of the top positions. This was corroborated by the Principal Clerk of Court Ms. Mmolawa, who extended her heartfelt gratitude to the Tirelo Sechaba participants who assisted in scanning. In conclusion, the Hon Chief Justice encouraged users to ensure that they adhere to standards and capture information accurately so that generating accurate statistics becomes easy. After handing the award, all staff members assembled for a group photo and were treated to a luncheon with the Hon Chief Justice.

On the 15th of June, all roads led to Maun Magistrate's Court. The Hon Chief Justice and his delegation were once again going to present a certificate to the court for having attained position 2 following the last gauging. Interestingly, Maun was not new to securing one of the top positions. They have in the past risen from being one of the least performing positions to number 2 securing the most improved station award at the same time and later secured the number one position twice in a row. Unfortunately, in the last exercise they had been relegated to position 5 at 86.3%, a surprise drop and blow to the station at the time.

In the current gauging, the station came on strong and fully armed having identified the areas where their contenders had beat them and made amendments to reclaim their glory. These areas were specifically on scanning and file tracking. Although their scanning had been outstanding at 1%, it was not good enough to beat

that of Hukuntsi as theirs was less than 1%. Maun was using file tracking but needed to do more to derail the stations that were ahead of them. Vast improvements were made hence their current return back to the top coveted 2nd position.

Congratulations were in order to the stations for their sterling performance. After the certificate was officially handed to them by the Hon Chief Justice, the Judge President (North) pointed out that he was very happy to witness the occasion and further stated that going forward, he was going to be able to confidently share with others the lessons he has learnt particularly that the Maun experience was unique in the sense that they had been classified in the past as the least and best performer. In his vote of thanks, His Worship Ngaka extended his gratitude to all CRMS users in the station and management for their tireless contribution on usage which has resulted in them reclaiming the 2nd position. He also stated that it was encouraging to see management at headquarters monitoring CRMS and also willing to appreciate and address issues that affect the daily operations of the court business so as to provide efficient service delivery to their clientele.

In conclusion he implored Maun staff to continue working hard and bring back the trophy. As a token of motivation and appreciation, all staff members were treated to a luncheon with the Hon Chief Justice and his delegation.

LAW REPORTING UNIT: THE VISION



Law Reporting Committee from left:- Mr N Mothaka (Secretariat), Mr D Diba (Member), Hon. Justice I. B.K Lesetedi (Chairperson), Hon. Justice Mathiba (Member), Mr Wankie W (Member) & Mr L. Morapedi (Secretariat)

By Loeto Morapedi

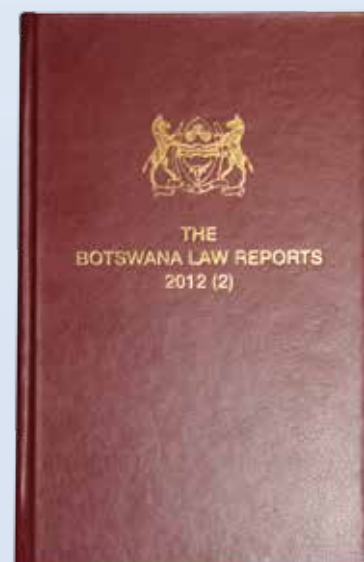
The previous edition of this newsletter dealt with the historical background of the law reporting function in Botswana. This column delves into the future aspirations of the Law Reporting Unit. It is worthy to note that the Unit has grand plans for the future; it aspires to have a fully-fledged office which publishes quality law reports, that meet the highest international standards.

From inception, the Unit inherited a huge backlog of cases which had accumulated over the years. The backlog invariably resulted in arrears of three years in the publication of law reports, and indeed official law reporting in Botswana. The story of the law reports in Botswana is then that, the last volume to be published was 2012 Volume (2) Botswana Law Reports. Therefore, as one of its main objectives, the Unit aims to bring the reports up-to-date in a few years to come.

In the year 2004 when the function was with the Attorney General's Chambers, a decision was taken to outsource most aspects of law reporting to a law publishing firm in the Republic of South Africa, until such a time a suitable organisation is established in the country for its publication. With the transfer of the function from Attorney General's Chambers to the Administration of Justice in 2013, the Unit is now strategically positioning itself for the mammoth task of taking over most of the outsourced work. Currently, the Unit receives approximately 1200 judgements per year which comprise: Court of Appeal, High Court, and the Industrial Court.

It is therefore hoped that in future, functions such as the electronic and the print product of the law reports will be produced from the Unit. Having both the electronic and the print product produced from the unit would be a great milestone. The forgoing notwithstanding, carrying out the two functions in-house will be a daunting task that will require a dedicated team of Lawyers who will be equal to the task.

With the on-going training of the law reporters, sufficient capacity is expected to be built in order for the Unit to cope with the roles which lie ahead. In the final analysis, the Unit aspires to have an office that will be a source of envy and a benchmark for other jurisdictions.





Mr Emmanuel Kofi Tetteh-May his soul rest in eternal peace

TRIBUTE TO MR EMMANUEL KOFI TETTEH

By Loeto Morapedi

Death is a reminder to all of us that one day we shall depart from this world to meet our creator. There is nothing more certain than this reality. Granted, on 22nd February 2016, Mr Emmanuel Kofi Tetteh took his last breath. His passing marked a loss of monumental proportions, not only to those closer to him, but also to the legal fraternity at large. In particular, the Administration of Justice suffered a huge loss, because, at the time of his passing, he was engaged by the Administration of Justice (Law Reporting Unit), to train the lawyers who will become part of the editorial staff of the Unit.

A lot has been said about Mr 'T's' legend, that he was one of the sharpest legal minds in this country, and that he has contributed immensely to the development of law in Botswana. Mr T was without doubt a fountain

of knowledge, he had wisdom in abundance. His skills as an editor of the law reports were unparalleled. He was very passionate about his job, he often spoke about the fact that law reporting is a specialised area of the law and that it is a craft that can best be perfected with time. He was always willing to impart his wealth of knowledge to the lawyers that he was training at the Unit.

Above all, there are other lessons that we learnt from Mr T, apart from the law reporting principles that he taught. He was a very humble man. During discussions, he embraced dialogue and an exchange of ideas so much so that even when there was a divergence of opinions, he wouldn't demonstrate that he was revered amongst the legal fraternity and that he had a wealth of experience. He demonstrated that even at his ripe age, he was willing to learn from the other party. It is perhaps this humility

that endeared him to those that he worked closely with.

His listening skills were impeccable, and this conveniently points to the direction that listening is an integral part of effective communication. During conversations, he would listen patiently, and attentively, without interrupting the other party. His responses would often show that indeed he was a great listener who listened to every detail. He was generally approachable, and absolutely receptive, reminiscent of the great teacher that he was.

He shall be sorely missed.

BROADHURST MAGISTRATE'S COURT UNDERGOES EXPANSION



Broadhurst Magistrate's Court ground breaking ceremony

By Kgalalelo Dithemo

January 26th 2016 marked the a groundbreaking ceremony for the extension of Magistrates Court on the 29th January 2016 (Broadhurst).

Speaking at the ceremony the Hon. Chief Justice Maruping Dibotelo said that the Judiciary was pleased that after the global economic recession setback, Government had managed to secure funds for expansion of the court as well as the construction of Kanye Magistrate's court. He commended Government for investing heavily in public infrastructure and facilities for the betterment and wellbeing of its people, and he noted that, to the Judiciary it's an affirmation to one of the objectives of enhancing physical access to justice.

The Chief Justice further stated that it is truism and a matter of public record

and concern to the Government and the nation at large that they have been receiving raw deals from unscrupulous and bogus contractors who have won tenders.

He congratulated Red East Construction, the contractor and subcontractor on their appointment to renovate the court facility and urged them to deliver a durable workmanship like quality structure that is within budget and on time.

For his part the Regional Magistrate South Mr. Chris Gabanagae stated that Broadhurst Magistrates Court was constructed more than 20 years ago, hence it was in a state of dilapidation and therefore the need for its repair and extension was long overdue.

He further stated that Broadhurst Magistrates Court was constructed ideally to be used by four Magistrates and support staff but due to the

tremendous increase in workload there was need for expansion in order to accommodate the workload of the court and to serve the public diligently. Speaking on behalf of Red East Construction, Mr. Jamin Xie said that they wish to adhere to quality standards expected of them and at the same time being wary of the delivery time of the project as well as the proposed budget.

The complete Court facility when completed, will have 10 spacious modern court rooms, 10 Magistrates chambers, Court reporters offices, 3 registries, conference room, 3 holding cells, Attorney rooms, library, 4 witness rooms, Juvenile court, sufficient ablution facilities and convenient underground parking for Magistrates and staff. The project is on schedule and expected to be completed by June 2017.

STAFF GYM LAUNCH - HEADQUARTERS



Administration of Justice GYM assistants inducted by the BDF officials

By Ben Sefako & Amanda Dichabe

A healthy workforce is deemed to be a productive and focused one. Thus saw the Administration of Justice Staff striving for a healthy life style as ample of them commenced to hit the gym.

The Administration of Justice has recently set up a gym for staff a move that will hopefully bring lowered expenses in return, often in the form of better performing workers, and reduce absenteeism and health care costs. The fully furnished gym which was set of was officially opened to all staff on the 9th May 2016. Gym assistants were nominated and capacitated by BDF officials in a week to offer basic training on the use of gym equipment's. The team is also responsible giving gym instructions, guidance and support to members of staff who visit the gym.

The gym is open from 16:30- 20:00 Monday –Friday. Members of staff are allowed to visit the gym on weekends from 06:00am – 20:00pm.

In an interview with Health Wellness Coordinator Mrs. Linda Kgari said a total cost of P 1 3000 000.00 was spent to purchase gym equipment. She has urged her coworkers to take care of the gym equipment.

Mrs. Hilda Bakwena who visits the gym regularly has applauded the management who came with the provision



for introducing such development. Bakwena said that she has already lost about 2.5kg in two months. She stated that her aim is to be healthy and some kilograms. Ms. Bakwena added that she is diabetic henceforth she strives for a healthy life style. "I do not only use the gym but eat right (diet) in correct portions as well, in order to stay fit and avoid illness causing obesity among others, she said'. Bakwena suggested the use of access card to access the gym room, "things would be far much better if the staff can start using their access cards to enter the gym room instead, it will enable flexibility as one can work out even at prolonged hours without having to worry about the keys, she said. Meanwhile AOJ will establish another gyms at Lobatse and Francistown divisions.

KASANE MAGISTRATES COURT DELAPIDATED BUILDING



BUILDING

By Kgalalelo Dithemo

Kasane Magistrate's Court has been relocated to the Department of Building and Engineering Services (DBES). The relocation came shortly after the Hon. Chief Justice's visit to the court on the 8th of February 2016.

The Court services such as Revenue collection, Civil and Criminal Registry and Administration have been relocated to the DBES building next to Prisons Department in Kasane. The court sessions are to continue at the old court building. The relocation was necessitated by the fact that Court building was no longer inhabitable due to dilapidated building.

During the tour of the building, the Hon. Chief Justice Maruping Dibotelo found the court in a depilated state where the ceilings had started falling off leaving openings that posed danger to the employees and clients as the debris from the ceiling polluted the air.

When briefing the media on the 08th February 2016, The Hon. Chief Justice Maruping Dibotelo said that the building is no longer conducive for employees to work in and a report by Chobe District council had described it as an occupational hazard. He further stated that the Administration of Justice could not afford not to have a Magistrate's Court at Chobe given the prevalence of poaching and cross boarder crimes.



New home for Kasane Magistrate's Court staff

NEW MAGISTRATE COURT OPENS IN KANG

By Charity Mangope

A new Magistrate's Court was recently opened in Kang with the aim of bringing Administration of Justice services nearer to the people. The Court started its operations on the 1st July 2015. The Court is located in Gamonyemane Ward between The Department of Agriculture and BOCODOL, opposite Matsha College in the old building which was once used by the Department of Buildings in the 90's.

Villages like Kang, Phuduhudu, Morwamusu and Tsetseng will have access to this Magistrate's Court as it is in their district. Most of these villages have been using Hukuntsi Magistrate Court to access court services. When one of the villagers – Poifo Pego was asked how he felt about the opening of the Magistrate's Court in Kang, this is how he responded.

"Ke leboshela gore goromente e ya bona go le bothokhwa gore a he bulele court mo kang kho idah go he hukholeja mari a mantsi e ya he ne be he a rihisa go palama heya hughuntsi retshekong dzecho." (I am so grateful that the government so it fit to open a Magistrate's Court in Kang as this will cut the cost we encountered travelling to Hukuntsi for our cases).

AOJ EDUCATING THE NATION AND TAKING THE SERVICES TO THE PEOPLE

By Kgalalelo Dithemo

Serowe District Agriculture Show

Despite the constant drought that the country has been experiencing, some villages in the Central District such as Serowe among others continues to make ends meet by producing crops, rearing animals and celebrating the harvest season with the aim of sharing skills and experiences with others outside the Central District. AOJ was present to promote their services to the people of Serowe and surrounding areas at the annual Serowe District Agricultural Show. Some members of the public to the AOJ stall were they were taught about the services AOJ offers, how to make use of those services and best benefit them.

Educational Tours

As education is the key to success some of the primary and junior secondary pupils in our country seems to be striving for just that. During the just ended school holidays, young pupils from all over the country thronged to the capital city Gaborone and graced the highest courts in the land, thus Gaborone High Court and Court of Appeal to learn more about the judicial system of Botswana from the field experts themselves. This winter season also saw the other departments and private companies visiting the Gaborone High Court to get first hand judicial information. The educational tours commenced on 05th – 31st July 2016 and they are projected to resume, on the next school holidays.

Lobatse-BOT50 Celebrations

As the Golden Jubilee celebrations intensifies all over the country, Lobatse High Court Staff and Wood Hall Customary Court including the residents of Lobatse did not want to be left behind. They recently held the BOT50 celebrations which its purpose was to celebrate their achievements since their inception and the country's independence in 1966, to date. The gathering was also an encouragement to keep momentum and raise the standard high when it comes to the delivery of these courts and the development of the town. Celebrations entailed a walk which was later accompanied by teachings and interactions between the courts and the public.

50 Days Countdown to Bot50

11th August 2016 officially marked 50days towards the anticipated day of 50 years of Independence. The



Ms. Caroline clarifying some of the AOJ's services to the customer of at Serowe District Show recently at Serowe



One of the Schools at Court 5 during an educational tour recently in Gaborone High court



Lobatse High Court officers exhibiting at Lobatse Woodhall Customary Court

committee behind the renowned BOT50 organized and launched the countdown with celebrations at the University of Botswana Stadium, where the BOT50 anthem/ song composed by only local artists was first launched, including the official BOT50 Mascot. The Honorable Vice President Mr. Mokgwetsi Masisi also graced the event. Other Members of Parliament and multitudes being members of the public were also present. As it is always the case AOJ staff members were also present to sell the department to the public. Bigger celebrations are expected to take place all over the country on the big day, 30th September 2016.

Tswapong Northern Trade Show

There is always time for everything and 15-17 July 2016 was the time for the residents of Palapye to be equipped and educated with the mandate and services of the Administration of Justice. For the first time since inception, AOJ took part in Tswapong Northern Trade Fair which was held in Maunatlala village. The attendees were pleased to know more about the Administration of Justice, resources like mobile court and others. The attendees left the event with more knowledge and Understanding about the Administration of Justice. Palapye Magistrates Court in-conjunction with the Public Relations Office unit made it possible for the department to be part of it all.

Ghanzi District Agriculture Show

Ghanzi was the place to be for aspiring farmers and already established farmers, as they flocked to Ghanzi to be part of the 5days agricultural show which commenced on the 2nd to the 09th July 2016. The show was well attended by people from all over the country including the neighboring Namibia. Private companies also took part in the show as they marketed and advertised their companies' goods and services to the consumers. Among those companies, government parastatals and none profitably Organizations (NGO) including the AOJ were showcasing what they offer.

Public Service Day Exhibitions 2016

The Public Sector commemorated Public Service Day on the 14th July under the theme; '50years of Service to the; Nation; United and proud'. All government departments celebrated this day with various activities such as sports, beauty pageant, choral music competitions and many more. Prior to the big day on the 13th of July different department also showcased their goods and services to the public. The Ministry of Justice Defence and Security (MDJS) exhibited. Attorney General Chambers, Administration of Justice , Legal Aid Botswana, Botswana Police Service, Botswana Prisons Service and Botswana Defence Force showcased the best innovations in line with the ministry; theme; 'Safety First, United and Proud. MDJS showcased their history their history using its different department (AGC, AoJ, Legal Aid, Police and Prisons) in an interesting pictorial format which depicts the revolutionary since 1966 to date.



AOJ staff show-casing their services at the Ghanzi Agricultural show



Officer from Palapye Magistrates Court explaining to the customers on the purpose of the Mobile Traffic Court



Ghanzi Magistrate's Court staff attending to a client during the show.



Ministry of Defence, Justice and Security exhibitors posing for a photo.

CHIEF JUSTICE ACKNOWLEDGES THE CRMS USERS - GABORONE HIGH COURT



Hon. Chief Justice Maruping Dibotelo addressing CRMS users

By Kgalalelo Dithemo

The Court Records Management System (CRMS) Users of the Gaborone High Court division were treated to dinner by the Honourable Chief Justice Maruping- Dibotelo for having been the most improved court in CRMS Usage.



The event which was held at Gaborone High Court premises took place on the 11th of March 2016 and was exclusively for those involved in the use of CRMS on a daily basis.

The Court personell staff (Clerks of Court, Court Reporters, Bench Clerks and other Secretaries) were acknowledged and congratulated for their steady and improving performance in CRMS usage.

“The purpose of this occasion

is to recognize your good work , encourage you to keep up the momentum and to even do more and be a shining example to other stations who do not have the resources that you have at your disposal here at headquarters”, said the Chief Justice.

The Chief Justice stated that the previous poor performance of Gaborone High Court Division in CRMS usage, was a concern for him and difficult to chastise the other stations on their poor performance whereas the Headquarters where he sat was not leading by example.

He cited that he was forced to approach the Judges and court teams, to appreciate their problems with a view to addressing them across all stations after realizing that it was unfair to club performing/ stations who perform well and non performing courts and blame them for poor CRMS usage.

The visibly pleased Hon. Chief Justice Maruping Dibotelo highlighted that the intervention paid dividednly as there has been

an upward -trend in the performance of the Gaborone High Court Division, from position 17 at about 55.1% in September 2013 to position 10 at over 70% in September 2014 to position 5 at 81.5% in March 2015 and in September 2015 position 4 at 87.3%. Moreover he said that with only 3 points away from position 3, this was highly commendable given that there are about 25 stations.

“I have realized that stations prepare themselves on the eve of gauging and it is for this reason, that I have directed that CRMS gauging be done randomly and unannounced so that we know what is actually on the ground and have something which is contrived. We want all Court Teams under leadership of Hon Judges and Magistrate to use the system effectively so that all events are closed and all pleadings are scanned”, he said.

In the last gauging in September 2015, Hukuntsi was number 1 at 96.2%, Kasane took second place at 93.7% and Letlhakane took the third position at 86.8%. Maun took the fifth place at 86.3% while the lowest station score was at 50%.

It was also revealed that a Rewards System by CRMS and other reforms aimed at marking the AOJ a center of excellence would be introduced to reward officers who excelled and displayed outstanding performance.

HIGH COURT – REGISTRARSHIP PROMOTION

- Mr. Bafi C. Nlanda – Deputy Registrar and Master, Gaborone High Court
- Mrs. Kebuang Tselapedi – Senior Assistant Registrar & Master, Francistown High Court

HIGH COURT REGISTRARSHIP APPOINTMENTS

- Ms. Maggie Rampha – Assistant Registrar & Master, Lobatse High Court
- Ms. Oarabile Pitso – Assistant Registrar & Master, Gaborone- Masters Office

MAGISTRACY PROMOTIONS

- Mr. Gaseitsewe Tonoki – Principal Magistrate, Gantsi Magistrate's Court
- Mr. Mmoloki Sibanda – Principal Magistrate, Gumare Magistrate's Court
- Mr. Jonny Baakile – Ag Magistrate Grade I, Hukuntsi Magistrate's Court
- Ms. Robin T. Sethantsho – Ag Magistrate Grade II, Hukuntsi Magistrate's Court
- Mr. Gofaone Morweng – Senior Magistrate, Kasane Magistrate's Court
- Mr. Michael P. Itumeleng – Magistrate Grade I, Mochudi Magistrate's Court

MAGISTRACY APPOINTMENTS

- Mr. Reuben Sebetlela – Senior Magistrate, Nata Magistrate's Court
- Mr. Kealeboga K. Kapeko – Magistrate Grade I, Francistown Magistrate's Court
- Mr. Tshepo K. Magetse – Magistrate Grade I, Serowe Magistrate's Court

CRMS IMPLEMENTATION AT KANG AND NATA MAGISTRATES COURTS



CRMS users during the implementation of Kang Magistrate's Court

By Badisa Ntefo

The newly implemented CRMS sites are Kang and Nata Magistrates Courts. Kang Magistrate's Court was implemented in the week of 16th to 20th May 2016 and Nata Magistrate Court in the week of 6th to 10th June 2016.

Implementation at both stations entailed the following:

1. Refresher Training
2. Awareness Session
3. Go-Live
4. Support

Most, if not all of the CRMS users at both stations, were alive to the application as they had been previously trained from stations they were transferred from, so it was

only proper to administer Refresher Training as a way of reincarnating system knowledge on them for the first two days of the implementation weeks. Only a few officers from the two courts, who were introduced to CRMS for the first time, had been enrolled for full training that took place on July/August 2016.

Awareness session on change management was also conducted as a way of sensitizing users on the change over from how they have been manually doing things to the newly introduced electronic transformation.

Go-live was also a success because all requirements to electronically setup the station were successfully done and the stations were up and running. As it had always been the practice, a CIMS functional member supported the users for a week after go-live.

CRMS implementation at both stations was successful and users embraced this technology at their respective stations.

The stations are encouraged to hit the ground running in order to strategically prepare themselves for the CRMS gauging exercises.

TRAINEE MAGISTRATE GRADE III- APPOINTMENTS

- Ms. Lebogang E. Kebeetsweng
- Mr. Kgopolo K. L. Ntseane
- Ms. Wame Mosugelo
- Ms. Amantle T. Lungisani
- Ms. Kesego L. Astadt
- Ms. Gaone J. Losike-Bagopi
- Ms. Galaletsang P. Ramokatle
- Ms. Masego O. Machiba

BUSINESS BOTSWANA TRADE FAIR 2016



Business Botswana Northern Trade Fair guest speaker BTCL Managing Director Paul Taylor together with the city Mayor Ms. Sylvia Muzila visiting the stalls on the opening day of the Trade Fair.

By Charity Mangope

AOJ takes advantage of some of these events to educate the public and disseminate information to members of the Public. This year AOJ took part in the Business Botswana Northern Trade Fair (BBNTF) at formerly Botswana Confederation of Commerce and Industry Manpower (BOCCIM) Fair which was held in Francistown on the 25-29 May 2016 at the BOCCIM ground under the Theme: **Connecting Ideas, Creating Opportunities.**

Exhibitors at the Business Botswana Northern Trade Fair comprised of officers from Francistown High Court, Magistrate's Court while the Public Relations Unit played the coordinating role. Members of the public came in large numbers to the BBNTF grounds to witness and learn more about the services offered by various Departments/Parastatals.

When officially opening the Business Botswana Northern Trade Fair, the Managing Director of Botswana Telecommunication Corporation Limited Mr. Paul Taylor said "In this year's fair we are trying by all means to come with strategies on how to enhance the fair and we are bringing an entrepreneur from Slovakia who will be sharing his business skills with us and also promote himself", he said.

AOJ exhibited in a five (5) day show, in which they received visits from the public in large numbers. The Mobile traffic court (bus) which proved to be a big crowd puller at the event.



Mahalapye Magistrate's Court stall during Prisons Day in Mahalapye

AOJ EXHIBITS AT PRISONS DAY

By Kgalalelo Dithemo

The Botswana Prisons Service commemorated 58 years of continued service to the nation and playing a pivotal role in rehabilitation and reconciliation.

This year's (2016) commemorations were once again held at Mahalapye Prisons Ground under the theme, 'Botswana 50th Anniversary'. To celebrate prisons day, the BPS invited its stakeholders to take part in the event by exhibiting or entertaining the guests. The Administration of Justice took part in the celebrations as an exhibitor, taking its services to the people.

AOJ exhibited amongst other private entities and government department such as Botswana Prisons services (BPS), Legal Aid, Directorate on Corruption and Economic Crime and the Attorney General's Chambers. During this event AOJ had an opportunity to interact with participants and members of the public to give them first hand information on its services. In this year's exhibition we had the model court and assorted pamphlets / information brochures that were distributed to members of the public, for them to read and understand our services at their own time.

The event started with activities such as the choir challenge in which the winning choir walked away with a trophy. There were handful of entertainment activities, which included; dance by the Botswana Prisons services (BPS) stall members, the Botswana Prisons Band and a dance performed by the convicts. It was a day filled with a variety of activities between Botswana Prisons services (BPS) and Botswana Police Service which saw the Police Service ladies winning the tag of war match denying BPS's ladies the chance to pull to the finishing line.





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1. Gaborone High Court Executive Bench Clerk Mrs. Gloria Motlaleng chip - In during Mahalapye Retreat
2. AOJ staff during the CIMS Traffic Module Training
3. Mrs. Mothibi (Principal Liabrian) training the Clerk of Courts and Store Keepers on Librarianship
4. Hon. Justice Gabanagae during the Broadhurst ground breaking
5. Friends and family paying their last respect to Peter Khumoetsile at his memorial service held at Gaborone High Court, CBD
6. Court Records Management System Users' for Gaborone High Court at CRMS reception that was organized by Hon. Chief Justice Maruping Dibotelo
7. Deputy Registrar for Lobatse High court Mrs. Sigweni giving a speech at the BOT50 celebrations in Lobatse
8. CIMS Team posing for a photot during Hukuntsi awrd Ceremony
9. AOJ's Consumer-Fair exhibitions posing for a picture during thr trade fair
10. Hon. Chief Justice Maruping Dibotelo shaking hands with former Hon. Justice Mpapi Phumaphi at his farewell party held in Ghetto
11. DCEC committee posing for a photo afetr the DCEC training
12. Justices of Appeal posing for a photo during the introduction of their new uniform
13. Hon Chief Justice breaking the ground to officially mark the construction of Kanye Magistrate's Court
14. AOJ Staff during the Hon. Chief Justice `s Tour at Kasane Magistrate's Court
15. Honorable Chief Justice Maruping Dibotelo inspecting guard of honor during the Official Opening of the Legal Year 2016
16. Maun Staff durinh the CRMS award in Maun
17. AOJ staff at the award ceremony in Serowe
18. Officers from Mahalapye Magistrate's Court, PRO and Magistrates at the stall during Prisons's 58th anniversary exhibitions.
19. Kanye Magistrate Court Staff
20. ministry of Defence, Justice and Secutiry staff posing for a photo.
21. Lobatse Magistrate's Court staff celebrating their Christams party
22. Mr. Thebe Tshipo with members of the Zambian delegation benchmarking on the Gaborone High Court building structure for their new proposed court to be built in Zambia



Retreat Participant in Mahalapye

ANNUAL PERFORMANCE PLAN RETREAT

By Amanda Dichabe

The Registrar & Master Mr Michael Motlhabi addressed his staff at a three day retreat from 25-27 April 2016 that was held in Mahalapye.

The purpose of the retreat was to review and appreciate the status of Administration of Justice's 2015/2016 Annual Performance Plan and to develop the 2016/ 2017 Annual Performance Plan.

'The core objective of this retreat is to bring together the Strategic Objective Owners, Measure Owners and Initiative Owners responsible for driving key indicators and for the successful implementation of our organization mandate , as outline in our 2010 -2016 annual performance plan, he said '.

Motlhabi added that it was gratifying

as participants of the retreat was inclusive of all officers who are responsible for driving, monitoring and reporting progress on specific indicators as outlined in key strategic areas. 'The driving of the performance agenda of this organization is on your shoulders. You are the leadership and management of this organization, he said'.

However Motlhabi chastised that most of the issues of strategy, APPs and budget are peripheral and inconvenient matters that can be avoided, he added that they should only focus on the core business.

He cited that performance and budget issues are very essential and anchored on public confidence and trust. Furthermore he accentuated that these matters are life issues which call a need for a paradigm shift and a work culture to embrace them

as part and parcel of a daily business. Moreover the Registrar and Master cheered the staff not to lag behind with the 2016/2017 APP it ought to be with different station to facilitate individual performance agreements and personal developments plans. 'We must ensure that as we implement our performance plan, they are not just going through the motions, we ought to ensure that our views are objective and reliable. I shall take the lead and certify that those I supervise do likewise, he concluded'.

Meanwhile the AOJ intends to hold the inaugural excellence award ceremony soon, to recognize and reward exceptional performance of employees.

AOJ HOLDS REGIONAL AND CHIEF MAGISTRATES-RETREAT

By Amanda Dichabe

“It is becoming increasingly difficult for us to approach Government on some of our requests when there is no commensurate increase in productivity in spite of the resources being channeled in”.

This was cited by Hon. Chief Justice Mr. Maruping Dibotelo, during the Regional and Chief Magistrates retreat which was held at the tourist hub and gateway to the Okavango Delta, Maun. The retreat's drive was for the conveners (Magistrates) to air issues to the Hon. Chief Justice.

Mr. Dibotelo fortified judicial staff across the country to be perceptible, hands on and lead by example. 'I expect you to take the lead in Courts Records Management System (CRMS), starting with your own court to excel compared to the rest of the other courts', he said. He further stated that he had pertinent observation of the Regional and Chief Magistrates not closely supervising and monitoring Magistrates/ Courts or Stations under their watch.

Moreover the Hon. Chief Justice pointed out the rate of disposal of cases in the Magistracy as a matter of

public concern. He said that although they try to isolate cases which are ripe for prosecution and those still under investigation there was a need to look at the matter closely.

Summing up the retreat the Hon. Chief Justice highlighted the need to reflect on the successes and challenges in order to emerge, revitalize and reinvigorate with a clear way in terms of supervision and leading by example. 'As talk is cheap the cliché goes, iron sharpens another iron, so it must with all of us, he said.



Retreat Participants in Maun

AOJ EMERGE VICTORIOUS IN PUBLIC SERVICE DAY SPORTING ACTIVITIES



Ministry of Defence, Justice and Security participants for 2016 Public Service Day

By Amanda Dichabe

The Administration of Justice has emerged victorious as they have scooped seven medals in the preliminary athletics and traditional games under Ministry of Defence, Justice and Security (MDJS) which was held at the National Stadium.

The games which took place in May 23rd 2016 at the National stadium were trials towards the Public Service Day commemorations held on 13th to 17th June 2016. The trials were intended for athletes to qualify to represent the Ministry of Defence Justice and Security at the final competitions of Public Service day. During the rivalry AOJ ended the day walking away with 2 gold medals, 3 Silver medals, and 2 Bronze medals. Mr. Ben Sefako and Ms. Albertinah Mosenki managed to scoop the gold medals for AOJ in balloon junior race and sack race for junior men and women.

Yet again Ben Sefako scooped a silver medal in balloon race while the other 2 silver medals went to Ms. Laone Mmedinyane in orange race and Mr. States Serurubele who participated in sack race for senior men. The 2

bronze medals went to Mr. Ebenezer Kubuya and Ms. Bonolo Babui who participated in egg race and needle race respectively. Other additional members who made it to the MDJS team for the PSD finals comprised of Mr. Prince Choba, Mr. Mpho Nkgowa, Mr. Aubrey Masole and Mr. Thato Sereetsi. The above team therefore faced off with other teams from other ministries in the semi final on the 13th June 2016 in Sir Seretse Khama Barracks (SSKB) grounds where they came victorious in various categories and qualified for the final which were

later held at the national Stadium. Meanwhile AOJ also took part in the group stages for the Public Service Day sport games which were held on the May 27th, 28th and 03rd June 2016 were both AOJ netball and football teams were knocked out of the quarter finals. The football and Netball teams were in four groups, with Ministry of Lands & Housing, Ministry of Presidential affairs and Public Administration and Ministry of Trade and Industry. The Football team played a total of 3 games, won two games when playing against Ministry of Trade and Industry and scored 2-1 and scored 6-1 against Ministry of Presidential Affairs and Public Administration. AOJ team drew (3-3) game against Ministry of Lands and Housing gathering a total of 7 points. They were knocked off the quarterfinals by their counterparts MDJS with a score of 2-3.

In netball, AOJ the team played two games and won both of them. Whereas the 3rd one was not played because the ministry of Trade and Industry did not have netball team thus earned them soft points. The team scored 28-8 against MLH and won 28-11 against MTI. The Results were nullified as the Ministry of Agriculture walloped AOJ with 15-35 not qualifying for the next round.



Participants posing for a photo " We made it"

MARCH 2016 CRMS GAUGING RESULTS AND COMMENTS

By- Merapelo Joshua

In assessing stations the team used a tool that looked into the below mentioned 9 factors.

- Data Entry Standards- By the use of all register books and CDRLCAS (List of cases filed), the team checked for correct use of upper and lower case, correct spacing and correct entering of the description of a case.
- Entering Parties- through the use of all register books we checked parties are filed, correct use of party types and in demographics of parties are entered.
- Docketing- Through the use of CDRNDOCK (report that will show cases that have been filed without dockets) we checked if dockets are filed. We also used register books and returns to check if docket text has been filed.
- Open event and correct use of closing dockets-using CSROEVNT we checked how many events are still open and if correct closing dockets are used in all returns.
- Barcode creation but no dockets scanned- Using CDRDNSCAN we checked how many dockets have barcodes even though they have not been scanned.
- Dockets not scanned –To check how many filed dockets have not been scanned, we used the report CDRSCSTAT.
- Batches not closed- Through CRDBATCH we were able to check how many batches have not been closed and for how long it has stayed open.
- Adding charges, pleas, dispositions and sentences- For criminal cases we used all criminal returns and register books to check if charges, pleas, dispositions and sentences are entered correctly.
- Is File tracking functionality used?- In determining if file tracking functionality is used CDRFTUSG, CDRFTSTAT and CDRFTEXP were used.

POS	STATION	CURRENT RESULT	COMMENTS
		(MAR 2016)	
1	Hukuntsi	92.7	<ul style="list-style-type: none"> • They have defended the championship 3 times consecutively! Well done Hukuntsi Magistrate Court...you have made history where many missed it at the 11th hour! What accounted for this victory? There were no open events and had no scanning backlog. Even though the station has maintained the top position, it is evident that there has been a decline in performance from 96.2% to 92.7% at a deference of 3.5%. This was due to the following as noted during the gauging exercise, 2 civil cases were overtaken by time, 3 miscellaneous applications with wrong cause of action and 1 case tracked out and was overdue.
2	Maun	90.6	<ul style="list-style-type: none"> • The former champions have redeemed themselves. In the last gauging period (April 2015-August 2015) they raised eyebrows when they scored 86.3% at position 5 and could not even reach the top 3 positions. The station has made a good turn around to obtain the current second position at 90.6% from 86.3% at an increase of 4.3%. This station has thus put an end to the myth that "big stations cannot be ranked with small stations". One of their strengths during the gauging was scanning. The station needs to enroll cases for dismissal particularly maintenance cases if they are to strategically overtake the champions in the next leg of the gauging exercise.
3	Letlhakane	89.9	<ul style="list-style-type: none"> • Sitting at a comfortable 89.9%, and closing the most sort after spots in the gauging exercise, Letlhakane's performance incurred a slight decrease of 0.9% owing to following findings: at CDRLCAS 1 Criminal Case missing, There were 4 wrong description fields, 3 missing Maintenance Cases and 1 description field error. File tracking is satisfactorily done though there were 19 cases overdue. An outstanding aspect was their scanning backlog of 0.1 which contributed immensely to their good performance.

KEY: MC - Magistrate Court HC - High Court
 CC - Civil Cases CV - Civil Cases
 MC - Matrimonial Cases

4	Lobatse HC	88.6	<ul style="list-style-type: none"> Still keeping the race just around the 80's, Lobatse High Court needs to improve on data entry standards as there were several omissions on cause of action for CV, ML and Miscellaneous Application cases. There were 9 open events and 43 omissions in the CV returns, 7 omissions for the ML returns and 4 for Miscellaneous Application . There were a number of omissions observed in the criminal returns as well. Therefore there is a for the station to pull up their socks. Their scanning backlog stood at a commendable 2.9%
5	Gaborone HC	87.19	<ul style="list-style-type: none"> Overtaken by the Lobatse High Court division, the Gaborone HC had 5 open events, 53 omissions on CV returns, 24 on ML cases and 6 for Miscellaneous Application . Amongst all the good marks scored by this station, file tracking and returns scored less marks though not below average, hence the need to fully utilize these functionalities.
6	Selibe Phikwe	87.18	<ul style="list-style-type: none"> Just a step away from the top 5; this court has improved in all aspects and congratulations are in order as the station rose from position 11 at 77.5% to a good position 6 at 87.18%. The few lost marks were due to the following at CDRLCAS: 2 Miscellaneous Application cases missing, 3 Maintenance Cases cases missing and description field errors. An improvement on quality assurance was conspicuous in Criminal returns which had a few errors noted. The scanning function is another aspect which was worth noting having improved remarkably. The court needs to be applauded for that! Well done and keep it up.
7	Gumare	85.9	<ul style="list-style-type: none"> Six steps up the ladder and a remarkable improvement from 75.5% to 85.9%, this court has to be applauded as well. These impressive results were attributed by an improvement in scanning. However, the station needs to pay attention to the following errors which were noted; 2 spelling errors for cause of action at case number MTMGM-000005-15 and MAMGM-000015-16, MAMGM-000001-14 had no dockets and some Criminal returns which had some cases with missing pleas, party status and sentences.
8	Francistown HC	84.1	<ul style="list-style-type: none"> A remarkable performance garnered by this High Court division from 66% to a good 84.1% is a valid reason to celebrate. Users in this court deserve a pat on the back. Amongst the outstanding points was the file tracking even though quite a sizable number of cases were overdue. The scanning backlog had reduced to 17.44% from 30%+ in the past. One of the things this station needs to attend to is the issue of correct closing dockets where a total of 9 civil causes were closed with wrong closing dockets and Matrimonial cases which were overtaken by time.
9	Kasane	83.7	<ul style="list-style-type: none"> This court has dropped from position two in the last gauging to a sad position 9 owing mainly to Civil and Miscellaneous Applications where some cases were overtaken by time. 48 Criminal Cases overtaken by time and 10 Miscellaneous Application cases. The Criminal record book had only two sentences missing. Their strong points during this time were at CDRLCAS and scanning.
10	Bobonong	83.2	<ul style="list-style-type: none"> This court is among courts that have improved this gauging period and are encouraged to keep working hard. Like most courts, this court was gauged down by the civil returns where cases were overtaken by time. Impressive points under this court were observed in the following aspects, remarkable CDRLCAS, record books scanning and criminal returns.
11	Mochudi	82.1	<ul style="list-style-type: none"> This court has dropped from a good 85% to 82% with a 2.9% variance owing to omissions at CDRLCAS where some cases had missing parties and errors at the description field. Errors were also observed at CDRNDOCK, 3 cases had no dockets attached to them; there was a total of 6 open events, 67 errors at Criminal Cases returns, 24 for Maintenance Cases and 19 for the Miscellaneous Application returns. Criminal returns as well had 20 missing pleas. Their strong point however was observed at their remarkable work in entering parties in record books where data was flawless and the scanning backlog that meets set standards.

12	Masunga	80.8	<ul style="list-style-type: none"> From 72% to 80.8%, this court has improved and there certainly is need to keep working hard and improve on aspects that did not meet the acceptable data entry standards. Amongst them included use of full names in Civil Cases and Criminal Cases at the key block information. A commendation is extended to them in scanning where backlog stood at 1.3%. Another impeccable observation point was the criminal returns.
13	Serowe	80.3	<ul style="list-style-type: none"> Congratulations to Serowe Magistrate's Court; You have done an impressive job. In this leg of the gauging, the court walked away with the most improved station award. In the next leg of the gauging we expect the court to have updated all the Civil, Maintenance and Miscellaneous Applications which were found to have been overtaken by time if they want to be counted as one of the top stations.
14	Broadhurst	79.76	<ul style="list-style-type: none"> With the gauging pass-mark having been increased to 80%, this court will have to implore stringent measures to attain the acceptable standard. The station will have to make amends on the following aspects which were not in a good status at the time of gauging; scanning needs to be intensified as it did not meet the acceptable standard which stood at 34%. The criminal data entry standards will have to be revisited as the following were observed; pleas, sentences and charges were missing. The criminal returns as well had a total of 9 magistrate's comments overtaken by events, just to mention but a few.
15	Francistown MC	79.72	<ul style="list-style-type: none"> Though the court has improved tremendously there is still need to improve on the critical aspects being scanning, returns and the close of events. Particular attention has to be paid on maintenance cases where quite a number of them were overtaken by time and was also characterized by wrong closing dockets (9 cases).
16	Ghanzi	79.45	<ul style="list-style-type: none"> In the last gauging, Ghanzi was the most improved. Their greatest weakness was found to be on returns hence an appeal for the users in this court to update returns, record books and file tracking. All is not lost though as data entry standards were good and scanning met the set standards.
17	Palapye	79.4	<ul style="list-style-type: none"> This is one of the courts that have improved in this gauging period and they need to be encouraged to keep working hard. An increase in marks from 64% in the last gauging to a good 79.4% shows that they are not far from joining ranks with some of the top stations. However, there is need for the court to ensure that they close events within the prescribed timelines as there were 18 open events at the time of gauging. The returns for this court as well needed a few corrections. Keep working hard, you will make it!
18	Lobatse MC	79.34	<ul style="list-style-type: none"> An increase in average performance, a drop in position, and this sums up to a tough race ran hence the need for strategic approaches to be put in place. These marks were mainly affected by the criminal returns, which were characterized by the following; missing pleas, 17 cases without magistrate comments, 17 cases not scheduled and 19 cases with no party status. This status has to change. On a better note, the following aspects were "make-up" points which earned them marks, correct data entry standards were adhered to and entering of parties during registration.
19	Tsabong	79.2	<ul style="list-style-type: none"> This station used to be one of the best performing CRMS stations comfortably oscillating between position one and 3 but has since dropped 11 steps down the ladder! What happened? Efforts have to be directed to remedy the situation. The findings that led to this result were among others. 10 Criminal Cases with wrong closing dockets and 37 overtaken by time. File tracking needs to be used as it has shown to be one of the least utilized modules. Tsabong we need you to come back to glory and give us your best shot!

20	Mahalapye	78.8	<ul style="list-style-type: none"> With an increase of 13.2% from the last gauging results at 65.6% to 78.8% which still does not meet the threshold of 80%, this court is one of the courts with scanning backlog that does not meet the set standard of 5% at case level and 10% at docket level. The lost marks were due to amongst others errors observed in data capture standards, CDRLCAS with 4 missing criminal cases, errors at the description field, 2 cases at CDRNDOCK without dockets, 83 Criminal Cases, 4 Maintenance Cases and 21 Miscellaneous Application cases due for dismissal or at least to seek Magistrate's directions. A saddening total of 36 open events and a first in this gauging period, this court must up their game; Open events affect returns and hence a dire need for them to be always be closed well on time. Criminal pending returns as well needed to be updated with a total of 45 missing pleas and 17 missing magistrate comments to mention a few.
21	Jwaneng	78.5	<ul style="list-style-type: none"> A total loss of 3.8% landing the station at position 21 calls for the station to intensify their efforts in updating the system. A total of 14 criminal cases were missing on the case list (CDRLCAS) description errors were also noted with a total of 7 Criminal Cases and 4 Miscellaneous Applications. Amongst these, returns were also an aspect of gauging where the following were noted; 68 Criminal Cases, 12 Maintenance Cases and 28 Miscellaneous Application cases were due for dismissal. There was a total of 21 open events and 1 case with no dockets at CDRNDOCK.
22	Kanye	76.98	<ul style="list-style-type: none"> Sitting at the 22th position at an average of 76.98%, their weakest points were on returns (Civil, Maintenance and Miscellaneous Applications) which were mostly overtaken by time and 20 open events at the time of gauging. This court needs to arise and shine so as to join other stations at the top. A bonus performance from their court was on data entry standards and record books.
23	Molepolole	76.95	<ul style="list-style-type: none"> In this gauging, ranked at position 23 is Molepolole Magistrate Court. In the last gauging, the station closed the top ten positions at a good mark of 81.7% as the second most improved, but has since dropped from the top ten to the bottom three. There is a dire need for this court to improve on scanning, scheduling, file tracking, close open events and update returns. The performance for this court has dropped in almost all quality assurance aspects which ultimately informs the gauging template. We persuade the station to realign and address the above mentioned aspects so as to reclaim their position.
24	Village	74.2	<ul style="list-style-type: none"> In terms of average performance, this station has no doubt increased from 62.2% to 74.2%. Their scanning backlog has also consistently reduced even though it still does not meet the acceptable standards. The station is commended for these consistent achievements and is encouraged to keep working hard. The following aspects are to be addressed as a means to improve. The current score came about as a result of the following; 13 missing parties, 11 missing cause of action for Miscellaneous Application and 8 missing parties under the Miscellaneous Applications . 112 Criminal Cases were overtaken by time and 6 Criminal Cases were closed with wrong closing dockets, 60 Miscellaneous Application cases overtaken by events, 20 Maintenance Cases overtaken by time and for the Criminal Records, 26 cases had no pleas, 4 did not have charge and 1 missing sentence. This should be their area of focus if they are to do better in the next gauging.
25	Extension II	71.8	<ul style="list-style-type: none"> It is worrisome to always assume the last position but it is commendable that despite this they have increased their average performance from 53.4% to 71.8%. The following marked this court down; at CDRLCAS there were 38 missing cases and 9 errors at the description field, 14 missing Maintenance Cases, 2 description field errors, 11 Miscellaneous Application missing cases and 5 description field errors, and 25 missing Criminal cases. A total of 122 open events were noted. Returns were also marked down as a number of cases were overtaken by time.

ASK THE GURU

Changes/Deletions to the Charge

Dear Guru

Please help; I have wrongly entered two counts instead of one. How do I delete the other charge?

From Lobatse High Court Division

Guru Answers

Thank you for this question. Though charges are entered at the Charge tab on CMAINIT all changes and deletions of charges are done at CMADISP. All one has to do is open CMADISP, after entering case number, choose the accused that you wish to change/delete his charges. Place a cursor on the charge in question. If you want to delete go to the navigation frame and choose a window that says delete violation. Save and the charge will be completely gone. When changing a charge place a cursor on the charge in question and overwrite it by choosing the new charge from LOV (List of Values) button. These changes/deletions are only applicable when the charges have not been disposed.

Identifying wrong closing dockets

Dear guru

How do I identify that wrong closing dockets were used?

From Gaborone High Court Division

Guru answers

Thank you for that question. The returns will show you if wrong or correct closing dockets have been used. We have four kinds of returns namely CSRMRET, CSRCVMRET, CSRDECD and CSRCVDECD. CSRMRET and CSRCVMRET are for pending Criminal and Civil cases respectively whereas CSRDECD and CSRCVDECD are for decided Criminal and Civil cases in that order. Notably for pending cases the Magistrate/Judge's comments have to show that they are pending, likewise for decided cases the comments have to show that finality. That is to say, as an example if you find a case that has been closed with FNLO (Final Order) but the text reading "Matter postponed to 30th July 2016", then you would know clearly that it is a wrong closing docket.

Identifying barcodes to be deleted

Dear Guru

I have discovered after processing that one of the users had mistakenly created two barcodes for the dockets. How do I identify the correct docket to be deleted?

From Mahalapye Magistrate Court Division

Guru answers

Thank you very much for this important question. It is important to delete the undesired barcode otherwise the docket will still remain as backlog should a user delete the desired one. To identify the barcode for deletion, you must log on to questys Web access, navigate to the case number through to the docket in question. Click on DMS details then note the number. Then on Xerox, open CDADOCT and highlight the docket in question. Go to DMS window on the navigation frame, click document then detail. The system will give you the dms number of each barcode as you click on each document and you can delete the duplicate barcode being the one that does not appear on questys web access.



Administration of Justice

2016



January

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

March

S	M	T	W	T	F	S
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
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17	18	19	20	21	22	23
24	25	26	27	28	29	30

May

S	M	T	W	T	F	S
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June

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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July

S	M	T	W	T	F	S
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August

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21	22	23	24	25	26	27
28	29	30	31			

September

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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October

S	M	T	W	T	F	S
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November

S	M	T	W	T	F	S
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

