



Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza · 1122 Burnett St, Hatfield 0028 · Pretoria, Gauteng · South Africa

Tel: +27 12 004 8389 · Mobile: +27 65 077 6310

Email: apply@aatid.co.za · Website: www.aatid.co.za

COURSE BROCHURE

Advanced Legal Aspects in the Sheriff's Environment

Law, Military Science and Security / Justice in Society

Unit Standard 256935 · NQF Level 6 · 15 Credits · 12 Days

COURSE OVERVIEW

This course provides sheriffs and senior legal officers with an in-depth understanding of advanced legal principles and procedural frameworks governing the sheriff's environment in South Africa. Participants will examine complex legal aspects such as civil enforcement, court orders, and liabilities to ensure compliance with statutory requirements and ethical standards.

Category	Law, Military Science and Security
Subfield	Justice in Society
Unit Standard	256935
Accreditation	SAQA Accredited · NQF Level 6 · 15 Credits
Duration	12 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Analyze the legal framework and statutory provisions governing the sheriff's functions in South Africa.
- Evaluate the procedural requirements for executing court orders, including attachments, evictions, and seizures.
- Demonstrate understanding of the sheriff's liability, indemnity, and ethical obligations in the execution of duties.
- Apply advanced knowledge of civil procedure and enforcement mechanisms in complex scenarios.
- Assess the impact of recent legal developments and case law on the sheriff's environment.
- Implement best practices for documentation, reporting, and compliance with regulatory requirements.

WHO SHOULD ATTEND

- This course is designed for practicing sheriffs, deputy sheriffs, and legal professionals working within or in support of the sheriff's office who need to deepen their knowledge of advanced legal aspects.

COURSE OUTLINE

Day 1: Foundational Legal Principles in the Sheriff's Environment

- Overview of the South African legal system
- Constitution of the Republic of South Africa, 1996
- Sheriff's Act and Regulations
- Rules of Court relevant to sheriff functions
- Relationship between legislation, case law, and practice directions

Day 2: Jurisdiction and Authority of the Sheriff

- Types of jurisdiction: territorial, personal, subject-matter
- Jurisdictional limits for service of civil process
- Execution of warrants within and outside jurisdiction
- Inter-provincial service and cross-border issues
- Case law on jurisdictional disputes

Day 3: Service of Process – Law and Procedure

- Modes of service: personal, domicilium, substituted, edictal
- Timeframes and extensions for service
- Service on legal persons, minors, and unreachable parties
- Return of service: content and evidentiary value
- Consequences of non-compliance with service rules

Day 4: Attachment and Seizure – Legal Framework

- Attachment in execution: procedure and limits
- Interim attachment: requirements and court orders
- Property exempt from attachment
- Seizure of goods: inventory and custody
- Third-party claims and interpleader proceedings

Day 5: Writs and Warrants – Issuance and Execution

- Writs of execution, possession, and arrest
- Warrants of committal and search warrants
- Issuing authority and formal requirements
- Execution steps: notification, levy, sale in execution
- Return of warrant and accounting

Day 6: Evictions – Legal and Procedural Aspects

- PIE Act: scope and requirements
- Court orders for eviction: conditions and timeframes
- Role of the sheriff in executing eviction orders
- Notices and engagement with occupiers
- Handling of personal property and storage

Day 7: Sale in Execution – Law and Practice

- Procedure for sale in execution: notice, advertising, auction
- Reserve price and valuation of goods
- National Credit Act implications
- Conduct of sale: rules and irregularities

- Distribution of proceeds and accounting to court

Day 8: Liability and Accountability of the Sheriff

- Civil liability: wrongful attachment, conversion, trespass
- Criminal liability: corruption, fraud, misconduct
- Duty of care: reasonable skill and diligence
- Indemnity under Sheriff's Act and fidelity insurance
- Disciplinary procedures and complaints handling

Day 9: Arrest and Detention – Legal Limits

- Civil arrest: body execution and committal
- Criminal arrest: warrants and powers
- Use of force and restraint: proportionality
- Rights of arrested persons: notification, legal representation
- Unlawful arrest: damages and habeas corpus

Day 10: Alternative Dispute Resolution and the Sheriff

- Mediation in debt collection and eviction matters
- Arbitration clauses and awards enforcement
- Consent judgments and court orders
- Role of sheriff in executing ADR settlements
- Case management and referral practices

Day 11: Ethics and Professional Conduct

- Code of Conduct for Sheriffs: principles and rules
- Conflicts of interest: financial and personal relationships
- Confidentiality and data protection
- Handling of funds and property: trust accounts
- Professional boundaries and client relationships

Day 12: Emerging Legal Issues and Practical Integration

- Electronic service of process and e-warrants
- Data privacy and POPIA compliance
- Case law updates on sheriff liability and procedure
- Scenario-based integration of all course topics
- Resources for ongoing learning and support

ASSESSMENT & CERTIFICATION

Delegates are assessed through exercises and a final test. A mark of **50% or above** earns an **AATICD Certificate of Completion**, issued digitally with a unique verification code. This course carries **15 NQF credits** at **NQF Level 6**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 45,100.00	R 45,100.00
1	In-House	R 58,600.00	R 58,600.00
1	On-Campus (Pretoria)	R 67,600.00	R 67,600.00

UPCOMING SESSIONS

Start	End	Method	Venue
10 Aug 2026	25 Aug 2026	On-Campus	Pretoria, South Africa
11 Aug 2026	26 Aug 2026	On-Campus	Abu Dhabi, UAE
12 Aug 2026	27 Aug 2026	On-Campus	Durban, South Africa
12 Aug 2026	27 Aug 2026	On-Campus	Mauritius
13 Aug 2026	28 Aug 2026	On-Campus	Cape Town, South Africa
14 Aug 2026	31 Aug 2026	On-Campus	Dubai, UAE
17 Aug 2026	01 Sep 2026	On-Campus	Abu Dhabi, UAE
18 Aug 2026	02 Sep 2026	On-Campus	Durban, South Africa

Contact us if no suitable date is listed – on-demand sessions can be arranged for groups.

HOW TO GET A QUOTE OR APPLY

- 1. Get an instant quotation online:** visit www.aaticd.co.za, open the page for this course (Unit Standard 256935) and click **Get A Quote / Apply**. Select your training method and number of delegates – your quotation is generated immediately and emailed to you with the course brochure attached.
- 2. Apply by email:** send the course title, your preferred training method (Online, In-House or On-Campus Pretoria), the number of delegates and your preferred dates to apply@aaticd.co.za – our team will reply with a formal quotation.
- 3. Apply by phone or WhatsApp:** call +27 12 004 8389 or WhatsApp +27 65 077 6310 and we will prepare your quotation and reserve your seats.
- 4. Confirm your booking:** accept the quotation and settle the invoice. As soon as payment is confirmed your delegates are enrolled and receive their AATICD LMS login details by email, along with joining instructions for their chosen training method.

Group discounts apply automatically – the more delegates you enrol, the lower the price per delegate. No payment is required to request a quotation.

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