



Accredited Africa Training Institute for Capacity Development

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

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COURSE BROCHURE

Liability Analysis for Sheriff's Environment

Law, Military Science and Security / Justice in Society

Unit Standard 256938 · NQF Level 6 · 18 Credits · 15 Days

COURSE OVERVIEW

This course equips sheriffs and their deputies with the knowledge and skills to identify, analyse, and manage various forms of liability arising within the sheriff's environment. Participants will learn to navigate legal, professional, and ethical obligations to minimise risk and ensure compliance with South African law.

Category	Law, Military Science and Security
Subfield	Justice in Society
Unit Standard	256938
Accreditation	SAQA Accredited · NQF Level 6 · 18 Credits
Duration	15 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Analyse the legal framework governing liability within the sheriff's environment in South Africa.
- Evaluate different forms of liability, including contractual, delictual, and criminal liability.
- Apply risk management strategies to mitigate potential liability exposures.
- Demonstrate understanding of professional indemnity and insurance requirements for sheriffs.
- Implement procedures to ensure compliance with the Sheriff's Act and related regulations.
- Assess case studies to identify liability issues and propose appropriate remedies.

WHO SHOULD ATTEND

- This course is designed for sheriffs, deputy sheriffs, and candidate sheriffs who are responsible for executing court orders and managing attached assets.
- It is also suitable for legal professionals and compliance officers working within the sheriff's environment.

COURSE OUTLINE

Day 1: Introduction to Liability in the Sheriff's Environment

- What is liability?
- Sources of liability: common law and statute
- Overview of the Sheriff's Act and related regulations
- Civil liability: delict and contract
- Criminal liability: offences by sheriffs
- Professional liability and ethics
- Case study: landmark liability cases

Day 2: Legal Framework Governing Sheriff Activities

- Detailed review of the Sheriff's Act
- Magistrates' Courts Act: execution of judgments
- Rules regulating the sheriff's office
- Consumer Protection Act: service of documents
- Promotion of Administrative Justice Act: fair procedures
- Interaction between legislation and liability

Day 3: Negligence and Duty of Care

- Elements of negligence: duty, breach, causation, damages
- Duty of care owed to judgment debtors and creditors
- Standard of care: reasonable sheriff
- Common negligence scenarios: wrongful attachment, improper service
- Defences to negligence claims
- Case law analysis: *Van Eeden v Minister of Safety and Security*

Day 4: Vicarious Liability and Employer Responsibility

- Doctrine of vicarious liability
- Employer-employee relationship in sheriff offices
- Liability for acts of deputy sheriffs
- State Liability Act considerations
- Indemnity and hold harmless agreements
- Practical examples: wrongful seizure by deputy

Day 5: Liability in Service of Process

- Service requirements under the Magistrates' Courts Rules
- Personal service vs. substituted service
- Liability for failure to serve
- Service on companies and close corporations
- Service in eviction matters: heightened liability
- Best practices to avoid service-related claims

Day 6: Liability in Attachment and Seizure

- Legal requirements for attachment
- Inventory and valuation duties
- Liability for damage or loss of attached goods
- Wrongful attachment: grounds and remedies

- Attachment of exempt property
- Case study: attachment of third-party property

Day 7: Liability in Sales in Execution

- Pre-sale formalities: notices and valuations
- Conducting the sale: auction rules
- Liability for inadequate advertising
- Setting aside sales: grounds and procedure
- Sale of immovable property: special rules
- Case study: sale at undervalue

Day 8: Liability in Evictions

- PIE Act: procedural safeguards
- Court orders and eviction warrants
- Liability for unlawful eviction
- Eviction of children, elderly, and disabled
- Role of sheriff in eviction: limits and duties
- Best practices to avoid human rights violations

Day 9: Liability in Handling of Funds

- Sheriff's trust accounts: legal requirements
- Receipt of funds: documentation and receipts
- Payment to creditors: priority rules
- Liability for misappropriation or delay
- Interest on trust funds
- Case study: embezzlement by sheriff

Day 10: Professional Indemnity and Insurance

- Types of insurance: PI, fidelity, public liability
- Policy conditions and exclusions
- Claims process and reporting
- Risk management: proactive measures
- Cost-benefit of insurance for sheriff offices
- Case study: denied claim due to non-disclosure

Day 11: Defending Liability Claims

- Defences: volenti non fit injuria, contributory negligence
- Prescription of claims: time limits
- Role of the State Attorney in defending sheriffs
- Settlement vs. litigation
- Documentation as a defence
- Case study: successful defence

Day 12: Ethical Considerations and Code of Conduct

- Code of Conduct provisions
- Conflicts of interest
- Confidentiality and privacy
- Ethical handling of sensitive cases
- Disciplinary procedures for misconduct

- Role plays: ethical scenarios

Day 13: Risk Management and Best Practices

- Risk assessment frameworks
- Standard operating procedures
- Training and competency development
- Supervision and oversight
- Incident reporting and analysis
- Best practice case studies

Day 14: Case Law and Recent Developments

- Landmark cases: summary and analysis
- Trends in wrongful attachment claims
- Impact of constitutional developments
- Legislative amendments
- Future of sheriff liability: technology and outsourcing
- Group discussion: implications for practice

Day 15: Integrated Liability Management Plan

- Review of key principles
- Interactive scenario analysis
- Development of liability management plan
- Peer review and feedback
- Final assessment and certification
- Course evaluation

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 **18 NQF credits** at **NQF Level 6**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 53,500.00	R 53,500.00
1	In-House	R 69,500.00	R 69,500.00
1	On-Campus (Pretoria)	R 80,200.00	R 80,200.00

UPCOMING SESSIONS

Start	End	Method	Venue
10 Aug 2026	28 Aug 2026	On-Campus	Cape Town, South Africa
11 Aug 2026	31 Aug 2026	On-Campus	Dubai, UAE
12 Aug 2026	01 Sep 2026	On-Campus	Pretoria, South Africa
13 Aug 2026	02 Sep 2026	On-Campus	Abu Dhabi, UAE
14 Aug 2026	03 Sep 2026	On-Campus	Durban, South Africa
14 Aug 2026	03 Sep 2026	On-Campus	Mauritius
17 Aug 2026	04 Sep 2026	On-Campus	Harare, Zimbabwe
17 Aug 2026	04 Sep 2026	On-Campus	Dubai, UAE

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 256938) 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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