



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@aaticd.co.za · Website: www.aaticd.co.za

COURSE BROCHURE

Court Execution Procedure Management

Law, Military Science and Security / Justice in Society

Unit Standard 256939 · NQF Level 6 · 16 Credits · 13 Days

COURSE OVERVIEW

This course equips learners with the competencies to manage execution procedures within courts of law, ensuring compliance with legal frameworks and efficient enforcement of court orders. Participants will gain practical skills in coordinating writs, attachments, and sheriff services, while upholding the integrity of judicial processes.

Category	Law, Military Science and Security
Subfield	Justice in Society
Unit Standard	256939
Accreditation	SAQA Accredited · NQF Level 6 · 16 Credits
Duration	13 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Apply relevant legislative and regulatory frameworks governing court execution procedures.
- Analyze court orders and judgments to determine appropriate execution methods and processes.
- Evaluate the roles and responsibilities of stakeholders, including sheriffs, attorneys, and court officials.
- Implement procedures for the seizure, attachment, and sale of assets in accordance with court directives.
- Demonstrate effective communication and documentation practices in managing execution files.
- Design strategies to address challenges and disputes arising during execution procedures.

WHO SHOULD ATTEND

- This course is designed for court administrators, legal practitioners, paralegals, and sheriff office personnel involved in the execution of court orders and judgments.

COURSE OUTLINE

Day 1: Introduction to Court Execution Procedures

- Overview of the South African court system
- Sources of law: Constitution, Acts, Rules, and precedents
- Definition and purpose of execution procedures
- Key role players: sheriff, judgment creditor, judgment debtor, attorneys
- Ethical considerations and professional conduct
- Introduction to the Magistrates' Courts Act and High Court Rules relevant to execution

Day 2: Judgment and Orders

- Types of judgments: default, summary, consent, and trial
- Requirements for a valid judgment
- Process of obtaining judgment: pleadings, trial, and decree
- Appeal and review procedures
- Effect of judgments on execution
- Case law examples

Day 3: Writs of Execution

- Definition and types of writs: warrant of execution, warrant of attachment
- Process of issuing a writ: application, drafting, and sealing
- Requirements for a valid writ: parties, amount, interest, costs
- Common errors and amendments
- Role of the sheriff: receipt, execution, and return
- Time limits and validity of writs

Day 4: Attachment of Property

- Attachable property: movable, immovable, incorporeal
- Exempt property: necessary household goods, tools of trade, etc.
- Procedure for attachment: entry, search, seizure
- Inventory and valuation requirements
- Rights of the judgment debtor: notice, objection
- Legal challenges: interpleader, rescission

Day 5: Sale in Execution

- Pre-sale requirements: valuation, reserve price, advertising
- Notice to judgment debtor and interested parties
- Conduct of the sale: auction, bids, acceptance
- Distribution of proceeds: priority of claims
- Transfer of ownership and registration
- Setting aside of sale: grounds and procedure

Day 6: Garnishee Orders and Emoluments Attachments

- Definition and purpose of garnishee orders
- Procedure: application, notice to employer, order
- Emoluments attachment orders: differences and similarities
- Employer's obligations: deduction, payment, reporting
- Calculation of deductions: protected earnings, maximum limits

- Legal protections: debt review, insolvency

Day 7: Attachment of Immovable Property

- Attachment of immovable property: warrant, registration
- Procedures for sale: reserve price, advertising, auction
- Role of the Registrar of Deeds: noting of attachment, transfer
- Eviction procedures: notice, court order, execution
- Legal protections: constitutional rights, National Credit Act
- Case law on execution against homes

Day 8: Third-Party Claims and Interpleader

- Third-party claims: ownership, liens, prior rights
- Interpleader procedure: application, notice, hearing
- Rights of third parties: claim to property, exemption
- Resolution of competing claims: court determination, agreement
- Sheriff's role: holding property, interpleader summons
- Costs and consequences

Day 9: Debt Review and Execution

- Overview of debt review: purpose, process, parties
- Debt review and execution: stay of execution, re-instatement
- Circumstances where execution may proceed: consent, default
- Role of debt counsellor: assessment, proposal, court orders
- Debt restructuring and its effect on existing judgments
- Case law on debt review and execution

Day 10: Insolvency and Execution

- Effect of sequestration on execution: stay, surrender of property
- Role of trustee: taking control, realization, distribution
- Process of sequestration: voluntary, compulsory
- Voidable dispositions: preferences, undue preferences
- Impact on judgment creditors: proving claims, dividends
- Interaction between execution and insolvency proceedings

Day 11: Execution Against Specific Assets (Shares, Trusts, Partnerships)

- Execution against shares: attachment, sale, transfer
- Execution against trust assets: trust deed, beneficiaries' rights
- Execution against partnership property: joint and several liability
- Rights of partners and beneficiaries: protection, notice
- Legal complexities: tracing assets, multiple jurisdictions
- Case examples

Day 12: Costs, Interest, and Accounting

- Principles of costs: party and party, attorney and client
- Calculation of interest: judgment rate, mora interest
- Sheriff's fees: tariff, disbursements, VAT
- Accounting requirements: statement of account, distribution
- Common errors: double charging, incorrect rates
- Review of costs by the court

Day 13: Review, Compliance, and Practical Integration

- Review of the execution process: from judgment to distribution
- Common pitfalls: procedural errors, time limits, exemption claims
- Best practices: documentation, communication, ethical conduct
- Compliance requirements: regulatory audits, record keeping
- Scenario analysis: complex execution cases
- Assessment preparation: sample questions, case studies

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 **16 NQF credits** at **NQF Level 6**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 47,900.00	R 47,900.00
1	In-House	R 62,300.00	R 62,300.00
1	On-Campus (Pretoria)	R 71,700.00	R 71,700.00

UPCOMING SESSIONS

Start	End	Method	Venue
31 Jul 2026	18 Aug 2026	On-Campus	Dar es Salaam, Tanzania
03 Aug 2026	19 Aug 2026	On-Campus	Johannesburg, South Africa
04 Aug 2026	20 Aug 2026	On-Campus	Mauritius
05 Aug 2026	21 Aug 2026	On-Campus	Cape Town, South Africa
06 Aug 2026	24 Aug 2026	On-Campus	Dubai, UAE
07 Aug 2026	25 Aug 2026	On-Campus	Pretoria, South Africa
07 Aug 2026	25 Aug 2026	On-Campus	Lagos, Nigeria
10 Aug 2026	26 Aug 2026	On-Campus	Mauritius

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 256939) 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.

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 · WhatsApp: +27 65 077 6310 · apply@aaticd.co.za · www.aaticd.co.za