

**PRACTICE NOTES FOR THE CONDUCT OF COURT  
BUSINESS DURING THE GLOBAL CORONAVIRUS  
PANDEMIC.**

These Practice Notes are issued Pursuant to **Section 13 (2) (a) & (b)** of the **Court of Appeal (Organization & Administration) Act.**

**Objective of these Practice Notes:-**

The objective of the Practice Notes shall be to attain the following aims:-

- (a) The just and expeditious determination of the appeals and applications; and**
  - (b) The use of suitable technology in the timely and cost effective dispensation of justice during this period of coronavirus pandemic.**
- 1. Application:** Practice Notes to apply to appeals and applications during this period of coronavirus pandemic.
  - 2. Filing:** Documents shall be filed electronically.
  - 3. Payment:** Court fees shall be paid electronically.
  - 4. Service:** All Court processes will be served electronically using email and WhatsApp platforms.
  - 5. Written Submissions:** Where parties agree Judgment/Ruling will be delivered on the basis of written submissions.
  - 6. Hearing of applications:** will be considered by the Court on the basis of written submissions limited to 3 pages without the necessity of oral highlighting.
  - 7. Case Management:** In appeals where case management has not been conducted parties are encouraged to exchange written submissions limited to 12 pages and to transmit them electronically to the registry.
  - 8. Hearing of appeals:** Shall be through **video link**.
  - 9. Dress Code:** No robes but Judges and advocates to dress formally.
  - 10. Decisions:** Delivered electronically by email or through video link upon notice to parties/counsel.

**11. Internet:** Advocates are expected to have stable internet.

**12. These Practice Notes:** Shall be complementary to earlier practice directions issued by the Hon. The Chief Justice and are effective on this day of their issue.

**Issued on this 21<sup>st</sup> day of April, 2020**

*Signed*

**WILLIAM OUKO**  
**PRESIDENT, COURT OF APPEAL**