



REPUBLIC OF KENYA  

---

THE JUDICIARY



Telephone: Nakuru 051-2216489/90/91  
[nakurucourt@court.go.ke](mailto:nakurucourt@court.go.ke)

High Court of Kenya  
Nakuru Law Courts  
P.O. Box 61  
**NAKURU**

---

## **NOTICE**

**TO:**

- All Judges, Nakuru Law Courts**
- All Magistrates & Kadhis, Nakuru Law Courts**
- All Magistrates, Molo Law Courts**
- Officer-in-Charge, Nakuru Men's Prison**
- Officer-in-Charge, Nakuru Women's Prison**
- President, Rift Valley Law Society & All Advocates - Bomet, Kericho, Naivasha, Nakuru, Narok and Nyahururu**
- Office of the Director of Public Prosecutions – Bomet, Kericho, Naivasha, Nakuru, Narok and Nyahururu**
- Attorney General's Office - Bomet, Kericho, Naivasha, Nakuru, Narok and Nyahururu**
- All Litigants and Court Users**
- Secretary/CEO, Law Society of Kenya**

**DATE:** 1<sup>st</sup> April, 2020

### **ADMINISTRATIVE DIRECTIVES ON COURTS' OPERATIONS DURING THE PERIOD OF TEMPORARY SCALED-DOWN OPERATIONS OF THE COURTS IN NAKURU AND MOLO LAW COURTS**

Further to the Directives of the Honourable Chief Justice dated 15<sup>th</sup> March, 2020 and various further directives issued under his authority with respect to the scaling down of Court Operations as a measure to mitigate the spread of Corona Virus and COVID-19 Pandemic, and pursuant to the superintendence authority granted to the Presiding Judge by sections 7 and 14 of the High Court (Organization and Administration) Act, the Presiding Judge issues the following **ADMINISTRATIVE DIRECTIVES**:

1. As per the relevant directives, the Courts remain open to electronically hear matters of **extreme, unusual and extraordinary urgency**. These matters shall be filed, assessed for court fees, and paid for electronically as guided by the Deputy Registrar in the case of matters in any of the Superior Courts or the Court Administrators in the case of matters before the Magistrates and Kadhis' Courts. The contacts for the

Deputy Registrar is **0712-420842** or [mwendenzau12@gmail.com](mailto:mwendenzau12@gmail.com) while the contacts for the Court Administrator Nakuru Law Court is **0721-828044** or [kongabridgid@gmail.com](mailto:kongabridgid@gmail.com). The contracts for the Court Administrator in Molo Law Courts is **0721-107988** or [peres.munuango@court.go.ke](mailto:peres.munuango@court.go.ke).

2. Any person wishing to file a matter the person deems to be of extreme, unusual and extraordinary urgency, should contact the Deputy Registrar at **0712-420842** or [mwendenzau12@gmail.com](mailto:mwendenzau12@gmail.com) or the Court Administrator in Nakuru Law Courts at **0721-828044** or [kongabridgid@gmail.com](mailto:kongabridgid@gmail.com) or the Court Administrator at Molo Law Courts at **0721-107988** or [peres.munuango@court.go.ke](mailto:peres.munuango@court.go.ke). The Deputy Registrar or Court Administrator will offer guidance on how to electronically file, pay filing fees, and the procedures to be followed in constituting the Duty Court and extracting any orders thereafter.
3. Both the High Court and the Magistrates' Courts will continue taking pleas on a needs basis for serious criminal matters which are not subject to Police bonds.
4. Judges and Magistrates will continue writing their judgments and rulings from home in accordance with the various Judiciary and Ministry of Health Directives. Where possible and expedient these judgments and rulings will be delivered electronically. To facilitate this, the following directives shall apply:
  - a. For **criminal cases** involving Accused Persons or Appellants who are in custody, the following shall apply:
    - i. Every **Monday**, there shall be electronically published (by an email to the Prisons authorities; by notice to the Rift Valley Law Society (and circulated by Whatsapp) and LSK; and by posting to the Judiciary website; Court's Facebook and Twitter Accounts as well as all Court's entrances) a list of all the judgments and rulings in criminal cases which are ready for delivery by all the Courts in the Station.
    - ii. The list will contain the Court, the case number, the Accused Person or Appellant as well as the time of delivery the judgment or ruling the following Thursday.
    - iii. The delivery of the judgments and rulings shall be every **Thursday** by **video-conferencing through Zoom** which has been set up the Court's ICT Department.
    - iv. The Accused Persons or Appellants in custody will appear by the video conference through a facility set up at a designated room at the Nakuru's Men's Prison.
    - v. The Prosecutor and Defence Counsel, if any, shall also appear by video-conference through a Zoom meeting ID which will be supplied by an ICT Officer at the Court.

- vi. Prosecutors and Advocates who wish to get the Zoom Meeting ID for the delivery of judgment or ruling in a particular case should get in touch with **Mr. Benbella Arat** at **0725-980869** or **Eric Omondi** at **0727-261423** following the publication of a notice that the judgment or ruling in the particular case is ready for delivery.
- b. For ***civil cases (including Constitutional Petitions but excluding Petitions for retrials or sentence re-hearing framed as Constitutional Petitions)***, the following will apply:
- i. Every **Monday**, there shall be electronically published (by notice to the Rift Valley Law Society (to be circulated by Whatsapp) and LSK; and by posting to the Judiciary website; and Court's Facebook and Twitter Accounts as well as all the Court's entrances), a list of all the judgments and rulings in civil cases which are ready for delivery by all the Courts in the Station.
  - ii. The Parties to the published cases will, by **Wednesday** of that week, avail their consent to dispense with the requirements of **Order 21 Rule 1 of the Civil Procedure Rules** (requiring the pronouncement of judgments and rulings in open Court) as well as the email address the party wishes the electronic copy of the judgment or ruling to be sent to. For completeness, the party should include all the details of the case including the case number, the parties and the name of the Judge or Judicial Officer handling the matter.
  - iii. The said consent (to dispense with the requirements of Order 21 Rule 1) and the email address shall be in **writing** and shall be sent to the Deputy Registrar in the case of judgments and rulings before any of the Superior Courts (at [mwendenzau12@gmail.com](mailto:mwendenzau12@gmail.com)) and to the Court Administrator of Nakuru Law Courts at [kongabridgid@gmail.com](mailto:kongabridgid@gmail.com) in the case of matters before the Subordinate Courts in Nakuru Law Courts. For Molo Law Courts, it should be send to the Court Administrator at [peres.munuango@court.go.ke](mailto:peres.munuango@court.go.ke).
  - iv. If **all** the parties to the case consent, the Deputy Registrar or the Court Administrator, as the case may be, shall **email the signed electronic copy of the judgment or ruling to the email addresses supplied by the parties**. Any such judgment or ruling so sent by email shall be deemed to have been delivered on the date it is so emailed.
  - v. In their communication to the Court, the parties may consent to any stay orders or any other directions they deem fit.
  - vi. If one or more parties do not consent to the delivery of the judgment electronically, the Deputy Registrar or Court Administrator, as the case

may be, shall inform the Judge or Judicial Officer whereupon the delivery of the judgment or ruling shall await the normal operations of Courts to resume at a date to be directed by the Honourable Chief Justice.

5. Parties who wish to obtain urgent directions or who require clarifications may get in touch with the Deputy Registrar or Court Administrator.
6. These Administrative Directives are temporary and will remain in place until reviewed or superseded by latter Directives.



**Joel Ngugi, SJD, MBS**  
**Presiding Judge, Nakuru High Court**