



SOUTH
AUSTRALIAN
**EMPLOYMENT
TRIBUNAL**

Attendances at SAET – Coronavirus (COVID-19) Pandemic responses - 12 January 2022

As a result of the South Australian Government's [COVID-19 Response](#), SAET has adopted the following practices from 4 January 2021, until further notice.

SAET Registry

SAET's Registry can be contacted by email at saet@sa.gov.au.

You can contact SAET Registry by phone during our normal operating hours, 9.00am to 5.00pm, excluding weekends and public holidays.

SAET's Registry counter is currently open by appointment only.

If you need to attend the Registry to view/copy case or summonsed materials, you must ring the Registry on 8207 0999 to arrange an appointment. You should ring at least 24 hours before the time you wish to attend.

When you arrive at your allocated time, you must sign in with the Security Officer and use the COVID-safe check-in (QR code) to assist with possible contact tracing.

Masks must be worn for all attendances at SAET. Attendees need to provide their own mask.

Matters before Commissioners

Commissioners will conduct all conferences and hearings as per the latest notice you have received in relation to your matter. All Initial Directions Hearings will continue to be conducted by telephone.

Matters before Presidential Members

Presidential Members will conduct conferences and hearings as per the latest notice you have received in relation to your matter. All Directions Hearings will be conducted remotely.

If a hearing or conference does proceed in-person, identified room capacities and a minimum of 1.5 metres spacing between individuals will be adhered to.

Masks must be worn for all attendances at SAET and attendees should provide their own mask. In the discretion of the Presidential member, a mask may be removed when addressing the bench in a courtroom.

Practice Direction – The witnessing of affidavits during the COVID-19 pandemic has been revoked. [New Practice Direction 33 – Witnessing of affidavits during the COVID-19 pandemic](#) now applies.

Review

We will review our position in accordance with changing circumstances, updated South Australian Government advice and directives, and the advice of health experts.

A handwritten signature in blue ink, appearing to be 'S. Dolph', with a long horizontal stroke extending to the right.

The Honourable Justice Steven Dolphin

President

South Australian Employment Tribunal