

Month	N	Action Deadline	Reference Date	Days Before Meeting	Responsible Party	Action Description	Committee	Reference	Details
J a n u a r y	1	2024-01-18	2024-03-18	60	ES	Send Invitation To SC Meeting	SC9	ROP 10 Para 1	The Executive Secretary shall issue invitations to all ordinary meetings to Contracting Parties and participating fishing entities and to observers referred to in Rule 18 no less than 60 days prior to an ordinary Meeting of the Parties;
	2	2024-01-18	2024-03-18	60	ES	Send SC Provisional Agenda to all Official Contacts and Observers	SC9	ROP 10 Para 2	The Executive Secretary shall prepare, in consultation with the Chairperson, a provisional agenda for an ordinary Meeting of the Parties. The provisional agenda shall be transmitted no less than 60 days prior to the meeting by the Executive Secretary to all Official Contacts and to observers referred to in Rule 18;
	3	2024-01-18	2024-03-18	60	Secretariat	Call for Applicants for Financial Assistance	SC9	Financial Regulations Annex 1 Table 3	Circular to CCPs and letter to developing non-CCPs bordering the Area with call for applications for financial assistance, specifying terms and conditions as well as timeline. No later than 60 days prior to the meeting (CC/MoP or SC)
	4	2024-01-28	2024-03-18	50	CP,PFE,Chairperson,ES	Request Inclusion of Supplementary Items in the SC Agenda	SC9	ROP 10 Para 4	A Contracting Party, participating fishing entity, the Chairperson or Executive Secretary may, at least 50 days before the date fixed for the opening of an ordinary meeting, request the inclusion of supplementary items in the agenda.
	5	2024-01-28	2024-03-18	50	Applicants	Submission of Application for Financial Assistance	SC9	Financial Regulations Annex 1 Table 3 - 2	Submission of application by deadline. No later than 50 days prior to the meeting.
	6	2024-01-30	2024-03-18	48	Secretariat	Review of Applications Against Eligibility Criteria	SC9	Financial Regulations Annex 1 Table 3 - 3	Review of applications against eligibility criteria and offer to potentially eligible applicants of an additional 3-day period to provide any missing information. Within 2 days of the due date for applications or earlier.
F e b r u a r y	7	2024-02-02	2024-03-18	45	Secretariat	Confirmation of Financial Assistance to Successful Applicants	SC9	Financial Regulations Annex 1 Table 3 - 4	Confirmation of financial assistance to successful applicants, and start of travel and/or accommodation arrangements. 3 days after step 3 (no later than 45 days prior to the meeting).
	8	2024-02-07	2024-03-18	40	ES	Circulate SC Revised Provisional Agenda	SC9	ROP 10 Para 4	The Executive Secretary will circulate a revised provisional agenda to all Official Contacts and observers referred to in Rule 18 at least 40 days before the opening of the ordinary meeting.
	9	2024-02-12	2024-03-18	35	CP,PFE	Submit Proposal to be Discussed at SC (Working Papers)	SC9	SIOFA SC circular 2024-01	
	10	2024-02-12	2024-03-18	35	CP,PFE	Submit Annual National Report to the SC	SC9	SIOFA SC circular 2024-01	
	11	2024-02-17	2024-03-18	30	ES	Make Proposals and Amendments (Working Papers) Available	SC9	SIOFA SC circular 2024-01	
	12	2024-02-29	2023-12-31	60	ES	Submit Financial Report to External Auditor	-	Financial Regulation 9.2	The Financial Report shall be submitted by the Executive Secretary to the external auditor no later than 60 days following the end of the financial year. (REGULATION 2 - FINANCIAL YEAR 2.1 The financial year shall be the period from the 1 January to 31 December, both dates inclusive.)

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M a r c h	13	2024-03-03	2024-07-01	120	Secretariat	Circulate CCR Template	MOP11	CMM 11(2020) Para 11	At least 120 days before the commencement of each ordinary Meeting of the Parties, the Secretariat shall circulate the CCR template.
	14	2024-03-04	2024-03-18	14	CCPs	Send Any Other Documents (Info Papers)	SC9	ROP 10 Para 6, SIOFA SC circular 2024-01	Any other document to be discussed at an ordinary meeting shall be submitted to the Executive Secretary no less than 14 days before the date fixed for the opening of the meeting.
	15	2024-03-08	2024-03-18	10	ES	Make Any Other Documents Available (Info Papers)	SC9	ROP 10 Para 6	The Executive Secretary shall make such documents available to Official Contacts as soon as possible after receipt but no later than 10 days before the start of the meeting.
	SC9 - 18/03-27/03								Location: Bangkok, Thailand
A p r i l	16	2024-04-02	2024-07-01	90	CP,PFE,CNCP	Submit Reporting Form Annex I - Vessels Presumed of IUU Fishing	MOP11	CMM 06(2022) Para 2	Each Contracting Party, cooperating non-Contracting Party (CNCP) and participating fishing entity (PFE) shall every year, and at least 90 days before each ordinary Meeting of the Parties, transmit to the Secretariat, using the Reporting Form in Annex I, information on vessels presumed to have engaged in IUU fishing activities in the Agreement Area, accompanied by all available supporting evidence concerning the presumption of the IUU fishing activities.
	17	2024-04-02	2024-07-01	90	CP,PFE,CNCP	Notification to relevant flag State copy of information concerning draft IUU List	MOP11	CMM 06(2022) Para 3	Prior to, or at the same time as, transmitting the information referred to in paragraph 2 to the Secretariat, the notifying Contracting Party, CNCP or PFE shall provide, either directly or through the Executive Secretary, to the relevant flag State a copy of the pertinent suitably documented information and notification of its relevance to the Draft SIOFA IUU Vessel List.
	18	2024-04-02	2024-07-01	90	ES	Invitation Letter to NCPs	CC8,MOP11	ROP 17 Para 1	Each year, the Executive Secretary shall invite all non-Contracting Parties who undertake fishing activities in the Agreement Area to cooperate with the Meeting of the Parties by acceding to the Agreement or, as the case requires, by applying to the Meeting of the Parties for the status of a cooperating non-Contracting Party.
	19	2024-04-27	2024-06-26	60	ES	Send Invitation To Meeting	CC8,MOP11	ROP 10 Para 1	The Executive Secretary shall issue invitations to all ordinary meetings to Contracting Parties and participating fishing entities and to observers referred to in Rule 18 no less than 60 days prior to an ordinary Meeting of the Parties;
	20	2024-04-27	2024-06-26	60	ES	Send Provisional Agenda to all Official Contacts and Observers	CC8	ROP 10 Para 2	The Executive Secretary shall prepare, in consultation with the Chairperson, a provisional agenda for an ordinary Meeting of the Parties. The provisional agenda shall be transmitted no less than 60 days prior to the meeting by the Executive Secretary to all Official Contacts and to observers referred to in Rule 18;
	21	2024-04-27	2024-06-26	60	Secretariat	Call for Applicants for Financial Assistance	CC8	Financial Regulations Annex 1 Table 3	Circular to CCPs and letter to developing non-CCPs bordering the Area with call for applications for financial assistance, specifying terms and conditions as well as timeline. No later than 60 days prior to the meeting (CC/MoP or SC)

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	22	2024-05-02	2024-07-01	60	ES	Send Provisional Agenda to all Official Contacts and Observers	MOP11	ROP 10 Para 2	The Executive Secretary shall prepare, in consultation with the Chairperson, a provisional agenda for an ordinary Meeting of the Parties. The provisional agenda shall be transmitted no less than 60 days prior to the meeting by the Executive Secretary to all Official Contacts and to observers referred to in Rule 18;
	23	2024-05-02	2024-07-01	60	CP,PFE	Send CCP Compliance Report	MOP11	CMM 11(2020) Para 12	Each CCP shall prepare a CCP Compliance Report 2on the basis of the template referred to in paragraph 10 which shall include a preliminary self-assessment of its compliance status for each assessed obligation, using Annex I as a reference, and return it to the Secretariat no later than 60 days before the commencement of the next ordinary Meeting of the Parties.
	24	2024-05-02	2024-07-01	60	CP,PFE	Report on Transshipment and at sea transfer	MOP11	CMM 10(2023) Para 33	As part of its CCP Compliance Report under paragraph 12 of CMM 2020/11 (Compliance Monitoring Scheme), each CCP shall provide annually the following information, as applicable, to the Secretariat for consideration by the Compliance Committee in relation to each transshipment and at sea transfer by vessels flying its flag that takes took place during the previous calendar year in accordance with paragraphs 15 to 25.
	25	2024-05-02	2024-07-01	Promptly	Secretariat	Make the Report on Transshipment and at Sea Transfer available on the SIOFA Website		CMM 10(2023) Para 34	The Secretariat shall report annually on the implementation of this CMM. As regards transshipments and at sea transfers, the report shall include information, aggregated at CCP level, about the number of events, locations, quantities of fishery resources (by species, product form and catch area) transshipped and transferred, which shall be made publicly available on the SIOFA website.
	26	2024-05-02	2024-07-01	60	ES	Submit Draft Budget to Official Contacts	MOP11	Financial Regulation 3.5	The appointed Executive Secretary shall submit the draft budget to Official Contacts at least 60 days prior to the ordinary Meeting of the Parties.
	27	2024-05-02	2024-07-01	60	Secretariat	Transmit Draft SIOFA IUU Vessel List + current IUU Vessel List	MOP11	CMM 06(2022) Para 6	On the basis of the information received pursuant to paragraphs 2 or26, and any other information at its disposal, the Secretariat shall draw up a Draft SIOFA IUU Vessel List and shall transmit it, together with the current IUU Vessel List, with all the supporting evidence provided, to all Contracting Parties, CNCPs and PFEs, as well as to non-Contracting Parties with vessels on the List , at least 60 days before the next ordinary Meeting of the Parties.
	28	2024-05-02	2024-07-01	60	CNCP Applicantns	Send Application for Status of CNCP	MOP11	ROP 17 Para 2,3	2. Any State or regional economic integration organisation may apply to the Meeting of the Parties to be admitted in the capacity of a cooperating non-Contracting Party. Any applications for such admission should be received by the Executive Secretary at least 60 days before the ordinary Meeting of the Parties. 3. A fishing entity may apply to the Meeting of the Parties to be admitted in the capacity of a or cooperating non-participating fishing entity. Any applications for such admission should be received by the Executive Secretary at least 60 days before the ordinary Meeting of the Parties.
	29	2024-05-02	2024-07-01	60	NGO Observers Applicants	NGO Application for Observer	MOP11	ROP 18 Para 2	A non-governmental organisation concerned with matters relevant to the implementation of this Agreement who wishes to participate as an observer shall notify the Executive Secretary at least 60 days in advance of the meeting, together with an explanation of its interest in the work of the Meeting of the Parties.
	30	2024-05-02		Promptly	ES	Notify Official Contacts for NGO Observer Applications	MOP11	ROP 18 Para 2	The Executive Secretary shall promptly notify Official Contacts of the request.

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M a y	31	2024-05-02	2024-07-01	60	Secretariat	Call for Applicants for Financial Assistance	MOP11	Financial Regulations Annex 1 Table 3 - 1	Circular to CCPs and letter to developing non-CCPs bordering the Area with call for applications for financial assistance, specifying terms and conditions as well as timeline. No later than 60 days prior to the meeting (CC/MoP or SC)
	32	2024-05-07	2024-06-26	50	CP,PFE,Chairperson,ES	Request Inclusion of Supplementary Items in the Agenda	CC8	ROP 10 Para 4	A Contracting Party, participating fishing entity, the Chairperson or Executive Secretary may, at least 50 days before the date fixed for the opening of an ordinary meeting, request the inclusion of supplementary items in the agenda.
	33	2024-05-07	2024-06-26	50	Applicants	Submission of Application for Financial Assistance	CC8	Financial Regulations Annex 1 Table 3 - 2	Submission of application by deadline. No later than 50 days prior to the meeting.
	34	2024-05-09	2024-06-26	48	Secretariat	Review of Applications Against Eligibility Criteria	CC8	Financial Regulations Annex 1 Table 3 - 3	Review of applications against eligibility criteria and offer to potentially eligible applicants of an additional 3-day period to provide any missing information. Within 2 days of the due date for applications or earlier.
	35	2024-05-12	2024-07-01	50	CP,PFE,Chairperson,ES	Request Inclusion of Supplementary Items in the Agenda	MOP11	ROP 10 Para 4	A Contracting Party, participating fishing entity, the Chairperson or Executive Secretary may, at least 50 days before the date fixed for the opening of an ordinary meeting, request the inclusion of supplementary items in the agenda.
	36	2024-05-12	2024-06-26	45	Secretariat	Confirmation of Financial Assistance to Successful Applicants	CC8	Financial Regulations Annex 1 Table 3 - 4	Confirmation of financial assistance to successful applicants, and start of travel and/or accommodation arrangements. 3 days after step 3 (no later than 45 days prior to the meeting).
	37	2024-05-12	2024-07-01	50	Applicants	Submission of Application for Financial Assistance	MOP11	Financial Regulations Annex 1 Table 3 - 2	Submission of application by deadline. No later than 50 days prior to the meeting.
	38	2024-05-14	2024-07-01	48	Secretariat	Review of Applications Against Eligibility Criteria	MOP11	Financial Regulations Annex 1 Table 3 - 3	Review of applications against eligibility criteria and offer to potentially eligible applicants of an additional 3-day period to provide any missing information. Within 2 days of the due date for applications or earlier.
	39	2024-05-17	2024-07-01	45	Secretariat	Confirmation of Financial Assistance to Successful Applicants	MOP11	Financial Regulations Annex 1 Table 3 - 4	Confirmation of financial assistance to successful applicants, and start of travel and/or accommodation arrangements. 3 days after step 3 (no later than 45 days prior to the meeting).
	40	2024-05-17	2024-07-01	45	Secretariat	Send Respective Section of the dSCR to each CCP	MOP11	CMM 11(2020) Para 15	The Secretariat shall provide to each CCP its respective section of the dSCR no later than 45 days before the commencement of the next ordinary Meeting of the Parties.
	41	2024-05-17	2024-06-26	40	ES	Circulate Revised Provisional Agenda	CC8	ROP 10 Para 4	The Executive Secretary will circulate a revised provisional agenda to all Official Contacts and observers referred to in Rule 18 at least 40 days before the opening of the ordinary meeting.
42	2024-05-22	2024-07-01	40	ES	Circulate Revised Provisional Agenda	MOP11	ROP 10 Para 4	The Executive Secretary will circulate a revised provisional agenda to all Official Contacts and observers referred to in Rule 18 at least 40 days before the opening of the ordinary meeting.	

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	43	2024-05-22	2024-07-01	40	CP,PFE,CNCP	Send Comments on Draft IUU List to Secretariat	MOP11	CMM 06(2022) Para 7	Any comments related to the Draft IUU list shall be transmitted to the Secretariat, at least 40 days before the ordinary Meeting of the Parties, as appropriate, including verifiable evidence and other supporting information, showing that the vessels included on the Draft IUU vessel list have neither operated in contravention of SIOFA CMMs nor had the possibility of engaging in fishing for fishery resources in the Agreement Area.
	44	2024-05-22	2024-07-01	40	CP,PFE	Submit Proposal to be Discussed (Working Papers)	CC8,MOP11	ROP 10 Para 5	Proposals to be discussed at an ordinary Meeting of the Parties and/or the Compliance Committee shall be submitted to the Executive Secretary no less than 40 days before the date fixed for the opening of the Meeting of the Parties.
	45	2024-05-27	2024-07-01	35	ES	Make Proposals and Amenments (Working Papers) Available	CC8,MOP11	ROP 10 Para 5	The Executive Secretary shall make proposals and amendments available to Official Contacts as soon as possible after receipt but no later than 35 days before the beginning of the meeting.
	46	2024-05-31	Fixed Date	Fixed Date	CP,PFE	Report to Secretariat: - Data on Fishing Activities (Annex I); - Annual Catch Summaries; - Observer Data;		CMM 02(2023) Para 6,7,15	6.CCPs shall report to the Secretariat, by 31 May each year, the data collected under paragraphs 4 and 5 for the previous calendar year, in accordance with the format prescribed in the corresponding annexes. 7. CCPs shall provide to the Secretariat, by 31 May each year, annual catch summaries for all species/groups caught in the Agreement Area during the previous calendar year. 15. CCPs shall, for all observed trips, collect observer data in accordance with the relevant sections of Annex B. All observer data collected by CCPs shall be reported to the Secretariat by 31 May each year for the previous calendar year.
J u n e	47	2024-06-01	Fixed Date	Fixed Date	ES	Send Financial Report and external Auditor's Report		Financial Regulation 9.3	The Executive Secretary will provide the Financial Report and external Auditor's Report to Official Contacts not later than 1 June in the next financial year.
	48	2024-06-01	2024-07-01	30	CP,PFE	Comment on Respective Section of the dSCR	MOP11	CMM 11(2020) Para 16	Each CCP shall have the opportunity to comment on its respective section of the dSCR no later than 30 days before the ordinary Meeting of the Parties.
	49	2024-06-10	2024-07-01	21	Secretariat	Recirculate the Draft IUU Vessel List + Current IUU Vessel List	MOP11	CMM 06(2022) Para 10	On the basis of the information received pursuant to paragraphs 6 and 7, the Secretariat shall update and re-circulate the Draft IUU Vessel List and transmit it, together with the current IUU Vessel List, three weeks in advance of the next ordinary Meeting of the Parties, to Contracting Parties, CNCPs and PFEs and any non-Contracting Parties concerned, together with all the evidence provided.
	50	2024-06-11	2024-07-01	20	Secretariat	Circulate dSCR to all CCPs and make Available on the website	MOP11	CMM 11(2020) Para 18	The Secretariat shall circulate the dSCR to all CCPs no later than 20 days prior to the ordinary Meeting of the Parties and make it available on the secure section of the SIOFA website.
	51	2024-06-12	2024-06-26	14	CCPs	Send Any Other Documents (Info Papers)	CC8	ROP 10 Para 6	Any other document to be discussed at an ordinary meeting shall be submitted to the Executive Secretary no less than 14 days before the date fixed for the opening of the meeting.
	52	2024-06-16	2024-06-26	10	ES	Make Any Other Documents Available (Info Papers)	CC8	ROP 10 Para 6	The Executive Secretary shall make such documents available to Official Contacts as soon as possible after receipt but no later than 10 days before the start of the meeting.

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	53	2024-06-17	2024-07-01	14	CCPs	Send Any Other Documents (Info Papers)	MOP11	ROP 10 Para 6	Any other document to be discussed at an ordinary meeting shall be submitted to the Executive Secretary no less than 14 days before the date fixed for the opening of the meeting.	
	54	2024-06-21	2024-07-01	10	ES	Make Any Other Documents Available (Info Papers)	MOP11	ROP 10 Para 6	The Executive Secretary shall make such documents available to Official Contacts as soon as possible after receipt but no later than 10 days before the start of the meeting.	
	CC8 - 26/06-28/06								Location: Seoul, Korea	
J u l y	55	2024-07-08	2024-06-28	7	ES	Circulate Final Report of CC8	CC8	ROP 15 Para 1, ROP 16,	The Executive Secretary shall circulate the text of all decisions adopted by the Meeting of the Parties pursuant to Article 8 of the Agreement to all Official Contacts and observers referred to in Rule 18 within 7 working days following the adoption of such a decision.	
	MOP11 - 01/07-05/07								Location: Seoul, Korea	
	56	2024-07-08	2024-07-05	3	Secretariat	Publication of IUU Vessel List	MOP11	CMM 2022/06 Para 23,24	23. The Secretariat shall take any measure necessary to ensure publicity of the IUU Vessel List, in a manner consistent with any applicable confidentiality requirements, including placing it on the SIOFA website. 24. In addition to any relevant organisation that has expressed an interest to receive the IUU Vessel List, the Secretariat shall transmit said List and any relevant information regarding the IUU Vessel List to the FAO and to the secretariats of the following organisations for the purposes of enhancing co-operation between SIOFA and these organizations aimed at preventing, deterring and eliminating IUU fishing.	
	57	2024-07-16	2024-07-05	7	ES	Circulate Final Report of MOP11	MOP11	ROP 15 Para 1, ROP 16,	The Executive Secretary shall circulate the text of all decisions adopted by the Meeting of the Parties pursuant to Article 8 of the Agreement to all Official Contacts and observers referred to in Rule 18 within 7 working days following the adoption of such a decision.	
	58	2024-07-16	2024-07-05	7	ES	Submit Invoice for Annual Contributions	MOP11	Financial Regulation 5.3	The Executive Secretary shall notify each Contracting Party and participating fishing entity of its annual contribution as prescribed in the budget no later than 7 working days following the formal adoption of the budget.	
A u g	59	2024-07-25	2024-07-05	-20	Secretariat	SIOFA Technical Editing Process	MOP11	MoP6 report, annex R	Within 20 days of the end of each Meeting of the Parties, the Secretariat will circulate any proposed corrections to new or amended Conservation and Management Measures (CMMs) to all Official Contacts with tracked changes highlighting proposed corrections from the version as adopted at the Meeting of the Parties.	
	60	2024-08-04	2024-07-05	-30	CPs	SIOFA Technical Editing Process	MOP11	MoP6 report, annex R	Contracting Parties will be afforded 10 days following circulation of these proposed corrections in paragraph (a) to indicate whether they have an objection to any change to the Secretariat. If anyone Contracting Party objects to any proposed correction, the original text as agreed in the annual meeting will remain.	

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u s t	61	2024-08-14	2024-07-05	-40	Secretariat	SIOFA Technical Editing Process	MOP11	MoP6 report, annex R	The Secretariat will circulate the revised CMMs to all Official Contacts, along with a summary of any objections made in accordance with paragraph (b), no later than 40 days following the end of each Meeting of the Parties.