

SIOFA Reporting and Submission Requirements: A summary checklist of obligations, updated for 2021 (provided in accordance with CMM 2018/09 para 14)

BFIA =Bottom Fishing Impact Assessment
 CCPs = Contracting Party (CP), Cooperative non contracting party (CNCP), Participating fishing entity (PFE) or cooperating non participating fishing entity
 CMM = Conservation Management Measures
 IUU = Illegal, Unreported, Unregulated fishing
 VME = Vulnerable Marine Ecosystem

KEY REPORTING OBLIGATIONS IN CHRONOLOGICAL ORDER									
CMM	N°	Para	Data or Report	From	Submit to	Reporting deadlines	Date	Report frequency	Report Method/Format
2020 (1)	1	10	BFIA Report	Contracting Party, CNCP or PFE	Secretariat	On Secretariat request, or within 30 days after amendment on BFIA measures.	2021-02-20	Once, then within 30 days after any amendment	The measures established by CCPs pursuant to this paragraph shall be disclosed to the next ordinary Meeting of the Parties following the entry into force of this CMM, and shall be made publicly available on the SIOFA website (...)
2020 (1)	1	13	VME Report	Contracting Party, CNCP or PFE	Secretariat	30 days prior to each ordinary meeting of SC	2021-02-20	Annually	Where evidence of a VME is encountered above threshold levels established under paragraph 12 in the course of fishing operations. CCPs shall report any such encounter and in their National Reports to the Scientific Committee.
2019	02	9	National Report	Contracting Party, CNCP or PFE	Secretariat	30 days prior to each ordinary meeting of SC	2021-02-20	Annually	Report in accordance with SC guidelines for submission of National Reports. http://apsol.org/scientific-committee
2019	02	14	Observer programme implementation report	Contracting Party, CNCP or PFE	Secretariat	30 days prior to each ordinary meeting of SC	2021-02-20	Annually	National Report to the Scientific Committee
2019	02	18 c	Annual Data Verification Report	Contracting Party, CNCP or PFE	Secretariat	30 days prior to each ordinary meeting of SC	2021-02-20	Annually	National Report to the Scientific Committee
2020 (1)	11	11	Compliance Report (CCR)	Secretariat	Contracting Party, CNCP or PFE	At least 120 days before the commencement of each ordinary Meeting of the Parties, the Secretariat shall circulate the CCR template.	2021-03-02	Annually	Secretariat to provide CCR template 120 days before Meeting of the Parties
2018	06	2	List of vessels presumed to be carrying out IUU activities in the Area	Contracting Party, CNCP or PFE	To... mcs@siofa.org	90 days prior to each ordinary MoP	2021-04-06	Annually as required	Reporting form provided in CMM 2018/06 Annex I
2018	06	3	Notification to the relevant Flag State Copy of Information concerning one of its relevance to the draft IUU Vessel list	Contracting Party, CNCP or PFE or Secretariat	To Flag State or Secretariat	90 days prior to each ordinary MoP	2021-04-06	Annually as required	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.
2020 (1)	11	12	Transmission of a CCP Compliance Report	Contracting Party, CNCP or PFE	To Secretariat	60 days prior to each ordinary MoP	2021-05-06	Annually as required	Each CCP shall prepare a CCP Compliance Report (.../...) and return it to the Secretariat no later than 60 days before the commencement of the next ordinary Meeting of the Parties.
2018	6	6	Transmission of a draft vessel list	Secretariat	to all Contracting Parties, CNCPs and PFEs, as well as to non-Contracting Parties with vessels on the	at least 60 days before the next ordinary Meeting of the Parties.	2021-05-06	Annually as required	On the basis of the information received pursuant to paragraphs 2 or 26, 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.
2019	02	6	Vessel catch and effort data	Contracting Party, CNCP or PFE	Secretariat	31 May each year	2021-05-31	Annually	Report in accordance with Annex A
2019	02	7	Annual Catch summaries	Contracting Party, CNCP or PFE	Secretariat	31 May each year	2021-05-31	Annually	Report in accordance with paragraph 7
2019	02	15	Scientific Observer Data report	Contracting Party, CNCP or PFE	Secretariat	31 May each year	2021-05-31	Annually	For data collected - in accordance with Annex B
2020 (1)	11	15	Draft SIOFA Compliance Report (dSCR)	Secretariat	Contracting Party, CNCP or PFE	no later than 45 days before the commencement of the next ordinary Meeting of the Parties.	2021-05-21	Annually	Secretariat to provide respective section of dSCR 45 days before Meeting of the Parties
2020 (1)	11	16	Draft SIOFA Compliance Report (dSCR)	Contracting Party, CNCP or PFE	Secretariat	No later than 30 days before commencement of Meeting of the Parties	2021-05-31	Annually	Each CCP to comment if necessary on its respective section of the dSCR.
2020 (1)	11	18	Draft SIOFA Compliance Report (dSCR)	Secretariat	Contracting Party, CNCP or PFE	no later than 20 days prior to the ordinary Meeting of the Parties	2021-06-15	Annually	The Secretariat shall circulate the dSCR to all CCPs and make it available on the secure section of the SIOFA website.
2018	06	32	Actions and measures taken in accordance with CMM 2018/06 (IUU Vessel List)	Contracting Party, CNCP or PFE	To... mcs@siofa.org	14 days prior to next CC meeting	2021-06-17	Annually as required	Report on Implementation of SIOFA CMMs

2020 (1)	08	29	Actions taken against own flagged vessels pursuant to paragraph 27	Contracting Party, CNCP or PFE	To... mcs@siofa.org Cc...	14 days prior to next CC meeting	2021-06-17	Annually as required	Report on Implementation of SIOFA CMMs
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NOTE: For the purpose of submission 'Secretariat' = secretariat@siofa.org - Subject = Name of Data or report following by the year (ie Annual Report 2020 (1))

REPORTING OBLIGATIONS BY CMM									
CMM 2020 (1)/01 for the Interim Management of Bottom Fishing in the Agreement Area (Interim Management of Bottom Fishing)									
CMM		Para	Data or Report	From	Submit to	Reporting deadlines	Date	Report frequency	Report Method/Format
2020 (1)	01	10 (3)	Amendments to Interim bottom fishing measures	Contracting Party, CNCP or PFE	Secretariat	Within 30 days of amendment	~	Following every amendment made to the measures disclosed in Para (2)	MoP 'any other document'. To be disclosed at the next ordinary MoP
2020 (1)	01	13	Notification of encounters with VME above threshold levels established under para 12	Contracting Party, CNCP or PFE	Secretariat	As soon as practical	~	As required	CMM 2020 (1)/01 - Annex 2 - guidelines for the Preparation and Submission of Notifications of Encounters with VMES
2020 (1)	01	13	VME encounters above threshold levels established under para 12	Contracting Party, CNCP or PFE	Secretariat	30 days prior to the next ordinary meeting of the SC	~	As required	National Report to the Scientific Committee
2020 (1)	01	20 (a)	Spatial extent of historic bottom fishing effort	Contracting Party, CNCP or PFE	Secretariat	30 days prior to ordinary meeting of SC 2018	~	Once in 2018 - Date Passed	SC Working Document
2020 (1)	01	20 (b)	Any other data useful for developing SIOFA BFIA	Contracting Party, CNCP or PFE	Secretariat	30 days prior to ordinary meeting of SC 2018	~	Once in 2018 - Date Passed	SC Working Document
2020 (1)	01	21	BFIA for individual bottom fishing activities	Contracting Party, CNCP or PFE	Secretariat	30 days prior to ordinary meeting of SC 2018	~	Once in 2018 - Date Passed	SC Working Document & Secretariat to post on SIOFA website in accordance with para 26 h
2020 (1)	01	22	When not submitted pursuant to 21, a BFIA for individual bottom fishing activities	Contracting Party, CNCP or PFE	Secretariat	30 days prior to any ordinary SC meeting following 2018	2021-02-20	Once - if not submitted in 2018 until MoP adopts fishing footprint	SC Working Document & Secretariat to post on SIOFA website
2020 (1)	01	27 (a)	For any state or fishing entity that becomes a Contracting Party, CNCP or PFE after the MoP in 2017 - advise of the bottom fishing measures to be taken pursuant to para 10	Contracting Party, CNCP or PFE	Secretariat	Prior to authorising vessels to bottom fish in the agreement area	~	Once following becoming a Contracting Party, CNCP or PFE	MoP 'any other document'
2020 (1)	01	27 (b)	For any state or fishing entity that becomes a Contracting Party, CNCP or PFE after the MoP in 2017 - data related to bottom fishing	Contracting Party, CNCP or PFE	Secretariat	30 days prior to an ordinary meeting of SC after becoming a Contracting Party, CNCP or PFE	2021-02-20	Once following becoming a Contracting Party, CNCP or PFE	SC Working Document
2020 (1)	01	29	Proposal to bottom fish at a variance with established measures	Contracting Party, CNCP or PFE	Secretariat	30 days prior to next ordinary meeting of SC	2021-02-20	As required	SC Working document, ref BFIA para 26
2020 (1)	01	42	Proposal to use an electronic observer program	Contracting Party, CNCP or PFE	Secretariat	30 days prior to an ordinary meeting of SC	2021-02-20	As required	SC Working document
CMM 2018/02 for the Collection, Reporting, Verification and Exchange of Data relating to fishing activities in the Agreement Area (Data Standards)									
CMM		Para	Data or Report	From	Submit to	Reporting deadlines	Date	Report frequency	Report Method/Format
2019	02	6	Vessel catch and effort data	CCPs	Secretariat	31 May each year	2021-05-31	Annually	Report in accordance with Annex A, refer to dataset submission templates
2019	02	7	Annual Catch summaries	CCPs	Secretariat	31 May each year	2021-05-31	Annually	Report in accordance with paragraph 7, refer to dataset submission templates
2019	02	9	National Report	SC HoD	Secretariat	30 days prior to each ordinary meeting of SC	2021-02-20	Annually	Report in accordance with SC guidelines for submission of national reports
2019	02	10	Historical catch and effort Data	SC HoD	Secretariat	31 January 2017	~	Date Passed	Report in accordance with Annex A, refer to dataset submission templates
2019	02	10	Historical catch and effort Data (New Parties, CNCP or PFE)	SC HoD	Secretariat	Within 12 months of becoming a Party to the Agreement	~	Once	Report in accordance with Annex A, refer to dataset submission templates
2019	02	11	Historical catch and effort Data in national waters (voluntary)	SC HoD	Secretariat	No date specified	~	Once	
2019	02	14	Observer programme implementation report	SC HoD	Secretariat	30 days prior to each ordinary meeting of SC	2021-02-20	Annually	National Report to the Scientific Committee
2019	02	15	Scientific Observer Data	SC HoD	Secretariat	31 May each year	2021-05-31	Annually	Report in accordance with Annex B, refer to dataset submission templates
2019	02	18 c.	Annual Data Verification Report	SC HoD	Secretariat	30 days prior to each ordinary meeting of SC	2021-02-20	Annually	National Report to the Scientific Committee
CMM 2016/04 on Vessels without Nationality (Vessels without Nationality)									
CMM		Para	Data or Report	From	Submit to	Reporting deadlines	Date	Report frequency	Report Method/Format

2016	04	5	Sightings of vessels suspected of, or confirmed to be, without nationality that may be fishing in the Agreement Area	CCPs	To... mcs@siofa.org Cc... Secretariat	As soon as possible following a sighting	~	As required	No format specified. Secretariat to circulate to circulate ASAP to all Contacting Parties, CNCPs and PFEs and provide a report to the next ordinary meeting of the CC
CMM 2018/06 on the Listing of IUU Vessels (IUU Vessel List)									
CMM		Para	Data or Report		Submit to	Reporting deadlines	Date	Report frequency	Report Method/Format
2018	06	2	List of vessels presumed to be carrying out IUU activities in the Area	CCPs	To... mcs@siofa.org Cc... Secretariat	90 days prior to each ordinary MoP	2021-04-06	Annually as required	Reporting form provided in Annex I
2018	06	3	Notification to the relevant flag State of any vessels included in the above List (CMM 2018/06 para 2)	CCPs	Directly to the Flag State of vessel(s) or through the Secretariat	Prior or at least 90 days before each ordinary MoP at the latest.	2021-04-06	Annually as required	No format specified
2018	06	7	Comments related to the Draft IUU List transmitted by the Secretariat	CCPs	To... mcs@siofa.org Cc... Secretariat	40 days prior to each ordinary MoP	2021-05-22	Annually as required	No format specified
2018	06	8	Notification to the owner of any vessels included in draft IUU Vessel List.	Secretariat	Flag state to inform the owner of vessel(s)	Following the IUU Vessel List	~	As required	No format specified
2018	6	10	Draft IUU Vessel list (Updated)	Secretariat	Contracting Party, CNCP or PFE and any NCP	three weeks in advance of the next ordinary Meeting of the Parties	2021-06-14	Annually	Transmission of a Draft IUU Vessel List updated together with the current IUU Vessel List to Contracting Parties, CNCPs and PFEs and any non-Contracting Parties concerned, together with all the evidence provided
2018	06	32	Report of the actions and measures taken in accordance with CMM 2018/06 (IUU Vessel	CCPs	To... mcs@siofa.org	14 days prior to next CC meeting	2021-06-17	Annually	Report on Implementation of SIOFA CMMs
CMM 2017/07 for Vessel Authorisation and Notification to Fish (Vessel Authorisation)									
CMM		Para	Data or Report		Submit to	Reporting deadlines	Date	Report frequency	Report Method/Format
2019	07	2	List of vessels authorised to operate within the Agreement Area	CCPs	To... mcs@siofa.org Cc... Secretariat	For existing Contracting Parties, CNCPs or PFEs - prior entry into force 18/10/16 of CMM 2016/07	~	Once	Electronically in accordance with 2016/07 2
2019	07	3	Updates to vessel data	CCPs	To... mcs@siofa.org Cc... Secretariat	within 15 days after any modification	~	As required	Electronically in accordance with 2016/07 2
2019	07	4	List of vessels authorised to operate within the Agreement Area for new Parties	CCPs	To... mcs@siofa.org Cc... Secretariat	Within 30 days of becoming a Contracting Party, CNCP or PFE	~	Once	Electronically in accordance with 2016/07 2
2019	07	8	Evidence showing reasonable grounds for suspecting vessels not registered on SIOFA Record of Authorised Vessels operating in the Agreement Area.	CCPs	To... mcs@siofa.org Cc... Secretariat	As soon as is practicable	~	As required	No format specified
CMM 2017/08 establishing a Port Inspection Scheme (Port Inspection)									
CMM		Para	Data or Report		Submit to	Reporting deadlines	Date	Report frequency	Report Method/Format
2020 (1)	08	2	Designation of ports to which foreign vessels may request entry, associated conditions of entry and period of notice required.	CCPs	To... mcs@siofa.org Cc... Secretariat	30 days from the date of entry of CMM 20	~	Once	No format specified. Secretariat to maintain register of ports and accompanying information to be posted on SIOFA website
			Any subsequent changes to this information.			30 day before the changes take effect	~	As required	No format specified. Secretariat to update register

2020 (1)	08	5	Alternative notification period for foreign vessels to enter port (48 hours)	CCPs	To... mcs@siofa.org Cc... Secretariat	at least 48 hours before the estimated time of arrival.	~	As required	In accordance with Annex 1
			Any subsequent changes to the requirements for port entry			30 day before the changes take effect	~	As required	
2020 (1)	08	8	Denial of entry to port of a foreign vessel	CCPs	Flag State To... mcs@siofa.org Cc... Secretariat	Secretariat requests promptly	~	As required	No format specified. Secretariat to put information on the SIOFA website
2020 (1)	08	14	Denial of use of port by a foreign vessel	CCPs	Flag State To... mcs@siofa.org Cc... Secretariat	Promptly	~	As required	No format specified. Secretariat to put information on the SIOFA website
2020 (1)	08	24-25	Inspection reports	CCPs	Competent authority of the vessel To... mcs@siofa.org Cc... Secretariat	within 30 days following the date of completion of the inspection (.../...)	~	Following each inspection	In accordance with Annex IV.
2020 (1)	08	29	Actions taken in respect of own flagged vessels as a result of measures taken in pursuant to CMM 2017/08	CCPs	To... mcs@siofa.org Cc... Secretariat	Promptly	~	Following actions taken	No format specified
2020 (1)	08	30	A report of actions taken against own vessels pursuant to paragraph 27 following receipt of an inspection report indicating clear grounds of engagement in IUU fishing	CCPs	To... mcs@siofa.org Cc... Secretariat	At least 14 days prior to next CC meeting	2021-06-17	Annually as required	Report on Implementation of SIOFA CMMs
CMM 2018/09 for Control of fishing activities in the Agreement Area (Control)									
CMM		Para	Data or Report		Submit to	Reporting deadlines	Date	Report frequency	Report Method/Format
2018	09	2	Co-operation and contact points as listed in para 2	CCPs	To... mcs@siofa.org Cc... Secretariat	Before 30 days following adoption of CMM 2017/09	~	Once	No format specified. Secretariat to post details of contact points and any changes on the SIOFA website
			Subsequent changes to the contact points	CCPs	To... mcs@siofa.org	Without delay	~	As required	
2018	09	6	Information regarding the marking of fixed gear	CCPs	To... mcs@siofa.org Cc... Secretariat	As soon as is practical	~	As required	No format specified.
2018	09	7 (f)	Retrieval of lost or abandoned gear - report to consist of information referred to in paragraphs 7 (d) and (e)	CCPs	To... mcs@siofa.org Cc... Secretariat	Without delay	~	As required	No format specified. If consent from Contracting Party, CNP or PFE is provided, Secretariat to put information on the SIOFA website.
2018	09	13	Sightings and identifications of non-Contracting Party, non-CNCP and non-PFE vessels - report to consist of information referred to in paragraph 9	CCPs	To... mcs@siofa.org Cc... Secretariat	As soon as is practical	~	As required	No format specified. Secretariat to forward this information for consideration of further action as required by Article 17 of the agreement at the next ordinary MoP
CMM 2019/10 for the Monitoring of Fisheries in the Agreement Area (Monitoring)									
CMM		Para	Data or Report		Submit to	Reporting deadlines	Date	Report frequency	Report Method/Format
2019	10	14	Entry and Exit reports	CCPs	To... mcs@siofa.org Cc... Secretariat	Within 24 hours of each Entry and Exit	~	Within 24 hours of each Entry and Exit	In accordance with Annex I.

2019	10	16 (d)	At-sea transshipment notifications referred to in paragraphs 12 (a) and (b)	CCPs	To... mcs@siofa.org Cc... Secretariat	Without delay	~	As required	In accordance with Transshipment Notification Annex II. Secretariat to make available on the secure section of the SIOFA website
2019	10	16 (g)	Transshipment Logsheet compiled by observer.	CCPs	To... mcs@siofa.org Cc... Secretariat	No later than 15 day of disembarkment of observer.	~	As required	In accordance with Transshipment Logsheet Annex III. Secretariat to make available on the secure section of the SIOFA website
2019	10	17 (c)	At-sea transfer Notification	CCPs	To... mcs@siofa.org Cc... Secretariat	Without delay	~	As required	In accordance with Transfer at Sea Notification Annex V. Secretariat to make available on the secure section of the SIOFA website
2019	10	26	Report of transshipments and at sea transfers providing information listed in paragraph 26	CCPs	To... mcs@siofa.org Cc...	30 days before each ordinary Meeting of the Parties	2021-06-01	Annually as applicable	Not specified. Report to be considered by the Compliance Committee

CMM 2020 (1)/11 for the Establishment of a Southern Indian Ocean Fisheries Agreement (SIOFA) Compliance Monitoring Scheme (Compliance Monitoring Scheme)

CMM	Para	Data or Report	Submit to	Reporting deadlines	Date	Report frequency	Report Method/Format
2020 (1)	11	10 & 11	Secretariat	CCPs	At least 120 days before commencement of Meeting of the Parties	2021-03-07	Annually At least 120 days before the commencement of each ordinary Meeting of the Parties, the Secretariat shall circulate the CCR template.
2020 (1)	11	12	Secretariat	CCPs	No later than 60 days before commencement of Meeting of the Parties	2021-05-06	Annually Each CCP shall prepare a CCP Compliance Report on 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.
2020 (1)	11	15	Secretariat	CCPs	No later than 45 days before commencement of Meeting of the Parties	2021-05-21	Annually 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.
2020 (1)	11	16	Secretariat	CCPs	No later than 30 days before commencement of Meeting of the Parties	2021-06-01	Annually 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.
2020 (1)	11	18	Secretariat	CCPs	no later than 20 days prior to the ordinary Meeting of the Parties	2021-06-06	Annually 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.

CMM 2019/14 for High Seas Boarding and Inspection Procedures for the Southern Indian Ocean Fisheries Agreement (High Seas Boarding and Inspection Procedures)

CMM	Para	Data or Report	Submit to	Reporting deadlines	Date	Report frequency	Report Method/Format
2019	14	10	Secretariat	CCPs	By 1 September 2019 or for CCPs that acquire their status after that date within	2019-09-01	Once (past) Name, telephone, fax no and email address
2019	14	10	Secretariat	CCPs	Without delay	~	When required Name, telephone, fax no and email address
2019	14	12	Secretariat	CCPs	When CCP intend to carry out boardings and inspections	~	When required Not specified, Secretariat to maintain a register of all Inspection Vessels and Inspection Authorities (para 14)
2019	14	28, 29	Authorities of the fishing vessel, Secretariat	CCPs	Without delay	~	When required No format specified
2019	14	33	Secretariat	CCPs	Within 3 working days after the completion of the boarding and inspection	~	At each inspection Annex 1 - Boarding and Inspection Reporting Form
2019	14	36	Authorities of the fishing vessel, Secretariat	CCPs	Without delay	~	When required No format specified
2019	14	38	Authorities of the inspection vessel, Secretariat	CCPs	Within 2 month of the date of the notification of the serious violation	~	When required No format specified

2019	14	39	Notification of enforcement action against the fishing vessel	CCPs	Authorities of the inspection vessel, Secretariat	Within 6 months of the date of the notification of serious violation	~	When required	No format specified
2019	14	44, 45	Annual reports of inspection and possible violations observed	CCPs	MoP			Annually	Through Implementation report of SIOFA CMMs or under CMM 2020 (1)/11 Compliance Monitoring Scheme
2019	14	55	Report on disagreements between CCPs concerning the application of this measure	CCPs	Secretariat	2 month before the Compliance Committee	2021-05-02	Annually, if disagreement is not settled by CCPs	No format specified, for Compliance Committee
CMM 2019/15 for the Management of Demersal Stocks in the Agreement Area (Management of Demersal Stocks)									
CMM		Para	Data or Report		Submit to	Reporting deadlines	Date	Report frequency	Report Method/Format
2020	15	17, 38	Monthly report of Dissostichus spp catches in Del Cano Rise and Williams Ridge	CCPs	Secretariat	1st day of the next Month	YYYY-MM-01	Monthly	Annex II of the reporting templates for CMM 2019/15 Management of Demersal Stocks
2020	15	18	Daily longline setting/hauling report in Del Cano Rise	CCPs	Secretariat	day of setting	~	For each longline set	Annex III of the reporting templates for CMM 2019/15 Management of Demersal Stocks
2020	15	42	Daily longline setting/hauling report in Williams Ridge	CCPs	Secretariat	day of setting	~	For each longline set	Annex IV of the reporting templates for CMM 2019/15 Management of Demersal Stocks

2020 (1) Except for the CMM 2020/15, in force from 1 December 2020, the CMM 2020/01, 2020/08 and 2020/11 will be in force on 22 March 2021. Before this date, the CMM 2019/01, 2017/08 and 2018/11 stays in force.