

## NLIS PROCEDURES FOR CATTLE VERSION 3

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### REVISION HISTORY

VERSION	DATE	AMENDMENTS	
		SECTION	DETAILS
AI 2004/46	17/05/2004		Original version
AI 2004/51	01/07/2004	Various	Transitional arrangements for calves in saleyards from 1 July 2004 as prescribed in the Stock Diseases Regulation 2004
AI 2004/54	01/07/2004	Various	Transitional arrangements for NLIS Cattle from 1 July 2004 as prescribed in the Stock Diseases Regulation 2004
BC&MS PRO 2005/06	01/07/2005	Various	NLIS for cattle in saleyards from 1 July 2005
BC&MS PRO 2005/07	01/07/2005	Various	NLIS for cattle moving between properties from 1 July 2005
BC&MS PRO 2005/23	01/01/2006	Various	NLIS Cattle from 1 January 2006
BC&MS PRO 2006/10	01/01/2007	Various	NLIS Cattle from 1 January 2007
BC&MS PRO 2007/38	31/08/2007	Various	NLIS Cattle from 1 September 2007
AB&MS PRO 2007/38/2	23/12/2008	Various	Updates and clarification
PRO 2007/038/3		Various	Changes as prescribed in the Stock Diseases Regulation 2009. Include use of 'sighted livestock' Confirmation of responsibilities following on-line sales. Significant changes as highlighted in the table of contents and text. Minor rewording for clarification or updating and rearrangement of some text.
	8/05/2015	2.3 & 8	Removed reference to EUCAS requirement to attach line green tail tag to EU accredited cattle

NEXT REVIEW DATE: 01/05/2016

### Purpose

The purpose of this Procedure is to describe the requirements for the identification and movement of cattle under the National Livestock Identification System (NLIS) for cattle in accordance with national rules and the *Stock Diseases Regulation 2009*, various clauses of which are cited in this document. It outlines the minimum requirements for identification and traceability of cattle that are prescribed by the Regulation. Best-practice or market requirements may result in higher standards being adopted.

### Scope

This Procedure applies to all cattle, including calves. It does not apply to other buffalo or bison as the possession and transfer of these animals are regulated under either the *Non-indigenous Animals Act 1987* or the *Exhibited Animals Protection Act 1986*.

This Procedure applies to all staff of NSW Department of Primary Industries (NSW DPI)

When approved and signed as a Written Instrument, it applies to staff of Livestock Health and Pest Authorities (LHPA) in their role as Stock Inspectors enforcing the *Stock Diseases Act 1923*, *Stock (Chemical Residues) Act 1975* and *Animal Diseases (Emergency Outbreaks) Act 1991* or as District Registrars under the *Stock Diseases Regulation 2009*.

## Warnings

Users are reminded of the need to follow safe work practice when applying any techniques described in this publication. This includes identifying, assessing and managing any occupational health and safety risks.

Safe Work Method Statements that refer to activities included in this procedure must be used in assessing and managing risks.

## PROCEDURE

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## 1. RESPONSIBILITIES

### 1.1 Producers / vendors

Cattle producers must ensure that their stock are correctly identified with permanent identifiers (NLIS devices) before they send cattle from their property to any location (clauses 20 and 21). The primary obligation is on the owner of the stock, though any person who sends or delivers the cattle also has responsibilities. The owner or sender may delegate or pay another person to do the job for them, but remains responsible for ensuring that it is correctly done.

Before consignment, the producer must attach an NLIS device to each animal. If the cattle have been previously identified with NLIS devices, the producer must visually check that all devices are still present and replace any that are lost. This does not obligate the producer to scan their cattle or ensure that every NLIS device can be read electronically. If the producer chooses to scan their cattle, then any non-reading devices should be replaced. These procedures should ensure that the incidence of cattle that cannot be read electronically in a saleyard or abattoir is minimal.

On arrival of their cattle in a saleyard, abattoir or on another property, the owner or person in charge of the stock (consignor, vendor or selling agent) must provide the property identification code (PIC) for the property from which the cattle have just been sent **and other prescribed information in the form of a *National Vendor Declaration (Cattle) and Waybill (NVD)* or a transported stock statement (TSS)** (clauses 22(1), 23(1), 24(1)).

Producers who are buying or receiving cattle directly from another property should ask and confirm that the cattle are identified with NLIS devices before the cattle are moved and obtain an NVD or TSS with the PIC of the property of origin. They must then ensure that the arrival of the cattle on their property is recorded on the NLIS database – see section 3 below for further information.

### 1.2 Stock and station agents

Stock agents must ensure that they do not sell cattle that are not correctly identified and it is an offence to do so (clause 21)).

It is in an agent's business interests to ensure that their clients' cattle are fit for sale and meet market requirements and to avoid circumstances that might expose themselves and their clients to prosecution.

When a producer books cattle in for sale, the agent should advise and confirm with the producer that the cattle are or will be identified with NLIS devices before consignment. If the cattle cannot be identified, the agent should advise the producer to defer the sale or to contact their LHPA.

A selling agent should check before the sale starts that their client's cattle have been consigned with NLIS devices. If none of the stock is identified, the selling agent should determine, in consultation with the vendor, the most appropriate course of action (see section 4.2.1 below), noting that the owner and sender might have already committed an offence and that the agent might be committing an offence if they sell, offer, assist or attempt to sell unidentified cattle.

An agent who leases a saleyard is responsible, as the person in charge of the saleyard, for ensuring the cattle are scanned and the NLIS database is notified (see 1.4 below), but is not responsible for the actions of other agents.

A selling or buying agent may act on their client's behalf by providing the saleyard operator with their client's property PIC. In doing so, the agent assumes the responsibilities and obligations of the owner or person in charge of the stock in this respect (clause 17(2)).

Agents may be authorised by the District Registrar to supply special identifiers. Further information is available in PRO 2006/05/2 *NLIS Procedures for the Supply of Approved Identifiers* (see Related Procedures).

Agents who buy cattle on behalf of a number of clients may ask the saleyard operator to temporarily transfer the cattle on the NLIS database to their agent identification code. They must then transfer the cattle to a property, saleyard or abattoir within 7 days and advise the NLIS database. Further information is available in section 4.2.9 and PRO 2005/02 *Stock identification – Agent identification codes* (see Related Procedures).

### 1.3 Buyers of cattle

Buyers must ensure that they do not buy cattle that are not correctly identified and it is an offence to do so (clause 21)).

It is in a buyer's interests to satisfy themselves that cattle they intend purchasing are identified with NLIS devices to avoid committing an offence under clause 21. The buyer should make pre-sale inquiries and checks to ensure that vendors are aware of the buyer's requirements, and instruct a buying agent to only purchase correctly identified stock.

Having bought or taken possession of cattle and before the cattle leave the saleyard, the purchaser or buying agent must provide the saleyard operator with the PIC for the property to which the cattle are being sent (clause 22(3)).

If cattle are bought and consigned directly from another property, the owner or person in charge of the cattle at the property of destination must record the arrival of the cattle on the NLIS database (clause 25(3)).

### 1.4 Saleyard operators

The owner or person in charge of a saleyard must ensure that relevant information about all cattle sold in the saleyard is provided to the NLIS database within the prescribed time period (clause 22). Details of the relevant information are provided in section 4 below.

Where the saleyard is owned and operated by the local Council, a private company or individual, then the owner is primarily responsible for this task. Where the saleyard is leased, for example by a stock and station agent, the lessee has primary responsibility as the person in charge.

Clause 17(2) allows for an arrangement where the owner or person in charge of a saleyard may delegate some or all of their responsibilities to a stock and station agent or agents, or to any other person such as a contractor.

It is therefore the responsibility of the owner or person in charge of the saleyard to comply with clause 22(7), either directly or through an arrangement made in accordance with clause 17(2).

In order to provide the relevant information to the database, cattle must be scanned, the identification particulars of each animal matched with identification codes for their origin and destination, and an upload file created. These services may be performed by any person, such as a stock agent, employee or contractor, but the owner or person in charge of the saleyard remains responsible for ensuring, through proper training and supervision, that the services are carried out in an accurate and timely manner.

Each saleyard owner should have a written agreement with the stock agent(s) who lease or operate in that saleyard. A lessee should have a similar agreement with other stock agents. Contracts with scanning service providers should also be in writing. The agreement or contract should nominate the person in charge of the saleyard and set out responsibilities for implementing NLIS in the saleyard. The agreement or contract may recognise shared responsibilities; for example, the saleyard owner may be responsible for providing and maintaining scanning equipment and for data upload, while the stock agents or contractor may be responsible for the scanning operations. In the absence of such an agreement, the focus of regulatory action will start with the saleyard owner and move on to a person who is deemed by an inspector to be the person in charge or otherwise most responsible for providing the relevant information to the NLIS database.

### 1.5 Carriers

Cattle must be correctly identified with NLIS devices when transported. It is an offence to send, including transfer or deliver, unidentified cattle (clause 21, 13).

All cattle must be accompanied by a correctly completed transported stock statement (TSS) in accordance with Part 10A of the *Rural Lands Protection Act 1998*.

Cattle offloaded en route must be transferred on the NLIS database into and out of the transit centre (see 3.6).

## 1.6 Abattoir and knackery operators

The owner or person in charge of an abattoir or knackery must ensure that relevant information about all cattle slaughtered or processed is provided to the NLIS database within the prescribed time period (clause 24).

## 1.7 Exporters

Cattle being prepared for export must be identified with NLIS devices before leaving their property of origin, as for all other cattle leaving a property. These provisions apply to movements to a pre-export quarantine or holding centre, and movements directly to a port for embarkation. The owner or person in charge of the cattle at the pre-export centre must record their arrival on the NLIS database, as for any other property to property movement. The exportation must be reported to the NLIS database following embarkation (clause 26 – see section 6).

## 1.8 LHPA inspectors

The role of Rangers in saleyards is to monitor compliance with stock identification requirements by vendors, agents, buyers and saleyard operators, and to take appropriate regulatory action where non-compliance is detected (together with other animal health functions designated in the LHPA's animal health plan).

Rangers assigned to TSRs are responsible for monitoring and enforcing compliance with the requirements for moving cattle onto, off and between TSRs.

District Veterinarians involved in pre-export certification on behalf of the Australian Quarantine and Inspection Service (AQIS) should check that the requirements of NSW legislation are being complied with and provide advice to reduce the likelihood of an offence.

## 1.9 LHPA district registrars

LHPA district registrars manage the allocation of identification codes and maintain the district PIC register. See Related Procedures for further information.

## 1.10 DPI inspectors

Department of Primary Industries (DPI) inspectors may assist LHPA inspectors with breach investigations and prosecutions on request to the Regional Veterinary Officer (RVO). They may also conduct audits in saleyards and abattoirs.

## 2. GENERAL REQUIREMENTS

All cattle must be identified with an approved permanent identifier (see 2.1 below) before the cattle leave the property on which they are located (clause 20(a)). This includes bobby and unweaned calves, and cattle being moved to a saleyard, abattoir, show or sporting event; between properties as part of normal management, for agistment or after being sold; to a travelling stock reserve (TSR); for live export; or for any other purpose, even if the cattle remain in the same ownership.

The movement of cattle through a saleyard, the slaughter of cattle at an abattoir, the movement of cattle to another property, and the export of cattle must be recorded on the permanent identification register (NLIS database). Further details are provided later in this Procedure.

NLIS devices and movement recording on the NLIS database may not be required in limited circumstances (clause 14). Further details are provided below.

### 2.1 Permanent identifiers (NLIS devices)

Approved permanent identifiers are NLIS devices which contain a radio frequency identification device (RFID) which meets national standards (order pursuant to clause 18).

NLIS devices are available as either ear tags, or as rumen boluses with a matching visually readable ear tag.

**NLIS devices must only be attached to cattle that are on the property to which the PIC on the device relates**, unless an inspector has approved otherwise or the unattached device has been transferred between properties on the database ('TAGTRANS').

An NLIS device is a permanent whole-of-life identifier. Once attached, an NLIS device must not be removed except in approved circumstances (see 8 below).

**Breeder devices** are **white** in colour and must only be attached to cattle that were born on that property. Only breeder devices provide lifetime traceable status. Attaching breeder devices to cattle that were not bred on that property falsely implies that the cattle are traceable to their property of birth and is illegal.

**Post-breeder devices** are **orange** in colour and must be attached to cattle that were not born on that property. Post-breeder devices may also be attached to animals bred on that property where the producer is uncertain which animals were or were not born there, if the producer has insufficient breeder devices available, and where it is easier to manage one device type such as for a town common or small property. Such cattle lose lifetime traceable status and it would be preferable if they were destined for slaughter rather than restocking so the cattle are 'out of the system' sooner.

**Special identifiers** are **orange post-breeder devices** that may be issued and used in specified circumstances – see section 7 and *NLIS Procedures for the Supply of Approved Identifiers* (Related Procedures).

All NLIS devices should be attached to the right ear of the animal in accordance with national standards and the manufacturer's instructions. The same applies to the matching ear tag to a rumen bolus.

## 2.2 Permanent identification register (NLIS database)

The permanent identification register is the NLIS database managed by NLIS Ltd, a subsidiary of Meat and Livestock Australia (MLA) (approval pursuant to clause 45).

Movements should be recorded on the NLIS database on-line through a database account. Small numbers of cattle may be reported, at NLIS Ltd's discretion, by faxing the details to NLIS Ltd (note that this arrangement is under review).

See [www.nlis.com.au](http://www.nlis.com.au), NLIS Database Terms of Use (Related Documents) or phone NLIS Ltd on 1800 654 743 for further information.

## 2.3 Other tags

In addition to the NLIS device, non-approved tail or ear tags printed with a PIC may be voluntarily attached to meet market requirements.

Orders for non-approved identifiers are not endorsed by the District Registrar but, if the tag contains a PIC, that information must not be misleading (see 8 below).

Special identifiers that are tail tags may be used in limited circumstances that are detailed elsewhere in this Procedure.

## 2.4 HGP-free declaration

Cattle that have been treated with a hormonal growth promotant (HGP) must be ear marked and certain records must be kept in accordance with Order No. 2000/1 under the Stock Medicines Act 1989 (see Related Legislation). Apart from this, vendors are under no obligation according to this order to declare the HGP status of their cattle, whether treated or untreated.

Buyers may determine the HGP status of cattle from the NVD which is underpinned by the rules of the Livestock Production Assurance (LPA) scheme managed by MLA (see Related Documents for further information). Use of this or any other form of declaration is voluntary, but any such declaration or representation must not be false or misleading (*Stock (Chemical Residues) Act 1975* section 12B or 12D(2)).

Question 1 on the LPA NVD asks "Have any of the cattle in this consignment ever in their lives been treated with a hormonal growth promotant (HGP)?" The accompanying explanatory notes advise



that a vendor who has been responsible for the husbandry of the cattle since the cattle were born and knows they have never been treated, or who bought the cattle with an NVD or post-sale summary on which it was declared that the cattle have never been treated with an HGP, may answer 'No' to this question. If the vendor does not have this information, they must answer 'Yes'.

A 'No' answer to this or similar questions may be false or misleading if the animals to which the document pertain have HGP-treated ear marks. In this circumstance, the apparent breach of section 12B must be referred to a DPI inspector for further investigation.

If a person provides a 'No' answer to the HGP question but has insufficient documentation or other information on which to base their answer, even though there is no evidence to suggest that the cattle have been treated with HGPs, then there is still an offence under section 12B. It may also be in contravention LPA rules\*.

\* LPA rules: The explanatory notes to the LPA NVD include a general requirement that purchased stock be identifiable against documents that are relied on to verify claims made when they are resold. Failure to meet this condition contravenes LPA accreditation requirements. MLA is responsible for auditing compliance with these requirements.

## 2.5 Sighted livestock

The NLIS database provides a data transfer function called 'Sighted livestock', whereby cattle that are only on a PIC for a short time can be 'sighted' on that PIC rather than transferred onto and off the PIC as with full property to property transfers. The relative merits of each function are summarised in the following table.

Functionality	Data recorded	Advantages	Disadvantages
Property-to-property (P2P)	NLIS/RFID, From PIC, To PIC, Date of movement, NVD/TSS serial number	Full tracing history – movement integrated with life history and other monitoring and tracing reports.	Two transactions, PICs of both property of origin and return are required.
Sighted livestock	NLIS/RFID, Current PIC, Date sighted, NVD/TSS serial number (optional), Comments (such as name of event, optional)	Simpler – only one database transaction, PICs of origin/return properties not required.	Incomplete tracing history – no confirmation of previous PIC, sighted (not movement on and off) dates, movement noted on life history report but not integrated with other database reports.

The 'sighted' function is suitable for short term movements but not longer-term movements as traceability is compromised. The NLIS Cattle Advisory Committee (the national industry/government policy forum for NLIS Cattle) has determined that 'sighted livestock' is the appropriate method for shows, sporting events and transit centres and this has already been adopted in most other States.

The sighted function is only available on 'Sporting event', 'Transit centre', 'Pound/Stockyard', 'SDA Medium' and 'SDA' NLIS database accounts. Further information is available in the Tech Tip *Livestock sighted – Cattle* available from the NLIS database.

## 2.6 Interstate cattle

Cattle entering NSW must be identified with an NLIS device 'on arrival' in this State (clause 20)(b)). This means in practice that the stock must be identified before coming into NSW and certainly before they arrive at a property, saleyard or abattoir. As all other States and Territories have implemented the NLIS, this should present no additional requirements for people who are introducing cattle into NSW. Once in this State, the cattle are subject to the same legal requirements as NSW cattle.

## 2.7 Regulatory action

Regulatory action may be undertaken by an inspector if any breach of the Regulation or an order or permit is detected. Regulatory action starts with investigation to collect and record evidence. When an offence is confirmed and depending on its significance, a warning or penalty notice may be issued or a recommendation made for prosecution. For all offences, the penalty notice fine is \$550 and the maximum penalty is \$11,000. See NLIS compliance monitoring and enforcement procedures (Related Procedures) for further information.



### 3. PROPERTY TO PROPERTY MOVEMENTS

The movement of cattle directly between properties must be recorded on the NLIS database (clause 25). This includes movements to properties with a different PIC within the same ownership, to feedlots, agistment, shows, sporting events and any other movement irrespective of whether or not the cattle are sold.

The relevant information that must be uploaded to the NLIS database is (clause 25(3)):

- Particulars of identification (RFID or NLIS number) of the cattle.
- PIC of the property where the stock was last held.
- PIC of the property to which the stock has been sent
- Date of arrival.
- **Serial number of movement document accompanying the cattle eg NVD, TSS**

The information must be provided to the NLIS database within 7 days of the movement of the stock by the owner or person in charge of the cattle at the property to which the cattle are moved.

The owner or person in charge of the cattle before they are moved (vendor or consignor) must provide the owner or person in charge of the cattle at the property to which they are sent with the PIC of the property from which the cattle have come and other prescribed information in the form of an NVD or TSS (clause 25(1)).

#### 3.1 Agistment

All cattle moving to and from agistment must be identified with an NLIS device before leaving any property. This is the responsibility of the owner of the cattle. (SDR clause 20(a))

- If the cattle are moving to agistment, they must be identified with a breeder or post-breeder device before leaving their 'home' property.
- If the cattle were born while on agistment, they must be identified with a breeder device for the agistment property before being moved off that property. Devices with the PIC of the cattle's 'home' property must not be used.

All cattle that are moved to and from agistment must be transferred on the NLIS database, as for any other property to property movement. This is the responsibility of the owner or person in charge of the cattle at the destination property, rather than the owner of the land on which the cattle are being agisted (SDR clause 25(3)).

- The person in charge is normally the person responsible for the husbandry of the cattle which, depending on the nature of the agistment arrangement, might be the owner of the cattle, or might be the owner or manager of the agistment property who the cattle owner has appointed to look after their cattle. Either way, the cattle owner should ensure that their cattle are transferred on the NLIS database as required, either by doing it themselves or by arranging for someone else to do it on their behalf. It is recommended that there should be a written agreement between the owner of the cattle and the owner/manager of the agistment property confirming who is responsible for NLIS database transfers.
- The transfer must be recorded on the database within 7 days of the movement.

##### 3.1.1 *Co-grazing on neighbouring properties*

Neighbours may have an arrangement which allows grazing of adjoining paddocks with gates left open so that the cattle can move freely between the neighbouring properties. Although not exempt from NLIS requirements, this arrangement is consistent with short term local movements (see 3.8) and presents a low risk provided:

- the properties are contiguous, and
- the cattle are correctly identified with NLIS devices, and
- the cattle are transferred once to the neighbouring property PIC when the arrangement commences and back to their original property PIC when the arrangement finishes, to ensure that the cattle's life histories include a period of time on the neighbouring property.

Arrangements for co-grazing an adjoining and leased TSR or roadside are detailed in section 3.3

### 3.2 Private sales

Cattle moved between properties following a private sale must be transferred on the NLIS database to the next property as a property to property movement. This is the responsibility of the buyer. The vendor or agent may provide this service but they are under no obligation to do so.

Cattle sold by public auction must be transferred onto and off the property as a saleyard movement – see 4.1.

### 3.3 Travelling stock reserves (TSRs) and roads

Summary:

- A TSR must have a 'property' PIC.
- Cattle on a TSR must have an NLIS device.
- Movements of cattle onto, off or between TSRs must be recorded on the NLIS database as individual animal transfers within 7 days of the movement where the movement is to a different PIC and under a new stock permit.

Apart from providing traceability and retaining lifetime traceable (LT) status, these arrangements assist with monitoring and managing stock on the TSR.

For the purposes of this Procedure, the term 'TSR' includes public roads and stock watering places.

#### 3.3.1 Property identification codes

A TSR is a property and must have a 'property' PIC. The abbreviation 'TSR' or words 'stock route' or 'stock reserve' should be included in the PIC register details to help identify it as a TSR on PIC registers. The District Registrar should determine whether TSRs in their district should be combined under one PIC or have separate PICs, based on their geographical distribution, typical cattle movements, and local management arrangements. The District code must not be used for TSRs so that movements to TSRs and the District code can be separately monitored and managed on the NLIS database.

A public road may be assigned a PIC by the district register without application from the local Council or other owner of the road (clause 38(4)(a)). The road may be described textually or spatially in the district register. A TSR and contiguous road should be under the same PIC.

A portion of a TSR that is leased to the occupier of a nearby property may be placed under the PIC of that property.

#### 3.3.2 Stock permits

A **unique numbering system** for stock permits must be used. This number is uploaded instead of the NVD/Waybill number to the NLIS database and allows cattle belonging to each mob on the TSR to be differentiated based on the permit number and date of movement. The NLIS database accepts any 15 character alphanumeric (combination of up to 15 numbers and letters without spaces or symbols such as slashes) in the NVD/Waybill field. The existing stock permit number alone should not be used as it might clash with an identical NVD number or a permit number used in another district. If pre-printed stock permit forms are used, the unique permit identifier must be written on the original and any copies. Refer to any relevant State Council guidelines for further information.

The following **conditions** must be included in writing with each stock permit issued under the *Rural Lands Protection Act 1998* for the use of a TSR:

- All cattle must have NLIS devices before being moved onto the TSR.
- The owner or person in charge of the cattle is responsible for transferring the cattle on the NLIS database from any property to the TSR, and from the TSR to any property, within 7 days of the movement. This includes any cattle that are added to or removed from a mob.
- The stock permit identifier must be uploaded to the NLIS database instead of the NVD/Waybill number.

- The purchaser of cattle at a saleyard who intends moving the stock directly onto a TSR must advise the saleyard operator to transfer the cattle to the TSR PIC and using the stock permit identifier as the NVD/Waybill number.

Stock owners and drovers should be verbally advised of these conditions when being issued a stock permit and that compliance can readily be monitored from the NLIS database.

### 3.3.3 Identification of cattle

**Cattle being moved onto a TSR must be identified with NLIS devices before leaving their property.** This is the responsibility of the owner or person in charge of the cattle, with the former being primarily responsible.

**Cattle moved to a contiguous TSR** under a grazing permit or **moved along or across a TSR between different parts of the same property** (same PIC) under a walking stock permit must have NLIS devices unless the movement is within the same holding (as defined under the *Rural Lands Protection Act 1998*) or the stock are being moved on a permit to a different part of the property specifically for the purposes of identification. Calves born on the TSR while in transit under these circumstances may be identified with breeder devices for the home property.

**Calves born on a TSR** do not have to be identified with NLIS devices until they are trucked to any other place or are marked or weaned.

- A permit may be issued to allow the calves to be moved directly to another place for identification.
- If moved to another property, the calves must be identified within 7 days of arrival with breeder devices with the TSR PIC. The devices must be transferred on the NLIS database from the TSR PIC to the property PIC by the owner or person in charge of the cattle within 7 days of the movement.
- If moved to a saleyard for sale, the calves must be identified before sale with either breeder devices with the TSR PIC or special identifiers. The saleyard will perform the database transfer from the TSR PIC to the buyer's PIC.
- If moved to an abattoir for slaughter, the calves must be identified before slaughter with either breeder devices with the TSR PIC or special identifiers. The abattoir will perform the database transfer to deceased status after slaughter.

In all cases, devices with the TSR PIC should be used in preference to special identifiers, with the latter being used only as 'emergency' devices. LHPAs must either endorse orders for TSR devices from drovers and stock owners, or obtain and supply sufficient quantities of TSR breeder and post-breeder devices to meet the needs of people with cattle on a TSR.

### 3.3.4 Movement transfers

**All movements to and from TSRs must be recorded on the NLIS database within 7 days of the movement.**

- This includes movements between TSRs with different PICs and stock permits.
- For all movements, the stock permit identifier must be recorded in lieu of the NVD/Waybill number, as this allows all cattle under the same permit to be more readily transferred together.

**Movements from and to a property** must be recorded on the NLIS database by the owner or person in charge of the cattle. It is ultimately the responsibility of the stock owner to either do the transfer or arrange for it to be done. The drover, as the person in charge of the cattle on the TSR, is responsible if the owner has confirmed that the drover is capable of doing the transfer and has contracted the drover to do so.

- Stock owners and drovers should be advised that, as a condition of being granted a stock permit, they must transfer the cattle onto and off the TSR and that compliance can be monitored from the NLIS database.
- The movements must be recorded within 7 days, as for other property to property movements.

- Cattle added to or removed from the mob have to be similarly transferred. However, small numbers of deaths and strays (say < 1%) do not have to be accounted for (as with deaths and strays on properties) although it would be good practice to do so.
- It is more practical to scan the cattle before they leave a property and after they are returned to a property than while they are on the TSR.
- If a file listing the transferred cattle is kept, then the file can be transferred and the cattle do not have to be rescanned.

**Movements between TSRs** must be recorded by the LHPA as producers are not able to transfer cattle between PICs when neither PIC is registered in their name.

- If the cattle are moving between Districts, the LHPA for the district of origin must transfer the cattle as they are more readily able to obtain and transfer the list of devices from the NLIS database. To help them do this, the destination LHPA must advise the new stock permit identifier and approximate date of movement.
- Each LHPA must either open an NLIS database ‘Producer’ account linked to their TSR PICs, or request that third party functionality be linked to their SDA Medium account (see Related Procedures). The former account type is probably easier to use and instructions for transferring cattle using a ‘Producer’ account are provided in Attachment 1.
- The reasonable cost of providing this service may be included in the fee for a stock permit in accordance with any State Council guidelines.

**Movements from a saleyard to a TSR** must be recorded by the saleyard.

- The purchaser of the stock must advise the saleyard of the TSR PIC and the stock permit identifier as soon as the sale is concluded.
- The saleyard must transfer the cattle to the TSR PIC using the stock permit identifier instead of the NVD/Waybill number. If the stock permit identifier is not uploaded at the time, the saleyard can readily edit the NVD number subsequently from their database account using the *View my transaction history* to identify the relevant Upload ID and then the *Transfer correction* and *Edit* functions.

**Movements do not have to be recorded** on the NLIS database in the following circumstances (the cattle must still have NLIS devices):

- Movements along or across a TSR directly between different parts of the same property (same PIC) within 7 days. This includes movements between leased reserves provided they are under the same PIC.
- Cattle regularly grazing on a TSR which is contiguous to the cattle’s ‘home property’ or otherwise meets the definition of a single ‘holding’ under the *Rural Lands Protection Act 1998*.
- Continuous movements along or between sections of a TSR (same PIC), even if a new permit is issued. The new and original permits must be cross-referenced so that the mob can still be identified on the NLIS database from the original permit identifier.
- Movements onto a contiguous TSR (such as in an adjoining district) and back onto the same TSR within 7 days.
- Deaths and strays, though it would be good practice to record them if their NLIS number is known. Small numbers of devices which are left on a TSR PIC after the rest of the mob has moved off and which cannot be accounted for may be set to an ‘inactive’ status by the LHPA.

The responsibilities for recording different types of movements on the NLIS database are summarised in the following table:

<b>Movement</b>	<b>Responsibility for database transfer</b>
From ‘home’ property to TSR	Stock owner or drover
From TSR back to ‘home’ property	Stock owner or drover
Between home property and contiguous TSR regularly	Not required if movement completed within 7 days – stock permit provides traceability

Movement	Responsibility for database transfer
Between parts of the same property along or across a TSR regularly	Not required if movement completed within 7 days – stock permit provides traceability
Between TSRs within same district or between districts	'From' LHPA
Between TSR to or from a QLD stock route	Stock owner or drover
From agistment property to TSR	Stock owner or drover
From TSR to different property	Stock owner or drover
From saleyard to TSR	Saleyard, which uploads TSR PIC as the 'to' PIC and stock permit number as the 'NVD/Waybill'
From TSR to saleyard	Saleyard, which uploads TSR PIC as the 'from' PIC
From TSR to abattoir	Abattoir
From TSR to sporting event and back again	Stock owner, drover or event official

### 3.4 Shows and sporting events

All cattle being moved to a show, field day, fete or similar display, or being used in a camp draft, rodeo, cutting or similar sporting event, must be identified with an NLIS device before leaving their property and the movement recorded on the NLIS database.

A showground is a property and must have a 'property' PIC. The PIC type of 'Showground' should be assigned on PIC registers.

**The movement of all cattle to a show or event must be recorded on the NLIS database in either of two ways, depending on the circumstances.**

- **As 'sighted livestock' by the show society** using a 'Sporting event' account. This option is available to show/event societies as a service to their members and exhibitors provided the cattle are at the showground for 10 days or less. See section 2.5 for further information.
- **As property to property (P2P) transfers by exhibitors** using a 'Producer' account. This is the only option if the show/event society is unwilling or unable to transfer the cattle as sighted livestock, or if the cattle are at the show or event for more than 10 days. Two P2P transfers are usually required, the first from the animal's property PIC to the showground PIC, and the second from the showground PIC back to the same or to a different property PIC.

The most practical data upload options for each common circumstance are summarised in the following table.

Movement	Change of ownership	Data upload option <sup>(1) (2)</sup>	Responsibility
Property → showground → same property	None	Sighted	Show/event society <sup>(3)</sup>
Property → showground → different property	None or Private sale	Sighted at show/event and P2P property to different property	Show/event society <sup>(3)</sup> Exhibitor <sup>(4)</sup> or Buyer <sup>(5)</sup>
	Public auction	Saleyard	Selling agent
Showground → different showground	None or Private sale	Sighted at each show/event	Each show/event society <sup>(3)</sup>
Property → showground → abattoir	Sold over the hooks	Sighted at show/event and P2P property to abattoir	Show/event society <sup>(3)</sup> Show/event society <sup>(3)</sup> or Exhibitor <sup>(4)</sup> or Abattoir as direct consignment

<sup>(1)</sup> Alternatively, all movements to, between and from showgrounds may be uploaded as normal property to property transfers to retain full traceability.

<sup>(2)</sup> Traceability is not compromised if the same movement is recorded as both sighted and P2P.

<sup>(3)</sup> The Agricultural Societies Council of NSW (ASC) has agreed to assist country shows that exhibit **20 cattle or less** with recording the cattle movements on the NLIS database. The show committee must accurately record the NLIS number of each animal on a form designed for this purpose (see Related

Documents) and promptly send the form to ASC head office in Hunters Hill for uploading to the NLIS database. Affiliated show societies interested in using this service should contact the ASC.

<sup>(4)</sup> The exhibitor is responsible as the owner and person in charge of their stock at the show.

<sup>(5)</sup> The buyer is responsible as the owner and person in charge of the stock at the destination property.

To perform either 'sighted' or P2P transfers, the show society or event organiser must open a 'Sporting event' NLIS database account. Each committee using a showground may open their own account which is linked to the same showground PIC, or all users of the showground may agree for one person (perhaps employed by the managing trust or local council) to open and manage an account on their behalf.

The NLIS devices on all cattle must be read either electronically or visually, or recorded on the show or event entry form. A scanner may be lent by a cattle producer on the show/event committee who may also be able to do the database uploads, or a contractor or local stock agent may be engaged to do the scanning and uploads.

The NLIS Cattle Advisory Committee (the national industry/government policy forum for NLIS Cattle) has determined that the show society or event organiser should be responsible for database transfers of all cattle at a show or event and this is already mandated in most other States. NSW may amend the Regulation in future to adopt this national policy.

### **Steer over the hooks competitions**

Steers exhibited at a show and then immediately consigned to an abattoir for slaughter over the hooks (OTH) should be sighted at the show *and* transferred P2P from the PIC of the property on which they were last held to the abattoir PIC prior to slaughter. The exhibitor/vendor may use their property NVD.

Alternatively, all movements may be recorded as P2P and an NVD for the showground supplied to the abattoir.

### **Solutions to problems**

If an NLIS device is lost from an animal while at a show, the animal may be returned under permit to the property that it came from and re-identified with a breeder or post-breeder device as appropriate. The lost device (if known) and new device should be linked on the NLIS database and the database transfer completed with either the old or new device to maintain traceability.

If a calf is born at a show, the cow and calf may be returned under permit to the property that the cow came from. The calf is then identified with a breeder device for that property.

### **3.5 Bobby calves**

Bobby calves must be indentified with a breeder device before leaving their property of birth, and must be accompanied by an NVD for bobby calves or a TSS when moving to any other place.

If consigned to a saleyard or abattoir, the operator of that establishment is responsible for uploading the movement and subsequent sale or slaughter to the NLIS database.

If consigned to another property ('calf scale') for aggregation before being sent to an abattoir, the buyer or scale operator must transfer each calf from its property of birth PIC to the scale PIC as a property to property transfer. This transfer must be completed before the calf leaves the scale (cl.25(3)). They must then consign the calf with a bobby calf NVD showing the scale PIC. They should also, as best practice at the time of consignment, transfer the calf on the NLIS database to the abattoir PIC as this facilitates checks by the abattoir for antibiotic residues.

### **3.6 Stock in transit**

Stop-overs en-route, when the cattle are unloaded from a vehicle for more than a few hours before being reloaded and continuing the journey to their final destination, must be recorded on the NLIS database within 7 days as a property to property **or 'sighted livestock'** transfer. This includes stops for the purposes of resting cattle in accordance with animal welfare codes of practice. It does not include briefly offloading cattle to transfer them directly from one vehicle to another.

Transit centres must have a PIC. The carrier is primarily responsible, as the person in charge, for transferring or 'sighting' cattle in a transit or staging centre on the NLIS database using a 'Transit centre' NLIS database account. A saleyard may offer a scanning and data transfer service for stock in transit. If the buyer knows that stock being consigned to an abattoir will go first to a transit or holding facility, then that facility's PIC must be provided to and recorded by the saleyard operator as the destination PIC. The cattle are subsequently transferred to the abattoir PIC from the transit centre PIC.

A calf born in transit does not have to be identified with an NLIS device if it remains with its dam until it reaches the destination property. It must subsequently be identified with a breeder or post-breeder device for the destination property. If separated from the dam, the calf must be identified with a permanent identifier before it moves any further.

### **3.7 Movements between different parts of a property**

The movement of cattle directly between different parts of the same property (different holdings or parcels of land covered by the one PIC) does not have to be recorded on the NLIS database. The cattle must have NLIS devices if they are moved along or across a public road, unless the movement is within the same holding (as defined under the *Rural Lands Protection Act 1998*) or the stock are being moved with approval to the other holding for the purposes of identification (see 7.1). The stock must be moved in accordance with the provisions of the *Rural Lands Protection Act 1998*, either directly in a vehicle and accompanied by a correctly completed transported stock statement (TSS), or by walking in accordance with a stock permit, or as otherwise authorised under that Act. The movement must be completed within 7 days.

[Order pursuant to cl.14 – Cattle]

### **3.8 Short term local movements**

Cattle do not have to have an NLIS device, and their movements do not have to be recorded on the NLIS database, if cattle are walked to a nearby property and return to their original property within 2 days. If the cattle are walked along or across a public road, they must be moved in accordance with the *Rural Lands Protection Act 1998* as above.

This arrangement allows local, short term movements of cattle for the purposes, for example, of using stock yards for tagging or other normal management purposes, using cattle tick dips (for which a permit or condition of quarantine provides additional traceability), gaining emergency access to water, emergency refuge from floods or fires, for other appropriate management and animal welfare reasons, and makes allowance for short term straying.

### **3.9 Commons**

A common is a property and should have a 'property' PIC. The word 'common' should be included in the PIC register details to help identify it as a common on PIC registers.

All cattle moving to or from a common must be identified with an NLIS device, and movements to and from the common must be recorded on the NLIS database. The most convenient way of doing this depends on the size of the common, the frequency of stock movements, and the common's management structure.

If the common is managed by a trust with a structured management committee, the secretary may apply for a PIC and purchase NLIS devices to be attached to cattle on the common. These should be breeder or post-breeder devices, depending on whether or not the animals are born on the common, although for convenience and because the place of birth might not always be clear, it might be more appropriate for only post-breeder devices to be used. If only a small number of devices are likely to be used, special NLIS devices may be supplied by the LHPA.

The secretary may open a 'Producer' NLIS database account and record the movements of cattle to and from the common on behalf of its users, either on-line or (for small numbers of cattle) faxing a Form A to NLIS Ltd (see *Related Documents*). Cattle might not need to be scanned if each owner keeps a written record of the NLIS or RFID numbers of their stock.



If cattle are moved between the common and other properties, such as town blocks or other small farms, those other properties may be placed on the same PIC provided they are 'proximate' and share a similar disease and residue risk.

If the common has relatively few cattle or its management is less structured, it may be treated as a small farm – see 7.3.3 below.

### 3.10 Pounds

A pound is a property and should have a 'property' PIC. The word 'pound' should be included in the PIC register details to help identify it as a 'pound' on PIC registers. If the pound is part of a saleyard or other premises, then a separate PIC should be assigned to that part used normally as a pound.

Straying stock may present a significant disease and residue risk as their origin and movement history is unknown. It is important that the animal is identified and its presence at the pound recorded on the NLIS database. To facilitate this, the pound should open a 'Pound' type of NLIS database account and record the animal's movement to and from the pound as a **property to property transfer**, even if the animal is promptly returned to the property that it came from. **The other option is to record the animal as being sighted at the pound using the 'sighted livestock' function.**

If the animal does not have an NLIS device, one must be attached before the animal leaves the pound, irrespective of whether it is returned to its property of origin or is otherwise sold or disposed. This is to ensure that the animal's history, as recorded on the NLIS database, includes the fact that it had strayed and was impounded. The NLIS device may be a special identifier supplied by the LHPA, or the pound may order its own post-breeder devices.

If the animal has an NLIS device, the pound may be able to determine its property of origin from the NLIS database or by contacting the LHPA. The information will only be correct if the animal strayed from the property on which it was identified or has been correctly transferred between properties.

**If recording the animal's movement to and from the pound as a property to property transfer**, the movement **off** the pound must be recorded by the pound operator on the NLIS database within 7 days of the movement to ensure that the beast's life history includes the fact that it was impounded. The NLIS database will perform a 'system transfer' from the previously recorded PIC to the pound PIC, removing life-time traceable status for the animal and highlighting the potential gap in traceability (even if the animal is returned to its home property, its exact movements while it was straying are unknown). If the animal is disposed through a saleyard or abattoir, those establishments will do the transfer from the pound PIC.

### 3.11 Circuses, zoos

Cattle do not need an NLIS device, and their movements do not have to be recorded on the NLIS database, if the stock is owned by a mobile exhibition or animal display establishment which is licensed under the *Exhibited Animals Protection Act 1986*, and is not moved to a saleyard or abattoir, and is not sold (except to another licensed mobile exhibition or animal display establishment) [Order pursuant to Clause 14 – Cattle]. Cattle in travelling exhibits are few in number and are already regulated and traceable.

### 3.12 Lost, stolen, injured or dead stock

Cattle are defined in clause 17 as including carcasses of cattle.

Cattle that are lost or which die while on a property do not have to be recorded on the database. However, producers are encouraged to do so as soon as they become aware of the event, in the interests of ensuring that their 'current holdings' on the database match their own records, to assist the Police with the investigation of stock theft, and to help with the recovery of straying stock. Producers are strongly encouraged to report suspected stolen stock to the Police.

Injured cattle that are sent to a knackery are transferred to the knackery PIC and then deceased status by the knackery operator.

**The following actions should be taken by a stock inspector or animal welfare inspector with cattle that are euthanased for animal welfare reasons:**

- If the cattle have NLIS devices and are disposed on the same property, their devices should, as best practice, be read and uploaded as 'deceased' to the NLIS database, but this is optional and might not be practical in the circumstances if larger numbers have to be destroyed after, say, a bushfire. No action need be taken with untagged cattle disposed on the same property.
- If the carcasses are moved off the property for disposal other than at an approved waste management facility, a permit may be issued for the movement of untagged cattle, while tagged cattle should be read and uploaded as 'deceased' to the NLIS database, although this might not be practical in the circumstances if larger numbers have to be destroyed after, say, a truck accident.
- Carcasses disposed at an approved waste management facility, or sent to a licensed animal display establishment as food for carnivores, are exempt from NLIS requirements (Order pursuant to cl.14).

### 3.13 Solutions to problems

#### 3.13.1 Cattle not identified with NLIS devices

If cattle without NLIS devices are moved to a property, the owner or person in charge of the cattle at the property of destination should notice this within 7 days, which is the time within which the movement must be recorded on the NLIS database.

The recipient of the cattle should promptly report the incident to an inspector. The inspector may authorise the tagging of the cattle with NLIS devices for the original property provided the movement is immediately recorded on the NLIS database. It is up to the recipient of the cattle to negotiate the supply of devices with the person who sent the cattle. Otherwise the cattle will have to be identified with post-breeder devices for the current property before they leave that property and lifetime traceable status is lost.

In all cases, the inspector should investigate and act on the alleged breaches.

#### 3.13.2 Strayed cattle

Property owners who find strayed cattle and, with the cattle owner's permission, send these cattle to a saleyard or abattoir, can request, as an option, that an SDA Medium account holder such as the local LHPA record the presence of the strayed cattle on their PIC using the 'sighted livestock' function. This may be particularly useful for dealing with strayed cattle in the Western Division of NSW.

#### 3.13.3 Non-functioning devices

If an NLIS device cannot be scanned, the producer must visually read the device in order to complete the transfer on the NLIS database. They should also remove and immediately replace it with a post-breeder device for their property and link the two devices on the NLIS database to retain LT status.

#### 3.13.4 Lost in transit devices

An inspector may authorise the re-identification of an animal that has just moved from its property of birth and which has lost its NLIS device in transit with a breeder device assigned to the previous property. If it is not practical to do this or the animal has moved from a property other than its property of birth, then the animal will have to be identified with a post-breeder device before the animal subsequently leaves the current property. If the lost device number is known, it may be possible to link the old and new device on the NLIS database to maintain traceability, otherwise the movement to the property cannot be recorded on the NLIS database and lifetime traceable status is lost.

### 3.13.5 Options for scanning and data upload

The owner or person in charge of the cattle at the destination property may ask someone else to transfer the cattle on the NLIS database on their behalf, for example the vendor, transporter, agent, contractor, neighbour, friend or any other person. The owner or person in charge of the stock is still responsible for ensuring this is done.

Cattle may be scanned before or after movement. Larger producers who regularly move cattle between properties should be encouraged to purchase a scanner. Information on available equipment is available from rural suppliers and tag manufacturers. Producers who require training or experience difficulty with their scanning equipment should contact the supplier or manufacturer of the equipment. Instructions for uploading data to the NLIS database are available from NLIS Ltd and producers who experience difficulty with data uploads should contact NLIS Ltd's helpline 1800 654 743.

It may be easier for the vendor to do the transfer, as the cattle are already listed on the NLIS database against their PIC, and buyers may wish to negotiate this service as part of the purchase agreement.

If the cattle are introduced and then managed and moved as one mob, then a list of RFID or NLIS numbers may be retained as a computer file or hard copy and sent with the cattle, avoiding the need to rescan the cattle each time they are moved.

Producers with fewer cattle may rely on paper based records or spreadsheets of the NLIS numbers of their cattle, which should be requested from the vendor or agent when they buy cattle. They may engage the services of a scanning contractor or stock agent if they need to scan their cattle for any reason. Producers may be able to request a paper-based transfer for the movement of 20 or less cattle (see Related Documents). If they only buy and sell through saleyards and/or consign cattle directly to abattoirs, then they will not need to scan their cattle or use the NLIS database as this will all be done for them at the saleyard or abattoir operator.

## 4. SALEYARDS

All cattle being consigned to a saleyard must be identified with an NLIS device before leaving the property. This includes bobby calves, and calves at foot being sold as a unit with their dam.

The owner or person in charge of the saleyard (the 'saleyard operator') must ensure that all cattle that are sold in the saleyard are scanned and the relevant information is uploaded to the NLIS database by the close of business on the next working day (clause 22).

Scanning may be done either pre- or post-sale or both, depending on the layout and facilities at the saleyard and the requirements of buyers.

The relevant information that must be uploaded to the NLIS database is:

- Particulars of identification (radio frequency identification device (RFID) or NLIS number) of the cattle
- PIC of the property where the stock was last held, or the agent code for the agent who last held the stock, before it was sent to the saleyard
- PIC of the property to where, or agent code for the stock agent to whom, the stock is sent after sale
- PIC of the saleyard
- Date of sale
- Serial number of NVD or TSS

For **store sales**, the information must be provided to the NLIS database by the close of business on the **next working day after the sale** (clause 22(7)).

For **prime sales**, the relevant information must be provided by the close of business **on the day of sale** where the cattle are being sold for the purpose of slaughter at an abattoir (clause 22(7)). This is to facilitate status checks by abattoirs and should be largely driven by market requirements. In practice, this provision is triggered when an abattoir PIC is provided as the destination PIC, and

does not apply if prime cattle are being consigned to a PIC other than an abattoir PIC, though it would be best for the saleyard to upload the data for the whole prime sale at the same time.

It is good practice to advise the database of cattle that are consigned for sale but are passed in and returned to a property. The 'from' PIC and the 'to' PIC are the same in this circumstance.

Further guidelines are available in the NLIS database Help Tools (see Related Documents). Detailed information and procedures for saleyard scanning and data transfer are available from NLIS Ltd and from suppliers of commercial saleyard software such as Belvoir IT and Livestock Exchange.

## 4.1 On-property sales

A 'saleyard' is defined by the Regulation as any place where stock is sold by public auction (cl.13). Saleyards therefore include public on-property sales such as stud, circuit and clearing sales, and public auctions at shows and field days.

The selling agent, as the person in charge of the 'saleyard', is responsible for transferring cattle into and out of the on-property sale in the same timeframe as for other saleyards. To do this, the selling agent may temporarily link the property PIC to an existing 'saleyard' database account (such as for a saleyard they lease) and manage the sale using their usual saleyard software and procedures. Alternatively, they can perform third party property to property transfers from their 'agent' database account.

If the sale is being conducted by private treaty, the buyer is responsible for transferring the cattle to their property as a property-to-property movement, although the vendor may offer to provide this service.

## 4.2 Solutions to problems

### 4.2.1 Cattle not identified with NLIS devices

**Cattle that do not have approved identifiers cannot lawfully be sold at a saleyard.**

If stock turn up at a saleyard without NLIS devices and without the prior approval of an inspector, there are a few options that the vendor and stock agent may choose to redress the situation. An inspector may advise that these options are available but must not enforce an option. Provided one of these options is used, the cattle may be sold and bought. However, this does not negate an offence that may have been committed by the owner and consignor by sending the unidentified stock to the saleyard, and this offence must be further investigated by the inspector and appropriate regulatory action taken (see 2.7).

The first option is that the cattle may be identified with special NLIS devices (orange post-breeder devices with the district or saleyard code). The devices must be attached pre-sale unless an inspector allows them to be attached post-sale but before the cattle leave the saleyard.

The second option is that the cattle may be withdrawn from that sale, held in the saleyard, identified with special NLIS devices on a non-sale day, and offered for sale again at the next sale. This might be a viable option if the facilities and pace of saleyard activities do not allow identification on the day of sale.

The third option is that the vendor may choose to withdraw the cattle from sale and return them to their property of origin. This is the vendor's choice – an inspector must not order the cattle to be moved. The cattle can be identified on the vendor's property (with white breeder devices if this is the property of birth, otherwise orange post-breeder devices) and re-consigned for sale on a later date.

It is up to the saleyard management committee to determine whether they wish to allow special NLIS devices to be attached in the saleyard. If the saleyard operator and agents decide not to be involved with attaching special identifiers, then the first or second options are not available and vendors who consign unidentified cattle will have to take them home again – 'no tag, no sale'.

Once identified with special NLIS devices, the cattle must be scanned and the movement through the saleyard recorded on the NLIS database as for all other cattle.

The additional cost of special identifiers, additional yard or service fees, delayed sale and additional transport costs, as the case may be, should provide incentives to producers to consign cattle correctly identified with their property NLIS devices.

Special identifiers should be supplied by a person authorised by the District Registrar rather than a Ranger. Agents and saleyards may charge for their services, in addition to the statutory fee for special identifiers.

Only special identifiers should be attached to unidentified stock being sold in a saleyard. Identifiers with a property PIC must not be brought to and attached in a saleyard except as approved in section 7).

#### 4.2.2 *Non-functioning devices*

A non-functioning (non-reading) NLIS device is one that is visibly present but cannot be electronically read after repeated attempts. The incidence of genuine non-functioning devices should be less than 1:1000.

For a variety of reasons, a device might not 'read' when scanned on the first attempt. Saleyards should have in place operational procedures that allow cattle to be rescanned if necessary. This might involve running the cattle past a reader again or using a hand wand.

If a device still cannot be scanned, one of the following measures must be implemented.

##### **Best practice:**

- The non-functioning device is removed and replaced with a special NLIS device. The animal must be safely restrained to do this.
- The old and new devices are linked and transferred on the NLIS database following a precise series of steps which are detailed in part 7.3.

##### **Minimum practice:**

- The device is visually read. The animal must be safely restrained to do this.
- The NLIS number is manually entered and the animal transferred into and out of the saleyard on the NLIS database using the saleyard's NLIS database account or their saleyard software if it has the functionality to do manual transfers.
- The buyer must be made aware that the animal has a faulty device so they can later replace it and link the old and new devices on the NLIS database to retain traceability.

#### 4.2.3 *Lost in transit devices*

A lost NLIS device is one that was present when the animal left a property but has subsequently been lost in transit. There should be signs such as a hole in the right ear. The incidence of devices lost in transit should be less than 1:100.

A special NLIS device is attached before the cattle leave the saleyard and the movement to and from the saleyard is recorded on the NLIS database. The animal will not have LT status as it has been identified with a post-breeder device and its tracing history starts at the saleyard.

#### 4.2.4 *Multiple NLIS devices*

An animal might have more than one device because someone attached a device to one ear without noticing that there was one already in the other ear, or mistakenly thought they had to attach their own property device as well as the one already on the animal. Procedures for dealing with this situation are provided in 8.1 below.

#### 4.2.5 *PIC not known*

The saleyard must upload to the NLIS database the PIC of both the properties of origin and destination of the cattle. Vendors and buyers must supply their PIC to the saleyard operator and this mandatory requirement should be included in the saleyard's terms of trade.

The PIC of the property of origin may be determined from the NVD, (for regular vendors) by registering the PIC with the vendor's account details, or by asking the vendor or their selling agent.

The PIC of the property of destination may be obtained (for regular buyers) by registering the PIC with the buyer's account details or by asking the buyer or their agent. If the buyer's PIC has not been provided, the saleyard may transfer the cattle to the selling or buying agent's agent identification code if they have one, but this is discouraged.

A PIC may also be determined from the 'Search the PIC register' function on the NLIS database.

Collectively, the vendor, selling agent, buyer and saleyard operator are responsible for ensuring that the **correct active** PIC is uploaded to the NLIS database. If the PIC is incorrect, invalid, cancelled (disbanded) or blocked, the Regulation has not been complied with and an offence has been committed by one or several parties (an inactive PIC may still be lawfully used in some circumstances). Depending on the status of the PIC, the data may be accepted by the database and a warning email sent back, or it may reject the data and send an error message. The saleyard operator must correct the mistake on the database as soon as possible by rolling-back the incorrect transfer and re-uploading the data for that animal only. The saleyard should not re-upload the entire file as this may create further errors.

#### 4.2.6 *Calves born at a saleyard or in transit*

A calf born at or in transit to a saleyard does not have to be identified with an NLIS device if it is sold with its dam and is sent directly to the buyer's property. It must subsequently be identified with a breeder or post-breeder device for the buyer's property. If separated from the dam, the calf must be identified with a special identifier before it leaves the saleyard.

#### 4.2.7 *Dead, destroyed, lost or stolen stock*

If any cattle die or are destroyed while still at a saleyard, the saleyard operator must transfer the cattle to 'deceased' on the NLIS database by the close of business on the next working day after the event (clause 27).

Injured cattle that are sent from a saleyard to a knackery must be transferred to the knackery PIC rather than to DECEASED.

Although the same clause of the Regulation requires the saleyard operator to notify the database if any cattle are lost or stolen, this is only practical if the RFID or NLIS numbers are known by the saleyard operator. Nevertheless, the vendor, agent and/or buyer should be informed of this event and any suspicion of theft should be promptly reported to the Police.

#### 4.2.8 *Solving problems with scanning and data upload*

Scanning and data upload in saleyards are key elements of the NLIS for cattle. A number of brands of commercial saleyard management software and scanners are available to assist this process.

Some saleyards successfully scan all cattle but experience problems uploading the data to the NLIS database. Saleyard operators must pay particular attention to error messages generated and emailed by the database, as these indicate that the specified data is incorrect and has not been accepted by the database. The saleyard must promptly correct the error and re-upload that specific data within the prescribed time period for providing the relevant information. The saleyard may not be able to rely on their commercial software to do this, and will need to log directly into the NLIS database to detect these errors and perform these corrections.

Saleyard operators should contact their equipment or software provider in the first instance for technical support. NLIS Ltd can also provide specialised technical advice to saleyard operators. Inspectors who detect a problem with data accuracy or upload during monitoring or compliance checks may contact the Biosecurity Information Systems Support Coordinator for advice.

A saleyard might occasionally experience a problem, such as an equipment, power or internet failure, that compromises scanning or data upload. While there are no specific exemptions for this circumstance, an inspector investigating an alleged breach may take into account mitigating circumstances beyond the saleyard operator's control.

### 4.2.9 Agent codes

Licensed stock and station agents may apply for an agent identification code (see Related Procedures) to which cattle may be temporarily transferred on the NLIS database.

- The saleyard operator may transfer cattle to a buying agent's code if the agent has bought the cattle on behalf of one or more clients or themselves and doesn't know which property which cattle will be sent to (clause 22(8)(i)).
- The saleyard operator may transfer cattle to the selling agent's code if neither the agent nor the buyer has provided the saleyard operator with the PIC for the property of destination by the end of the sale. This arrangement is sanctioned by the industry's own code of practice (see Related Documents) and provided for under clause 22(3)(b) and 22(7)(i) of the Regulation if the selling agent is deemed to still be in possession of the cattle. The saleyard operator does not need the agent's permission to do this and the agent may be unaware that this has happened. However, at some stage the agent would have given the saleyard operator their agent code as this is not publicly available.
- The agent must make a record of the actual location of cattle while they are assigned to the agent code, keep that record for at least 2 years, and produce the record for an inspector on request (clause 23(3)).
- Within 7 days the cattle must be transferred on the NLIS database by the agent from the agent code to the correct property, saleyard or abattoir PIC to which the cattle have been sent. The cattle cannot be lawfully transferred to another agent code (clause 23(2)).

#### Solutions to problems

It is a condition of application and renewal for an agent code that the agent opens an 'agent' type NLIS database account and links his agent code as the 'PIC' to that account. This is essential so that the agent can monitor cattle on their agent code and move the cattle off again (an agent code can only be used if the agent has access to a computer, internet service and database account).

The database sends an automated email message daily to each agent with cattle that have been on the agent code for more than 7 days ('overdue' cattle). The agent is obliged to monitor these messages and to advise MLA of any change of email address. Because of these conditions and reminders, an agent cannot legitimately claim to be unaware that they have overdue cattle.

The agent can access a report *View my current holdings* through their NLIS database account which detail, for each beast assigned to their agent code, the NLIS and RFID numbers, vendor PIC, saleyard name, NVD number, sale date and (depending on the saleyard) a description of the lot. This should provide adequate information with which the agent can identify the cattle and, from their accounts and tax invoices, the buyer and hence destination.

If an agent who neither sold nor bought the cattle believes that a saleyard operator has incorrectly transferred cattle to their agent code, they should take that up with the saleyard as soon as possible. Only if the operator refuses or fails to correct the mistake should an inspector intervene.

If an agent has genuinely attempted to determine the correct property of destination for cattle but is unsuccessful, they may apply for the cattle to be transferred to 'inactive' status. This should only be used rarely to either remove historical holdings or where there has been a significant and irresolvable error, and not for expediency. See Related Procedures for further information.

An agent who doesn't want, need or use their agent code or who finds the database and compliance issues too hard should voluntarily cancel their agent code by advising the District Registrar and close their NLIS database account by advising NLIS Ltd.

### 4.3 Internet sales

Cattle may be sold on-line or through internet auctions such as AuctionsPlus and EBay. The vendor is responsible for ensuring that all cattle are identified with NLIS devices before they leave their property **and are accompanied by an NVD or TSS**. Responsibility for transferring the cattle on the NLIS database is as follows:



Type of on-line sale	Location of stock at time of sale	Stock movement	Responsibility for recording movement on NLIS database
Private treaty	On property	Property → property	Buyer – property to property transfer within 7 days of arrival at property
Auction	On property	Property → property	Buyer – property to property transfer within 7 days of arrival at property
Interface auction	On property	Property → property	Selling agent acting as saleyard operator (see 4.1) – saleyard in and out transfer by close of business next day
Interface auction	In saleyard	Property → saleyard → property	Saleyard operator (see 4)

#### 4.4 Commissioned buyers and dealers

People who trade cattle as commissioned buyers and/or dealers must comply with the same NLIS requirements as any other buyer or seller including:

- For cattle traded through a saleyard, providing the correct PIC of the property of origin or destination to the saleyard operator (cl.22(1) and (3));
- For cattle bought on farm, transferring the cattle on the NLIS database to another property that they are using for aggregation (cl.25 (3)). If the cattle are delivered directly to the final buyer, then it is that person's responsibility (as the new owner of the stock) to transfer the cattle to their property PIC within 7 days.

Unless the commissioned buyer or dealer is a registered stock and station agent, they are not eligible for an agent code. However, they may use an agent's code if employed by or acting as that agent's representative.

### 5. ABATTOIRS AND KNACKERIES

The owner of cattle being consigned to an abattoir (including knackeries) must ensure that the cattle are correctly identified with an approved NLIS device (clause 20). The owner or person in charge of cattle on arrival at an abattoir must provide the abattoir operator with the PIC of the property where the cattle were last held **in the form of an NVD or other approved movement document** (clause 24(1)). The abattoir operator must upload prescribed information to the NLIS database by the close of business on the next working day after slaughter (clause 24(4)). See *Related Procedures* for further information.

#### 5.1 Injured or dead stock

Injured cattle that are being humanely transported to a knackery for slaughter, or which have been euthanased by a knackery operator on a property and the carcass is being sent to a knackery for processing, must be identified with an NLIS device, be accompanied by an NVD or TSS with the PIC of the property from which the animal has been sent. This applies to all stock sent to a knackery from a property, saleyard, abattoir or any other place.

Dead stock may be sent without an NLIS device to a Council waste management facility for disposal.

### 6. LIVE EXPORT

Cattle being exported must be identified with an NLIS device before leaving their NSW property. The exemptions that are available in some other States do not apply in NSW.

The owner or person in charge of cattle at the point of embarkation in NSW for overseas export must provide the relevant information to the NLIS database with 7 days of the date of embarkation (clause 26). The relevant information is:

- Particulars of identification (radio frequency identification device (RFID) or NLIS number) of the cattle
- Property identification code (PIC) of the property where the stock was last held

- Date of embarkation.
- That the cattle have been exported. This is recorded on the NLIS database as 8Es (EEEEEEEE) as the PIC of the property of destination, together with the export certificate number as the NVD number.

Inspectors involved in pre-export inspections should advise exporters about the NLIS requirements for live exports.

## 7. SPECIAL IDENTIFIERS AND APPROVALS

Special identifiers may be issued by an inspector, district registrar or authorised person in accordance with clause 36. See *NLIS Procedures for the supply of approved identifiers V2* (see Related Procedures) for further information.

Special identifiers are orange post-breeder NLIS devices with the district code or saleyard PIC. In very limited circumstances, orange tail tags (with the district code or saleyard PIC plus a serial number) may be used only in accordance with these Procedures (see section 7.2).

A DV or Ranger may approve the movement of cattle without NLIS devices only in the circumstances specified in this part.

- Approval for the movement may be given verbally and a record kept in the inspector's files, or a written approval may be sent to the person who wishes to move the cattle and a copy retained by the inspector. The approval may be given by the DV/Ranger for the district that the property on which the beast resides is situated.
- Approval may be provided to cover multiple movements to a specified location such as a saleyard or abattoir. The approval may be given by the DV/Ranger for the district or RVO for the region in which the specified location is situated.
- A recommended form of approval and numbering system is available to inspectors (see Related Documents).

Some of these arrangements have been put in place to facilitate the movement of cattle in emergency or other unforeseen circumstances. However, the arrangements do not come without some inconvenience, cost or consequence and the cattle might lose lifetime traceable status. To avoid this, producers should ensure that they order NLIS devices and identify their stock well in advance of any possible movement.

It is best practice, when replacing a non-working device with a special identifier, to link the old and new devices together on the NLIS database in order to retain traceability and LT status. The database will only link devices if both devices are on the PIC of the property or saleyard where the replacement is to take place and a precise series of steps is followed as detailed in Attachment 2.

LHPAs may charge for special identifiers and approvals in accordance with section 57 of the *Rural Lands Protection Act 1998*. Refer to any relevant State Council guidelines for further information.

### 7.1 Properties without suitable facilities

A DV or Ranger may approve cattle to be moved without NLIS devices if the stock is located on a property that does not have suitable stock handling facilities or it is otherwise not reasonably practical to safely attach NLIS devices on the property. The stock must be moved directly from the property to another place in accordance with the conditions of approval. Before granting approval, the DV/Ranger must satisfy themselves that the reasons appear to be genuine but does not have to inspect the facilities. This approval allows producers who do not have suitable yards or abilities to make use of facilities in saleyards or on other properties for the purpose of identifying their stock.

NLIS devices must be attached as soon as practical and before the stock is sold or slaughtered, or within 2 days of arrival, or before the stock leaves that place, whichever is the sooner. Either NLIS devices with the PIC for the property from which the cattle have just been moved, or special NLIS devices, may be used.

Saleyard and abattoir operators may prefer that the cattle are sent and identified no later than the day before the stock is sold or slaughtered or may decline to accept unidentified cattle in any

circumstances. This is to minimise the risk that unidentified stock might be sold or slaughtered and recognises the difficulties there may be in performing this task while a sale or kill is underway. The approving officer should confirm the requirements of the saleyard or abattoir before granting approval.

The cattle must be transferred on the NLIS database, as for any other movement, unless the cattle are returned directly to the previous property within 2 days.

## 7.2 Large or difficult cattle including bulls

A DV or Ranger may approve the movement of a beast to an abattoir or saleyard without an NLIS device if they believe on reasonable grounds that it is not practical or safe to attach an NLIS device to the animal because it is too large (> 750 kg) or too difficult to handle. A special tail tag must be attached before movement and, if sent to a saleyard, the animal must be sold for slaughter only. These conditions must be included with the approval. The movement cannot be recorded on the NLIS database but the approval and tail tag provide traceability back to the previous property.

Unless approved as above, all bulls must have NLIS devices and their movements must be recorded on the NLIS database.

Saleyard and abattoir operators may decline to handle beasts that are dangerous and many saleyards and agents do not want dangerous animals consigned to them for occupational health and public safety reasons. The approving officer should confirm that the owner of the animal has the approval of the saleyard or abattoir before granting approval for the animal's movement.

## 7.3 Small Farms without PICs

Many cattle are produced on and traded from small farms. Small farmers must ensure that they comply with the requirements of the NLIS and the Regulation to ensure that their cattle are traceable throughout their life and do not present a disease or residue risk in the market place or to the rest of the cattle industry. The procedures outlined in this part have been developed to facilitate the trading of cattle from and to small farms without compromising traceability or market access.

The NLIS database can only record identification codes, not addresses. If a property doesn't have a PIC, the **district code** for the LHPA district in which the farm is located may be used instead. Note that the *Stock Diseases Regulation 2009* provides for the use of district codes for special identifiers only (clause 38(2)). At the time of writing, property identification codes are not mandatory (Order pursuant to clause 14 Exemption from requirement to have a property identification code – clause 37) and so the use of the district code for land that does not have a PIC is still allowed. Once PICs are mandatory, district codes can no longer be used for cattle transfers.

In this context, a **small farm** is defined as a property on which livestock is run and that is not rated by a LHPA and does not have a PIC. Small farms can range from a suburban block, a semi-rural block or hobby farm, through to a small farming business. Cattle production may be secondary to a larger commercial enterprise such as horticulture or poultry production. A **small farmer** is a person who owns or operates a small farm.

### 7.3.1 Property identification codes and small farms

All properties with cattle should have a PIC, although this is not mandatory at the time of writing. Any landholder, irrespective of how that land is used, may apply to the LHPA for a PIC for which application and renewal fees may be payable.

The advantages of having a PIC are that the landholder can order stock identifiers and NVDs with their property's PIC and use them at their convenience. They can also open an NLIS database account to record the movement of cattle to their property or arrange to have this done on their behalf. These measures provide better traceability and market assurance which may be favoured by buyers of their stock.

Without a PIC, the landholder will have to buy special identifiers from the LHPA or another authorised person, which might be more expensive. They cannot obtain a current NVD supplied by MLA through the LPA (Livestock Production Assurance) program. Cattle must be transferred on the

NLIS database using the procedures outlined in this document. These measures might be less favoured by buyers.

In general, a person who moves or sells more than a few cattle each year is better off with a PIC. LHPAs should facilitate and encourage small farmers to apply for a PIC.

**District registrars must assign or renew any PIC for a non-rateable holding as soon as practical after receiving a valid application.**

### 7.3.2 *Identification of cattle from small farms*

Cattle must be identified with an NLIS device before leaving a property.

Many small farmers buy cattle that already have NLIS devices attached to them. These devices must not be removed and additional devices must not be attached. These small farmers will only have to buy and attach a new identifier if one is lost.

Cattle being sent to an abattoir as a private kill (for personal consumption or use) must be identified with an NLIS device.

Small farmers may purchase special NLIS devices from the LHPA or, if the cattle are being consigned to a saleyard or abattoir, from the saleyard operator, stock agent or abattoir operator if those persons are authorised to supply special identifiers.

Approval may be given for cattle to be moved without NLIS devices for the purpose of taking them somewhere else to have identifiers attached (see 7.1). This provision may be used if the small farm does not have suitable stock handling facilities or it is otherwise impractical to attach the devices on farm. The cattle may be taken to another property, to a saleyard, or to any other suitable set of stock yards.

### 7.3.3 *Recording cattle moved directly between small farms*

A person who receives cattle directly from another property (not purchased through a saleyard or stock agent) is responsible for providing the relevant information to the NLIS database within 7 days.

If the property of origin doesn't have a PIC, the owner or person in charge of the stock at the destination property must make a record of the address of the property from which the stock has been sent and the NLIS or RFID numbers of the stock. The appropriate LHPA district code must be uploaded as the PIC of the property of origin on the NLIS database (see 3.10.2). The record must be kept for at least 7 years and produced for an inspector on request.

If the property of destination doesn't have a PIC, the person receiving the cattle cannot open an NLIS database account and must report the relevant information to the NLIS database using the paper-based transfer form A (see Related Documents). The appropriate district code is used as the 'to' PIC (and also as the 'from' PIC if the property of origin doesn't have a PIC either). This form provides a record of the address of the property of destination if required for tracing purposes.

### 7.3.4 *Recording cattle traded by small farmers through saleyards*

If either the origin or destination property doesn't have a PIC, the saleyard operator must make a record of the address of the property without a PIC by the close of business on the next working day and keep the record for at least 7 years. To facilitate this, the owner or person in charge of stock at a saleyard (the vendor or selling agent) must provide the saleyard operator with the address of the property that the stock came from (clause 22(1)), and the district code of the LHPA where the property of consignment is located. Before the stock leave the saleyard, the person who has bought or taken possession of the stock (the purchaser or buying agent) must provide the saleyard operator with the address of the property the stock are going to (clause 22(3)) and the district code of the LHPA where the new property is located if the purchaser does not have a PIC.

Cattle may also be traded through stock agents utilising their **agent identification code** (see *Stock identification – Agent identification codes* for more information) in which case the agent code may

be used by the saleyard operator instead of a PIC. The agent then transfers the stock on the NLIS database to the correct district code if the property of destination doesn't have a PIC. The agent must make a record of the address of the property without a PIC by the close of business on the next working day and keep the record for at least 7 years.

The records kept by saleyard operators or agents may be the same as those used for commercial purposes, such as yard books and tax invoices, copies of NVDs or transported stock statements, or account details and may be held as paper or computer records.

Traceability is provided by the information recorded on the NLIS database supported by paper records held by stock agents or saleyard operators. The database identifies the stock agent and/or saleyard through whom the cattle were traded and therefore who must have the record of the property address.

#### 7.4 Emergency movements

Cattle may be moved without NLIS devices if the stock has to be urgently moved due to a flood, fire or other urgent natural event.

- If the stock is sent to a saleyard for sale or an abattoir for slaughter, they must be identified with special NLIS devices before being sold or slaughtered.
- If the stock is sent to another property, they must be subsequently identified with breeder or post-breeder NLIS devices for the original property, or post-breeder devices for the other property, before being moved again, unless they are returned directly to the original property or approval is given to allow them to be moved and identified after arrival at another place (see 7.1).
- The policy on emergency movement of stock which are under regulatory movement restrictions (see Related Procedures) must be followed.

#### 7.5 Delayed device orders

Special NLIS devices may be supplied where a producer has ordered NLIS devices at least 3 weeks beforehand but has not yet received the devices and must move the cattle due to drought or for animal welfare reasons. The special identifiers must be attached before the movement unless this is impractical, in which case approval may be given to allow them to be attached elsewhere or after the movement.

#### 7.6 Other circumstances

Reasonable circumstances may arise which fall outside the rules and procedures detailed in this document. An inspector may allow the use of special identifiers or permit the movement of cattle to deal with these situations on a case by case basis. This discretion must only be exercised after consultation with and concurrence by the RVO. The provision that the inspector allows must be consistent with existing approved provisions and not compromise traceability. The 'exception' must be provided fairly and equitably and must not become the 'rule'. The record of supply of the special identifier or the permit must provide for paper-based tracing. **Except as approved in legislation or elsewhere in this procedure, cattle must not be allowed to move without any form of identification or permit.**

### 8. MISUSE OF IDENTIFIERS

A permanent identifier is designed to be in place for the whole life of an animal and therefore provide lifelong traceability. The type, specifications and manner of use of permanent identifiers is as approved by the Director-General (Order pursuant to clauses 18, 19 and 46).

Identifiers must be sold and supplied in accordance with the Regulation. See *NLIS Procedures for the supply of approved identifiers* (Related Procedures) for further information.

A person must not use a permanent identifier except in accordance with the Director-General's approval (clause 18). Misuse includes attaching a breeder device to an animal that was not bred on

that property, or attaching a device to cattle that are on a different property to that to which the PIC on the device is assigned (unless authorised by an inspector – see 3.10 above).

A permanent identifier must not be attached to any cattle that already have a permanent identifier (clause 49).

A permanent identifier must not be attached incorrectly or for any wrongful purpose (clause 53).

A permanent identifier that is attached to any cattle must not be removed except in prescribed circumstances. The circumstances in which an NLIS device may be removed are as follows (clause 48(3) and Order pursuant to clause 48(3)(c)):

- The stock has been slaughtered at an abattoir.
- The stock has died, unless there is suspicion that the death was due to a notifiable disease. In this case, the identifier must be left in place until an inspector has had the opportunity to examine the carcass and remove the device themselves if they wish, or instruct that the device may be removed.
- The identifier is damaged such that it cannot be read electronically and/or visually. Immediately after removal, a new NLIS device must be attached.
- If the person has been authorised by an inspector to remove the permanent identifier and does so in accordance with any conditions specified in the authorisation (see 8.1 below).

Permanent identifiers, whether attached or unattached, and any equipment used for the purposes of attaching or reading a permanent identifier, must not be altered or defaced in a way that could adversely affect their function or compromise traceability (clause 48(2)). This does not preclude repair, modification of equipment for use by a disabled person, or upgrades recommended by the manufacturer.

Permanent identifiers that have previously been attached to cattle must not be reused or recycled except with the approval of the Director-General (clause 50). See 8.2 for current approvals. Inspectors should observe whether NLIS devices that are lost in transit and subsequently found in saleyard pens or on trucks are disposed appropriately in a garbage bin and advise the saleyard operator and transporters accordingly.

A person may voluntarily attach a non-approved identifier to meet market requirements (as long as cattle are identified correctly with an NLIS approved device). Orders for non-approved identifiers do not have to be endorsed by the District Registrar but the PIC on the tag must not be misleading or altered (clause 55).

An inspector may take possession of an unattached identifier that the inspector believes on reasonable grounds (clause 56(1)):

- is for sale or supply or is being used in contravention of the Regulation, or
- is in the possession of a person without the approval of the owner or occupier of the property or the owner of the stock to which the identifier relates, or
- has been abandoned.

If the identifier is not claimed by the owner or occupier of the property within three months, the inspector may dispose of it by deep burial, destruction by heat, cutting a transaction tag into at least three pieces, or disposing of an NLIS device at a local Council waste management facility (Clause 56(2) and Order pursuant to clause 56).

**Unattached identifiers may be surrendered by any person to an inspector. The devices must then be destroyed and not reused.**

## 8.1 Removing / replacing permanent identifiers

There may be some circumstances where it is appropriate to remove or replace an approved identifier on a live animal:

- More than one identifier is attached to an animal.
- An identifier is incorrectly attached (eg to the wrong ear or back to front)
- An incorrect identifier has been attached (such as a breeder device instead of post-breeder, or an identifier with the wrong PIC)
- The ear is infected or necrotic around the device.



If an animal has two (or more) devices, the inspector should first determine the most appropriate identifier for the cattle. All devices should be read and any that can't be scanned removed. If time permits, a Life History report from the NLIS database for each device may help to clarify what has happened and identify the device that provides the greatest traceability). Otherwise, the older (based on year of manufacture code) or breeder device should be retained as it provides a longer tracing history. Ideally, the removed device should be replaced on the database with the retained device so they are linked, the removed device is assigned an 'R1' (replaced) status, and the history of each device is retained with that animal. If in doubt, both devices may be removed and replaced with a special NLIS device.

If an identifier is incorrect or is attached incorrectly and the owner or person in charge of the cattle requests or agrees to its replacement, an inspector may authorise under clause 48(3)(b) the removal of the inappropriate device provided a specified replacement identifier is immediately attached to the animal and the two devices are linked on the NLIS database within 7 days by the owner or person using their own database account or by notifying MLA. The authorisation should be in writing, unless the inspector supervises the process or provides verbal authorisation and keeps a diary record of the event. Generic written authorisation to remove or replace devices in specified circumstances in a saleyard may be given to a person who is authorised under clause 46(5) with respect to the provision of special identifiers.

If an incorrect identifier has been attached and the person is unwilling to replace the device, an inspector should direct the owner or person in charge to replace the identifier (clause 48(3)(b)). The direction must be in writing and include that the specified device must be removed and handed over to an inspector within a specified time period for disposal, and (if applicable) a specified replacement identifier is immediately attached to the animal and the two devices are linked on the NLIS database within 7 days by the owner or person using their own database account or by notifying NLIS Ltd. The inspector should subsequently confirm that this has happened by running a 'Life History' report on either device from the database.

If the right ear is too infected or damaged to accommodate a new device, the replacement device may be attached to the left ear.

If a non-reading rumen bolus is detected, the matching ear tag may be removed and an ear device attached and recorded as a replacement on the NLIS database.

A producer may elect to replace ear devices with rumen boluses to reduce the risk of stock theft. This may be authorised by an inspector (clause 48(3)(b)) provided the removed devices are immediately replaced with post-breeder devices for that property or, only if the cattle were bred on that property, with breeder devices. The new and replaced devices must be linked on the NLIS database.

If a special identifier is used as the replacement device, it will first have to be transferred by TAGTRANS to the property or saleyard PIC.

In some circumstances, an inspector may determine that an incorrect device does not need to be replaced as traceability can still be maintained on the NLIS database. Where appropriate, LT status should be turned off to flag that the animal is not life-time traceable. This request should be sent by the inspector to the Biosecurity Information Systems Support Coordinator for action.

There should be few other circumstances in which a permanent identifier may need to be replaced, and inspectors considering providing authorisation or direction should first check with an RVO.

## 8.2 Reuse of identifiers

Identifiers that have been removed from slaughtered stock may be reused if they are returned within 28 days to an organisation that has been approved by Meat and Livestock Australia's Standards Committee to remanufacture approved identifiers, and the subsequent reuse of those identifiers is in accordance with the Standard approved by the Standards Committee (Director-General Order pursuant to clauses 50, 51 and 52).

At present, Leader Products is approved, subject to conditions, to receive NLIS devices that they had originally manufactured and to reuse the microchips in RFIDs other than for cattle (eg for sheep or for export).



## Definitions and acronyms

<i>ERP:</i>	Extended residue program
<i>HGP:</i>	Hormonal growth promotant
<i>LHPA:</i>	Livestock Health and Pest Authorities
<i>LPA:</i>	Livestock production assurance scheme
<i>LT:</i>	Lifetime traceable status
<i>NVD:</i>	National vendor declaration and waybill
<i>PIC:</i>	Property identification code
<i>Special identifier:</i>	An approved identifier issued by an LHPA in accordance with clause 46 of the Regulation.
<i>TAGTRANS:</i>	A process for transferring unattached devices from one PIC to another on the NLIS database so that they can be legitimately used on the other PIC.

## Legislation

- Stock Diseases Regulation 2009 and related orders at <http://www.dpi.nsw.gov.au/aboutus/about/legislation-acts/stock-diseases>

## Related Policies and Procedures

Various procedures at <http://www.dpi.nsw.gov.au/agriculture/livestock/nlis/policy>

[PRO 2006/22](#) 'NLIS procedures for assigning property identification codes and for managing and accessing registers'

[PRO 2006/09](#) 'Stock identification – Managing statuses, errors and data transfers on the NLIS database' (including TAGTRANS and 8As)

[PRO 2005/02](#) 'Stock identification – Agent identification codes'

[PRO 20012/13](#) 'NLIS compliance monitoring and enforcement procedure'

[PRO 2010/29](#) 'NLIS procedures for cattle abattoirs and knackereries'

## Related Documents

Terms of Use for the National Livestock Identification System Database:

<https://www.nlis.mla.com.au/>

(need to have an NLIS account to login to the NLIS database to access Terms of Use)

Paper-based transfer (see form A at Appendix 14.1 to the 'Terms of use'. *Note: This option is under review by MLA*) (need NLIS account to access this form)

NLIS database help tools (including replacing devices):

<https://www.nlis.mla.com.au/General/Help/HelpTools2.aspx>

National Vendor Declaration and Waybill (NVD):

<http://www.mla.com.au/Meat-safety-and-traceability/Livestock-Production-Assurance>

Approval for the movement of stock without permanent identifiers:

(contact your local Livestock Health and Pest Authority office at <http://www.lhpa.org.au/>)

Permit for the movement of stock without permanent identifiers:

(contact your local Livestock Health and Pest Authority office at <http://www.lhpa.org.au/>)

## Contact

Biosecurity Information Systems Support Coordinator

Phone 02 6391 3511

Email [olga.ozols@dpi.nsw.gov.au](mailto:olga.ozols@dpi.nsw.gov.au)

## ATTACHMENT 1 – TRANSFERRING CATTLE BETWEEN TSR PICS

Open an NLIS database 'Producer' account and link all TSR PICs in the District to that account.

To transfer a 'mob' of cattle under the same stock permit number:

- Select *Notify the database of: Cattle moved off my property*, then select *I want to choose from the list of cattle on my property*.
- Select the relevant TSR PIC and click *Continue*. A list of all cattle on the TSR PIC will be displayed on the screen, initially 20 per page, but more or all cattle can be displayed by selecting the appropriate number of *Items per page* at the bottom of the screen.
- Select *Filter by* at the bottom right of the screen, at Step 1 choose *NVD/Waybill*, at Step 2 type in the existing stock permit number, then click *Apply*. Only cattle on that stock permit will now be displayed. Select *Items per page: All* to make sure all cattle are displayed.
- Click *Select all* on the bottom left of the screen, then click *Continue*.
- Type in the PIC of the destination TSR, the date of movement, and the new stock permit as the NVD/Waybill number, then click *Continue*.
- The cattle should have been successfully transferred. If not, follow any error messages or prompts on the screen or contact the NLIS Biosecurity Information Systems Support Coordinator for advice.
- If you realise that you have made a mistake after the transfer has been completed, it can be corrected through the *Transfer correction* function, or contact the NLIS Biosecurity Information Systems Support Coordinator for advice.

### Alternatives:

- Export the data using the *Export* button at the bottom right of the screen listing all cattle on the PIC. Import the file into a spreadsheet where the data can be sorted, or manipulated by changing the PICs, NVD/Waybill number and date to retransfer the existing list of NLIS/RFIDs.
- Upload a file of the cattle to be transferred using the *Notify the database of: Cattle moved off my property* then *I want to upload a file I have created on my computer* options.
- Enter the details of the cattle to be transferred manually using the *Notify the database of: Cattle moved off my property* then *I want to type in the details manually on-screen* options. This option is not recommended and should only be used for a very small number of cattle, such as a few bulls being added to a mob or a few cattle being culled from a mob.

### Further information:

- Use the *Help tools* at the top of the NLIS database screen or various *Help* buttons that appear on the data entry screens.
- Contact the Biosecurity Information Systems Support Coordinator

## ATTACHMENT 2 – USING SPECIAL IDENTIFIERS AS REPLACEMENT DEVICES

The following series of steps must be precisely followed in order to successfully replace a non-working device with a special identifier:

1. Ensure that the special identifier is on the saleyard PIC:
  - TAGTRANS the special identifier (with district code) to the saleyard PIC (using the *Tag transfer* function on SDA Medium accounts - see Related Procedures), or
  - Issue special identifiers with the saleyard PIC for use in that saleyard.
  - The special identifiers will not appear in the saleyard's current holdings as they have not been uploaded in a 'take possession' file, but may be monitored using the *View devices on my property* database report.
2. The old device is visually read and the saleyard 'takes possession' of the animal so that it is on the saleyard's current holdings:
  - This must be done through the saleyard's NLIS database account as commercial software does not provide this functionality.
  - A csv or txt file is created with the following fields: Saleyard ID (EUSY number), NLIS ID of the device being replaced, From PIC (vendor's PIC), NVD number, date (in the format dd/mm/yyyy), P (for possession). For example:  
*EUSY2468,NA123456ABC00001,NA123456,543210,01/09/2007,P*
  - The file is uploaded using the *Cattle moved into saleyard* function.
- The old and new devices are linked on the NLIS database using the *Replaced tags* function.
- The animal is transferred out of the saleyard to the buyer's PIC:
  - This must be done through the saleyard's NLIS database account as commercial software does not provide this functionality.
  - A csv or txt file is created with the following fields: Saleyard ID (EUSY number), NLIS ID of the new device, To PIC (buyer's PIC), NVD number, date (in the format dd/mm/yyyy), S (for sell). For example:  
*EUSY2468,NA470000ABC00001,NB654321,543210,01/09/2007,S*
  - The file is uploaded using the *Cattle moved out of saleyard* function.
- Saleyards experiencing difficulties may email all relevant information (device numbers, NVD number, PICs) to [support@nlis.com.au](mailto:support@nlis.com.au).



Department of  
Primary Industries



## WRITTEN INSTRUMENT

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BIOSECURITY DOCUMENT: PRO 2007/038/3

TRIM Ref: INT11/29653

SC Ref: 12/004/WI

DV Ref: - / - / -

### ***NLIS PROCEDURES FOR CATTLE VERSION 3***

The attached document is a **WRITTEN INSTRUMENT** issued with the concurrence of the Director-General of the Department of Primary Industries under Clause 8.3 of the Memorandum of Understanding between the Director-General of the Department of Primary Industries and the Livestock Health and Pest Authorities State Management Council.

***[APPROVED]***

***[APPROVED]***

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DIRECTOR-GENERAL  
DEPARTMENT OF PRIMARY INDUSTRIES**

**T JOHNSTON  
ACTING CHIEF EXECUTIVE OFFICER  
STATE MANAGEMENT COUNCIL  
LIVESTOCK HEALTH AND PEST AUTHORITIES**

**Date: 9 November 2011**

**Date: 10 January 2012**