

# PROCEDURE – AB & MS DIVISION

Ref: 08/2734 - INT08/36634



**NSW DEPARTMENT OF  
PRIMARY INDUSTRIES**

**AGRICULTURE, BIOSECURITY & MINE SAFETY**  
161 Kite Street, ORANGE NSW 2800  
Tel: 63913100 Fax: 63619976

---

**Title:** NLIS PROCEDURES FOR CATTLE VERSION 2  
**Procedure no:** AB&MS PRO 2007/038/2 **Issue date:** 23/12/2008  
**Authorised by:** Executive Director, Agriculture, Biosecurity & Mine Safety

---

## OVERVIEW

This document describes the requirements for the identification and movement of cattle under the National Livestock Identification System (NLIS) in accordance with the *Stock Diseases Regulation 2004*. 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 Department of Primary Industries (DPI) staff as indicated in the text of the document. When approved and issued as a Written Instrument by the Livestock Health and Pest Authorities State Management Council, the Procedure also applies to Livestock Health and Pest Authorities staff as indicated in the text of the document.

Procedures for abattoirs are detailed under arrangements with the NSW Food Authority and the Australian Quarantine and Inspection Service.

## WARNINGS INCLUDING OHS

Suitable stock handling facilities must be used when attaching or reading NLIS devices. This Procedure contains measures to accommodate situations where suitable facilities might not be available, but lack of facilities does not negate a person's obligation to comply with the Regulation.

## DEFINITIONS

*ERP*: Extended residue program

*HGP*: Hormonal growth promotant

*LHPA*: Livestock Health and Pest Authorities

*LPA*: Livestock production assurance scheme

*LT*: Lifetime traceable status

*NVD*: National vendor declaration and waybill

*PIC*: Property identification code

*Special identifier*: An NLIS device or tail tag issued by an LHPA in accordance with clause 36 of the Regulation.

*TAGTRANS*: 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.

<b>POLICY</b>	Nil			
<b>RELATED LEGISLATION</b>	Stock Diseases Regulation 2004 and related orders at <a href="http://www.dpi.nsw.gov.au/aboutus/about/legislation-acts/stock-diseases">http://www.dpi.nsw.gov.au/aboutus/about/legislation-acts/stock-diseases</a> Stock Medicines Act 1989, Order No. 2000/1 under section 46: <a href="http://www.dpi.nsw.gov.au/aboutus/about/legislation-acts/stock-medicines">http://www.dpi.nsw.gov.au/aboutus/about/legislation-acts/stock-medicines</a>			
<b>RELATED PROCEDURES</b>	Various procedures at <a href="http://www.dpi.nsw.gov.au/agriculture/livestock/nlis/policy">http://www.dpi.nsw.gov.au/agriculture/livestock/nlis/policy</a> <a href="#">BC&amp;MS PRO 2006/22</a> 'NLIS procedures for assigning property identification codes and for managing and accessing registers' <a href="#">AI 2002/02 (SC 02/01)</a> 'Emergency movement of stock which are under regulatory movement restrictions due to disease control' <a href="#">BC&amp;MS PRO 2005/005</a> 'Stock identification – Special identifiers' <a href="#">BC&amp;MS PRO 2006/09</a> 'Stock identification – Managing statuses, errors and data transfers on the NLIS database' (including TAGTRANS and 8As). <a href="#">BC&amp;MS PRO 2005/02</a> 'Stock identification – Agent identification codes' <a href="#">AB&amp;MS PRO 2008/009</a> 'NLIS compliance monitoring procedures' <a href="#">AB&amp;MS PRO 2008/010</a> 'NLIS enforcement procedures'			
<b>RELATED DELEGATIONS</b>	Nil			
<b>RELATED DOCUMENTS</b>	National Code for the Operation of the NLIS: <a href="http://www.dpi.nsw.gov.au/agriculture/livestock/nlis/policy">http://www.dpi.nsw.gov.au/agriculture/livestock/nlis/policy</a> > National Code Terms of Use for the National Livestock Identification System Database: <a href="https://www.nlis.mla.com.au/">https://www.nlis.mla.com.au/</a> Paper-based transfer (see form A at Appendix 14.1 to the 'Terms of use'. <i>Note: This option is under review by MLA</i> ) NLIS database help tools (including replacing devices): <a href="https://www.nlis.mla.com.au/General/Help/HelpTools.aspx">https://www.nlis.mla.com.au/General/Help/HelpTools.aspx</a> National Vendor Declaration and Waybill (NVD): <a href="http://www.mla.com.au/TopicHierarchy/IndustryPrograms/LivestockQualitySystems/Default.htm">http://www.mla.com.au/TopicHierarchy/IndustryPrograms/LivestockQualitySystems/Default.htm</a> Approval for the movement of stock without permanent identifiers: <a href="#">DPI/LHPA extranet &gt; Resources &gt; NLIS</a> Permit for the movement of stock without permanent identifiers: <a href="#">DPI/LHPA extranet &gt; Resources &gt; NLIS</a>			
<b>REVISION HISTORY</b>	Version	Author	Date	Changes
	AI 2004/46	Ian Bell	17/05/2004	Original
	AI 2004/51	Ian Bell	01/07/2004	Various
	AI 2004/54	Ian Bell	01/07/2004	Various
	BC&MS PRO 2005/06	Ian Bell	01/07/2005	Various
	BC&MS PRO 2005/07	Ian Bell	01/07/2005	Various
	BC&MS PRO 2005/23	Ian Bell	01/01/2006	Various
	BC&MS PRO 2006/10	Ian Bell	01/01/2007	Various
	BC&MS PRO 2007/38 V1	Ian Bell	31/08/2007	Various
	BC&MS PRO 2007/38/2 V2	Ian Bell	23/12/2008	Various
<b>DATE OF NEXT REVIEW</b>	As required			

<b>CONTACT OFFICERS</b>	Manager, Biosecurity and Traceability Systems (B&TS) Phone 02 6391 3179, 0429 923654 Email <a href="mailto:ian.bell@dpi.nsw.gov.au">ian.bell@dpi.nsw.gov.au</a>  Biosecurity Database Clerk Phone 02 6391 3511 Email <a href="mailto:olga.ozols@dpi.nsw.gov.au">olga.ozols@dpi.nsw.gov.au</a>
-------------------------	---

# PROCEDURE

## NLIS PROCEDURES FOR CATTLE FROM 1 SEPTEMBER 2007

This Procedure replaces version 1 of 'BC&MS PRO 2007/038 NLIS Procedures for cattle from 1 September 2007'. The significant changes are outlined in the following table and **highlighted** in the text.

Amended part	Nature of amendment
3.1	Clarification of responsibilities when cattle are agisted
3.3.1	New section on co-grazing neighbouring properties
3.2, 4.1	Clarification of responsibilities for on-property sales
3.3.3, 3.6	Movements within a holding clarified
3.9	Changes to rules for transfers through pounds to highlight lost traceability
4.2.2, 4.2.3	Updated to remove flagging and special tail tag options
4.5	New section about commissioned buyers and agents
7.3	Clarification of procedures for replacing devices in saleyards
8, 8.2	Reuse of identifiers

## CONTENTS

1	RESPONSIBILITIES.....	6
1.1	Producers / vendors .....	6
1.2	Stock and station agents .....	6
1.3	Buyers of cattle.....	7
1.4	Saleyard operators .....	7
1.5	Carriers.....	8
1.6	Exporters .....	8
1.7	LHPA inspectors.....	8
1.8	DPI inspectors .....	8
1.9	District registrars .....	8
2	GENERAL REQUIREMENTS.....	9
2.1	Permanent identifiers (NLIS devices).....	9
2.2	Permanent identification register (NLIS database).....	9
2.3	Other tags.....	10
2.4	HGP-free declaration.....	10
2.5	Stock in transit.....	11
2.6	Interstate cattle.....	11
2.7	Regulatory action .....	11
3	PROPERTY TO PROPERTY MOVEMENTS .....	12
3.1	Agistment .....	12
3.1.1	<b>Co-grazing on neighbouring properties</b> .....	12
3.2	On-property sales.....	13
3.3	Travelling stock reserves (TSRs) and roads .....	13
3.3.1	Property identification codes .....	13
3.3.2	Stock permits.....	13
3.3.3	Identification of cattle.....	14
3.3.4	Movement transfers.....	15
3.4	Shows and field days .....	16
3.5	Sporting events .....	17
3.6	Movements between different parts of a property .....	17
3.7	Short term local movements.....	18
3.8	Commons .....	18
3.9	Pounds .....	18
3.10	Small Farms Without PICs .....	19
3.10.1	Property identification codes and small farms .....	19

3.10.2	District codes .....	19
3.10.3	Identification of cattle from small farms .....	20
3.10.4	Recording cattle moved directly between small farms .....	20
3.11	Circuses, zoos .....	20
3.12	Solutions to problems .....	20
3.12.1	Cattle not identified with NLIS devices .....	20
3.12.2	Non-functioning devices .....	21
3.12.3	Lost in transit devices .....	21
3.12.4	Lost, stolen, injured or dead stock .....	21
3.12.5	Options for scanning and data upload .....	21
4	SALEYARDS .....	23
4.1	<b>On-property sales</b> .....	23
4.2	Solutions to problems .....	24
4.2.1	Cattle not identified with NLIS devices .....	24
4.2.2	Non-functioning devices .....	24
4.2.3	Lost in transit devices .....	25
4.2.4	Multiple NLIS devices .....	25
4.2.5	PIC not known .....	25
4.2.6	Calves born at a saleyard or in transit .....	26
4.2.7	Lost, stolen, injured or dead stock .....	26
4.2.8	Solving problems with scanning and data upload .....	26
4.2.9	Recording cattle traded by small farmers through saleyards .....	26
4.3	Agent codes .....	27
4.4	Internet sales .....	28
4.5	<b>Commissioned buyers and dealers</b> .....	28
5	ABATTOIRS AND KNACKERIES .....	29
5.1	Injured or dead stock .....	29
6	LIVE EXPORT .....	29
7	SPECIAL IDENTIFIERS AND APPROVALS .....	29
7.1	Properties without suitable facilities .....	30
7.2	Large or difficult cattle including bulls .....	30
7.3	<b>Using special identifiers as replacement devices</b> .....	31
7.4	Emergency movements .....	31
7.5	Delayed device orders .....	32
7.6	Other circumstances .....	32
8	MISUSE OF IDENTIFIERS .....	32
8.1	Removing / replacing permanent identifiers .....	33
8.2	<b>Reuse of identifiers</b> .....	34
APPENDICES .....		34
Table 1 – Chains of traceability resulting from trading cattle from or to small farms .....		34
Attachment 1 – Transferring cattle between TSR PICs .....		36

## 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 22(3) and 23). 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 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 or, if it doesn't have a PIC, the address of the property (clause 24(1), (3)). These obligations may be met by providing a National Vendor Declaration (Cattle) and Waybill (NVD), by registering their PIC with their account details with the selling or buying agent, saleyard operator or abattoir, or any other means acceptable to the saleyard or abattoir operator or person receiving the cattle. Saleyard and abattoir operators and stock agents should work out the most suitable procedures for their operation and advise their clients accordingly.

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 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 part 3 below for further information.

### 1.2 Stock and station agents

Stock agents must not sell cattle that are not correctly identified and it is an offence to do so (clause 23)).

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, using the NVD Part A as a guide and by observing the pen of cattle. If none of the stock is identified, the selling agent should determine, in consultation with the vendor, the most appropriate course of action (see 2.7 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 19(2)).

Agents may be authorised by the District Registrar to supply special identifiers (both special tail tags and NLIS devices). Further information is available in the BC&MS PRO 2005/005 *Stock identification – Special 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 the procedure BC&MS PRO *Stock identification – Agent identification codes* (see Related Procedures above).

### 1.3 Buyers of cattle

Buyers must not buy cattle that are not correctly identified and it is an offence to do so (clause 23)).

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 23. 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. A person who purchases cattle with NLIS devices for restocking is also saved the cost of identifying the cattle themselves, and the cattle will have greater traceability which might be favoured by other buyers when the cattle are resold.

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 or, if it doesn't have a PIC, the address of the property (clause 24(2),(4)).

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 25B).

### 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 24(5)). Details of the relevant information are provided in part 2.7 below.

Where the saleyard is owned and operated by the local Council or 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 19(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 24(5), either directly or through an arrangement made in accordance with clause 19(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 23, 12).

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 2.5).

### **1.6 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 25C – see 6).

Cattle being exported from ports in other States must be identified with an NLIS device before leaving their NSW property but are subject to the database requirements, if any, of that other State.

### **1.7 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). The Ranger's role need not involve inspecting every pen to ensure that the cattle are identified as required, nor drawing unidentified cattle to the attention of vendors and agents, nor supplying special identifiers.

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.

### **1.8 DPI inspectors**

Department of Primary Industries (DPI) inspectors may assist LHPA inspectors with breach investigations and prosecutions on request to the SRAHM.

### **1.9 District registrars**

LHPA Managers and Executive Officers manage the district PIC register and endorse orders for NLIS devices. See Related Procedures for further information.

## 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 22(3)). This includes bobby and unweaned calves, and cattle being moved to a saleyard, abattoir or show; 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 certain circumstances (clause 26). Further details are provided below.

Unless otherwise specified, it is anticipated that the arrangements detailed in this Procedure will remain in place until 1 September 2009, by which date the Regulation must be reviewed and remade in accordance with the *Subordinate Legislation Act 1989*. However, modifications to legislation and operational procedures may be made before then if required to meet changes to national rules and evolving market requirements.

### 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 20).

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 be attached to animals bred on that property, though this is not good practice. Circumstances where this might occur include where the producer is uncertain which calves were or were not born on the property, if the producer has insufficient breeder devices available, and where it is easier to manage one device type such as for a town common. 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 that are NLIS devices may be issued in specified circumstances – see *Stock identification – Special identifiers* (see Related Procedures). Special NLIS devices are always post-breeder devices.

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 MLA (approval pursuant to clause 35).

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

See [www.nlis.com.au](http://www.nlis.com.au) and the Terms of use (see Related Documents) or phone MLA on 1800 654743 for further information.

### 2.3 Other tags

Non-approved tail or ear tags printed with a PIC may be voluntarily attached to meet market requirements:

- EU cattle with lime green tail tags (AQIS requirement, under review)
- Purple tags for cattle sold under the National Feedlot Accreditation Scheme (NFAS) (commercially driven).
- Pink tags if a vendor wishes in order to meet a buyer or market requirement (buyers should rely on the NVD or similar declaration to determine HGP status – see 2.4 below).

Orders for non-approved identifiers do not have to be 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 to declare the HGP status of their cattle, whether treated or untreated.

Buyers may if they wish determine the HGP status of cattle from the National Vendor Declaration (Cattle) and Waybill (NVD) which is underpinned by the rules of the Livestock Production Assurance (LPA) scheme managed by Meat and Livestock Australia (MLA) (see Related Documents for further information). Saleyard operators may put in place local arrangements to encourage consignors of HGP-treated cattle to identify them with orange tail tags or some other mark. The NLIS database could potentially record the HGP status of cattle, and this is currently being explored by the NLIS Executive Committee (the national NLIS policy making body).

Use of these 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 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 should answer 'Don't know' or '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 12D(2) must be referred to a DPI inspector for further investigation.

If cattle have been treated with HGPs but there are no earmarks and the vendor did not declare that they bred the animals, then a 'No' or 'Don't know' answer is unlikely to be an offence due to the defence provision of section 12D(3), unless there is additional evidence that the person ought to have known. However, it may be in contravention of LPA rules\*.

If a person provides a 'No' answer to the HGP question but has insufficient documentation or other information on which to base their answer, and there is no evidence to suggest that the cattle have

been treated with HGP, then there is no offence under section 12D(2). However, it may 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 Stock in transit

Cattle in transit must have NLIS devices as they have left a property. The movement to another property or premises must be recorded on the NLIS database.

**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 for any property to property movement). 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 cattle into and out of a transit or staging centre on the NLIS database using a 'Transit centre' NLIS database account, though the owner may also have responsibilities. 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.

## 2.6 Interstate cattle

Cattle entering NSW from another State or Territory must comply with the NLIS requirements of their state of origin while travelling within that State and, once they cross the border, with the NSW requirements.

Cattle entering NSW must be identified with an NLIS device 'on arrival' in this State (clause 22(3)(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 must 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 is 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 25B). This includes movements to properties with a different PIC within the same ownership, to agistment, to shows and field days, 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 25B(2)):

- 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.

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 (clause 25B(1)). This may be done by providing an NVD or writing the PIC on the TSS.

#### 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 22(3))**

- 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 moved to agistment before NLIS identification became mandatory, the cattle must be identified with a post-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.
- 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, rather than the owner of the land on which the cattle are being agisted (SDR clause 25B(2)).**

- **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 a person such as 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 3.7) 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.

### 3.2 On-property 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, although the vendor may offer to provide this service.

Cattle sold by public auction must be transferred onto and off the property as a saleyard movements – 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 28(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 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.

**All other cattle** that are on a TSR and do not have NLIS devices **must be identified within 3 months of the commencement of this Procedure.**

- This may mean moving the cattle temporarily off the TSR to a convenient set of yards and then returning them to the TSR.
- The devices must be either post-breeder devices with the TSR PIC, or breeder devices if the cattle were born on the TSR, or special identifiers.

In all cases, devices with the TSR PIC should be used in preference to special identifiers, with the later 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 and off TSRs of cattle that are currently on a TSR, and movements between TSRs (with different PICs and stock permits).
- The database transfers must be recorded as individual animals – the mob based transfer option flagged in the previous Procedure has been abandoned.
- 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.
- As it may be easier to transfer cattle from the TSR to a property as a mob based on the stock permit identifier, the LHPA may wish to consider providing this service as for movements between TSRs (see next paragraph).

**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
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 field days

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

Each committee using a showground may open their own NLIS database account which is linked to the showground PIC. Alternatively, 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.

All cattle being moved to a show, field day, fete and similar event where cattle are displayed must be identified with an NLIS device before leaving their property.

The owner or person in charge of the cattle is responsible for recording the movement of their cattle to the showground and back to their property of origin. However, show cattle are relatively easy to handle and are penned, so it is feasible to scan all cattle with a hand-held scanner while

they are at the show and upload the data to the database. The NSW NLIS Implementation Advisory Committee (Cattle) has provided a number of scanners to the Agricultural Societies Council, or a scanner may be otherwise hired or borrowed locally. A cattle producer on the show committee may be familiar with scanning and database uploads. The show society should therefore open a 'Sporting event' NLIS database account and arrange for the cattle to be scanned at the show and the movement to and from the showground recorded on the NLIS database.

### Solutions to problems

If an NLIS device is lost from an animal while at a show, the animal may be returned 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 transfer to and from the show 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 to the property that the cow came from. The calf is then identified with a breeder device for that property within 7 days and the device transferred to and from the show to provide lifetime traceability.

### Sales at shows

Cattle sold privately at a show must be recorded on the database by the purchaser after the cattle are moved to the property of destination.

If a public auction is carried out at a show, the organisers of the auction must operate and meet all of the obligations of a saleyard, including opening a temporary NLIS database saleyard account with MLA.

## 3.5 Sporting events

Places where camp drafts, rodeos and similar sporting events are held must have a 'property' PIC, as for showgrounds (see 3.4 above).

All cattle moving to a sporting event must be identified with NLIS devices. Previous permits exempting cattle from identifiers are no longer valid. Lost tags need not be replaced while the cattle are at the event.

All movements to and from a sporting event must be recorded on the NLIS database.

- The cattle must be individually scanned and transferred on the database within 7 days of each movement. Mob based transfers are no longer allowed.
- Database transfer is the responsibility of the owner or person in charge of the stock. The owner is ultimately responsible if it is unclear who is in charge of the cattle. The event officials, as the 'person in charge' of the cattle while at the event, may need to scan and transfer the cattle if the owner declines to do this or to provide the cattle unless the event officials accept responsibility for data transfer. The owner and event officials should negotiate responsibilities to ensure that both parties meet their legal obligations.
- A higher level of accuracy is required if the cattle are from an EUCAS property or are being moved to a different property after the event.

If the event is held on a producer's property, then that property's PIC is used to transfer introduced cattle. Cattle from that property which are used in the event and do not leave the property do not have to be transferred on the NLIS database.

## 3.6 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 (order pursuant to clause 26). The movement must be completed within 7 days.

### 3.7 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 they walk to a nearby property and return to their original property within 2 days. 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. 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.

### 3.8 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 leaving 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. Cattle might not need to be scanned if each owner keeps a written record of the NLIS or RFID numbers of their stock. The movements may be reported to the database on-line, or by fax if only a small number of cattle are moved at a time.

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 3.10.4 below.

### 3.9 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 risk as their origin and movement history is unknown. It is important that the animal is identified and its movement to and from the pound recorded on the NLIS database, even if the animal is promptly returned to the property that it came from. To facilitate this, the pound should open a 'Pound' type of NLIS database account.

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 or DPI's NLIS helpline. The information will only be correct if the animal is still on the property on which it was identified, or has been correctly transferred between properties.

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.

### 3.10 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.

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.

#### 3.10.1 Property identification codes and small farms

All properties with cattle should have a PIC, although this is not mandatory. 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 (which are mandatory) and NVDs (which are optional but desirable) 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. 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 only one or two cattle a year may feel that it would be cheaper not to have a PIC, whereas a person trading more cattle each year is likely to be better off with a PIC. LHPAs should facilitate and encourage small farmers to apply for a PIC, but ultimately each small farmer should determine the costs and best option for themselves.

**LHPAs should encourage non-ratepayers to obtain a PIC for their property.  
District registrars must assign or renew any PIC for a non-rateable holding as soon as practical after receiving a valid application.**

#### 3.10.2 District codes

The district code applies to all land that does not have a PIC within an LHPA district. See *NLIS procedures for assigning property identification codes and for managing and accessing registers* (Related Procedures) for further information.

### 3.10.3 Identification of cattle from small farms

Cattle must be identified with an NLIS device before leaving a property. Small farmers may purchase special NLIS devices from the LHPA or a person approved by the District Registrar (such as a saleyard operator or stock agent).

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.

Many small farmers will be buying in 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. Previous exemptions for private kills have been revoked.

Arrangements for the transfer of cattle on the NLIS database between small farms are detailed in 3.10.4 below.

### 3.10.4 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 district code must be uploaded as the PIC of the property of origin on the NLIS database (clause 19(3)). 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 must report the relevant information to the NLIS database using the paper-based transfer form (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.

Chains of traceability resulting from trading cattle directly from or to small farms are summarised in Table 1.

## 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). Cattle in travelling exhibits are few in number and are already regulated and traceable.

## 3.12 Solutions to problems

### 3.12.1 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 arrival of cattle from another property must be recorded on the NLIS database.

The recipient of the cattle should report the incident to an inspector. If the incident is reported in a timely manner (within 14 days from the date of movement), the inspector may authorise the tagging of the cattle with NLIS devices for the original property within a further 14 days (ie within 28

days from the date of movement), 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. If agreement cannot be reached, the cattle will have to be identified with post-breeder devices for the current property before they leave that property.

If the owner or person in charge of the cattle at the property of destination fails to report the matter to an inspector in a timely manner, that person is deemed to have accepted responsibility for the problem and for failing to report the movement to the NLIS database. The cattle must subsequently be identified with post-breeder devices for the property on which they are now located before they leave that property and lifetime traceable status is lost.

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

### **3.12.2 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.

### **3.12.3 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 within the same time frames and subject to the same conditions as in 3.12.1 above. 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.

### **3.12.4 Lost, stolen, injured or dead stock**

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 may be transferred to the knackery PIC rather than to DECEASED.

### **3.12.5 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 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 MLA, and on subsidies (at the time of writing) from DPI's NLIS helpline. 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 MLA. Producers who experience difficulty with data uploads should contact MLA's helpline.

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, 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.

## 4 SALEYARDS

The owner or person in charge of the saleyard (the saleyard operator) must ensure that all cattle with NLIS devices that are sold in the saleyard are scanned and the relevant information is uploaded to the NLIS database (clause 24).

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

If the property of origin and/or destination doesn't have a PIC, the District code may be used instead (clause 19(3)). See part 3.10 for further information.

Additional information, such as the NVD and pen numbers, may also be uploaded in accordance with the NLIS terms of use and best practice.

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 24(5)).

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 24(5)). 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 fat sale at the same time.

It is good practice, in accordance with the *National Code*, 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 *National Code* and the NLIS database Help Tools (see Related Documents). Detailed information and procedures for saleyard scanning and data transfer are available from Meat and Livestock Australia (MLA).

### 4.1 On-property sales

A 'saleyard' is defined by the Regulation as any place where stock is sold by public auction (cl.12). Saleyards therefore include public on-property sales such as stud, circuit and clearing sales.

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

<b>Cattle that do not have approved identifiers cannot lawfully be sold at a saleyard.</b>
--

If stock turn up at a saleyard without NLIS devices and without the prior approval of an inspector, and there is no evidence that the devices were lost in transit, 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 cattle cannot be identified with special tail tags.

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 reconsigned 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 choose not to be involved with 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 may be attached to unidentified stock being sold in a saleyard. Identifiers with a property PIC must not be brought in and attached in a saleyard on a sale day.

### 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 linked the old and new devices on the NLIS database to retain traceability.

Simply 'flagging' the animal is no longer a lawful option, unless the animal cannot be safely handled (see 7.2), and doing nothing is not a lawful option.

**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.

Attaching a special tail tag is no longer a lawful option, unless the animal cannot be safely handled (see 7.2), and doing nothing is not a lawful option.

**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 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.

A PIC may also be determined from the PIC search facility on the NLIS database (when available) or by contacting DPI's NLIS helpline.

Collectively, the vendor, selling agent, buyer and saleyard operator are responsible for ensuring that the correct PIC is uploaded to the NLIS database. If the PIC is incorrect, false or blocked, the Regulation has not been complied with and an offence has been committed by one or several parties. 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 Lost, stolen, injured or dead stock

If any cattle are lost, die or are stolen while still at a saleyard and after they have been scanned and uploaded to the NLIS database, the saleyard operator must advise the NLIS database by the close of business on the next working day after the event (clause 25D). It is good practice to also advise the database of all other cattle that die or are destroyed at the saleyard by transferring them to the PIC 'DECEASED'.

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

#### 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 perform these corrections.

Saleyard operators should contact their equipment or software provider in the first instance for technical support. MLA 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 NLIS Database Clerk 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 Recording cattle traded by small farmers through saleyards

The data that is uploaded by the saleyard operator to the NLIS database normally includes the PIC of the property of origin and the PIC of the property of destination. The NLIS database can only record identification codes, not full addresses. If either property doesn't have a PIC, the **district code** for the Rural Lands Protection District in which the farm is located is used instead. See *NLIS procedures for assigning property identification codes and for managing and accessing registers* (Related Procedures) for further information.

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 (clause 24(3),(4)). 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 24(1)). 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 24(2)).

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 (clause 25(4),(5)).

**The PIC must be recorded on the NLIS database if the property has a PIC.  
The district code must only be used for properties without PICs.  
The saleyard operator or stock agent must keep a record of the address of the property.**

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.

These provisions mean that cattle from small farms can be readily traded through saleyards while complying with the provisions of the NLIS. 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.

Chains of traceability resulting from trading cattle from small farms through saleyards are summarised in Table 1.

### 4.3 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, or the agent hasn't provide that information, by the time the cattle leave the saleyard (clause 24(5)(g)).
- 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 24(5)(g) 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.
- An agent may transfer cattle to their own code from and to a property that does not have a PIC. The agent must keep a record of the address of the property for at least 7 years, and produce the record for an inspector on request (clause 25(4),(5)).
- 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 25(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 25(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, in the same way as a telephone number can only be used in conjunction with a handset, telephone line and 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 (this is analogous to advising a service provider of a postal address and checking that letter box regularly so that bills can be paid on time).

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 8As. 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 MLA.

#### 4.4 Internet sales

Cattle may be sold on-line or through internet auctions. The vendor is responsible for ensuring that all cattle are identified with NLIS devices before they leave their property. The cattle must be transferred to the buyer's property and the person responsible for this depends on the circumstances as outlined below.

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 to property	Buyer – property to property transfer within 7 days
Auction	On property	Property to property	Selling agent – transfer onto property (if required) and off again by close of business next day
Auction	In saleyard	Property to saleyard to property	Saleyard operator – saleyard in and out transfer by close of business next day

#### 4.5 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.24(1) and (2));
- For cattle bought on farm, transferring the cattle on the NLIS database to another property that they are using for aggregation (cl.25B(2)). 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.

## 5 ABATTOIRS AND KNACKERIES

The owner of cattle consigned to an abattoir (including knackeries) must ensure that the cattle are correctly identified with an approved NLIS device (clause 22(3)). It is an offence for any person to send unidentified or incorrectly identified cattle to an abattoir, for any person to buy such stock, or for an abattoir to slaughter such stock (clause 23).

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 (clause 25A(1)). It is an offence for an abattoir or knackery to sell, dispose of or process the carcass of any cattle unless they have obtained the PIC of the previous property (clause 25A(1A)).

The abattoir operator must upload prescribed information to the NLIS database by the close of business on the next working day after slaughter (clause 25A(2)). Special arrangements apply to knackeries (see Related Procedures).

### 5.1 Injured or dead stock

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

Dead stock cannot be lawfully sent to a knackery in NSW. An NLIS device is required if the carcass is being lawfully consigned to an interstate knackery. 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 or were available in 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 25C). 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.

Cattle being exported from ports in other States are subject to the database requirements of that State.

## 7 SPECIAL IDENTIFIERS AND APPROVALS

Special identifiers may be issued by an inspector, district registrar or authorised person in accordance with clause 36. See *Stock identification – Special identifiers for cattle* (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.

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 SRAHM 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.

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. Abattoir operators may decline to accept unidentified cattle into lairages 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.

Arrangements for small farms are detailed in part 3.10 above.

### **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 difficult to handle. A property or 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. Previous exemptions and permit arrangements for bulls are revoked from 1 September 2007.

Saleyard and abattoir operators may decline to handle beasts that are dangerous. The approving officer should confirm the requirements of the saleyard or abattoir before granting approval.

### 7.3 Using special identifiers as replacement devices

It is best practice, when replacing a non-working device, 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.

In a saleyard, 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 [nlissupport@mfa.com.au](mailto:nlissupport@mfa.com.au), attention Lyn Lewis.

### 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 SRAHM. 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 provides 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 clause 20).

Identifiers must be sold and supplied in accordance with the Regulation. See *Stock identification - 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 20(2)). 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 3.9 above).

A permanent identifier must not be attached to any cattle that already has a permanent identifier (clause 41).

A permanent identifier must not be attached incorrectly or for any wrongful purpose (clause 44).

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 40(3) and Director-General Order pursuant to clause 40):

- 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 40(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 42). **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, for example, a pink tag or (if EU accredited) a lime green tag as an HGP-free declaration. 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 45A).

An inspector may take possession of an unattached identifier that the inspector believes on reasonable grounds (clause 46(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 46(2) and Director-General Order pursuant to clause 46).

### 8.1 Removing / replacing permanent identifiers

There may be some circumstances where it is appropriate to remove or replace an approved permanent 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 necrosed 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 (this report may be obtained in a saleyard by phoning DPI's NLIS help desk). 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 40(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 36(6) 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 (order pursuant to clause 22(3)(c)). 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 MLA. The inspector should subsequently confirm that this has happened by running a 'Life History' 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.

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 40(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 NLIS Database Clerk 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 a SRAHM.

## 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 Orders pursuant to clauses 42, 42A and 43).

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).

## APPENDICES

**Table 1 – Chains of traceability resulting from trading cattle from or to small farms**

### Saleyards

Transfers recorded on NLIS database	Database transfer is done by	Address of property that cattle came from is held by	Address of property that cattle went to is held by
District code → Saleyard code → District code	Saleyard operator	Saleyard operator	Saleyard operator
District code → Agent code → Saleyard code → District code	Selling agent, Saleyard operator	Selling agent	Saleyard operator
District code → Saleyard code → Agent code → District code	Saleyard operator, Buying agent	Saleyard operator	Buying agent
District code → Agent code → Saleyard code → Agent code → District code	Selling agent, Saleyard operator, Buying agent	Selling agent	Buying agent
District code → Saleyard code → PIC	Saleyard operator	Saleyard operator	PIC register

<b>Transfers recorded on NLIS database</b>	<b>Database transfer is done by</b>	<b>Address of property that cattle came from is held by</b>	<b>Address of property that cattle went to is held by</b>
District code → Agent code → Saleyard code → PIC	Selling agent, Saleyard operator	Selling agent	PIC register
PIC → Saleyard code → District code	Saleyard operator	PIC register	Saleyard operator
PIC → Saleyard code → Agent code → District code	Saleyard operator, Buying agent	PIC register	Buying agent

### Property to Property

<b>Transfers recorded on NLIS database</b>	<b>Database transfer is done by</b>	<b>Address of property that cattle came from is held by</b>	<b>Address of property that cattle went to is held by</b>
District code → PIC	Person receiving cattle	Person receiving cattle	PIC register
PIC → District code	Person receiving cattle (paper-based transfer only)	PIC register	MLA
District code → District code	Person receiving cattle (paper-based transfer only)	Person receiving cattle	MLA

## 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 destination TSR's PIC, 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 Database Clerk 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 Database Clerk 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 NLIS Database Clerk.



NSW DEPARTMENT OF  
PRIMARY INDUSTRIES

# WRITTEN INSTRUMENT

---

AB&MS PROCEDURE 2007/038/2  
Ref: INT08/36634

SC Ref: -/-/WI  
DV Ref: -/25/-

## ***NLIS PROCEDURES FOR CATTLE VERSION 2***

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

***[APPROVED]***

***[APPROVED]***

**for RF SHELDRAKE  
DIRECTOR-GENERAL  
NSW DEPARTMENT OF PRIMARY  
INDUSTRIES**

**Date:** 23.12.2008

**S ORR  
CHIEF EXECUTIVE OFFICER  
STATE MANAGEMENT COUNCIL  
LIVESTOCK HEALTH AND PEST AUTHORITIES**

**Date:** 22.12.2008