



# NLIS: Guidelines for NSW shows and sporting events



SYSTEMS INTELLIGENCE AND TRACEABILITY  
BIOSECURITY NSW

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*NLIS: Guidelines for shows and sporting events*

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*Photos:*

1. *Bull from Pine Creek Angus stud at Woodstock, NSW, crowned the Supreme Interbreed Beef Breed at the Royal Melbourne Show Sep 2014 Image copied from [www.farmonlinelivestock.com.au](http://www.farmonlinelivestock.com.au)*
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Disclaimer: The information contained in this publication is based on knowledge and understanding at the time of writing (August 2017). However, because of advances in knowledge, users are reminded of the need to ensure that information upon which they rely is up to date and to check currency of the information with the appropriate officer of the Department of Primary Industries or the user's independent adviser.

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## Foreword

This is a guideline for agricultural shows and sporting event committees about the preferred methods for uploading information to the NLIS database for livestock exhibited and competing at NSW shows and events. This guideline also advises show societies how to record cattle and sheep in the NLIS database which are exhibited and sold to abattoirs in 'hoof and hook' events.

The 'Sighted livestock' function on the NLIS database enables cattle to be 'sighted' on a temporary location such as a show or sporting event without having to complete a 'property to property' (P2P) transfer on the NLIS database.

From 1 July 2017 show organisers or operators are responsible for notifying the NLIS database of the movement of stock to and from a show or other sporting event (i.e. a 'stock event' as defined in the *Biosecurity (NLIS) Regulation 2017*). NSW Department of Primary Industries (DPI) and the Agricultural Societies Council (ASC) can help shows and other sporting events meet the requirements of the NLIS Regulation (see Section 8).

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## 1. Property identification code (PIC)

A showground or any other property where a show, campdraft or other 'stock event' is held must have a property identification code (PIC). The PIC type of 'Showground' should be assigned by Local Land Services (LLS) in their FARMS database when the PIC is allocated to a show or event ground. If a showground does not currently have a PIC they must contact their LLS office to obtain one from the district registrar.

## 2. NLIS permanent identification tags

All cattle, sheep and goats, and pigs being sent to a show for any purpose, including to exhibit and compete in breed classes or in a hoof and hook competition, or exhibited at a field day, sheep dog trial, fete or other display, and cattle being used in a campdraft, rodeo or other sporting event, must be identified with an approved NLIS device, ear tag or swine brand before they leave their property.

The **owner/exhibitor** must check all cattle, sheep and goats, and pigs, before they are loaded and replace any missing NLIS tags with either a breeder device if the cattle, sheep or goats were born on that property or a post-breeder tag for that property if the cattle, sheep or goats were born elsewhere. The owner/exhibitor should check on the NLIS database that their cattle are located on the correct PIC, i.e. the PIC from which they will travel to attend the show or event.

Remember, under the *Biosecurity (NLIS) Regulation 2017* the owner of any stock must ensure the stock is properly identified before the stock leave any property in NSW.

## 3. Movement documents

All cattle, sheep and goats, and pig movements to an event must be accompanied by either a national vendor declaration and waybill (NVD), a transported stock statement (TSS), or a PigPass NVD for the movement of the stock from their property of residence to the show or event ground.

The **owner/exhibitor** must provide the following delivery information on the NVD or TSS to the organiser/operator of the stock event;

- NVD or TSS serial number
- Property identification code (PIC) of the property where the journey commenced. This is pre-printed on the NVD. If the stock weren't located on their 'home' property before going to the show, for example, have been on agistment, the owner/exhibitor must obtain an NVD with that property's PIC from the property owner.
- Date of movement
- Description of stock
- The relevant identification particulars of the sheep, goats or pigs
- Whether the stock was bred on the property, and if not for how long they have been held?
- Address of the show or event ground to where the stock will be delivered

The rest of the NVD must also be completed to meet stock transportation, livestock production assurance (LPA) and product integrity requirements (important in the case of cattle which end up being slaughtered after a hoof and hook competition).

The organiser/operator of a show or other event must be provided with the PIC that stock is to move to after the show, i.e. PIC of their 'home' property, other showground or other property.

Exhibitors moving stock to a show and 'home' again are advised they can use the one NVD or TSS for both trips and should note on the document when they are filling it in for the trip to the show that the destination is the name of the show or event, and include the word "return".

## 4. Use ‘Sighted livestock’ or P2P transfer for cattle?

It is the responsibility of the organiser/operator of the stock event to ensure that all movements of stock to and from the show or other event are recorded in the NLIS database within 2 days of the movement occurring.

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

1. As ‘**Sighted livestock**’ by the **show society** using a ‘**Sporting event**’ account. This option is available as long as the cattle are at the showground for **less than 3 days**.
2. As ‘**Property to property**’ (**P2P**) transfers. This is the only option when the cattle are at the show or event for **3 days or more**. Two P2P transfers are required, the first from the cattle property PIC to the showground PIC, and the second from the showground PIC back to the same PIC or to a different PIC. Both transfers are to be uploaded to the NLIS database and it is the responsibility of the show organiser/operator to ensure the P2P transfers have been done.

To perform either **Sighted** or **P2P transfers**, the **show event organiser** must open a **Sporting event** NLIS database account. Every committee using a showground should open their own account which is linked to the same showground PIC.

The NLIS devices on all cattle must be read either electronically or visually, or recorded on the show or event entry form. A scanner may be lent by a cattle producer to the event committee who may also be able to do the NLIS database uploads (Sighted or P2P), or a contractor or local stock agent could be engaged to do the scanning and uploads.

The most practical methods for dealing with movements of cattle to a show or sporting event are detailed in the table below.

<b>Movement</b>	<b>Change of ownership</b>	<b>Data upload option</b>	<b>Responsibility for upload to database</b>
Property → showground → same property	None	Sighted livestock or P2P	Stock event organiser/operator
Property → showground → different property	None or Private sale	Sighted livestock at show/event <b>and</b> P2P - property of origin to different property <b>Or</b> P2P – from property of origin to a show PIC and from the show PIC to a different property	Stock event organiser/operator  Owner of stock at new property  Stock event organiser/operator
	Public auction at show	Saleyard account <sup>(1)</sup>  Or P2P using non-written authority function	Selling agent

<b>Movement</b>	<b>Change of ownership</b>	<b>Data upload option</b>	<b>Responsibility for upload to database</b>
Showground → different showground	None <i>or</i>	Sighted at each show/event	Each stock event organiser/operator
	Private sale	<b>Or</b> P2P – from property of origin to a show PIC, from the show PIC to a different show PIC.	First show organiser  Second show organiser
Property → showground → abattoir	Sold over the hooks	Sighted at show/event	Stock event organiser
		<b>and</b> P2P - property of origin PIC (not showground PIC) to abattoir	Abattoir operator

<sup>(1)</sup> The showground must be allocated a saleyard ID (EUSY number) by NLIS Ltd and that number linked to the agent's saleyard account. This option is practical for auctions other than 'hoof and hook'. Alternatively, the cattle may be transferred P2P from the originating property to the showground and again from the showground to the destination property by the show organiser or by an agent using non-written authority function to record P2P

## 5. 'Sighted livestock' function (cattle)

### What

The NLIS database 'Sighted livestock' function allows for cattle that are only on a PIC for a short time to be 'sighted' on that PIC rather than be transferred onto and off the PIC as with full P2P transfers.

The 'sighted' function is suitable for short term movements (less than 3 days) but not longer-term movements as traceability would be compromised. It is a simple and effective way of reporting cattle attendance at shows and events to the NLIS database.

### How

To use the 'Sighted livestock' function, firstly ensure that the show or event organiser has a '**Sporting Event**' type NLIS database account. Only a 'Sporting Event' NLIS account (which is also the correct account type for shows) has access to the 'Sighted livestock' function.

The following data is required for 'Sighted livestock' upload:

- NVD/TSS serial number relating to each animal
- NLIS or RFID tag numbers for each animal
- The PIC of the showground
- Date when the cattle were sighted at the show/sporting event (dd/mm/yy)
- Comments field (optional)

There are two ways of recording this information to the NLIS database:

- upload as a file containing data listed above, or
- type in/paste the details on the screen.

Information on how to use the 'Sighted livestock' function and the options for uploading information is available in the Tech Tip *Sighted Livestock* from the Help Tools on the NLIS database.

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NLIS Guidelines for shows and sporting events

## When

Cattle must be recorded as 'sighted' on the NLIS database **within two days** of the cattle being at the show or sporting event. The date entered must be the date the show/event was held. For shows/events of more than one day, the date entered should be the first day the cattle were present at the show.

'Sighted livestock' information for steers in a hoof and hook competition (who are going to an abattoir) must be uploaded to the NLIS database before the cattle leave the event.

## Who

The **show/event organisers** are responsible for the upload of the 'Sighted livestock' information to the NLIS database.

See Section 8 as to how DPI and the ASC can assist shows in 'sighting' cattle at their events.

## 6. Hoof and hook competitions

Steers exhibited at a show and then immediately consigned to an abattoir for slaughter over the hooks should be 'sighted' at the show *and* transferred P2P from the PIC of the property of origin to the abattoir. The property of origin is the PIC on which the cattle were last held prior to going to the show. This system allows the abattoir to conduct their normal (ERP) checks for residues and other risks as required to meet food safety and product integrity standards.

Lambs or grown sheep exhibited at a show or field day and then immediately consigned to an abattoir for slaughter over the hooks should be transferred to the show and to the abattoir following the sale, using the *Mob-based movement onto PIC and Mob-based movement off PIC* function on the NLIS database. The property of origin is the property on which the sheep or lambs were last held prior to going to the show.

The **owner/exhibitor** of the cattle and sheep in a hoof and hook competition must provide a completed NVD/TSS to the show organiser upon arrival at the show that includes the PIC of the property where the stock was held before going to the show, the unique serial number of the NVD or TSS, date of movement and owner's details.

The show society will scan the cattle to obtain details of all the NLIS devices of cattle at the show. When uploading the 'Sighted livestock' data, the NVD serial number must be provided for each RFID entered. The original NVD must also accompany the cattle to the abattoir.

Note that the stock cannot be slaughtered without an NVD which contains the PIC of origin, a description of the cattle and sheep, and relevant food safety information (the numbered questions on the NVD).

A TSS must be provided by the **truck operator** transporting the stock from the show to the abattoir. The truck operator would also usually deliver the original NVDs or the Post Sale Summary (Appendix 1) to the abattoir.

The **show/event organiser** must also provide each abattoir that purchases steers or lambs with a **Post Sale Summary** form from the 'hoof and hook' auction with the details of each of the stock. This must include the PIC of origin, RFID number and related NVD number for cattle and similar information for sheep or lambs, i.e. PIC of origin, numbers of sheep, and NVD serial number. See suggested form at Attachment 1. The sale summary allows the abattoir to relate each carcass to their PIC, which is essential for traceability and so correct information can be uploaded to the NLIS database.

## 7. Mob-based movements of sheep and goats

Exhibitors must ensure sheep and goats attending a show or other event are identified with visual NLIS tags and are recorded as a mob-based movement onto and off the showground PIC by the show organiser within 2 days of the movement occurring.

## What

In NSW movements of sheep or goats are recorded as mobs. One animal or more is a mob. Firstly ensure that the show or event organiser has a '**Sporting Event**' type NLIS database account.

## How

To record mob-based movements use the '*Mob-based movement onto PIC*' and '*Mob-based movement off PIC*' functions.

The following data is required for '*Mob-based movement onto/off PIC*' upload:

- Species
- NVD/TSS serial number relating to each animal
- Number of head
- From PIC – the property PIC from where the sheep/goats came
- To PIC – the destination property
- Other PICs on ear tags if stock not bred by vendor
- Have the stock been bred by vendor, if not how long the stock have been held
- Date when livestock arrived or left the event property
- Comments field (optional)

There are two ways of recording this information to the NLIS database:

- upload as a file containing data listed above, or
- type in/paste the details on the screen.

'Type in the details' method allows the upload of one mob at a time plus a scanned image of the NVD/TSS.

The 'file upload' method is suitable for uploading multiple mobs. There is no limit to the number of animals in the file. A scanned image of an NVD cannot be attached to the file.

To upload movements of mobs onto a showground PIC use '*Mob-based movement onto PIC*' and off the PIC use '*Mob-based movement off PIC*' function.

Information on how to use the '*Mob-based movement onto/off PIC*' functions and the options for uploading information is available in the Tech Tip '*Mob movement between PICs*' from the Help Tools on the NLIS database.

## When

Sheep and goats must be recorded' on the NLIS database **within 2 days** of them being at the show or sporting event. The date entered must be the date when the stock arrived at the show (*mob-based movements onto the show PIC*), and the date when stock left the show (*mob-based movements off the show PIC*).

## Who

The **show/event organizer** is responsible for the upload of the sheep and goat mob-based movements to the NLIS database. See Section 8 below for help with this.

## 8. How can DPI and the ASC help with the NLIS?

Shows are a biosecurity risk because animals from different properties come together and then disperse again. It is in everyone's interests that show organisers and exhibitors ensure livestock movements are recorded.

The [Biosecurity \(NLIS\) Regulation 2017](#) began on 1 July 2017 and requires that show organisers record livestock attendance at shows, including their movements to and from the show or event (refer mostly to clauses 32, 33, 34,38, 41, 47 and 57).

This is an increase in responsibility for show and event committees and DPI will work with the ASC to help shows comply with the NLIS during the transition period. Event organisers or show stewards can complete a spreadsheet of all exhibited livestock and send it to the ASC within two days of the show. DPI or the ASC will upload this information to the NLIS database as movements of *mobs* of cattle, sheep and goats, to and from the show.

To assist show organisers with 'sighting' cattle at their events, DPI or the ASC will require individual cattle NLIS ID or scanned RFID numbers to be provided for upload. The show committee must accurately record the NLIS number of each animal on a form designed for this purpose (see Attachment 2) and promptly send or email the form to ASC head office in Hunters Hill for uploading to the NLIS database.

## 9. Records

**Exhibitors** and the **show organiser/operator** must keep a copy of the NVD/TSS for any stock exhibited at their shows or sporting events for at least 7 years.

## 10. Compliance and performance monitoring

NSW DPI will monitor the performance of show societies and sporting events using NLIS database reports and will provide information to relevant LLSs, DPI compliance officers, show societies and the ASC. Pooled data will also be provided to state and national NLIS committees to monitor the overall performance of shows and other stock events in complying with the NLIS.

## 9. Further information

Attachment 1: Post Sale Summary form for hoof and hook competition (for abattoirs)

Attachment 2: ASC form for small shows - cattle

Attachment 3: ASC form for small shows – sheep and goats

Attachment 4: ASC form for small shows – sighted cattle

Using the NLIS database:

- Help tools on your NLIS database account: <https://www.nlis.com.au/>
- NLIS Ltd: phone 1800 654 743; email: [support@nlis.com.au](mailto:support@nlis.com.au)
- Your software and IT providers

NLIS rules, PICs:

- Local Land Services: phone 1300 795 299 or <http://www.lls.nsw.gov.au/>
- DPI: <http://www.dpi.nsw.gov.au/animals-and-livestock/nlis>; email [enquiries.nlis@dpi.nsw.gov.au](mailto:enquiries.nlis@dpi.nsw.gov.au); or phone 02 6391 3511

Compliance and monitoring:

- NSW DPI Biosecurity and Food Safety: phone 02 6391 3511, email [enquiries.nlis@dpi.nsw.gov.au](mailto:enquiries.nlis@dpi.nsw.gov.au)

Agricultural Societies Council: phone 02 9879 6777 or email: [nicky.seeto@ascofnsw.org.au](mailto:nicky.seeto@ascofnsw.org.au)

Policy and Legislation: [www.dpi.nsw.gov.au/agriculture/livestock/nlis/policy](http://www.dpi.nsw.gov.au/agriculture/livestock/nlis/policy)

Biosecurity (NLIS) Regulation: <http://www.legislation.nsw.gov.au/regulations/2017-231.pdf>

Livestock Production Assurance (LPA): 1800 683 111 or email [lpa@mla.com.au](mailto:lpa@mla.com.au)







Attachment 4

**AGRICULTURAL SOCIETIES COUNCIL**  
**NLIS DATABASE INPUT FORM FOR 1 DAY SHOWS - CATTLE**  
*FOR RECORDING OF MOVEMENTS OF CATTLE TO THE SHOW AND BACK HOME*  
*Complete every section of this form in BLOCK letters*



Name of Show: \_\_\_\_\_

Showground PIC: **N**

Date the show held: \_\_\_\_\_

Ensure you write the entire NLIS ID or RFID number for each device as shown below

RFID: the number shown on the RFID scanner (3 numbers, a space then 12 numbers)  
**9 8 2 0 0 0 0 0 1 2 3 4 5 6 7**

NLIS ID: the visual number printed on the outside of the NLIS ear tag (16 characters)  
**N G 4 7 4 1 6 2 X E Y 0 0 0 2 4**

Your NVD serial number \_\_\_\_\_

Your PIC number (preprinted) \_\_\_\_\_

**NATIONAL VENDOR DECLARATION (CATTLE) AND WAYBILL** C0708 **123456**

This form cannot be used where eligibility for the EU market is required.

Part A. To be completed by the owner or person who is responsible for the husbandry of the cattle.

Owner of cattle: \_\_\_\_\_

Property/place where the journey commenced: \_\_\_\_\_

Property Identification Code (PIC) of this property: **NG474162**

Description of cattle

Number	Description (CATTLE, SHEEP, PIG, HORSE, OTHER SPECIES)	Sheds or Camps or Pens or Accommodation

	NLIS ID or RFID number (16 characters)	Home PIC	NVD or TSS Number	Comments
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				

*I declare that the information above is provided in accordance with the NLIS' Terms of Use and is accurate and complete*

Signature: \_\_\_\_\_  
 Full Name: \_\_\_\_\_  
 Organisation: \_\_\_\_\_

Phone: \_\_\_\_\_  
 Fax: \_\_\_\_\_  
 Today's Date: \_\_\_\_\_