

NLIS how-to: Move livestock onto / off a PIC – type in details

Introduction

Following a physical movement of livestock, completing a transfer in the NLIS database ensures that the database can trace the location of every animal throughout its life.

This is a legislative requirement in each state and territory. Each jurisdiction is responsible for enforcing the regulatory requirements for NLIS, specifying how and when livestock transfers within the NLIS database must be completed.

This How-to demonstrates the process to transfer electronically tagged livestock onto or off a PIC by typing in the details after a physical movement of stock has occurred.

What is a movement?

Completing a movement on the NLIS database means transferring stock from one PIC to another PIC to reflect the physical location of each animal.

Who updates the NLIS database?

The person responsible for updating the NLIS database varies depending on the situation:

- If livestock are bought, sold or moved through a saleyard, the livestock movement must be recorded by the saleyard.
- For sales or movements that do not take place via a saleyard, the buyer/receiver of the livestock must record the livestock movement.

- The vendor/sender of the livestock is not obligated to record the movement off their property, although they may do so. ISC recommends checking that the movement has occurred to ensure your NLIS records are up-to-date; this includes livestock being sent to abattoirs or saleyards.
- Abattoirs must record movements for all livestock they receive.

When do producers need to update the NLIS database?

A movement needs to be recorded on the NLIS database by a producer when:

- You have purchased animals privately and need to complete the transfer as the receiver of the livestock.
- You own more than one property with different PIC numbers and need to transfer livestock between your own PICs.
- You have sold livestock privately and you want to complete the transfer because the receiver is unable to do so.
- You have completed a PIC reconciliation and identified livestock that are physically on your property but are not on your NLIS account. You will need to transfer these animals to your PIC.

Before you start:

- **Gather** the NLIS ID or RFID details of the livestock that have been moved and where you wish to record a transfer on the database. This 'type in details' method is ideal for small lists of livestock. If you have a list on your computer, you can copy and paste the list.

Alternatively, you may like to use the **How-to: Move onto/off a PIC - file upload** method.



*QUICK TIP

Ensure the right animals are moved by reading the tags with a reader either before they leave your property or as you receive them. This will reduce database errors due to incorrect tag numbers captured visually.



*QUICK TIP

A myMLA account can provide access to your NLIS and LPA accounts with just one log-in. Link your accounts today.



find out more here



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STEP 1: Once logged in, select the species you are working with. Under the 'notify the database of:' section select the action 'Livestock moved **off** my property' or 'Livestock moved **onto** my property'. Click 'Go'

Which livestock do you want to work with?
I want to work with

What do you want to do today?
I want to

- Change my types of livestock
- View/edit my account details
- Notify the database of:**
 - Device status
 - Livestock moved off my property
 - Livestock moved onto my property
 - Livestock that have died on property
 - PIC reconciliation
 - Replaced tags
 - Transfer correction
- Reports**
 - Audit property (producers and regulators)
 - Beast enquiries
 - Carcase feedback query
 - Search the PIC register
 - View devices on my property
 - View large report results

STEP 2: Click 'type in the details' and then enter details in the compulsory fields (marked with a red star). Click 'Continue'.

Enter the details Step 1 2 3

1 Enter the livestock you want to move
Type the visual number (NLISID) or electronic number (RFID) in the box below. Press the 'Enter' key after each device number.

*

999 999999990009
999 999999990008
999 999999990007

2 What PIC are you moving them from?
Enter the source PIC in the field below.

*

3 What PIC are you moving them to?
Select your destination PIC below.

4 What is the NVD/Waybill number?
Enter the NVD/Waybill number in the field below.

5 When were the livestock moved?
Choose the date below.

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***QUICK TIP**

When manually entering NLIS ID or RFID numbers ensure there is one number per line, as per the example. For RFIDs, leave a space after the first three digits e.g. 982 000025884234.

For more Quick Tips, click the Help buttons for each field to see a pop-up window of information relevant to that question.

STEP 3: Confirm all details you have entered are correct, and then submit the information to the database by clicking 'Send'.

Confirm details Step 1 2 3

If these details are correct, click 'Send' to continue. If they are incorrect, click 'Back' to change them.

You are about to record the movement of the following livestock from PIC: **QBZZ2222** to PIC: **Q1ZZ0000** with NVD/Waybill: **39465321** on **09/08/2021**

NLISID/RFID
999 999999990009
999 999999990008
999 999999990007

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STEP 4: The database will provide a receipt on-screen. It's recommended to record the Upload ID (or to print this receipt for reference) and click 'View my transaction' history to confirm the status of your transaction.

Receipt Step 1 2 3

This receipt confirms you have sent your transaction details to the NLIS database.

Your reference number for this transaction is
Upload ID: **82859663**

When the NLIS database has processed your information, an e-mail will be sent to **producer.nlis@gmail.com** letting you know if the transaction was successful or if there was a problem. This usually takes a few minutes.

The phone number for the NLIS Database Helpdesk is **1800 683 111**.

[▶ Help](#)

[▶ Print this receipt](#)

[▶ View my transaction history](#)

[▶ Submit another upload](#) [▶ Back to home](#)



***QUICK TIP**

To ensure the transfer was received by database, click 'View my transaction history' to check the status of your 'Upload ID' is marked as Complete. If another status is shown, you will need to read the generated email for specific details about the outcome. These other status notes may be:

- Warning: the transfer is complete but a tag or tags were marked with a message that you will need to investigate / review.
- Error: One or more tags were not able to be moved and need your review / investigation.
- Failure: Technical issues occurred with the database and the movement was not completed.
- Bad Format: There were errors in the preparation of the .csv Microsoft excel file. Review and or contact ISC Customer Service on 1800 683 111.

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