

January 2014

Livestock movements (non-written authority)

- **Type in the details method** ... **Page 2**
- **Upload a file method** ... **Page 3**



If you must record livestock movements for someone else's property, but their PIC is not linked to your database account, use the **Livestock moved (non-written authority)** transaction to notify the database.

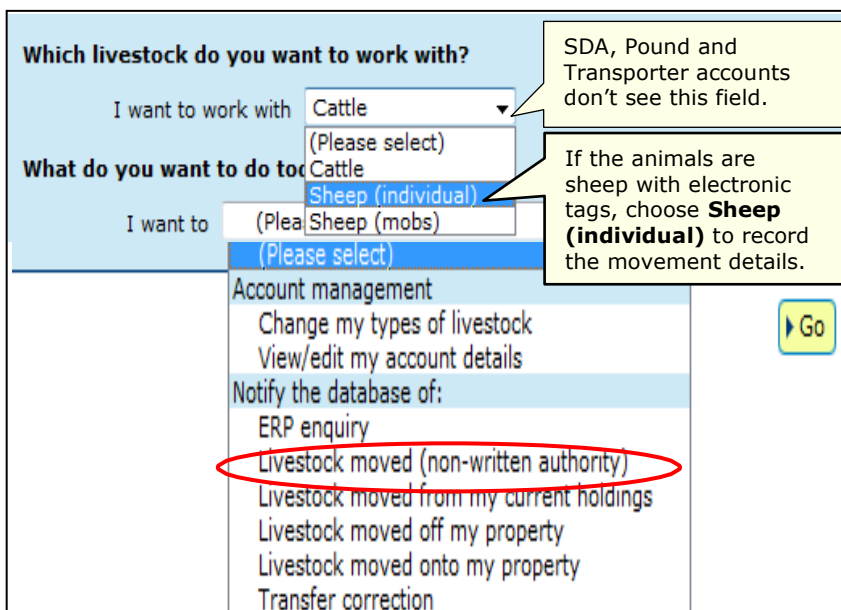
Stock agents may need to do this for paddock sales or when they offer device reading services for clients.

If you can't see the **Livestock moved (non-written authority)** on the home page for your account type, send email to the NLIS Helpdesk at support@nlis.com.au to request that this option be added.

Note: If the animals are identified with **visual** tags, use the **Mob-based moved (Non-written authority)** transaction instead, so that the movement details recorded relate to a mob rather than individual animals.

Login to the database at www.nlis.com.au

- 1 Enter your NLIS **user ID** and **password** and click 
- 2 Select **Cattle** or **Sheep (individual)**.
- 3 Select **Livestock moved (Non-written authority)** and click 



Which livestock do you want to work with?


I want to work with

What do you want to do today?

I want to

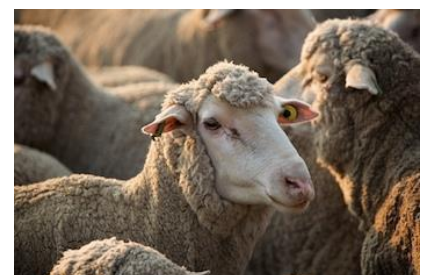
Account management

- Change my types of livestock
- View/edit my account details
- Notify the database of:
 - ERP enquiry
 - Livestock moved (non-written authority)**
 - Livestock moved from my current holdings
 - Livestock moved off my property
 - Livestock moved onto my property
 - Transfer correction

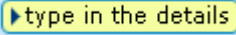
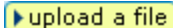


SDA, Pound and Transporter accounts don't see this field.

If the animals are sheep with electronic tags, choose **Sheep (individual)** to record the movement details.



- 4 Choose **one** of two methods:

-  type in the details to type or paste details on the screen ... see page 2
-  upload a file to upload a movement file from your computer ... see page 3

Type in the details method

Use this method to record the **same** details for all the animals. You can move live cattle or sheep **onto** or **off** a property or move dead animals **off** a property.

Note: The **screen name** could be *Livestock moved (non-written authority)*, *Livestock moved (non-written authority) – Cattle* or *Livestock moved (non-written authority) – Sheep (individual)*.

1 Enter details in the **compulsory** fields*

Type tag numbers here. Press **Enter** ↵ after each tag to move that tag number to the large box below. You can enter the NLISID number (printed on the tag) or the electronic RFID number (the chip inside the tag). The RFID and NLISID number are linked and the database derives the **device type** from the 10th NLISID character, e.g. 3HSET005XBC00060 (cattle breeder), 3CPWG015XSG12345 (sheep breeder) etc. If you enter RFIDs, **leave a space** after the first three digits e.g. **951 000000789068**

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.

* 982 000038803921

982 000038803726
982 000038803763

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

If your state NLIS authority requires an **NVD** or **Waybill**, you **must** provide the number. Otherwise, this field is empty.

▶ Help

8 What is the authoriser's last name?
Enter the authoriser's last name in the field below.

* Chambers

Type their last name.

▶ Help

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

* 20 ▾ Oct ▾ 2011 ▾

▶ Help

9 Authorisation

* I warrant that I am authorised by the authoriser named here to notify MLA of this transfer on their behalf. I acknowledge that I am liable for all losses and damages arising out of this warranty being incorrect and indemnify MLA for those losses or damages.

▶ Help

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

* 3MUHB064

▶ Help

6 What is your authorisation level?
Select your authorisation level below.

* 1 - Vendor Authorisation

(Please select)

▶ 1 - Vendor Authorisation
▶ 2 - Buyer Authorisation
▶ 3 - Vendor and Buyer/Other Authorisation

7 What PIC are you moving them to?
Enter the destination PIC below.

* NA023191

▶ Help

7 Enter the authoriser's first name in the field below.

* Beverley

Type the first name of the **person who authorised you** to record the movement.

If the animals are dead, type **DECEASED** here to move those tags **off** the PIC. If you have a Third party account, you can use the **Livestock that have died on property** transaction to move dead animals off a PIC linked to your account.

◀ Back
***'Back' returns to the previous screen. You will lose any data you entered above.**
▶ Continue

2 Click ▶ Continue to proceed, or click ◀ Back to return to the previous screen.

3 Follow the prompts to **confirm the details** and ▶ Send them to the database.

4 On the **Receipt** screen, click ▶ View my transaction history to check the **Upload status** of the file.

Upload a file method

Use this method to record the same or **different** details for the animals. You can move live cattle or sheep **onto** or **off** a property or move dead animals **off** a property. A file may be faster if there are many animals.

Note: The **screen name** could be *Livestock moved (non-written authority)*, *Livestock moved (non-written authority) – Cattle* or *Livestock moved (non-written authority) – Sheep (individual)*.

Create and save a file on your computer

Use a program like Microsoft Excel or Notepad to create a file and save it on your computer to upload later. In the **Excel** example below, **compulsory** fields are shown in black (you don't need to shade cells).

Note: For this transaction, each upload file you submit may contain a maximum of 10,000 devices.

- 1 Use columns **A-I** for each animal.
- 2 Enter the details for each animal/tag in a **separate** row.
- 3 Save the Excel data on your computer as a **CSV** (Comma delimited) file.

For RFIDs, **leave a space** after the first three digits e.g. e.g. **982 000038803921**

If there is no **NVD/Waybill** leave column **D** empty.

This is the **person who authorised you** to record the movement (not your name).

Type **1** (one).

	A	B	C	D	E	F	G	H	I
1	982 000038803921	3MUHB064	NA023191		20/10/2011	2	Beverley	Chambers	1
2	982 000038803726	3MUHB064	NA023191		20/10/2011	2	Beverley	Chambers	1
3	982 000038803763	3MUHB064	NA023191		20/10/2011	2	Beverley	Chambers	1

NLISID or RFID
(15-16 characters)

From PIC

To PIC

NVD/Waybill

Movement date

Authority
(1, 2 or 3)

Authoriser's first name

Authoriser's last name

Authorisation I warrant that ...

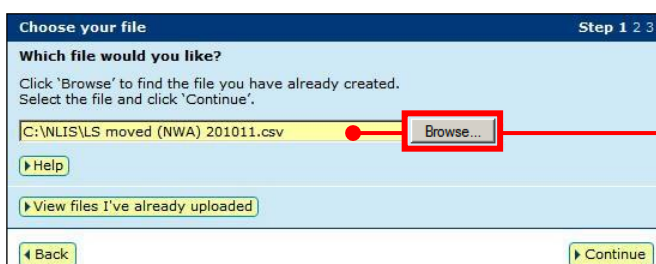
LS moved (NWA) 201011 - Notepad

```
982 000038803921,3MUHB064,NA023191,,20/10/2011,2,Beverley,Chambers,1
982 000038803726,3MUHB064,NA023191,,20/10/2011,2,Beverley,Chambers,1
982 000038803763,3MUHB064,NA023191,,20/10/2011,2,Beverley,Chambers,1
```

Use commas to separate fields in a Notepad file.
If there is no NVD, leave that field empty.
Press **Enter** to start a new row for the next animal.
When you finish, save the file in **TXT** (text) format.

Upload the file to the database

- 4 Select **Livestock moved (non-written authority)** from the home page and click **Go**
- 5 Click **upload a file** and then click **Browse** to find the file saved on your computer.
- 6 Select the correct file and then click **Open** to display the path name here.



- 7 Click **Continue** to proceed, or click **Browse** again to choose a different file.
- 8 Follow the prompts to **confirm the details** and **Send** them to the database.
- 9 On the **Receipt** screen, click **View my transaction history** to check the **Upload status** of the file.