



## NAIT Animal Registrations and Movements

HerdMASTER 4 can be used to Register animals, Submit Movements and Confirm Movements with NAIT. To do this HerdMASTER communicates directly with the NAIT system via the internet.

### Setting up HerdMASTER for NAIT

#### Import EID Tags

In order to use HerdMASTER for NAIT transactions and EID number must be loaded in HM4 against the animal. This is the 16 digit Electronic ID stored inside the NAIT RFID tag.

The easiest way to get the EID numbers in your HerdMASTER database is to import the Tag bucket File that lists the Visual Tag ID paired with the EID. See the separate Tip Sheet for importing Tag buckets or contact PBB for assistance with doing this.

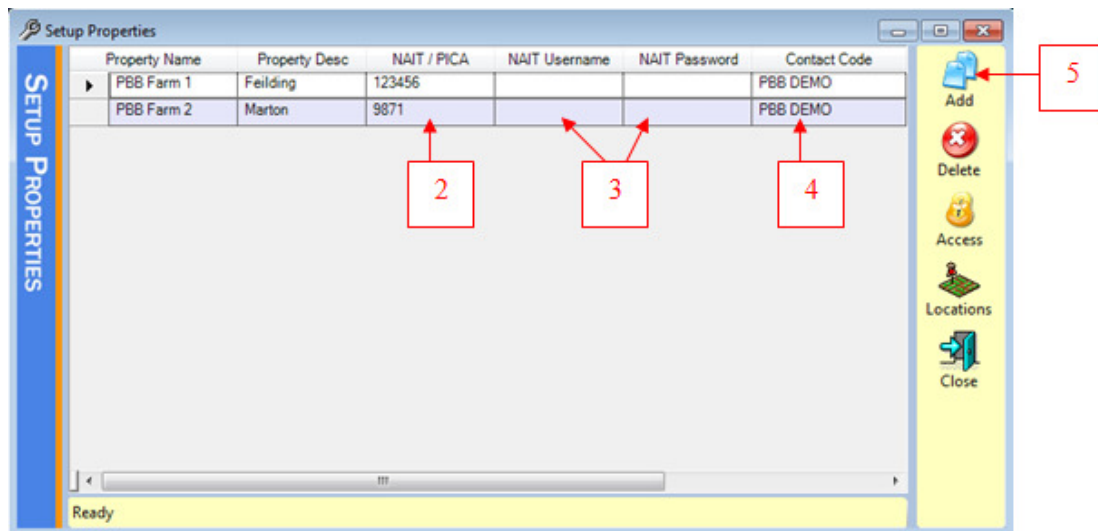
The screen shot below shows a list of animals with their EID numbers loaded, except for animal 09895 which does not have an EID loaded.

Animal Tag	Date Of Birth	Birth Year	EID/NAIT ID	Sex Code
09130	23/07/2009	2009	982 001358277429	MALE
09134	30/07/2009	2009	982 001358277083	FEMALE
09144	09/08/2009	2009	982 001358288932	MALE
09150	14/08/2009	2009	982 001358277137	MALE
09155	22/08/2009	2009	982 001358277162	MALE
09159	25/07/2009	2009	982 001358242324	MALE
09164	30/10/2009	2009	982 001358277091	MALE
09895	11/09/1998	1998		MALE

#### Properties

For each NAIT number you have, a Property needs to be setup for it in HerdMASTER so you can assign a NAIT number to it.

1. Click *Setup / Properties / Setup Properties* to see your Property(s).



2. Fill in the NAIT number for the first Property
3. Type in your NAIT website Username and Password.  
*Note: these are case sensitive*
4. Select the contact code for yourself.
5. If you need to add additional Properties click the Add button

## Registering Animals with NAIT

### Overview

Each EID Tag ordered is recorded against the purchaser's AHB number. The tag manufacturer provides NAIT with the Details of all EID tags they make. These are loaded into the NAIT system against your NAIT number as 'Unused Tags'.

The Register animal process is used to advise NAIT that the Tag has been applied to an animal at which point the tag's status then becomes 'On Animal'.

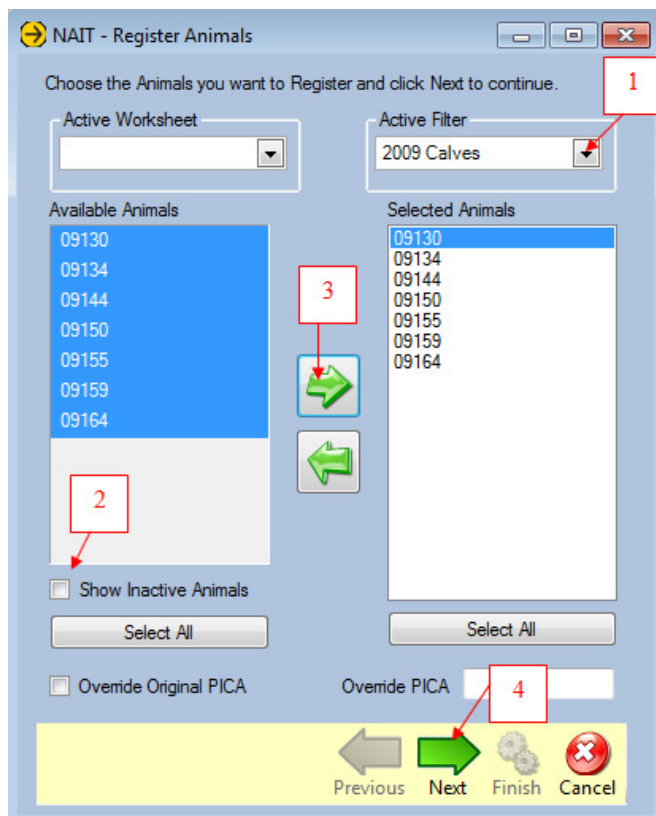
For cattle that existed prior to 1 July 2012 NAIT requires these to be tagged with an EID NAIT tag and registered with NAIT within 3 years.

Animals born after 1 July 2012 must be tagged and Registered within 180 days of Birth.

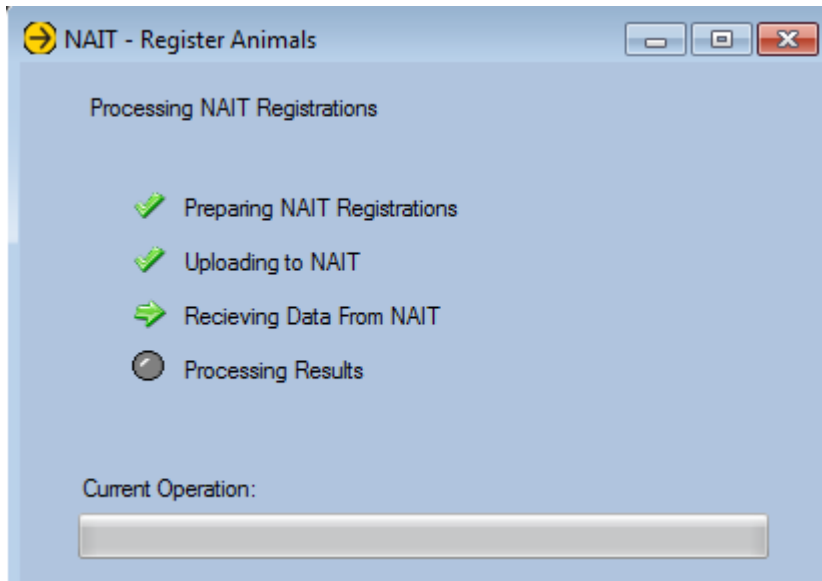
### Registering Animals with NAIT

The suggested method is to register animals in Birth Year groups. To do this you will require a Filter setup for the Birth year you are going to register.

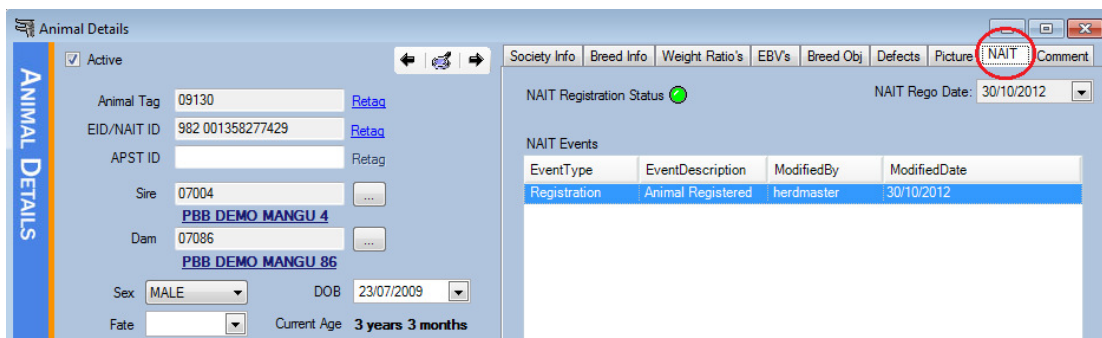
1. Click *NAIT / Register Animals*
2. Apply the filter for the Birth Year group
3. Ensure Show inactive is not ticked – so only active animals are included
4. On the left hand side click Select All, then click the right green Arrow, then click Next



5. The Registration screen will then be displayed showing the list of animals you are about to register, and your NAIT number showing in the Current PICA column. Check this data is correct.
6. Your NAIT User ID and Password should have been prefilled using the information you entered under Setup Properties.
7. Click Next to send the Registration to NAIT, the below progress screen will be displayed showing the communication between HerdMASTER and the NAIT system.



8. Check the results of the registration requests. Scroll to the end of the list of animals to check for any animals that may have had an error during the registration process. Click Finish.
9. Registration is now complete. You can view the NAIT registration Status of an animal in the animal Details screen under the NAIT tab as shown below.



## Recording Animal Movements Overview

### Overview

NAIT require notification of any movement of animals between properties with different NAIT numbers. **Notification is required within 48 hours of the physical movement of the animal.** Notifying NAIT of animal movements is exclusively in relation to the physical movement of the animal, as opposed to when ownership of the animal changes.

There are two parts to recoding an animal movement with NAIT. The sender must notify of the movement, and the receiver must confirm they have received the animal.

If you have more than one NAIT number, you must advise NAIT of all animal movement between properties with different NAIT numbers.

HerdMASTER provides three methods for submitting Movements to NAIT:

- From Animal Movements entered within HerdMASTER
- From Animal Sales entered in HerdMASTER
- Manually submitting movements to NAIT without recording in HerdMASTER

### From Movements

Takes movements you have entered *in Data Entry | Sales* to record movements between your own properties and sends this information to NAIT. Therefore this will most likely be used by people with more than one NAIT number.

### From Sales

Takes Sales of animals you have entered *in Data Entry | Sales*, to advise NAIT of animals you have sold and have been transported to another property.

### Manual movements

Allows you to directly submit a movement of animals directly with NAIT without recording the Details of the movement or sale within HerdMASTER.

## Submitting NAIT Movements from HerdMASTER Movements

1. Record the animal movements using *Data Entry | Movements*
2. Click *NAIT | Submit Movements*
3. Choose 'Online' for the submission method and click Next
4. Choose 'Select Movements Records from the Movements Table' and click Next
5. Select the Date you recorded the Movement on and click Find Animals

Submit Movements to NAIT

Select Movements to Submit

Please use the selection tools below to filter the list of movements, then select the rows you wish to move and click Next to continue.

Selection Criteria

Use the options below to filter your Animals Movement's you can use any combination of the options below

From PICA

Movement Date Tuesday , 30 Octobe

To PICA

Find Animals

Animal Tag	EID/NAIT ID	From_PIC	To_PIC	Movement Date
▶ 09144	982 00135828893	123456	9871	30/10/2012
09130	982 00135827742	123456	9871	30/10/2012
09134	982 00135827708	123456	9871	30/10/2012

Select All Unselect All Back Next Cancel

6. The list of animals moved on this date will be displayed, along with the PIC(NAIT) number they have moved From and To.
7. Check the details are correct and click Select All, Next and Next.
8. HerdMASTER will then communicate with NAIT to submit the movement. When complete click Next and check the Results screen for any issues encountered. Then click Finish

## Submitting NAIT Movements from HerdMASTER Sales

### Contacts

HerdMASTER provides a place to record your Contacts NAIT numbers which makes it easy to record Sales and movements of animals to them. This also means you have a record of their NAIT number for future movements.

### Setup a Contact for NAIT

1. Click *Contacts* | *View/Edit contacts*
2. If they are a new contact, click the *Add* button to create a new contact first.
3. If the person is already entered as a contact, find them in your list and double click to open the *Contact Details* screen.
4. Click on the 'Additional info' Tab and enter their NAIT number in the NAIT/PICA box. Then close the *Contact Details* screen.

The screenshot shows the 'Contact Details' window. The 'Additional Info' tab is highlighted with a red circle. Below the tabs, the 'NAIT/PICA' field is also circled in red. The form includes the following fields: Contact Code (SmithJ), Company Name (Royal Fam), Property Name, Title, Firstname (John), Surname (Smith), Partner, Home Phone, Email, Group Code 1, Group Code 2, and an Inactive checkbox. A placeholder image shows a silhouette with the text 'There are no images for this Contact click the Add button to add one'. The bottom navigation bar includes Address, Contact Info, Additional Info, Diary, Pictures, Sales, Purchases, Worksheets, and Embryo Sales.

### Process for Submitting NAIT Movements from HerdMASTER Sales

1. Record the animal Sales using *Data Entry* | *Sales*.  
*Note: Record the Sale Date as they day the animal ownership changed, which may be different to the day the animal physically moved*
2. Click *NAIT* | *Submit Movements*
3. Choose 'Online' for the submission method and click *Next*
4. Choose 'Select Animals from Animal Sales' and click *Next*
5. Select the Date of the Sale, and if you had multiple sales on this day, you can also select the buyer to refine your search for sales further.
6. Click *Find animals* to display the list of animals sold on this day.

Select Movements to Submit from Sales

Please use the selection tools below to filter the list of animal sales, then select the rows you wish to move and click Next to continue.

Selection Criteria

Use the options below to filter your Animals. You can use any combination of the options below

Sale Date: 10/10/2012

Agent: [Dropdown]

Buyer: [Dropdown]

Find Animals

Animal Tag	Sale Date	Buyer	Agent	Transporter	Sold
09150	10/10/2012	SmithJ			1800

Select All Unselect All Back Next Cancel

7. Select the animals you wish to submit a movement for and click Next
8. The next screen shows the animals and the 'From' and 'To' NAIT numbers. The Movement date defaults to the Sale Date you entered. If the movement date is different to the sale date, set the Overwrite Transfer Date to the date of the physical movement and tick the 'Overwrite Transfer Date' box. The movement Date next to each animal will update.
9. Once you have checked the animals, 'From' and 'To' NAIT numbers along with the date of the physical movement, click Next to submit the movement to NAIT.

Generate Movement Submission

NAIT Login Details

UserName: [Text Box] Password: [Text Box]

Change XML File Details

Overwrite From PICA [Text Box]  Overwrite To PICA [Text Box]

Overwrite Transfer Date: 31/10/2012

EID	Animal Tag	FromPIC	ToPIC	Movement Date
982 00135827713	09150	123456	998877	10/10/2012 12:00:00 a.m.

Back Next Cancel

10. HerdMASTER will then communicate with NAIT to submit the movement. When complete click Next and check the Results screen for any issues encountered. Then click Finish.



## Submitting NAIT movements Manually from HerdMASTER

Only use this method if you do not wish to record information in HerdMASTER regarding movements of animals or sales. This method simply provides a way to advise NAIT of animal movements without storing any records locally in HerdMASTER.

1. Click *NAIT / Submit Movements*
2. Choose 'Online' for the submission method and click Next
3. Choose 'Select Animals to move and manually specify movement details' and click Next
4. Select the 'From PICA' for the property the animals departed from.
5. Select the 'To PICA' for the property they are going to. You can type in a PICA (NAIT number) if they movement is to a property other than your own.
6. Select the Date the animals moved.
7. Apply a Filter or Worksheet to help locate the animals you wish to submit a movement for.
8. Highlight the Animal(s) to submit a movement for and click Next and Next again.

Submit Movements to NAIT

Specify Movement Details

Movement Details

From PICA 9871 To PICA 554466 Date 31/10/2012

Active Worksheet

Active Filter 2009 Calves

Animal Tag	Date Of Birth	Sex Code	Sire Tag	Dam Tag	Recip
09150	14/08/2009	MALE	05524	04023	
09155	22/08/2009	MALE	2113300652	07088	
09159	25/07/2009	MALE	USA013448453	2104310221	
09164	30/10/2009	MALE	2113300666	1915010790	
19150009135	31/07/2009	MALE	16932004379	06065	
19150009136	01/08/2009	MALE	16932004379	97424	


Select All Unselect All

Back Next Cancel

9. HerdMASTER will then communicate with NAIT to submit the movement. When complete click Next and check the Results screen for any issues encountered. Then click Finish.

## Confirming NAIT Movements

1. Click *NAIT / Confirm Receiving Movements*. HerdMASTER will open the NAIT website and log you in.
2. If you have any outstanding Movement confirmations you will see the below message. This will include outstanding confirmations from Movements you have Sent and those you have received.



**The following movements need your attention:** ?

2 incomplete movements to resolve

3. Click on View & Resolve Button to see the list of outstanding confirmations
4. Click on the View & Edit button to see the details of the Movement. From here you can confirm the movement as correct

### Confirming receipt without a Send being recorded with NAIT

If you have received animals, but the sender has failed to submit the Movement details with NAIT, you can complete the receiving of the animals without the Send being recorded.

For this you will need to know the EID tag number of the animal or the AHB number of the person or originally tagged the animal and Visual tag number.

Examples:

EID number such as: 982 000196443690

AHB + Visual such as: 4018266-12-168

1. Click *NAIT / Open NAIT Website*
2. Click on your NAIT number
3. Click Record NAIT Movement
4. Click Receiving Movement
5. Enter the NAIT number of Property the animals came from
6. Enter the Date they arrived and click Continue
7. Click Enter Animal Tag details
8. Enter the Animal Tag(s) and click Continue
9. Click continue to create the movement