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Moving your cattle

5.1 What is a cattle movement?

A cattle movement takes place when live cattle move 'on' or 'off' a holding. Some examples are:

- a private sale where an animal moves 'off' one farm and 'on' to another;
- moving from a farm to a slaughterhouse, market, showground, knacker's yard or hunt kennel;
- moving from a market or showground to a farm; or
- moving between separately managed herds at the same farm.

Remember: You must tell us about movements within three days.

You need to tell us when an animal moves but you only need to tell us your half of any movement. For example, when an animal leaves your holding you need to tell us that it has left but not where it has gone to, and when an animal comes onto your holding you need to tell us that it has arrived but not where it came from.

Remember that your farm register must have details of the other movement – where the animal came from or where it moved to.

In Scotland, the market may help to send your movements for you electronically. Slaughterhouses may also do this. Please check with them that they are reporting the movement to or from your holding for you. If they are not doing this for you, you must report the move. Please make sure you give us the correct information.

It is against the law to move an animal, which is incorrectly tagged and does not meet the relevant tagging rules.

You must make sure that the animal has its correct identification documents with it when it moves holdings, and give them to the new keeper. It is against the law to move an animal without its official documents.

You do not need to send us movement information if the animal dies on your holding.

5.2 Why we have to be told about 'on' and 'off' movements

If only one person has to tell us about a movement, and they forget to do so, the information on CTS may be wrong. By law, we must be told about both 'on' and 'off' movements.

5.3 Standstills

Since the 2001 foot-and-mouth outbreak the movements of animals have been restricted. This is to reduce the risk of spreading disease within livestock.

For current details of the restrictions, please contact your local Animal Health Office or Divisional Office or look on the Defra website at www.defra.gov.uk.

5.4 Different ways to tell us about cattle movements

You can tell us about movements in the following ways.

- On the internet using CTS Online.
- On the internet using CTS Web Services.
- Using an agent.
- E-mail by Standard Interface Specification (SIS).
- Movement card – these are included in the passport for the animal (for animals born or imported after 28 September 1998), or on the certificate of registration (COR) for older animals.

You must complete a movement summary page in the passport whichever method you use to tell us about a movement.

5.5 How to tell us about cattle movements

a CTS Online

It's quick and easy to use when you want to. It reduces paperwork and as it validates some of the information, there is less chance of mistakes being made. You can also use it with some farm software packages, and it's free—we don't charge you for using it.

b CTS Web Services

This is a quick and easy way to let us know your movements using your farm software package. You only input your information once and you can print off a receipt for your records.

This method is accurate as it pre-validates some of the information you send us, which saves time correcting errors. We don't charge you for sending us information in this way.

c Using an Agent

You can now use an agent to act for you, and report your movements using CTS Online. Please read section 8.3 for more information.

d E-mail

The Government has published guidelines called Standard Interface Specification (SIS) which sets out how the information must be sent. If you want to use SIS you must register with Defra. You can get more details from our helpline, but we recommend CTS Online or Web Services which are easier to use than email.

e Movement cards

You can tell us about movements using the movement cards, which are included in the cattle passport for the animal (CPP13).

Only use **black** ink to fill in movement cards.

To fill in a movement card you should:

- tick either the 'on' or 'off' movement box;
- write the movement date in the movement box;
- attach the holding's bar-code label;
- sign the card; and
- remove and post the movement card.

You do not need to put a stamp on the movement card – we have already paid the postage.

If you need to send us more than one card at any one time, please use the prepaid envelopes we have sent you. If you need more envelopes, please contact us and we will send you some. If you are a new keeper, you will receive a supply of movement envelopes with other new keeper information we send you.

Don't forget you also need to fill in the movement summary in the passport.

If you need any help on how to fill in the movement summary or movement cards, please phone us.

5.6 How to fill in a movement summary

a A chequebook-style passport

The image shows a sample of a 'Movement Summary Crynodeb Symud' form, which is a chequebook-style passport. The form is divided into two main sections, each for a holding. Each section contains fields for 'Holding / Daliad', 'Date of movement ON holding / Dyddiad CYRRAEDD y daliad', 'Signature Llofnod', and 'Date of movement OFF holding OR through market / Dyddiad YMADAEL â'r daliad NEU lynd drwy'r farchnad'. Arrows point to the 'Signature Llofnod' and 'Date of movement OFF holding' fields in both sections. A vertical box on the left side of the form contains the text: 'STICK on your holding address label, DATE and SIGN. GYNGWCH label eich daliad y daliad, rhowch y dyddiad a'ch LLOFNOD'. Below the form, the text reads: 'When you buy an animal you must: attach a bar-code label; enter the date the animal moved 'on' your holding; and sign this section.'

When you buy an animal you must:

- attach a bar-code label;
- enter the date the animal moved 'on' your holding; and
- sign this section.

If the animal moves 'off' your holding, you must also fill in the date of the 'off' movement and sign this page again.

Whenever you take an animal to market it counts as a movement 'off' your holding, even if it is not sold there. Whenever you bring an animal from a livestock market it counts as a movement 'on' to your holding, even if it was one you took and did not sell. So, you should send us a movement card for each 'on' and 'off' movement. If you live in Scotland, please read section 5.1.

You must fill in the movement summary, and fill in and send us the movement card before you give the passport to the next keeper, including a livestock market.

Slaughterhouses need to report movements of animals 'on' to their premises. In Scotland, slaughterhouses also need to report movements of animals leaving their premises if the animals move 'off' without being slaughtered. Animals in England and Wales may not leave the slaughterhouse once they have arrived.

We encourage all keepers, livestock markets and slaughterhouses to report movements by computer, rather than by using movement cards. Electronic notifications are faster and more reliable than post.

b Animals with certificates of registration

Fill in the movement card in the same way as a CPP13 (chequebook-style passport).

If an animal has a certificate of registration and a blue and green passport, you must also fill in the movements summary section on the passport.

5.7 Movements to and from shows

Since the 2001 outbreak of foot-and-mouth, all movements 'on' and 'off' showgrounds must be reported to us. When an animal moves to and from a showground, you need to do the following.

- Report a movement 'off' your holding.
- The show secretary reports movements 'on' and 'off' the showground.
- Report the movement back 'on' to your holding.

You must fill in the movement summary section on the passport for your 'off' and 'on' movement. The show secretary must fill in the movement summary for the movement 'on' and 'off' the showground. Please check with the show secretary for any local arrangements they may have in place.

Remember: You must tell us about movements within three days.

a Reporting show movements

You can report movements using CTS Online, CTS Web Services or Agent Access instead of using the movement cards.

b Documents you must take to the show

For each animal that you take to the showground, you must have one of the following documents.

- A chequebook-style passport (CPP13).
- A certificate of registration (CHR3 or COR).
- An old-style (blue and green) passport (CPP1) and a certificate of registration.

Without the correct document, the show secretary will not be able to accept the animals, report movements to us or record movement details in the passport.

5.8 Movement licences for calves

You cannot move any live calf without a full passport. If you need to move a calf for welfare reasons or for exceptional circumstances such as flooding or fire before you receive its passport, you must contact us straight-away.

You will need to give us:

- information requested on a cattle passport application form (CPP12), sections two and three;
- movement information; and
- information about the new keeper of the animal.

We will send a movement licence to you either by post, fax or email. You must send the movement licence with the animal when it moves and the new keeper must return it to us.

If the information you have given us passes our validation checks, we will send a passport to the new keeper. If the information does not pass our checks, we will contact you and the new keeper in order to correct the information. If we are unable to correct the information, we will issue the animal with a notice of registration (CPP35).

This only applies to calves under 27 days old. It does not apply to calves that have been refused a passport already.

5.9 If an animal is lost or stolen

You must report the loss or theft of an animal to the police. You should return the passport or COR to us within seven days of becoming aware of the loss or theft. If the animal is later recovered, you must contact us for a replacement passport.

5.10 Movements of hire bulls

Whenever a hire bull leaves your holding, even for a short period of time, you must report it as a movement 'off' and give the passport to the new keeper. The keeper hiring the bull must also report the movement 'on' to their holding. The passport must always be kept with the keeper of the hire bull.

When the hire bull returns to your holding, the movements 'off' the previous holding and 'on' to yours must be reported to us.