Guidance for keepers in England
Rules for identifying sheep and goats

9 July 2005
Please read this guidance carefully. It is important that you follow the new rules as:

• it will help us trace where animals have come from;
• it will help us stop the spread of animal diseases;
• from 1 January 2006, animals that are not properly identified may not be allowed into the food chain; and
• if you do not follow the rules, you may not be able to collect your full subsidy payment.
Guidance for keepers in England
Rules for identifying sheep and goats

9 July 2005
A short summary of the requirements

Ear tags (see paragraphs 12 to 24)

- UK tag – applied at the ‘holding of birth’ (HOB).
- baseline S tag – applied in certain circumstances to animals not on their HOB who are not already identified with an individual number.
- S tag – applied when moving animals off a holding which is not their HOB.
- R tag – applied when an animal has lost a UK, baseline S, F or R tag.
- F tag – applied to an animal imported from outside the European Union (EU), on the first holding it arrives on.
- X tag – applied to an animal before being exported if it is not being identified with two identical UK marks.

Flock or herd records (see paragraphs 51 and 52)

You must:

- start each new record on 1 January each year;
- fill in the record within 36 hours of moving the animals on or off your holding; and
- use one line to record the details of the movement for each batch of animals.

Movement documents (see Annex C)

You must:

- fill in a movement document each time you move animals between your holding and another holding; and
- fill in all relevant sections of the movement document.

You don’t need to fill in a movement document for moves to see a vet.

If you are the keeper receiving the animals, please send the document to the local authority within three days of the move.

Holding registration (see paragraphs 4 to 10)

If you have any land that only you manage or control, but which is over five miles from your main site, we now treat this as a separate holding so you must get an extra County Parish Holding (CPH) number for it. If you do not need UK or S tags for your holding, or if you rent land from someone else and they are not willing to let you get a CPH number, you can apply for a temporary CPH number. If you get a temporary CPH, when you identify animals born on this land you should use the flock mark of your main holding.
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Why we are introducing new identification rules for sheep and goats

On 9 July 2005, a new European law came into force which has introduced a new system of identifying sheep and goats. We already have temporary permission (until May 2006) not to follow the requirement to double-tag animals. By following the requirements set out in this document, you can help to make sure that we do not have to double-tag animals until 2008.

A summary of the main changes

- You may now have to record some movements within your business. We give full details in the section ‘Reporting sheep movements’ (see paragraphs 1 to 10).

- You must apply a UK ‘holding of birth’ ear tag to an animal before it is first moved from the holding it was born on (its ‘birth holding’), or before:
  - it is six months old, if it is farmed intensively (housed overnight); or
  - it is nine months old, if it is farmed extensively (not housed overnight);
  whichever is sooner.

- If you applied a tattoo before 9 July 2005 that you can no longer read, you can replace it with another tattoo.

- We can no longer accept temporary (paint) marks for identifying sheep and goats.

- We must approve all ear tags used for official identification purposes.

- From 5 December 2005, when you order your ear tags we will allocate (give you) ear tag numbers automatically, using our database.

- As the keeper, at the beginning of each year, you must make an inventory of all sheep and goats on your holding.

- We are introducing a slightly revised flock or herd register for all keepers.

- Sheep and goats born after 9 July 2005 must be double-tagged for trade with other countries in the European Union or for export to countries outside the European Union.
1. In most cases, you will need to fill in a movement document when moving sheep and goats.

2. The cases where you don’t have to fill in a movement document are:
   - any movement within your farm where the animals are moving across land only you manage or control; and
   - any movement within your business to or from your main site where the distance moved is within five miles of your main site.

Figure 1: What a holding is made up of and how to work out the five-mile boundary

3. Figure 1 above shows how to work out the five-mile boundary. You should measure the five-mile distance ‘as the crow flies’ (in a straight line) from the nearest borders between the main site and the land. We consider any land that is partly within five miles of the main site to be within the main holding. All fields that we consider to be part of the same holding are shown as light green in the diagram. We consider fields shown as dark green to be separate holdings.
Holding Registration

Registering holdings

4. All land where sheep and goats are kept must now be registered. Even if you keep only one or two animals, you must register your holding within one month from the time you first keep animals there. Any separate parcels of land only you manage or control over five miles from your main site will need a separate CPH identifier.

5. You can register land by:
   - getting a full CPH number; or
   - getting a temporary CPH number.

Full CPH number

6. You should apply for a full CPH number only if you need UK tags for animals born on the holding or S tags for animals moving off it.

7. You can get a CPH number by phoning the Rural Payments Agency on 0845 603 7777.

Temporary CPH number

8. If you move animals to land you control and manage, no animals are born on this land and you move the animals directly back to your holding, you may apply for a temporary CPH. Also, if you rent land from another keeper and they are not willing to let you have a full CPH number for that land, you should apply for a temporary CPH number. You must use this number, when reporting movements to and from that land. If we have issued a temporary CPH number you will need to apply an appropriate tag with the flock or herd mark of your main site to identify stock. Temporary CPH numbers do not have a flock or herd mark.

9. You can get a temporary CPH number from your local Animal Health Divisional Office. You can get more details from our website at www.defra.gov.uk/corporate/contacts/ahdo.htm

Common land

10. We are in the process of giving all common land a CPH number. If you are a commoner and have the right to graze your animals on a piece of common land, please contact your local Defra Animal Health Divisional Office to find out the CPH number for your common land. You will need to record this number on your movement document and flock record when you move animals to and from common land.
11. The following diagrams show the identification codes that should be included on each type of ear tag. Ear tags come in many forms and the only colour requirement we have is that the replacement (R) tag is red. Only R tags are allowed to be red. Please contact your ear tag supplier for information on which types of tag are best for your animals.

**UK (holding of birth) tag**

12. What is a UK tag?

![UK tag diagram]

The UK tag should have the following information.

- UK
- Flock or herd mark
- Individual identification number

The flock or herd mark must be the one that comes with the CPH number of the land where the animal is born. This also applies to temporary grazing. The only exception is when the animal is born on common land, in which case you should use the flock or herd mark of your home holding. The individual identification number must be unique to your flock or herd and can be up to six digits.

13. When to apply a UK tag.

For animals born after 9 July 2005, you must apply a UK tag:

- within six months of birth, if the animals are housed overnight;
- within nine months of birth, if the animals are not housed overnight; or
- before the animal moves from its holding of birth;

whichever happens first.
Identification requirements

This includes all moves, including those to slaughter, temporary grazing, common grazing, markets and so on.

For animals born on or before 9 July 2005, the previous identification rules apply. Animals must be identified with a UK mark within 12 months of birth or before the animal moves off its holding of birth, whichever happens first. For goats, this could be a tattoo.

Baseline S tag

14. What is a baseline S tag?

The baseline S tag should have the following information.

- S
- Flock or herd mark
- Individual identification number

15. When to apply a baseline S tag (see table 1 below).

If you are moving an animal off a holding that is not its holding of birth, and it doesn’t have an official tag with an individual animal number.

Identifying older animals

- Before 1 January 2001, sheep and goats did not need to be identified.
- Between 1 January 2001 and February 2003, sheep and goats were identified with a UK mark made up of the letters ‘UK’ followed by the flock mark, but no individual number.

As a result, you may own animals that do not have an identification mark needed by the new European legislation. The following table shows how to identify these animals before they move off your holding.
Identification requirements

Table 1: Identifying older animals

<table>
<thead>
<tr>
<th></th>
<th>Animals still on holding of birth</th>
<th>Animals not on holding of birth</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>No UK tag</strong> (born before January 2001)</td>
<td>UK tag with individual ID number</td>
<td>S tag with individual ID number</td>
</tr>
<tr>
<td><strong>UK tag without individual ID</strong> (born between 2001 and 2003)</td>
<td>Another UK tag with individual ID</td>
<td>S tag with individual ID number</td>
</tr>
</tbody>
</table>

Movement S tag

16. What is an S tag?

![S tag diagram]

The S tag should have the following information.

- S
- Flock or herd mark

17. When to apply an S tag

- When moving an animal off a holding which is not the holding of birth.
- This now includes moves to slaughter, to a slaughter market, to temporary grazing and to common grazing. Before the European law came into force, animals could be identified with a temporary mark but this is now forbidden.
Identification requirements

18. Exceptions to this requirement.

You do not need to apply an S tag if:

- you record the animal’s full identification number in the flock register and movement document;
- you are moving animals to and from shows or exhibitions;
- the animal already has a tag with the flock or herd mark of the current holding it is moving from;
- the animal is returning to your home holding from temporary grazing land or common land, or from dipping and shearing;
- the animal is moving to or from a veterinary clinic (no matter where they are going to); or
- the animal already has three official ear tags.

Replacement (R) tag

19. What is an R tag?

The R tag must be red and should contain the following information.

- UK
- Flock or herd mark
- Individual identification number
- R

20. When to apply an R tag

- If an animal has lost a UK, baseline S, F or a previous R tag, or the number has become difficult to read you may replace it with an R tag. See table 2 (page 16).
- If your animals are identified with an R tag, you cannot trade them with another European Union country or export them to a country outside the European Union.
F tag

21. What is an F tag?

The F tag should contain the following information.

- UK
- Flock or herd mark
- Individual identification number
- F

22. When to apply an F tag

- When identifying animals imported into Great Britain from a country outside the European Union.
- Within 14 days of the animal arriving at the holding of import.

Once an imported animal is identified with an F tag, it will come under the same rules as animals born in Great Britain.

Please see the section on importing animals (paragraphs 38-41).
Identification requirements

X tag

23. What is an X tag?

The X tag should contain the following information.

- UK
- Flock or herd mark (of the holding immediately before the animal leaves the country)
- Individual identification number
- X

24. When to apply an X tag

- If you are exporting animals outside the UK and you do not want to apply a ‘match up’ UK tag (see paragraph 44).

Please see the section on exporting animals (see paragraphs 42-46).

Temporary mark

25. You are no longer allowed to use temporary marks for identifying animals for any moves, including those to slaughter.

26. Important points:

- Animals can have no more than three official tags (typically one UK tag and two S tags). The exception to this is that you can apply an X tag as a fourth tag.
- If you keep animals that already have three tags, you can move them by recording the full identification number of the baseline tag in the flock register and movement document.
Here are some cases that may have caused confusion in the past.

**Identifying animals moving to slaughter**

27. Before the European law came into force, animals going for slaughter or to a slaughter market could be identified with a temporary mark. Since 9 July 2005, animals going for slaughter must be identified with an appropriate ear tag, depending on the holding they are leaving.

**Identifying animals born on common land**

28. Common land must now be registered as a holding. However, common land will not have a flock register or a unique flock or herd mark. If your animals are born on common grazing land, you should apply an ear tag with your own home holding flock or herd mark.

**Identifying animals born on temporary grazing land**

29. The requirement to tag animals born on land you rent from another farmer depends on the distance of the land from your main site. If the land is more than five miles from your main site, you must get a separate CPH number (see ‘Registering holdings’). If the land has a full CPH number, you must apply a UK tag with the associated flock or herd mark. If the land has a temporary CPH number, you must apply a UK tag with the flock or herd mark of your main site.

**Lost tags**

30. If you have an animal that has had a tag applied but which it has now lost or the number has become difficult to read, you must replace it as soon as possible, and definitely before you move the animal off your holding. Table 2 shows you which tags you should use to replace lost tags.
## Identification requirements

Table 2: How to replace lost tags

<table>
<thead>
<tr>
<th>If an animal has</th>
<th>Animal still on holding of birth or import</th>
<th>Animal not on holding of birth</th>
</tr>
</thead>
<tbody>
<tr>
<td>lost a UK tag</td>
<td>If you know the full identification number Replace with an identical UK tag or apply another UK tag with a different individual number</td>
<td>Apply an identical replacement</td>
</tr>
<tr>
<td></td>
<td>If you don’t know the full identification number Apply another UK tag with a different individual number</td>
<td>Apply an R tag bearing your flock or herd mark</td>
</tr>
<tr>
<td>lost a baseline S tag</td>
<td>If you know the full identification number Does not apply</td>
<td>Apply an identical replacement</td>
</tr>
<tr>
<td></td>
<td>If you don’t know the full identification number Does not apply</td>
<td>Apply an R tag bearing your flock or herd mark</td>
</tr>
<tr>
<td>lost an S tag</td>
<td>If you know the full identification number Does not apply</td>
<td>Apply an identical S tag as soon as possible</td>
</tr>
<tr>
<td></td>
<td>If you don’t know the full identification number Does not apply</td>
<td>No need for a replacement tag</td>
</tr>
<tr>
<td>lost an R tag</td>
<td>If you know the full identification number Does not apply</td>
<td>Apply an identical replacement</td>
</tr>
<tr>
<td></td>
<td>If you don’t know the full identification number Does not apply</td>
<td>Apply another R tag with your flock or herd mark</td>
</tr>
<tr>
<td>lost an F tag</td>
<td>If you know the full identification number Replace with an identical F tag or another F tag with a different individual number</td>
<td>Apply an identical replacement</td>
</tr>
<tr>
<td></td>
<td>If you don’t know the full identification number Apply another F tag with a different individual number</td>
<td>Apply an R tag bearing your flock or herd mark</td>
</tr>
</tbody>
</table>
Recording movements

31. Following the introduction of the five-mile rule, there have been some changes to requirements for recording movements.

Moves within a holding

32. If you are moving animals within a holding as defined in paragraph 3, you do not need to fill in a movement document or report the movement to the local authority. However, if the move is to land that is not physically attached to your main site but is still within the five-mile boundary, you should record the movement in your flock or herd register so that you can show where your animals are on your holding.

Moves to and from a holding that only you manage and control, and which is outside the five-mile boundary from your main site

33. When making moves such as this, you should:

- apply the appropriate official ear tag;
- record each move in your flock or herd register; and
- fill in a movement document for each move and return a copy to the local authority if you are the keeper receiving the animals.

This applies whether or not you are the owner of the land your animals are grazing on.

Moves to another keeper’s holding

34. If you are moving animals to another keeper’s holding, even if the move is less than five miles from your main site, you should:

- apply a UK tag if the animals were born on your holding, or an S tag if they weren’t;
- record the movements in your flock or herd register; and
- fill in a movement document.

Here are some specific cases which have caused confusion in the past.

Moves to shows and exhibitions or for breeding

35. Animals must be identified with an individual number. You should record this full identification number in the relevant flock or herd register and in the movement document.
Recording movements

Moves to a vet

36. Animals must be identified with an individual number but S tags are not needed. However, in an emergency, you can move animals to a vet without being identified. You should record the move to the vet in the flock or herd register, but you don’t need to fill in a movement document.

Yearly inventory

37. The new European law says that keepers must carry out a yearly inventory of the sheep and goats on their holdings. We have spoken to your industry representatives, and 1 January has been proposed for doing this. As a result, we will contact you soon to ask you how many sheep and goats you keep.
Importing animals

Animals brought in from Scotland and Wales
38. If you bring sheep or goats in to England from Scotland or Wales, they must be identified in line with the law in those countries. When animals arrive at your holding, you must record details of the move (for example, the flock mark and number of animals moved) in the flock or herd record. You should also finish filling in the movement document that arrives with the animals and return it to your local authority. To move these animals off your holding, you must follow the domestic identification rules – that is, you must apply S tags or record the full identification number in the flock or herd record and in the movement document.

Animals brought in from Northern Ireland
39. If you bring sheep or goats in to England from Northern Ireland, they must be identified in line with the law in Northern Ireland. When animals arrive at your holding, you must record details of the move in the flock or herd record. You should record the full identification number of each animal from its left ear. You must also fill in a movement document and return it to your local authority. To move these animals off your holding, you must follow the domestic identification rules – that is, you must apply S tags or record the full identification number in the flock or herd record and the movement document.

Animals imported from other European Union (EU) countries
40. Sheep and goats imported from other EU countries must now be identified with two identical identification marks (one of which must be an ear tag) with the same individual identification number. To move animals off your holding, you must record the full identification number in the flock or herd register and in the movement document. However, animals arriving from the Republic of Ireland (ROI) may have two non-identical tags. If you receive animals from the ROI, you must record both identification numbers in the flock or herd register and in the movement document.

Animals imported from countries outside the European Union
41. These animals must be identified with F tags at the first holding they arrive at in the UK. If you are the first keeper in the UK to receive them, you must tag the animals within 14 days and record the details of the move (for example, the flock mark and number of animals moved) in the flock or herd register. You must also fill in a movement document and return it to your local authority. If you want to move these animals off your holding, you should follow domestic rules and apply an S tag or record the full identification number in the flock or herd register and in the movement document.
Exporting animals (no matter when they were born)

42. If you are exporting sheep and goats either to another European Union country or to a country outside the EU, you must double-tag the animals.

43. You have a choice of how to identify your animals. In either case, if you are the person exporting the animals, you are responsible for applying the second tag. You must also fill in a movement document. You must record the address of the overseas keeper.

Two identical UK tags

44. You can apply a ‘match up’ tag. This is an identical copy (with the same flock or herd mark and individual number) of the UK tag originally applied. You can get ‘match up’ tags from ear tag manufacturers.

X tags

45. If you don’t want to apply a ‘match up’ tag, you can apply an X tag as well as the UK tag already applied. If you choose to apply X tags, please be aware that some countries may not accept animals that do not have two identical UK tags.

As a result, we advise you to contact your importer to find out which type of ‘double-tagging’ they will accept.

46. You must record the full identification number of the animals in your flock or herd register. If you apply X tags, you must record and cross-reference the full identification numbers on the UK tag and the X tag.
Ear tag approval system

47. We must officially approve all ear tags that manufacturers produce. All approved ear tags will have ‘PAS 66’ on them.

Ear tag allocation system

48. From 5 December 2005, all sheep and goat ear tag numbers will be allocated by ETAS (Ear Tag Allocation System), which is a government-run computer system.

49. When ordering ear tags for the first time from 5 December, you will be asked for an individual number higher than any numbers you have asked for before. This will help to reduce the risk of animals sharing the same identification number.

50. After your first order, ETAS will automatically give you your next numbers. These will be in number order starting from the next available number from your last order.
51. To protect the health of your farm and livestock and to make it easier to trace them, you must keep records of all sheep and goats you move on and off your holding. This also includes moves to fields within the five-mile boundary that are separate from your main site.

You must:

- fill in the record within 36 hours of moving animals on or off your holding;
- keep the records for six years from the year in which you made the last entry;
- start a new flock or herd register on 1 January every year; and
- use one line for each batch of animals you move.

52. For movements where you are the keeper of the animals throughout the move, you need to record the moves only in the flock or herd register at your home holding. These movements include the following:

- Moves within your holding to a separate piece of land;
- Returns from temporary grazing land where the animals remained under your management and control;
- Returns from common grazing land; and
- Returns from dipping and shearing.

The movement record must contain the following information:

- The date you move the animals;
- The number of sheep and goats you have moved;
- The individual identification number for moves to shows, assembly centres, for export or if the animal has more than the necessary three ear tags;
- The flock or herd number you last applied if the individual identification number is not recorded. When you move animals onto your holding, you must record the flock or herd mark of the tag that was most recently applied and the type of tag used (for example, UK or S). If you are moving animals off your holding, you should record your flock or herd mark and which sort of tag you have applied (UK or S). If you are moving animals to separate areas of land within the five-mile boundary, you should record the flock or herd mark on the animals’ UK tags;
- The haulier’s name and vehicle registration number; and
- Details of the holding the animals are being moved off and moved on to, as appropriate.

You can get a master copy of the flock or herd register from our website at:
www.defra.gov.uk/animalh/tracing/sheep.htm
Advice on tagging and tattooing

Advice on how to correctly identify animals to reduce the risk of injury, distress and infection

A.1 Should I use a tag or a tattoo?

Under the new European law, all sheep and goats born after 9 July 2005 must be identified with an ear tag. You can still use tattoos for management information but they are no longer valid for official purposes.

A.2 How many UK (holding of birth) tags do I need for each animal?

For animals staying in the UK, you need only one UK ear tag.

For animals going to another country in the European Union (EU), or for animals being exported to countries outside the EU, they must have two types of identification (that is, they must be double-tagged). The second type of identification can be an electronic transponder.

Best practice for ear tagging

A.3 What type of ear tag should I order for my animals?

There are many brands of tag designed to be suitable for sheep and goats. We now officially approve all ear tag designs using a set of quality standards and tests. Those we approve will have ‘PAS 66’ on them. As a result, you can still choose the style and brand. Remember, it is important to choose one that is suitable for the breed, size and age of the animal.

You can get a list of ear tag manufacturers from our website at: www.defra.gov.uk/animalh/tracing/sheep.htm

A.4 What about the welfare of my animals?

It is important that you carry out ear tagging correctly to protect the welfare of your animals. Following the recommended procedures will also reduce the number of ear tags that are lost as well as any associated problems. Please follow these guidelines carefully to make sure you correctly apply the ear tag and to avoid unnecessary pain or distress to your animals.
A.5 Guidelines for fitting ear tags

- The law does not set out which ear you should use for tagging, but industry representatives have recommended that the left ear of the sheep or goat should be used wherever possible.
- Make sure your operator is properly trained and competent.
- Think carefully about the best type of tags for your animals. Use a suitable style and size of tag we approve for the breed, size and age of the animal.
- Make sure the tag is fitted correctly by following the manufacturer’s instructions and use the correct pliers for the model of tag you are fitting.
- Fit tags in cool weather (where possible) to reduce ‘fly strike’ and infections.
- Make sure the animal’s head is secure to prevent jerking during tagging.
- Apply tags under hygienic conditions. Make sure the ear, tag and applicator are clean. You may want to consider using disinfectant to clean your equipment and the area you are tagging in. You may also want to consider using an insecticide on your animal, but you must take care to follow the instructions for each product used so that you meet health and safety regulations and avoid residues in meat or milk. Check that the chemical you are using does not remove the writing on the tag.
- The tag should be placed through the ear, avoiding the main blood vessels and ridges of cartilage. The different styles of tag are designed for different places in the ear. As a result, you should follow the manufacturer’s instructions for the specific tag design. Remember to allow for ear growth when fitting loop tags.
- When fitting two-piece plastic tags, always make sure the male part of the tag is fitted from the back of the ear as centrally as possible. After inserting the tag, the female part of the tag should be on the inside of the ear.
- Store unused tags in a clean container.

A.6 If you are having problems with ear tags

If you have problems with tags falling out, make sure you are fitting them strictly in line with the manufacturer’s instructions. In many cases, tags fall off because they have not been inserted correctly. If you have problems with sheep or goat tags, you should discuss these with your supplier. You should consult a vet in cases of infection. If you are still not satisfied with the performance, or if there are welfare issues, please tell the Divisional Veterinary Manager at your local Animal Health Divisional Office.

A.7 More information

If you need more information about ear tagging sheep and goats, please contact your local Animal Health Divisional Office.
Movement and tagging requirements

B1. If you are moving animals to other land on your holding

Is the land separate from your main site?  Yes ☐  No ☐

If ‘Yes’, you must record the movements in your flock or herd record.

If ‘No’, you do not need to do anything else.

B2. If you are moving animals to temporary grazing

Do you manage and control the land?  Yes ☐  No ☐

If ‘Yes’, and the land is within five miles of your main site, you do not need to do anything else.

If ‘Yes’, and the land is more than five miles away from your main site, you must:

• apply a UK or S tag;
• record the movement in your flock or herd record; and
• fill in a movement document.

If ‘No’, you must:

• apply a UK or S tag;
• record the movement in your flock or herd record; and
• fill in a movement document.

B3. If you are moving animals to another holding (including land you manage) which is more than five miles away from your main site

You must:

• apply a UK or S tag;
• record the movement in your flock or herd record; and
• fill in a movement document.
B4. If you are moving animals to slaughter or a slaughter market

You must:

- apply a UK or S tag;
- record the movement in your flock or herd register; and
- fill in a movement document.

B5. If you are moving animals to common land

You must:

- apply a UK or S tag;
- record the movement in your flock or herd register; and
- fill in a movement document.

B6. If you are moving animals to a show or an exhibition

You must:

- apply a UK tag (see note 1 below);
- record the full identification number in the flock or herd register; and
- record the full identification number in a movement document.

B7. If you are moving animals to a vet

You must:

- apply a UK tag (except in an emergency); and
- record the full identification number in the flock or herd register (see note 2 below).

Note 1: You must identify animals with an individual number. For animals born in or after February 2003, this will be a UK tag. For animals born before February 2003, this could be a baseline S tag or a UK tag with an individual identification number.

Note 2: In an emergency, where it is not possible to apply a UK tag, you must record that there is no identification mark and that the animal is being moved for emergency treatment by a vet.
Annex C

Guidance on filling in a movement document for reporting the movement of sheep or goats

You must fill in all sections of the movement document

If you are the keeper receiving the animals, you must send a copy of the movement document to your local authority within three days of the move taking place.

When to use this document

C.1 You must record all sheep and goat movements by filling in the movement document. If you are moving sheep and goats together, you must fill in a separate movement document for each species.

C.2 You must not record more than one move on this document. If you are moving many animals at the same time and you are planning on moving them in more than one trip, you must fill in a new movement document for each trip.

C.3 If you transport your animals in more than one vehicle, each vehicle should carry a separate movement document. Each movement document should list the animals on that vehicle.

For animals imported from another country arriving at an English port

C.4 You must fill in sections A, B, C and D of the movement document when you receive the animals. You must also add the country and holding address where the animals have come from in the ‘Name and postal address of owner’ box. You must then send the movement document to your local authority.

Animals imported into England through Scotland

C.5 Animals moving into England through Scotland will not be accompanied by a movement document. Instead, they will have an export health certificate. You must fill in a movement document and send it to your local authority, or send them a copy of the export health certificate.

Animals intended for export from England

C.6 Animals intended for export or moving to Northern Ireland must have a movement document while being transported to the assembly centre or port (or both). You must enter the name of the port and the country and holding address of where the animals will be moved to.
Moves to shows in England

C.7 All movements to and from a show must have a movement document for the movement to the show, and a separate movement document for the return journey.

Moves to shows in Scotland

C.8 If you are an English keeper going to a show in Scotland, you must fill in a movement document to cover each part of the journey (that is, the move to the Scottish show and the return journey home). You should send both copies of the movement document to your local authority.

Movements into Scotland

C.9 Animals moving into Scotland must have a movement document. The holding the animals are going to must send a copy of the document to the Scottish Animal Movements Unit (SAMU) at the Scottish Executive Environment Rural Affairs Department (SEERAD).

Moves out of Scotland and Northern Ireland

C.10 If you receive animals moving from Scotland or Northern Ireland, you must send the movement document which came with the animals from Scotland or Northern Ireland to your local authority. You must do this within three days of the move taking place.

Who fills in each section?

C.11 The keeper at the holding the animals are leaving must fill in sections A and C of the movement document. This includes artificial insemination centres, collecting centres, assembly centres, markets (but see C.14), shows and farms.

C.12 The transporter (or the farmer, if moving his or her own animals) must fill in section B. He or she is also responsible for making sure all the details in this section are correct before signing.

C.13 The keeper at the holding the animals are going to must fill in section D. This includes artificial-insemination centres, collecting centres, assembly centres, markets, shows and farms.

C.14 Some sections of the document must be filled in. We explain these sections below.
What each section should contain

Section A

- The keeper at the holding the animals are leaving must give the address and CPH number of where the animals are moving from. The CPH number does not apply if the animals are moving from an assembly centre or a port. In these circumstances, the assembly centre reference number or port name must be given.

- If the address of the keeper of the animals is different from that of the holding the animals are leaving, the keeper’s details must be included in Section A. This information must be given under the Welfare of Animals (Transport) Order 1997 (WATO).

- The keeper at the holding the animals are leaving should give as many of the holding details as they can in section C before the movement takes place. They should at least give the address of the holding the animals are going to. The keeper at that holding will confirm this information when the animals arrive.

Details of sheep and goats

- You must clearly give the species and number of animals, along with the identification marks and lot number, if the animals are moving from a market. Use one line of the table for each identification mark and lot number.

- For movements of sheep and goats to and from shows, assembly centres and export, or for breeding, you must record the full individual identification mark (that is, UK, S, F or R tag followed by the flock or herd mark and the individual animal’s number). You can also record this full number instead of applying an S tag.

- For all other moves, you must record a UK, S, F or R tag followed by the flock or herd mark.

- For sheep and goats, the marks applied to the animals must be in line with the Sheep and Goats (Records, Identification and Movement) (England) Order 2005.

- If you attach a continuation sheet, the total number of animals you give on the front page must be the total number of animals in that movement (that is, the front page plus continuation sheets), not the total for just the front page.

- By signing section A, the keeper at the holding the animals are leaving is confirming that he or she are moving the animals under the Sheep and Goats (Records, Identification and Movement) (England) Order 2005 and the Disease Control (England) Order 2003.
Annex C

Section B

- You must clearly give the transporter’s name and address, along with their Assured Scheme Number if they have one.
- The start time and date should be the time and date the first animal is loaded onto the vehicle. The finish time and date should be the time and date the last animal is unloaded from the vehicle.
- You should clearly give the vehicle registration details or the trailer identification (or both) for the vehicles moving the animals.
- You must give details of rest stops for moves that are likely to last eight hours or more.
- The phone number can be either a mobile number (preferably) or a landline.
- You must fill in the boxes in **bold** in section B. If you fill in only these boxes, you must also fill in a separate Animal Transport Certificate (ATC). The transporter must fill in the departure date and the unloading date.
- If the vehicle used to transport the animals breaks down after the animals have been collected and the animals change vehicles, the transporter should tell the local authority within three days of the move that the animals had to be transferred to a different vehicle. They should also give the local authority the vehicle registration or trailer identification (or both) of the new vehicle.

Section C

- The keeper at the holding the animals are going to is responsible for checking that the details in this section are correct before signing.
- If the animals are being moved to markets and collecting centres, you must tick the correct box. Otherwise, we will assume that the current movement restrictions still apply to the move.

Section D

- The keeper at the holding the animals are going to must fill in section D. You must give the CPH number unless the destination is an assembly centre or a port. If the destination is an assembly centre or a port, you must give the assembly centre reference number or the port name. The keeper at the holding the animals are going to must sign section D to confirm that the details are correct.
Who has a printed copy of the movement document?

C.15 The keeper at the holding the animals are going to must send the white copy of the filled-in movement document to the destination's local authority within three days of the move taking place. The holding the animals are leaving must keep the yellow copy, and the holding the animals are going to must keep the pink copy. The new holding must keep a copy of the movement document for three years.

C.16 The transporter must keep a copy of the record of the movement for six months. This can be the transporter's own document or the blue copy of the movement document.

Movements from a market

C.17 If you are moving sheep and goats from a market, you may fill in a movement document and report the move to the local authority. Or, you may report the move using any document that contains all of the compulsory information on the movement document in the same format. Whichever document you use, it must stay with the animals while they are being transported. The keeper receiving the animals must send the form to the local authority within three days of the animals arriving at the new holding. Instead of filling in each movement document individually (at the end of each market), market operators may give local authorities signed and dated declarations, which should be attached to the movement document.

The operator must confirm:

- what type of market has been held; and
- that the movement forms attached (those signed by the farmer and, where appropriate, the transporter) represent all movements into the market that day.

C.18 Market operators may instead fill in a document printed off from [www.defra.gov.uk/animalh/movements/default.htm](http://www.defra.gov.uk/animalh/movements/default.htm) for moves from markets as long as it contains all the compulsory details asked for on the movement document. If the document does not contain all these details, it will not be valid.

C.19 If you are moving many animals from a market to a single destination, and several vehicles are involved, the movement document must list all the batches of animals. You should print off copies of the movement document and give one to each driver. As each batch of animals is loaded on to a vehicle, you should tick that batch off the movement document. This is to make sure that the movement document clearly identifies the animals in each vehicle. Also, the copy of the movement document held in each vehicle must show on it the number of animals of each species in that vehicle.
Where to get movement documents

C.20 You can get more copies of the movement document from your local authority.

Data Protection Act 1998

C.21 We and local authorities are the joint data controllers for any personal information you provide when you fill in this form.

We (or the National Assembly for Wales) will use the information on this form to record livestock movements and enforce the law on controlling disease. We may also use the information on this form to analyse, and produce statistics on, movements, but we will not identify individuals.

In limited circumstances, we may have to release information, including personal and commercial information, if we are asked to do so under the Environmental Information Regulations 2004 or the Freedom of Information Act 2000. However, we will always keep your information confidential where possible, and meet our duties under the Data Protection Act 1998.

We (or our appointed agents) may use the name, address and other details on your application form to contact you for occasional customer research aimed at improving the services we provide to you.

If you would like a copy of the personal information we hold about you, please follow the procedure at: www.defra.gov.uk/corporate/opengov/personaldata.htm. Our public service guarantee on handling information gives details of your rights and is available on our website. If you don’t have access to the internet, please phone our helpline on 08459 33 55 77 and ask to speak to the data protection officer.

More information

C.22 Other requirements relating to moving sheep and goats are set out in the Disease Control Order 2003 and the General Licence for the movement of Sheep and Goats. You can find detail at: www.defra.gov.uk/animalh/movements/default.htm.
**Yearly inventory**
A yearly count of the number of sheep and goats you control.

**Baseline S tag**
A tag with an individual identification number applied in certain circumstances as a replacement for a UK tag (see paragraphs 14 and 15 for details).

**Common grazing**
Common land used for grazing.

**County Parish Holding (CPH) number**
A unique number for your holding, which you must get from the Rural Payments Agency. Flock or herd marks are given with CPH numbers.

**Export**
Moving animals to countries outside the European Union.

**F tag**
The tag applied to animals imported into Great Britain from countries outside the European Union (see paragraphs 21 and 22 for details).

**Flock or herd mark**
A six-digit mark to identify your particular flock or herd.

**Flock or herd register**
A record kept on the holding to record movements on and off it. Sometimes this is called the holding register or flock or herd record.

**Holding**
All land only you manage and control, and which is up to five miles away from your main site.

**Holding of birth (HOB)**
The holding on which animals are born.

**‘Holding of birth’ tag**
The tag applied to an animal to identify the holding of birth. This is often called the ‘UK’ tag (see paragraphs 12 and 13 for details).
**Glossary**

**Holding of import**
The first holding an animal arrives at after being moved into the United Kingdom.

**Import**
To bring animals into the UK from another country.

**Individual identification number**
The number (up to six digits) on UK, F and S baseline tags which follows the flock or herd mark. It will be unique to each animal. From 5 December 2005, we will set this number for you.

**Keeper**
A person who looks after animals each day and who is legally responsible for them, even if this is only temporarily. This does not include staff at veterinary practices.

**‘Match up’ tag**
An identical copy of a UK tag, which is applied to animals being exported outside the UK.

**R tag**
The replacement tag used when a UK, baseline S, F or previous R tag has been lost (see paragraphs 19 and 20 for details).

**S tag**
The tag applied to animals being moved off a holding they were not born on (see paragraphs 16 and 17 for details).

**Sole occupancy authority (SOA)**
This is a group of premises within the same management and control which are linked for the purposes of the disease control standstill arrangements. If your animal moves to other premises, animals on those premises cannot be moved for six days. However, if your premises are within a SOA, the standstill arrangements do not apply.

**Temporary CPH number**
A unique number for your holding, which you must get from your local Animal Health Divisional Office. Flock or herd marks are not given with temporary CPH numbers.

**Temporary grazing**
Land that sheep are moved to temporarily to be fed or pastured, but which is not part of the holding where the sheep are usually kept.

**X tag**
A tag that can be applied to animals being moved to another country. This does not include moves to Northern Ireland (see paragraphs 23 and 24 for details).
Notes