



Waybill Information Sheet

Introduction

The Stock (*Identification & Movement*) Act requires an owner to provide a completed **waybill** to accompany all cattle, sheep, pigs, goats, buffalo, deer, ostriches and camelids when they are moved. Waybills are not required to move horses. It is the responsibility of the owner or person in charge of the stock to complete the waybill and give it to the carrier before the animals are moved. It must travel with the animals and be handed to the receiver at the destination.

For the movement of cattle, sheep or goats, the combined **National Vendor Declaration (NVD)/waybill** is an acceptable waybill. Photocopies or other copies without unique serial numbers are not acceptable. The waybill section of the form must be completed but the completion of the vendor declaration section is voluntary. Although NVD/waybills are purely a commercial requirement in Western Australia, the Department of Agriculture and Food strongly supports their use. This form avoids the need to fill out separate documents and provides valuable information regarding livestock treatments and animal health to the buyer.

A **Livestock Consignment Notice** can only be used by a carrier when the owner has not provided a waybill. This protects the carrier from committing an offence for carrying stock without a waybill. The owner is still subject to prosecution for not providing a waybill.

Information on a Waybill

A completed waybill must include the following information:

- Owner's name and address
- Number and type of animals being moved
- Registered brand or earmark or both. (Where animals, except sheep, have various brands and/or earmarks the waybill must detail the four most numerous. Use the coded earmark index as shown on the brand certificate or provide a drawing of the ear with earmarks.)
- Property Identification Code (PIC)
- Date of movement
- Name of consignee and address of the property to where the animals are going.

If **pigs** have been raised under a quality assurance (QA) program, their QA number should be included on the waybill.

Waybills must be completed in triplicate. The owner (or agent) and the carrier must sign all copies. The original and first copy must travel with the stock.

All copies of a waybill must be retained for three years.

- Original by the consignee
- First Copy by the carrier
- Second Copy by the original owner (consignor).

NOTE: A waybill is not valid unless it is filled in correctly.

Inspection of stock being transported

DAFWA Stock Inspectors and/or Police Officers can inspect stock in transit for correct identification and waybills at any time.

Ordering waybill only books

Owners may purchase waybill only books of 20 forms from any DAFWA District Office or from some country Shire Offices. The current charges (2007) are \$14:00 plus \$5.65 postage and handling if required.

Ordering NVD/Waybills for movement of sheep, goats and cattle

NVD/Waybills are available for producers registered with Livestock Production Assurance by contacting Meat and Livestock Australia (MLA) on 1800 683 111 or www.mla.com.au. The forms are preprinted with your PIC.

Exemptions to completing a waybill

- **Between property movements.** In situations where an owner moves repeatedly between properties, the owner can apply for a 'Special Permit to Move' from a DAFWA Stock Inspector. Such permits avoid the need for a waybill. This "Special Permit to Move" must accompany the stock whenever they are moved between permitted properties.
- **Stock from other states.** Stock that have been imported from outside Western Australia and are accompanied by the Western Australian interstate health certificate do not require a waybill. The health certificate must accompany the stock in transit.
- **Stock moving to other states.** Stock being transported out of the state do not require a waybill if they are accompanied by the importing state's health certificate. The certificate must accompany the stock in transit.

Waybill Offences

It is an offence for:

- An **owner or agent of an owner** not to issue a stock transporter with a completed waybill.
- A **person** to move stock from a property or saleyard without a waybill or approved document or, in the case where an owner or agent of an owner has not given the person a completed waybill, a completed Livestock Consignment Note.
- An **owner or carrier** not to stop when requested by DAFWA Inspector or Police Officer and not to produce a current waybill or other approved document when requested.
- A **person** not to retain a waybill for three years after its completion.

See also:

- Farmnote 138 - [Livestock identification and movement: pigs](#)
- Farmnote 150 – [Livestock identification and movement: cattle and buffalo](#)
- Farmnote 223 - [Livestock identification and movement: sheep and goats](#)
- Farmnote 115/99 - [Livestock identification and movement: deer, camelids and ostriches](#)

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