



# NLIS Device Approval and Ordering System (Cattle, Sheep, and Goats)

DEPARTMENT OF NATURAL RESOURCES & ENVIRONMENT TASMANIA  
BIOSECURITY TASMANIA | PRODUCT INTEGRITY BRANCH

**PRIMARY PRODUCE TRACEABILITY PROGRAM  
HELP GUIDE V2.1**

**YOU MUST BE A REGISTERED USER TO LOG INTO THIS WEBSITE.**

If you are not registered, the contact details for registration through NRE Tas are listed on the top right-hand side of the login page (see below).

# APPROVAL AND ORDERING SYSTEM FOR RURAL AGENTS

## I. Visit the website and log in

- <https://nlis.biosecurity.tas.gov.au/>
- Enter your username and password.

Department of Natural Resources & Environment Tasmania  
NLIS Device Approval and Ordering System

www.tas.gov.au

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### Login Page

The NLIS Device Approval and Ordering System is for rural stock agents and tag manufacturers. See the [Help document](#) for assistance with this website. If you have forgotten your password or wish to change your username or password then [contact us](#).

Please enter your username and password to start.

Username:   
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## 2. Search for NLIS authorised persons by PIC

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### NLIS Device Approval and Ordering System

You are logged in as mazino amuno. [NLIS CATTLE-TEST system]

See the [Help document](#) for assistance with this website. Please email [Helpdesk@nre.tas.gov.au](mailto:Helpdesk@nre.tas.gov.au) to report any problems with the system.

Please select an option to continue.

[Search for NLIS authorised persons by PIC](#)

[Upload a completed NLIS tag order .csv file to the Department](#)

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## 3. Enter the PIC and Click on Search for NLIS authorised persons by PIC.

- NOTE:** The Person ID number (see below) uniquely identifies a person on the system and does not change irrespective of the PIC.



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### PIC Search Page

See the [Help document](#) for assistance with this website.  
 If searching for more than one PIC (max 200) separate each with a comma.  
**To go back, use the button at the bottom of the page, not the browser back button.**

Contact the Department if the person requesting tags is not on the list below.

PIC(s): MHSL0300  
 Search

#### Property Details and Persons authorised for NLIS tags

PIC	Property Name	Property Address	Species	NLIS Authorised Persons	Trading Name	Person ID
MHSL0300	MOUNT PLEASANT	165 WESTBURY ROAD PROSPECT	7250 Cattle & Sheep & Goats & Alpacas	REGISTRAR OF ANIMAL BRANDS	NRE TAS GOV	16648

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 The URL for the NRE Tas NLIS Device Approval and Ordering System is <https://nlis.biocsecuritytas.gov.au/>  
 You are directed to a [disclaimer](#) and [copyright notice](#) governing the information provided.

4. Enter PIC

5. If person is unauthorised (name will not be found), download and send NLIS form or contact the department.

6. Only upload tag orders for authorised persons on a PIC. NOTE: Person ID number that must go on all orders with person's name.

7. Click here to fill out a contact form about a NLIS approval for persons on PIC if person is not authorised.

### NOTE FROM THE IMAGE ABOVE:

- Property details, listing: PIC, Property Name, Property address, Species, NLIS authorised persons, Authorised Name, and Person ID
- There could be more than one person listed on a PIC, make sure the correct person is chosen and that they are registered for tags (Sheep, Goats, or Cattle or all).
- The Person ID number (see figure above) is now fixed and must accompany a tag order, or it will be invalid and unable to be processed.
- If there is no Person ID number and the clients name does not appear they must fill out an NLIS registration form. A link to this form is provided in the top right-hand corner of this page (see figure above).

If there is an issue with accessing the NLIS form above, an email can be sent to NRE Tas detailing clients name and contact details (i.e., address and phone number(s)) and NRE Tas will be responsible for sending an NLIS application form to the client. A link to NRE e-mail is shown in the top right-hand corner of figure above.



## 4. Contact the department if person is unauthorised on PIC.

The screenshot shows the 'PIC Search Page' of the NLIS Device Approval and Ordering System. It includes a search bar with the text 'MHSL0300', a 'Search' button, and a 'Back to Options' link. Below the search bar is a section for sending an email to the department, with fields for 'Sender's email' (containing 'manufacturer@tagmanufacturer.com.au'), 'Department email' (containing 'nlis@orderform.tas.gov.au'), and a 'Message' field containing the text: 'Producer unauthorised for NLIS tags needs approval to upload tag orders to the device ordering system'. At the bottom of the page, there is a 'Send email to Department' button and a 'Back to search page' link. Red callout boxes with arrows point to these elements, numbered 8 through 11.

8. Enter PIC of property requiring authorised NLIS approvals for producers

9. Enter email address.

10. Add message or context to the email for action by the department.

11. Make sure you **CLICK** send

### Please note the following:

- In the event that an **UNAUTHORISED PERSON ON A PIC** has placed a tag order through your organisation, **PLEASE DO NOT APPROVE OR UPLOAD** the tag order until the person has been approved and authorised for NLIS tags by NRE TAS.
- You must inform the unauthorised person(s) that they **MUST** complete and submit the NRE Tas NLIS application form to the department in order to be granted NLIS authorisation on the PIC. The form can be found at the top right-hand corner of the device ordering page which can be downloaded and mailed to the person to be filled out.



# APPROVAL AND ORDERING SYSTEM FOR MANUFACTURERS OF NLIS TAGS

## I. Log into website

- a. Visit <https://nlis.biosecurity.tas.gov.au/>
- b. Enter your username and password.

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### Login Page

The NLIS Device Approval and Ordering System is for rural stock agents and tag manufacturers. See the [Help](#) document for assistance with this website. If you have forgotten your password or wish to change your username or password then [contact us](#).

Please enter your username and password to start.

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## 2. Click upload a completed tag order .csv file to the department.

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NLIS Device Approval and Ordering System

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### NLIS Device Approval and Ordering System

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See the [Help](#) document for assistance with this website. Please email [Helpdesk@nre.tas.gov.au](mailto:Helpdesk@nre.tas.gov.au) to report any problems with the system.

Please select an option to continue.

[Search for NLIS authorised persons by PIC](#)  
[Upload a completed NLIS tag order .csv file to the Department](#)

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To upload a completed NLIS Tag Order file:

1. Click on the appropriate option shown in red in the figure above.
2. If the manufacturer needs to confirm a PIC or Person ID number provided by an Agent prior to upload, follow steps as in Section I on this document.



## IMPORTANT:

- All files **MUST** be saved as a .csv file before uploading to the device ordering system.
- Fields which are coded must be a valid code.
- There **MUST** be at least 13 columns properly defined in the .csv file for the upload to be successfully.
- A new 13<sup>th</sup> column (Specie) has been included in the .csv template and **MUST BE INCLUDED for all tag orders (CATTLE, SHEEP, and GOATS) tag orders.**  
See Tables 1 and 2 below.

## New requirements for NLIS Upload .csv file

Please note the following changes and new requirements for .CSV uploads for tag orders.

1. New Tag order type have been introduced for Goats Visual (GL) and Goats Electronic (GE) tags, Pigs Electronic (PE) and Pigs Visual (PL), and Alpacas Electronic (AE).
2. Sheep Flock Tags (Visual) is now coded as **FL** and now applies to only sheep tags.
3. Sheep Electronic Tags is now coded as **FE**.
4. Goats Electronic is now coded as **GE** and Goats Visual (**GL**)
5. Alpacas Electronic is now coded as **AE**
6. Pigs Electronic is now coded as **PE**, and Pigs Visual (**PL**)
7. Specie type has now been added as the 13<sup>th</sup> column of the CSV (MANDATORY).
8. The .csv **must** be prepared in the following sequential order.

Table 1: New requirements for NLIS tag order .csv upload.

Column	Field Name	Format Length	Mandatory	Code	Example
1	PIC	String 8	Yes	No	MZBF1234
2	Tag order type	String 2	Yes	Yes	Cattle ( <b>NL</b> ), Sheep Visual Tag ( <b>FL</b> ), Sheep Electronic ( <b>FE</b> ), Goats Visual ( <b>GL</b> ), Goats Electronic ( <b>GE</b> ), Pigs Visual ( <b>PL</b> ), Pigs Electronic ( <b>PE</b> ), Alpacas Electronic ( <b>AE</b> )
3	Tag order date	Date 10	Yes	No	30/06/2023
4	Person id	Integer 5	Yes	No	12345
5	Person's name	String 50	Yes	No	Jones M
6	Tag Manufacturer	String 11	Yes	Yes	ALLFLEX
7	Tag name	String 20	Yes	Yes	FLEXTAG, ELECTRONIC
8	Tag style	String 5	No	Yes	EAR, BOLUS, HOCK STRAPS
9	Tag Colour	String 2	Yes	Yes	WH, YE, PU
10	Quantity	Integer 5	Yes	No	200



11	Tag Disease	String I	Only for visual Sheep or Goat Tags	Yes	V, T or L
12	Order reference	String I00	Yes	No	Rural Store 9789e
13	Specie	String I0	Yes	Yes	Cattle, Sheep, Goats, Pigs, Alpacas

SAMPLE OF ALL COMPANIES CURRENT NLIS REGISTERED TAGS AUTHORISED IN TASMANIA

**NOTE:** Column header is OPTIONAL. You don't need to include the column header when uploading files to the system.

New specie column is now included in the upload file (Mandatory).

Table 2 Correct example of .csv file for upload

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	PIC	Tag order	Tag order date	Person ID	Person's name	Tag manufacturer	Tag name	Tag style	Tag Colou	Quantity	Tag Disea	Order Reference	Specie
2	MHSL030C NL		30/12/2023	18336	SMITH	ALLFLEX	ELECTRONIC	EAR	WH	50		45000789456	Cattle
3	MHSL030C FL		31/12/2023	18336	SMITH	ALLFLEX	FLEXITAG	EAR	PU	11 V		PO1245	Sheep
4	MHSL030C FL		1/01/2024	18336	SMITH	ALLFLEX	FLOCKTAG A	EAR	PU	22 L		333	Sheep
5	MHSL030C FL		2/01/2024	18336	SMITH	AAA TAGS	AAA TAG	EAR	PU	33 T		1005499898	Sheep
6	MHSL030C NL		3/01/2024	18336	SMITH	DATAMARS	ELECTRONIC	EAR	OR	44		156489	Cattle
7	MHSL030C NL		4/01/2024	18336	SMITH	DATAMARS	ELECTRONIC	EAR	OR	55		PO123456	Cattle
8	MHSL030C FL		5/01/2024	18336	SMITH	DROVERS	EZYTAG	EAR	PU	77 L		4500789123	Sheep
9	MHSL030C NL		7/01/2024	18336	SMITH	LEADER	BOLUS	BOLUS	OR	100		TASLA1522356	Cattle
10	MHSL030C NL		8/01/2024	18336	SMITH	LEADER	ELECTRONIC	EAR	OR	26		PO12365498	Cattle
11	MHSL030C FL		9/01/2024	18336	SMITH	LEADER	ENVIRO NLIS TAG	EAR	PU	89 V		PO2356	Sheep
12	MHSL030C FL		1/01/2024	18336	SMITH	LEADER	JUMBO	EAR	PU	56 L		15426548	Sheep
13	MHSL030C FL		1/01/2024	18336	SMITH	LEADER	MULTITAG	EAR	PU	48 L		45001111111	Sheep
14	MHSL030C FL		1/01/2024	18336	SMITH	LEADER	ORIGINAL A	EAR	PU	500 T		15744555555	Sheep
15	MHSL030C FL		1/01/2024	18336	SMITH	STOCKBRANDS	SIDNEY TAG	EAR	PU	66 T		222	Sheep
16	MHSL030C FL		1/01/2024	18336	SMITH	STOCKBRANDS	STRONG TAG	EAR	PU	55 T		2135	Sheep
17	MHSL030C FL		1/01/2024	18336	SMITH	SWINGERTAG	SIDNEY TAG	EAR	PU	88 T		1235	Sheep
18	MHSL030C FL		1/01/2024	18336	SMITH	SWINGERTAG	TALLY TAG LONG	EAR	PU	99 L		1234567	Sheep
19	MHSL030C FL		1/01/2024	18336	SMITH	SWINGERTAG	TALLY TAG SHORT	EAR	PU	77 V		ABC123	Sheep
20	MHSL030C NL		1/01/2024	18336	SMITH	ZEE TAGS	ELECTRONIC	EAR	WH	22		BCD345	Cattle
21	MHSL030C FE		1/01/2024	18336	SMITH	ALLFLEX	LW RFID SHEEP TA	EAR	PI	100		450071111	Sheep
22	MHSL030C FE		1/01/2024	18336	SMITH	ALLFLEX	RAPID RFID	EAR	WH	200		450071111	Sheep
23	MHSL030C GE		1/01/2024	18336	SMITH	DATAMARS	GOAT LEGBAND	LEG	PU	100		450071111	Goats
24	MHSL030C FE		1/01/2024	18336	SMITH	DATAMARS	TAG FASTER TI	EAR	PI	100		450071111	Sheep
25	MHSL030C FE		1/01/2024	18336	SMITH	ENDURO TAGS	COMBO 1	EAR	PU	100		450071111	Sheep
26	MHSL030C FE		1/01/2024	18336	SMITH	ENDURO TAGS	COMBO 2	EAR	PU	100		450071111	Sheep
27	MHSL030C FE		1/01/2024	18336	SMITH	LEADER	LEADERTRONIC RI	EAR	PU	100		450071111	Sheep
28	MHSL030C FE		1/01/2024	18336	SMITH	LEADER	MULTITAG	EAR	PU	100		450071111	Sheep
29	MHSL030C FE		1/01/2024	18336	SMITH	LEADER	MULTIPIN	EAR	PU	100		450071111	Sheep
30	MHSL030C FE		1/01/2024	18336	SMITH	SHEARWELL	ASET RFID SHEEP	EAR	PU	100		450071111	Sheep
31	MHSL030C GE		1/01/2024	18336	SMITH	ZEE TAGS	TAGFASTER RFID	EAR	PU	100		450071111	Goats
32	MHSL030C GE		1/01/2024	18336	SMITH	ZEE TAGS	FET RFID AND VISL	EAR	PU	100		450071111	Goats
33	MHSL030C GE		1/01/2024	18336	SMITH	ALLFLEX	MINI MINI	EAR	PU	100		450071111	Goats
34	MHSL030C GE		1/01/2024	18336	SMITH	ALLFLEX	MINI TAG & BUTTC	EAR	PU	100		450071111	Goats
35	MHSL030C GE		1/01/2024	18336	SMITH	ALLFLEX	MINI TAG AND BUTE	EAR	PU	100		450071111	Goats
36	MHSL030C GE		1/01/2024	18336	SMITH	DATAMARS	GOAT LEGBAND	EAR	PU	100		450071111	Goats

## New Requirements for RFID Sheep and Goat tags.

**Please note:**

1. Tag Disease column is **OPTIONAL** for Electronic Sheep (FE) and Goats (GE) tags, and Alpacas (AE) Pigs Electronic (PE) and **MANDATORY** for Visual Sheep (FL) and Goats (GL) tags.
2. Spaces around the commas are ignored (with .csv file upload). This may make it more readable when editing your file before downloading .csv to NLIS upload page.
3. **HEADER LINE:** The column header line in the .csv file is optional when uploading files to the system and will be ignored.



4. When entering column 11 Tag disease (required only for sheep (FL) and Goats (GL) visual tags) refer below:

- L – NLIS sheep or Goats tag (PIC & NLIS Logo) only
- V – OJD vaccine treated
- T – Terminal lamb

**NOTE: Tag Disease is not allowed for cattle**

5. When entering column 9 (Tag colour) please refer to the following colour codes:

- a. **BK-** Black, **BR-** Brown, **LG -** Light Green, **OR-** Orange, **PI-** Pink, **PU -** Purple, **RD -** Red, **SB -** Sky Blue, **WH -** White and **YE-** Yellow.

## Uploading a completed NLIS tag order .csv file to the Department.

Step 1: To upload .csv file click the link “upload a completed NLIS tag order .csv file to the department”.

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NLIS Device Approval and Ordering System

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**NLIS Device Approval and Ordering System**

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Please select an option to continue.

[Search for NLIS authorised persons by PIC](#)

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Step 2: Choose file button and attach relevant .csv file required for upload.

Step 3: Click upload button to send file to the Department.

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**Upload a completed NLIS tag order .csv file to the Department**

See the [Help document](#) for assistance with this website; a brief specification is detailed below.  
**To go back, use the button at the bottom of the page, not the browser back button.**

Buttons: Click the 'Choose File' button to choose a .csv file to upload. Then click the 'Upload .csv file...' button.

.csv fields 1-6: 1-PIC, 2-order type, 3-order date, 4-person ID, 5-person name, 6-tag manufacturer  
.csv fields 7-13: 7-tag name, 8-tag style, 9-tag colour, 10-quantity, 11-disease code, 12-order reference, 13-species  
Field examples: MZBF1234, GL, 29/02/2024, 12345, JONES, MANU-TAGS, FLEXITAG, EAR, WH, 200, L, A6789e, GOATS

Tag Order File:  No file chosen

[Back to Options](#)



**ERROR NOTE BELOW:** You will get an error message [in red] below if your spreadsheet is not correctly formatted or a wrong entry has been detected by the system.

Department of Natural Resources & Environment Tasmania  
NLIS Device Approval and Ordering System

Upload a completed NLIS tag order .csv file to the Department

There were file processing errors. Nothing was uploaded. Please review the messages below before submitting the whole .csv file again.

See the [Help document](#) for assistance with this website; a brief specification is detailed below.  
To go back, use the button at the bottom of the page, not the browser back button.

Message: Line 30 column 7 Tag Name code value 'TAGFASTER RFID' is invalid for tag manufacturer 'ZEE TAGS'.

[Back to Options](#)

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The URL for the NRE Tas NLIS Device Approval and Ordering System is <https://nls.biocsecurity.tas.gov.au/>  
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**SUCCESS NOTE:** You will get the following message below if your .csv file upload is successful.

Department of Natural Resources & Environment Tasmania  
NLIS Device Approval and Ordering System

Upload a completed NLIS tag order .csv file to the Department

See the [Help document](#) for assistance with this website; a brief specification is detailed below.  
To go back, use the button at the bottom of the page, not the browser back button.

Message: Processed 35 tag order records successfully.

[Back to Options](#)

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**EMAIL CONFIRMATION:** You will get an email confirmation about your upload confirming successful upload of your tag orders.

NLIS uploaded 35 tag orders from mazzino amuno [NLIS CATTLEY-TEST system]

[nlistag.orders@nre.tas.gov.au](mailto:nlistag.orders@nre.tas.gov.au)  
To: [Livestock Inventory System](#); [tabdbDevelopers](#)

file1701241109.csv  
3 KB

Reply Reply All Forward

Wed 17/01/2024 11:10 AM

File upload from [mazzino.amuno@nre.tas.gov.au](mailto:mazzino.amuno@nre.tas.gov.au) for the attached .csv file of tag orders has been successful.

The upload to Department of Natural Resources and Environment Tasmania TAPDB of 35 tag orders was completed at 17/01/2024 11:09.

Email auto-generated from Department of Natural Resources and Environment Tasmania NLIS Device Approval and Ordering System.

For further guidance regarding errors in your .CSV uploads, please contact:  
[NLIS.Tas@nre.tas.gov.au](mailto:NLIS.Tas@nre.tas.gov.au)

