

Routine Stock Movement Permit (RSMP)

New application request

- Please ensure this form is completed in full, attach copies of any required supporting documentation and return to your Local Land Services office.
- You can find your local office details on our [contact us page](#).

Applicant details		Office Use – Date Stamp
Full Name		
Address		
Phone/mobile		
Email address		

Applicant - Nature of occupancy

- Owner/occupier – Is the property a recent purchase YES/NO
 Lessee/occupier

Landholding details - primary property/point of origin that will be listed on this RSMP.

Property name			
Property address			
Owner of property			
Trading/company name			
Phone/mobile			
Email address			
Lot/DP details			
Local Land Services holding reference number (HRN) <small>(refer to Local Land Services rates notice)</small>		Property Identification Code (PIC)	
Method of stock movement	<input type="checkbox"/> Walking stock <input type="checkbox"/> Transporting stock <input type="checkbox"/> Both		

IMPORTANT - If the applicant is the lessee and responsible for the Local Land Services rates, a copy of the lease agreement must accompany this application. Occupier details need to be updated so rates and permits can be issued to the current owner/occupier.

**Details of holdings and route of travel between properties for livestock movement.
Origin/transit/destination holding names – road names – approximate distance of travel.**

Eg: Smithfield – M & S Jones 101 Rocky Road GURLEY NSW 2391 – Along Rocky Rd and Trevena Lane – 5 km – NA123456 – 110001234 (HRN located on rates notice – Local Land Services office can add as required)

Point of origin Property 1 name		PIC	
Owner and address		HRN	
Route details between Property 1 & 2 (road names)		Distance in km	
Transit or destination Property 2 name		PIC	
Owner and address		HRN	
Route details between Property 2 & 3 (road names)		Distance in km	
Transit or destination Property 3 name		PIC	
Owner and address		HRN	
Route details between Property 3 & 4 (road names)		Distance in km	
Transit or destination Property 4 name		PIC	
Owner and address		HRN	

IMPORTANT – Where movement is to a non-owner/occupied property, written permission from each owner is required to consent to the livestock accessing the property and PIC.

PROPERTY OWNER DECLARATION TO BE COMPLETED BELOW.

As an owner of the above listed holding/s I have read and understood the conditions relating to the issuance of this permit, in particular, section 4 - Biosecurity obligations in relation to the movement of livestock onto holdings and hereby declare that I give permission for;

Applicant Name _____

to access the above listed holding/s and PIC/s for the purpose of a Routine Stock Movement Permit.

Property	Name of owner/occupier	Signature of owner/occupier	Date
Property 2			
Property 3			
Property 4			

1.0 STANDARD TERMS AND CONDITIONS

1.1 Grant of Permit

1. The permit holder and any person appointed by the permit holder as the person in charge of the stock (together "you") must comply with these conditions.
2. You may walk stock on a public road or travelling stock reserve (TSR) to move stock for routine animal husbandry purposes or grazing management purposes.
3. Under this permit you must not;
 - a) graze stock on a public road or controlled travelling stock reserve,
 - b) walk stock along private roads, freeways or tollways, or
 - c) move stock to or from saleyards and abattoirs using the public road or TSR.
4. If you will move stock on unfenced public roads, you must notify all owners or occupiers of the land through or alongside which the stock will pass, at least 48 hours before you start moving stock.
5. Wherever possible, your occupation and use of the TSR must be restricted to walking of stock on the areas to the sides of the road where vehicles do not routinely travel, such as, for example, the dirt or grassed sections to the side of a paved road.
6. You are responsible for ensuring that your occupation and use of the TSR does not encroach outside of the TSR onto adjoining Land, including but not limited to waterways or other environmentally sensitive areas.
7. You must notify Local Land Services of any changes to the information provided in the permit application, such as a change in the stock type, route of travel, ownership of the properties between which the stock is travelling or insurance policy.
8. You may only move stock between sunrise and sunset, at a rate of no less than 10 kilometres per day.
9. You may only move stock along the route specified on the permit.
10. Local Land Services or an authorised officer of Local Land Services, may, at any time, issue a direction to the permit holder to increase the number of persons supervising walking stock on a public road or TSR, for the purpose of minimising the risk to passing traffic or for any other reason Local Land Services or the authorised officer considers appropriate. Such direction may be given orally or in writing.

1.2 Terms of permit

1. This permit begins on the commencing date and continues in force until: -
 - a) the terminating date; or
 - b) the date the permit is ended in accordance with this clause.
2. Local Land Services has absolute discretion to end this permit at any time by notice to you.
3. You may at any time by notice served on Local Land Services, request that this permit be revoked. If Local Land Services is satisfied that You have complied with the terms and conditions of this permit and the provisions of the Act, Local Land Services may end this permit by notice to you.

1.3 Permit Fee

1. You must pay the initial permit fee, upon application, prior to the commencement of the permit.
2. An annual reminder will be sent 30 days prior to expiry advising of instructions to renew.
3. Customer Price Index annual increase is applicable to the annual permit fee.

2.0 DISPLAY OF SIGNS

At all times when stock are walking along a public road, you must display stock warning signs on the road no more than five kilometres and no less than 200 meters before a driver would encounter the stock. Stock signs must be removed when stock are not present. Stock signs must comply with Roads and Maritime Services specifications.

3.0 INSURANCE

The permit holder must:

1. Hold a public liability policy of insurance to the value of at least \$20 million covering walking of stock on a TSR or public road for the duration of the permit,
2. Ensure that the public liability policy of insurance is valid for the duration of the permit, and
3. Where Local Land Services requests, provide a copy of valid and current certificates of currency the insurer has issued for your public liability policy of insurance which will include the policy number, expiry date, level of cover (per claim and aggregate).

4.0 BIOSECURITY OBLIGATIONS

In addition to complying with the *Local Land Services Act 2013*, you must also comply with the *Biosecurity Act 2015*, *Biosecurity Regulation 2017* and *Biosecurity Regulation (NLIS) 2017*.

1. The Biosecurity (National Livestock Identification System) Regulation 2017, Part 4, Division 1 and 2 requires you to comply with the identification and movement requirements, including the reporting requirements for moving stock from one Property Identification Code (PIC) to the other.

1.1 Movement Documents & Records

- a) NLIS movement document includes the following;
 - I. National Vendor Declaration (NVD) waybill approved by SAFEMEAT and Meat and Livestock Australia
 - II. Transported Stock Statement within the meaning of Part 9, Section 120, of the *Local Land Services Act 2013*
 - III. Stock permit within the meaning of the *Local Land Services Act 2013*
 - IV. Permit granted under the *Biosecurity Act 2015*.

- b) Approved movement documents are required for stock movement;
 - I. Property to property movements
 - II. For agistment
 - III. To a TSR or road
 - IV. For any other purpose – routine animal husbandry practices
- c) Supplementary Information to be included with the movement document if not already supplied;
 - I. Date of movement
 - II. Stock type/breed/sex/total numbers
 - III. Vendor/non-vendor bred status
 - IV. Holding names and address details involved in movement
 - V. PIC's for all holdings involved in movement
 - VI. PIC on tags of livestock (sheep and goats)
- d) A copy of the approved movement document and supplementary information must accompany the movement of the livestock and it is the responsibility of the person in charge of the livestock to present it, upon request to an authorised officer.
 - I. These approved movement documents must be retained for seven years.

1.2 NLIS Regulatory Requirements

- a) Stock must be properly identified with an approved permanent identifier (NLIS device) before leaving the holding on which they are located even if they remain in the same ownership.
- b) When the movement of livestock is to a holding with a different PIC or for more than a period of two days, it must be recorded on the NLIS database within two days of movement. This is the responsibility of the owner or person in charge of the livestock.
- c) A short-term local movement is an exclusion to the above requirements when; movement of livestock between the approved holdings listed on the RSMP are returned to their original holding within two days or if stock are grazed continuously between the two approved holdings.

1.3 Reference tools to assist with biosecurity compliance

- a) Refer to www.legislation.nsw.gov.au for references to *Local Land Services Act 2013* and Regulation 2014 – Biosecurity (NLIS) Regs 2017
 - b) Refer to www.nlis.com.au to process your NLIS movement or set up an account.
 - c) Refer to the NSW Department of Primary Industries website for NLIS procedures; www.dpi.nsw.gov.au/animals-and-livestock/nlis - NLIS policy and legislation – cattle, sheep, goats and pigs
2. Local Land Services Regulation 2014, Part 5, Division 3 and 4 set out other conditions of the stock permit and imposes other requirements on the use of a travelling stock reserve. This includes:
 - 2.1 producing the permit for inspection on demand by an authorised officer, and
 - 2.2 complying with any reasonable request made, or direction given, by an authorised officer.
 - 2.3 Rates of travel to be maintained
 3. If required by an authorised officer appointed under the *Local Land Services Act 2013*, Part 11, Division 2, Sections 167-179 or *Biosecurity Act 2015*, Part 8, Division 1, Sections 89-91 you must vaccinate stock for Anthrax 28 days before entering a TSR or public road. This will be listed as special condition of your permit.
 4. Stock are not eligible to move under this permit onto a TSR or public road if they are subject to a biosecurity direction, unless the movement is permitted by the biosecurity direction. Local Land Services prohibits livestock with any regulated diseases on a TSR or public road unless permission has been granted by an Authorised Officer under the *Local Land Services Act 2013*, Part 11, Division 2, Sections 167-179, *Biosecurity Act 2015*, Part 8, Division 1, Sections 89-91.
 5. You must not bring onto the TSR or public road any stock that are under movement restrictions, such as sheep infected with virulent footrot, unless permission has been granted by an authorised officer under the *Local Land Services Act 2013*, Part 11, Division 2, Sections 167-179, *Biosecurity Act 2015*, Part 8, Division 1, Sections 89-91.
 6. You must not move stock on the TSR or public road, if you have been advised by an authorised officer or Inspector appointed under the *Local Land Services Act 2013*, Part 11, Division 2, Sections 167-179, *Biosecurity Act 2015*, Part 8, Division 1, Sections 89-91 that those stock are unfit to travel.
 7. You acknowledge that Local Land Services cannot provide a guarantee of the disease, chemical residue or toxicity status of any public road or TSR.

5.0 COMPLIANCE

5.1 Compliance with statutes

- a) You must comply with the requirements of all statutes, regulations or by-laws and requirements of all relevant public and local authorities in so far as they apply in relation to the use and occupation of the TSR and regardless of whether such requirements are served on Local Land Services.

5.2 Compliance with conditions

- a) Where Local Land Services is of the opinion that any condition of this permit relating to the permitted use of the land or any condition imposed pursuant to a condition of the permit is not being complied with by you, Local Land Services may in writing issue notice directing you to carry out within a specified time, works at your expense necessary to rectify or remedy the situation.
- b) Where Local Land Services issues any direction to you pursuant to sub-clause (a) you must comply with the direction.

5.3 Non-compliance with conditions

- a) If you fail to comply with any term or condition of this permit, then Local Land Services may by notice direct you to:
 - I. cease anything that you are doing on the TSR; and
 - II. carry out within the time specified in the notice, or such other time as Local Land Services may direct in writing, works necessary to rectify or remedy the non-compliance.
- b) You must comply with any notice issued by Local Land Services at your expense.
- c) If you fail to comply with the notice, Local Land Services may terminate the permit by notice to you.
- d) Where an infringement notice has been issued and/or permit has been cancelled or revoked for non-compliance, no refunds or pro-rata calculations will be given for the remaining period of the permit, full payment will be required.

6.0 ADDITIONAL TERMS AND CONDITIONS

If additional terms and conditions form part of this permit. Any provision of the additional terms and conditions that is inconsistent with a provision of these standard terms and conditions prevails to the extent of any inconsistency.

Note: The Local Land Services Act 2013 - Section 83(3) states that a holder of a permit who contravenes any condition of the permit is guilty of an offence. Section 192(2) states it is an offence to knowingly make a statement that is false or misleading in the application of a permit.

I hereby declare that I have read and understood the conditions that I must comply with as the holder of the permit.

Name of Applicant	
Signature of Applicant	
Date	
Applicant check list of requirements before lodgment with Local Land Services	<input type="checkbox"/> Landholder consent completed for non-owner-occupied holdings.
	<input type="checkbox"/> Submit copy of lease agreement if primary property is currently under lease.
	<input type="checkbox"/> Read, understood and agreed to conditions – sign and date application.

OFFICE USE ONLY – STAFF REVIEW CHECKLIST		
CSO/LLS OFFICER	TSR AUTHORISED OFFICER	DV OR BIO OFFICER
Name:	Name:	Name:
Signature:	Signature:	Signature:
Date:	Date:	Date:
Form completed, signed and dated <input type="checkbox"/> YES <input type="checkbox"/> NO = contact and advise	<input type="checkbox"/> APPROVED <input type="checkbox"/> DECLINED – add note	<input type="checkbox"/> APPROVED <input type="checkbox"/> DECLINED – add note
All required Documentation attached <input type="checkbox"/> YES <input type="checkbox"/> NO = contact and advise	<input type="checkbox"/> Validate movement details (holdings – route – road names - distance - map)	<input type="checkbox"/> Review PIC Status and history <input type="checkbox"/> Check LPA accreditation
<input type="checkbox"/> Validate owner/occupier details to FARMS <input type="checkbox"/> Add HRN/PIC that relate to each holding <input type="checkbox"/> Refer to TSR and BIO team for review	<input type="checkbox"/> Review permit compliance history <input type="checkbox"/> Special conditions for movement add to notes section	<input type="checkbox"/> Check for biosecurity permits, directions, or undertakings
Approved Application <input type="checkbox"/> Update FARMS with RSMP details/note <input type="checkbox"/> Post approval letter and tax invoice <input type="checkbox"/> Payment received – Issue Permit Declined Application <input type="checkbox"/> Post declined letter – update FARMS/note	<input type="checkbox"/> Contact permit holder to discuss updates as required <input type="checkbox"/> NOTES	<input type="checkbox"/> Contact permit holder to discuss updates as required <input type="checkbox"/> NOTES