

SOUTH DAKOTA CERTIFIED ENROLLED CATTLE™

Data Sharing Instructions for Transferring Cattle

Instructions for Transferring Cattle out of your Possession/Ownership--“Move-Out”

- 1) Below is a listing of required & optional data for transferring cattle off your premises (conducting a Move-Out)
- 2) Visit the website <http://www.sdcertified.com/ForProducers/forms.htm> to access the following:
 - a) Click on the [Example](#) to view the format of a sample Move-Out spreadsheet
 - b) Fill out the [Excel Tracking Sheet](#) to collect and submit the pertinent compliance data for transferring cattle
 - c) Save the Spreadsheet to your computer and email as an attachment to the South Dakota Dept of Agriculture at sdcb@state.sd.us
- 3) After the data has been loaded to the SOUTH DAKOTA CERTIFIED ENROLLED CATTLE™ database, visit the website: <https://www.aginfolink.net/SDCB/Login.aspx> and use your assigned username and password to access your account and manage information
- 4) Note, all dates must be submitted in the format of yyyy-mm-dd

Required Data for Transferring Cattle

ANIMAL RFID #	RFID Number (require all 15 digits)
DATE-OUT	Date of Transfer of Ownership or Physical Possession
DATE-OUT TIME	Approximate Time of Transfer
DESTINATION	SDC Member # of receiving member if known

Optional Data for Transferring Cattle

Visual ID	Can be same as previous or assign new if cattle are retagged upon arrival
GROUP-RANCH	IMPORTANT: Carcass data collected for cattle which complete SDCB are only visible via the value submitted within the Group-Ranch column! (I.E.: 2005 Heifers or 2005 AngusX calves)
Alternate ID	Past Visual Tags, Brand Registration Number, Tattoo, Bangs Number or Freeze Brand

After entering the necessary data into the Excel spreadsheet, email the spreadsheet to the South Dakota Department of Agriculture at sdcb@state.sd.us