

NAIT

RE-REGISTRATION FAQs

APRIL 2019

WHAT IS A PICA?

A PICA is a 'Person in Charge of Animals'. The registered PICA should be the person most involved with the management of animals on a day-to-day basis.

MY INFORMATION IS UP TO DATE, DO I STILL NEED TO UPDATE MY DETAILS?

Yes. If you have a NAIT number you must complete the re-registration process to confirm your contact details are up to date, and you must re-select the land parcels that show where your animals are.

CAN I MAKE THE UPDATES THROUGH MINDA?

No, you must log on to NAIT directly to complete these updates. Go to www.ospri.co.nz and click 'Login to NAIT system'.

WHAT INFORMATION DO I NEED TO COMPLETE MY RE-REGISTRATION?

Before you start your NAIT re-registration, it is recommended you have the following information ready for all your NAIT numbers:

- The Land Information New Zealand (LINZ) parcels that make up your NAIT location (you will be selecting land parcels on an interactive map)
- The number of cattle and/or deer at the location
- Details about the herd type(s) and other stock at the location


HOW DO I GET STARTED?

When you log on to NAIT, click 'My details' from your home page, then click 'edit my details'. For more information, see our [detailed guide](#) or watch our [tutorial video](#).

WHY DO YOU NEED MY DATE OF BIRTH?

We ask for your date of birth so that we can validate your identity if you call us. This information is not shared publicly and is held securely in accordance with New Zealand privacy laws.

WHY CAN'T I FIND MY ADDRESS?

 We could not validate your address with NZ Post. Please check your address using the search box below. If this is correct please continue.

123 Farm Road
RD 1
Farmtown 1234 [Manually edit this address](#) Clear address

Start typing and possible address matches will appear

123 Farm Road, RD 1, Farmtown, 1234 Search

We use the New Zealand post service to validate addresses. Occasionally, an address might not be found or displayed correctly – unfortunately this is out of our control.

If the system can't find your address, you can enter it manually. A yellow box will show around the address, but you will be able to continue anyway.

HOW DO I SELECT A PREFERRED PHONE NUMBER?

Phone
Please provide at least one phone number*

Home ▼ 03 ▼ 1234567 Delete Preferred

Click the round button next to your preferred phone number, even if you only have one number selected. To delete a number, click 'delete' in blue.

HOW DO I GET TO THE MAP?

NAIT Numbers + Add New

12345 My Farm

On the 'Edit My Details' page, scroll down and click on your NAIT number (in blue) in the NAIT number panel. The map will appear when you enter your farm address.

I HAVE SEVERAL FARMS; HOW DO I ALLOCATE THEM TO A NAIT NUMBER?

If you're the person in charge of animals (PICA) for more than one herd and they're managed and farmed separately, it's best practice to register different NAIT numbers for the different herd locations. This provides for more effective traceability.

If you choose, you can register all the locations you manage under one NAIT number if they all fall within the circle with the 10km radius (this is shown on the farm selection map to help you).

If any of the locations are outside of the 10km radius, you'll need to register more than one NAIT number.

It's up to you how you choose to allocate multiple locations to your NAIT numbers, keeping in mind that livestock movements between separate NAIT numbers must be recorded in NAIT.

To register a new NAIT number, when you have completed the re-registration process, click 'Register a new NAIT number' on your home page.

WHY CAN'T I SELECT MY LAND PARCELS?

First, make sure you've clicked 'Add Parcels'. You only need to click this once.

There are two reasons why a land parcel will turn red when selected and won't validate:

1. The first parcel selected is too far away from the address entered.

The address is displayed on the map as an orange dot. On rare occasions, the orange dot on the map may not quite find the correct address. If this is the case, you can try entering your address manually, otherwise you will need to call the contact centre on **0800 482 463**.

2. The land parcel selected is outside of the circle with a 10km radius.

If this is the case, you'll need to register more than one NAIT number to ensure all the locations you manage are registered.

WHAT IF I DON'T HAVE A HERD NUMBER OR PARTICIPANT CODE?

If you don't have a TBfree herd number, you must register with TBfree New Zealand.

Call **0800 482 463** or download a registration form at ospri.co.nz/register-a-new-herd

If you don't have a dairy participant code or dairy supply number, you don't need to provide one.

WHAT IF I CURRENTLY HAVE NO ANIMALS ON MY FARM?

If you don't currently have any stock on farm, you can leave the stock numbers at zero.

You'll still need to select an enterprise type and production type.

WHY DO YOU NEED TO KNOW THE NUMBER OF SHEEP, GOATS AND PIGS?

Declaring presence of other species at your location allows for more effective traceability in case of a disease outbreak that affects other species types.

I HAVE MORE THAN ONE HERD ENTERPRISE TYPE, WHY CAN I ONLY CHOOSE ONE?

You should select the enterprise type that best describes the farming enterprise of the main herd at your location.

If you're the person in charge of animals (PICA) for more than one herd and they're managed and farmed separately, it's best practice to register different NAIT numbers for the different herd locations.