DairyComp Traceability Module – Setup and features description

September 2017

DairyComp includes a TRACE module that assists users with RECORDING and REPORTING of animal traceability information as required for the proAction program. The 5 event types that are mandatory to record and report are:
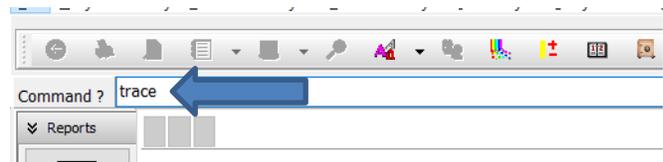
1. All animal births (female and male calves)
2. All animal move ins (whether Domestic or Import purchases)
3. On-Farm Animal Disposal-Tag retirement
4. Animals that have been sold for export (sold to another country)
5. Tag replacement and\or Tag loss (including cross-reference)

Some event types that are recommended to record but are not mandatory for traceability requirements are:

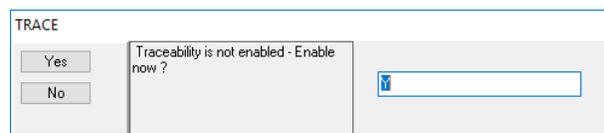1. Animals that are sold domestically.
2. Animals that move to different locations within a dairy operation (i.e.movement between barns that are some distance apart and have different Premises ID).

Prior to initializing the TRACE module, it is recommended that you have your Premises ID # (PID) available.

To initialize the module in DairyComp: Type trace on command line and press Enter
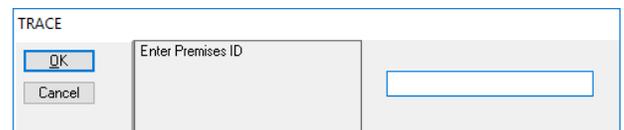

The following box appears, click Yes.

A prompt for your **Premises ID** will automatically appear. Enter your number and click OK. **TAKE CARE TO ENTER NUMBER CORRECTLY.** If Premises ID is not available, enter dairy1 and click OK.
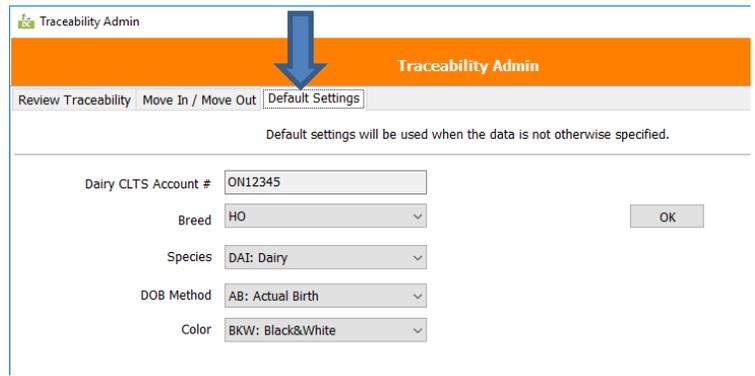
See below for instruction on how to modify a Premises ID.

Note: if setup with a version 5 cowfile, this box will NOT appear, see below on where to enter your Premises ID.
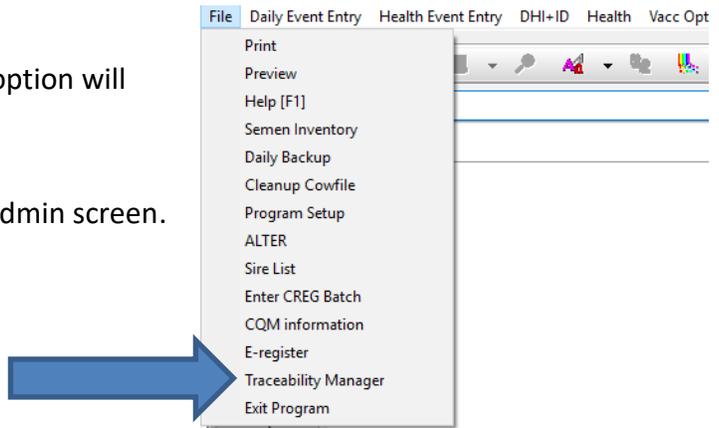
After the TRACE module is initialized, an ADMIN screen appears. Click on the **Default Settings**. If you do not already have a CLTS account #, leave blank. For the remaining boxes, enter\select the correct information for your dairy by clicking on the 'down' arrow for a list of options to choose. Click OK button to save.

*Note: if setup with a version 5 cowfile, a box to enter **Premises ID** will appear here.*

After the TRACE module is initialized, a new menu option will appear under the FILE main menu heading.

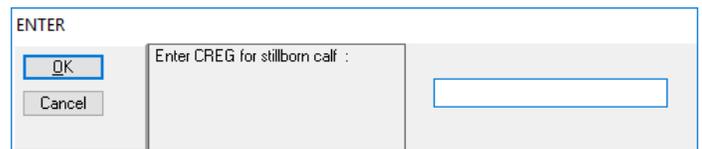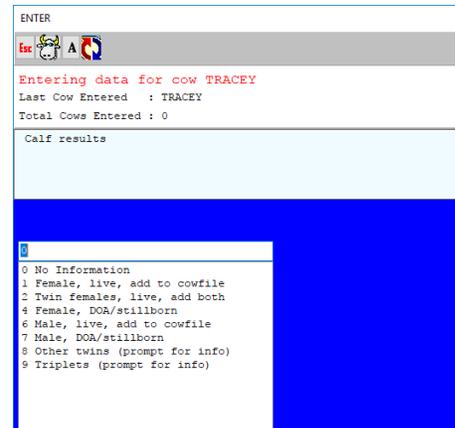This option can be used to access the Traceability Admin screen.

Once setup is complete, your day-to-day data entry will be saved into your traceability records automatically as required. See below for description of data entry screens for traceability.

1. **Animal Births - Entry of FRESH**

When the TRACE module is initialized, options to record a calf result have changed. Users must enter a **LIVE female or male** calf to inventory. Prompts for the calf information will be per normal.

If the calf result is **DOA\STILLBORN**, you will be prompted to enter an NLID\RFID tag number. If no tag was assigned, leave blank. The Traceability admin screen will appear, recording information here is NOT mandatory, click OK to exit that screen.

2. Animal MOVE-Ins - Entry of Purchased animals

Before entering animal information, the following box appears with prompts for information required.

Away premises ID = the premises ID of the location where animals purchased/came from.

License plate = license plate number of the vehicle or trailer that delivered the animals to your farm.

Away location description = reference to where animals came from.

Location type IMPORTANT = Select 'Domestic' if animals purchased within Canada or Select 'Foreign' if animals purchased from outside Canada.

3. On-Farm Animal Disposal-Tag retirement

Entry of a DIED event will capture tag retirement, regardless of where the animal is disposed of.

4. Entry of Sold animals

After entering animal that is SOLD and selecting the disposal code, the following box appears with prompts for information required.

For entry of SOLD animals that go for EXPORT (i.e. to a foreign country), the recording is mandatory and therefore all boxes must be filled in.

Away premises ID = the premises ID of the location where animals are sold to.

License plate = license plate number of the vehicle or trailer that is transporting the animals.

Away location description = name and address of location animals sold to.

Location type IMPORTANT = Select 'Foreign' when animals SOLD outside of Canada

Note: this box will appear for all SOLD entries.   For animals SOLD within Canada the recording and reporting of this information is recommended but NOT mandatory.   Tracking this information for all SOLD animals is good practice and a future reference if information is needed.

5. **Tag replacement or Tag Loss**

If an animal has lost its NLID-RFID button, a replacement tag with the same number should be re-ordered. In the case where an animal has to be assigned a replacement NLID-RFID number, it must be recorded and reported.   When a new tag number is assigned; to change this number in DairyComp, double click on the CREG item box in the animal's cowcard.   The new tag number and the old tag number will be written into the traceability records.

Accessing Traceability records

To access your traceability data, go to the '*Traceability Manager*' option under the FILE menu heading.

You will see a summary of all records in the 'Review Traceability' tab. The data records that appear are ones that have not been reported to the national database.

Description of buttons in this screen;
Delete – see below
Print – will print all data records displayed to the default printer
History – will allow user to select which records to display by Event Date
Export – will export all data displayed to an Excel spreadsheet
Send – will send a data file of all traceability records displayed and not previously sent to the National Traceability Database (currently NOT mandatory and not functional)

To 'Delete' an incorrect record

It is not possible to erase a record in TRACE. However, a record can be selected to NOT be reported.

To 'delete' a record, click on the Row number. Click on the DELETE button.

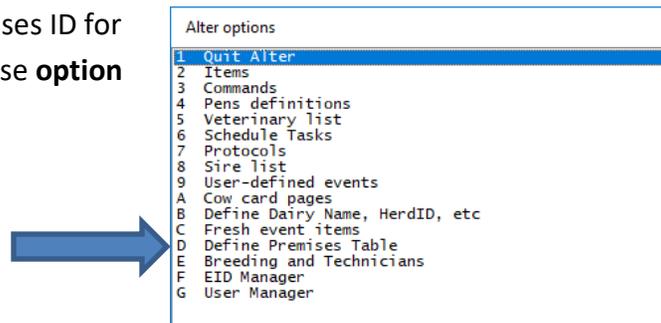The row will be highlighted in GRAY, and will not be sent to the National database.

To undo the 'delete' click on the Row number and click Delete again.

Some helpful DairyComp setup tips as it relates to the traceability module.

Accessing your Premises ID (this is available in version 8 cowfiles only)

To ADD or EDIT your premises ID number, or to ADD a premises ID for another location for your dairy operation, go to ALTER, choose **option D. *Define Premises Table*.**

To EDIT the existing, click on the EDIT button, a box appears to enter a Premises ID.

To ADD another Premises ID, click on the ADD button. A box appears to enter a Premises ID and then a box appears to assign group numbers to that Premises ID.
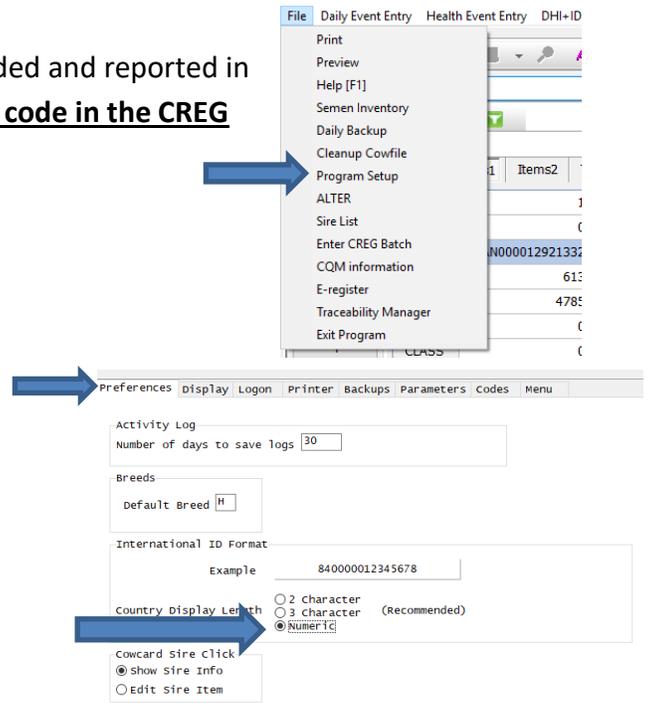
The traceability program requires that tag numbers are recorded and reported in numeric format. Therefore, **to change the display of country code in the CREG field**;

Go to FILE menu heading, choose '***Program Setup***'

In the SETUP screen, click on ***Preferences*** tab,

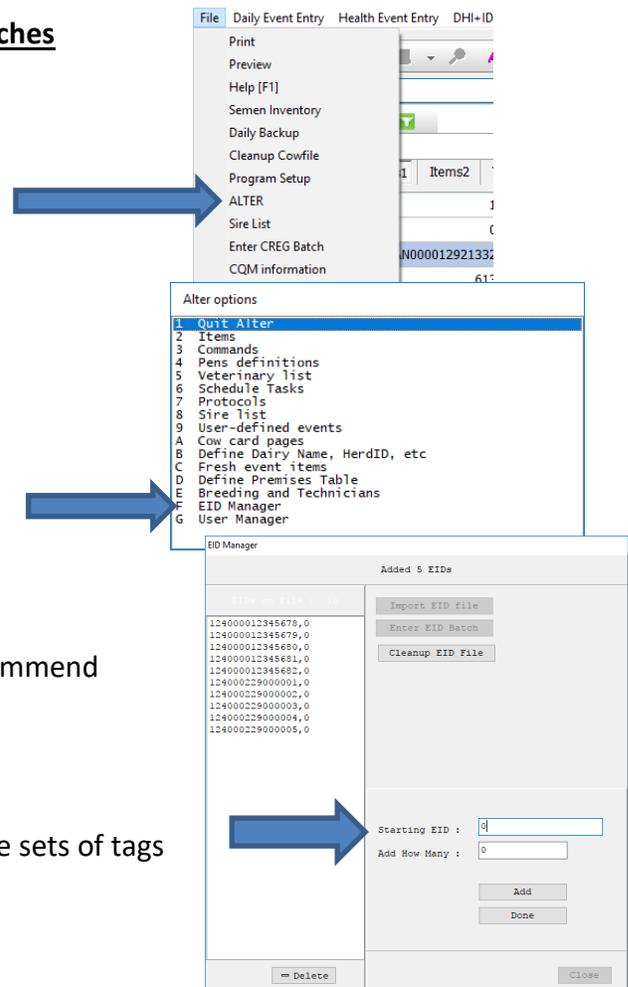See Country Display Length, select ***Numeric***

Using EID manager to store NLID or CCIA tag number batches

Go to FILE menu heading, choose '***ALTER***'

In ALTER option, choose option '***F. EID Manager***'

In the EID Manager screen;
Starting EID box; enter the first number of the batch (recommend entering the full 15 digit number).
Add how many: enter the number of tags in the batch.

Storage of 2 sets of tags in the EID manager is possible; the sets of tags will be in numerical order.

For any questions, do not hesitate to contact DairyComp support at 1-800-549-4373.