

1. How to register for the free eAML2 web service

Under the eAML2 system there will be 2 possibilities for producers to report their movement to market:

- a) Pre-notification: Electronically on the eAML2 web service or through the free bureau service
- b) On the day: on a hand written Haulier Summary sheet see last page

In the case of a) the detailed consignment information will appear on the market eAML2 online account

In the case of b) the market will have to record the movement onto the eAML2 system from the paper document

This is only necessary if your bespoke software has not been linked with the eAML2 service.

- Go to <u>www.eaml2.org.uk</u> in your internet browser
- Click on Market & Coll.Centre Registration and complete your details
- A username and password will be emailed to you

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BPEX	About eAML2 Help BPEX Home Pig Health ZNCP
Home Page	Welcome to the electronic pig movement service
About eAML2	
Help & User Guides	
Contact Us	
Registered Users	
Username	Electronic Movement Licensing
Password	
Log In	For any queries call the BPEX eAML2 Helpline: 0844 335 8400
Remember me next time	(Monday-Friday 9.00am – 5.00pm, calls are charged at 5p/minute from standard BT phone lines)
If you have forgotten your password, please enter your email address below	Or contact us via our website by clicking here: email eAML2
and a new password will be sent to you within 15 minutes:	Reminder for Producers
EMail Address	Remember to give the legally required feedback on your consignments i.e. confirm the number of pigs loaded and the vehicle registration.
Send Password	Do that either by text from your mobile phone or online under 'producer services'.
Not yet registered and received a movement? Click Here	Lertup-dshd 2xxX2x11
Producer Registration	
Abattoir Registration	
Market & Coll. Centre Registration	

Need help?

Contact the eAML2 Helpline Tel: 0844 335 8400* Fax 0247 669 2405 Email: eaml2@bpex.org.uk

*Mon-Fri 9am – 5pm Calls are charged 5p per minute from standard BT phone lines



2. How to use the eAML2 service

1. Log into your account on www.eaml2.org.uk and you will come to the below home page



2. Click on 'Market & Coll.Centre Services' on the left hand panel:

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Page	Market a	nd Col	lection Centre Services		
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& User Guides	BPEX Test M	larket, (22)	333/4444), BPEX Stoneleigh, EH7 5JD		
tect Us					
ket & Coll. Centre Services	Listed below is	a summary	of all of your inbound movements. You can enter add	tional movements by o	using the
Set up a Movement	Report Inbou	nd Movern	ent' button.		
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Your Movement Archive	FCI	Mark	380	Received	Left
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	Set.up	a Movement	Your Business Details	Your Movement	Archive

- You will see an overview of any current e-movements reported to your market by producers. When clicking on the symbols in front of the slap mark you will see the haulier summary sheet and detailed Food Chain Information (FCI). If any of the pigs have received treatment, a red exclamation mark will be shown.
- 'Set up a Movement: click to set up your market outbound movement
- 'Your Business Details': click to complete market business details first time only
- 'Your Movement Archive': click to view/access consignments to and from your market
- 'Account Details': click to edit your contact details



3. Confirm & record any movements to your market

Once you have confirmed & recorded all inbound movements you can create the market off movement:

On the 'Market & Coll.Centre Services' page you will see any current movements reported electronically by keepers to your market (see also above screenshot)

- 1. Confirm or edit the actual numbers received and dead on arrival for each in the white boxes
- 2. If you need to record inbound moves from producers i.e. producers that came to the market with a handwritten Haulier Summary sheet on the day of the auction, click on 'Report Inbound Movement':
 - Enter two pieces of information for the departure keeper's site (this is for data protection) & click on 'search'. If the site is not found during searching for either slap mark, holding number, address or assurance number click on 'register the site onto the system'
 - Select the correct farm & click on 'Report a movement'
 - Complete the movement questions & press submit & confirm numbers received as before in the overview list.

BPEX	About eAML2 Help BPEX Home Pig Health ZNCP
	Market and Collection Contro Services
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Help & Liser Guides	BPEX Test Market. (22/333/4444). BPEX Stoneleigh. EH7 5JD
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Market & Coll. Centre Services	Search for your farm by any two different identifiers:
Set up a Movement	Farm Address 🔻
Your Business Details	[end]
Your Movement Archive	Assurance No Search
Account Details	

4. How to set up a market outbound movement

- 1. Click on 'Set up a movement' (either by clicking on the symbol or on the left hand panel)
 - Select your market from the drop down list by clicking on the black arrow on the right
 - Choose whether the consignment is going to abattoir or to farm
 - Select your destination from the drop down menu or search for a farm
 - Click on 'new movement'

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BPEX	About eAML2 Help BPEX Home Pig Health ZNCP
one Page	Set up a movement
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- 2. Enter the number of pigs sold from each consignment in the boxes 'Qty to send' & click on 'Create Outbound Movement'
- 3. Complete the questions that are mostly pre-populated and tick the boxes then click 'submit movement.

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one Page	New eAML2 movement				
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inket & Coll. Centre Services	AML2 / ECI Movement Details				
Set up a Movement					
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	click here when you have finished this question $\hfill \Box$		check this box	when the information is complete	1. Journey is less than 50km 2. You are moving your own animals
					3. You are moving animals in

4. Print out the 'Haulier Summary' sheet for the haulier. This document will be retained by the haulier.

If the destination abattoir or farm has no internet/email the eAML2 system will automatically ask you to print out 2 copies of the haulier summary: 1x to be retained by the haulier and 1x for the destination site. It is a legal requirement for the haulier and non-IT sites to keep a record of the haulier summary document for inspection purposes.

This process replaces the issuing of an individual movement licence from a Trading Standards Animal Health officer.

The movement information incl. the Food Chain Information is automatically emailed to the abattoir or destination farm if they have a computer with internet.

one Page	This movement is pending - please print the su		
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Set up a Movement			
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5. How to use your movement archive

This is where any movements to and from your market are saved and where you can access them at any time for inspection purposes or to print off copies of the haulier summary documents if needed – just click on the 'pdf' icon.

The documents will be stored for the legally required 3 years.

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Help & User Guides												
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6. What to do if you cannot access the eAML2 service

The eAML2 service is operated on two servers to provide a stable and secure system:

If one server should fail the second server will kick in.

In the unlikely event of failure however, markets should revert to writing out haulier summary copies. Templates can be found on the website under 'Templates' when logged in – they will have your market details pre-populated. The eAML2 helpline must then be contacted as soon as possible either by phone/fax/post to record the movement(s) retrospectively.



Example of a Farm to Market Haulier Summary sheet

Report of a Movement of	Farm to f Pice	o Market N	lover	ment	made	e und	er the	e Ge	enera	al Lic	ence	tor	the		Move	men	t Reference:
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