

**Retired: Used to report the identification of an approved tag/indicator applied to an animal, or an animal based on carcass details, that has died or was slaughtered.**

**Login to [clts.canadaid.ca](http://clts.canadaid.ca).** If you do not know your username or password, contact CCIA at [info@canadaid.ca](mailto:info@canadaid.ca) or 1-877-909-2333.

**Click Submit Events - Directly Online.**

BOX 1

BOX 2

**Select Retired, then click Next.**

You will be asked if you know the carcass tag/indicator ID(s). Select **YES** or **NO**, then click **Next**.

**Yes** - will continue to the steps to submit a Retired event using individual approved tag/indicator numbers (see Box 7).

**No** - will continue to the steps to submit a Retired event using carcass details.

BOX 3

BOX 4

If you selected **NO**, the system will direct you to the **Retired Details** screen.

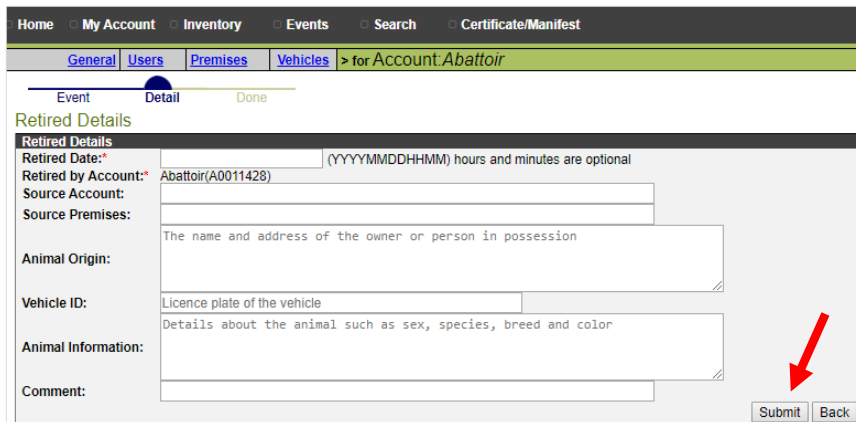
Although only the following information is required, we recommend entering as many details as possible:

**Retired Date:** the date and time (hours and minutes are optional) that the animal died or was slaughtered.

**Retired by Account:** Your account name and number will appear automatically.

Two new fields “Carcass Number” and “Quantity” will be added for an event without a tag ID.

Once all of your information has been entered, confirm it is correct, then click **Submit**.



BOX 5

A **transaction ID** has been assigned to your submission. It is recommended to make note of the transaction ID in your records, and to check your transaction status by clicking on the transaction ID number to ensure the information is processed successfully.



BOX 6

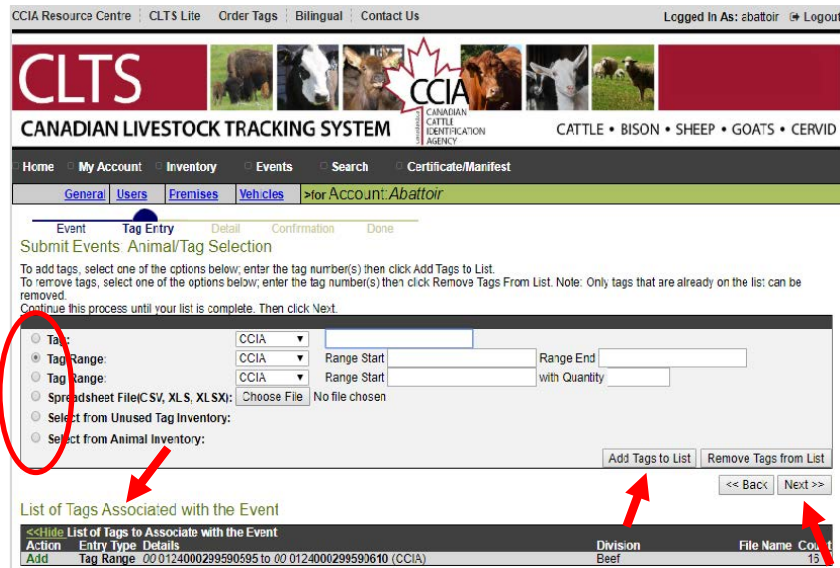
If you selected **YES**, the system will direct you to the **Submit Events: Animal/Tag Selection** screen.

There are **six** options to choose from to add tags/indicators to your list but only one option can be used at a time. All of the options can be used to create your list.

Enter the tag/indicator number(s), then click **Add Tags to List**.

Repeat the process until all tags/indicators are added to your list.

The tag/indicator numbers will appear at the bottom of the screen under **List of Tags Associated with the Event**. Once your list is complete, click **Next**.



CCIA Resource Centre | CLTS Lite | Order Tags | Bilingual | Contact Us | Logged In As: abattoir | Logout

**CLTS**  
CANADIAN LIVESTOCK TRACKING SYSTEM  
CATTLE • BISON • SHEEP • GOATS • CERVID

Home | My Account | Inventory | Events | Search | Certificate/Manifest

General | Users | Premises | Vehicles | >for Account: Abattoir

Event | Tag Entry | Detail | Confirmation | Done

**Submit Events: Event Details**

You have selected multiple Tags/Animals to associate with the Event. Will the details of the Event be the same for all 16 tags?

Same for All Tags | Not Same for All Tags | << Back

CCIA Resource Centre | CLTS Lite | Order Tags | Bilingual | Contact Us | Logged In As: abattoir | Logout

**CLTS**  
CANADIAN LIVESTOCK TRACKING SYSTEM  
CATTLE • BISON • SHEEP • GOATS • CERVID

Home | My Account | Inventory | Events | Search | Certificate/Manifest

General | Users | Premises | Vehicles | >for Account: Abattoir

Event | Tag Entry | Detail | Confirmation | Done

**Submit Events: Animal/Tag Selection**

To add tags, select one of the options below; enter the tag number(s) then click Add Tags to List.  
To remove tags, select one of the options below; enter the tag number(s) then click Remove Tags From List. Note: Only tags that are already on the list can be removed.  
Continue this process until your list is complete. Then click Next.

Tag: CCA  
 Tag Range: CCA Range Start: Range End:  
 Tag Range: CCA Range Start: Range End: with Quantity  
 Spreadsheet File(CSV, XLS, XLSX): Choose File No file chosen  
 Select from Unused Tag Inventory:  
 Select from Animal Inventory:

Add Tags to List | Remove Tags from List | << Back | Next >>

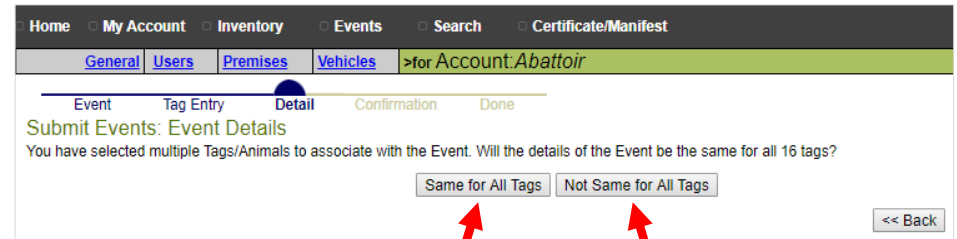
**List of Tags Associated with the Event**

Action	Entry Type	Details	Division	File Name	Count
Add	Tag Range	00 0124000239590595 to 00 0124000239590610 (CCIA)	Beef		13

BOX 7

If you have more than one tag/indicator on your list, the below options will appear.

**Same for All Tags** will apply the same Retired details to all animals/tags.  
**Not Same for All Tags** will allow you to apply different Retired details to each tag/indicator.



Home | My Account | Inventory | Events | Search | Certificate/Manifest

General | Users | Premises | Vehicles | >for Account: Abattoir

Event | Tag Entry | Detail | Confirmation | Done

**Submit Events: Event Details**

You have selected multiple Tags/Animals to associate with the Event. Will the details of the Event be the same for all 16 tags?

Same for All Tags | Not Same for All Tags | << Back

BOX 8

Not Same for All Tags: Select tag(s)/indicator(s) to enter details for. If needed, click the **blue plus sign** to view all tags/indicators in a range.

Once selected, click **Apply Event Details to Selected Tags**.



CCIA Resource Centre | CLTS Lite | Order Tags | Bilingual | Contact Us | Logged In As: abattoir | Logout

**CLTS** CANADIAN LIVESTOCK TRACKING SYSTEM CATTLE • BISON • SHEEP • GOATS • CERVID

Home | My Account | Inventory | Events | Search | Certificate/Manifest

General | Users | Premises | Vehicles | >for Account: Abattoir

Event | Tag Entry | **Detail** | Confirmation | Done

Submit Events: Event Details for Specific Tags

Click on the (+) to view or select tags in a tag range.

Entry Type	Details	Division	Count	Status
<input type="checkbox"/>	Tag Range (+) 000002400029590595 to 00 012400029590310 (CCIA)	Beef	16	incomplete

Apply Event Details to Selected Tags

<< Back | Next >>

(+)

BOX 9

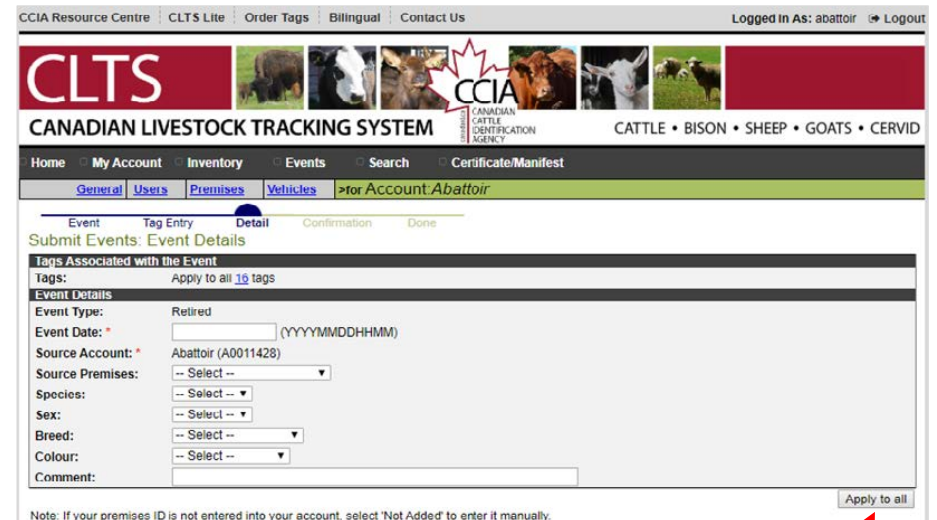
You will arrive at the **Submit Event Details** screen, regardless if you choose **YES** or **NO** (see Box 4).

The following information is required:

**Event Date:** select the date the animal(s) was slaughtered from the pop-out calendar.

**Source Account:** Your account name and number will appear automatically.

Once all your information has been entered, confirm it is correct, then click **Apply to All OR Next**. If entering individual information, click **Apply to All** to take you back to the tag/indicator list before going to the confirmation page. When all tags/indicators have a **Complete** status, click **Next**.



CCIA Resource Centre | CLTS Lite | Order Tags | Bilingual | Contact Us | Logged In As: abattoir | Logout

**CLTS** CANADIAN LIVESTOCK TRACKING SYSTEM CATTLE • BISON • SHEEP • GOATS • CERVID

Home | My Account | Inventory | Events | Search | Certificate/Manifest

General | Users | Premises | Vehicles | >for Account: Abattoir

Event | Tag Entry | **Detail** | Confirmation | Done

Submit Events: Event Details

Tags Associated with the Event

Tags: Apply to all 16 tags

Event Details

Event Type: Retired

Event Date: \* [ ] (YYYYMMDDHHMM)

Source Account: \* Abattoir (A0011428)

Source Premises: -- Select --

Species: -- Select --

Sex: -- Select --

Breed: -- Select --

Colour: -- Select --

Comment: [ ]

Apply to all

Note: If your premises ID is not entered into your account, select 'Not Added' to enter it manually.

BOX 10



Review and confirm the event details. Select box to agree that you understand the animals are dead and not exported. Click **Confirm and Submit**.

Home | My Account | Inventory | Events | Search | Certificate/Manifest

General | Users | Premises | Vehicles | >for Account: Abattoir

Event | Tag Entry | Detail | **Confirmation** | Done

Submit Events: Confirmation

Please confirm the details below

**Event Submission Summary**

Event Type: Retired  
Tag/Animal Count: 16 Tags  
Submitted For: Abattoir (A0011428)  
Submitted by: Abattoir (A0011428)  
Submission Date: 12-Nov-2019 10:32 MST

**Verification Statement:**  
Please ensure that you have reviewed the **EVENT DETAILS**, including the **TAG START** and **TAG END**.  
By clicking **CONFIRM AND SUBMIT** you are verifying and declaring that the information you are submitting is correct and accurate.

Event Details

Line#	Event Type	Event Date	Tag Type	Tag Start	Tag End	Source Account	Source Premises	Species	Sex	Breed	Colour	Comment
1	Retired	201911010000	CCIA	00 0124000299590595		A0011428						
2	Retired	201911010000	CCIA	00 0124000299590596		A0011428						
3	Retired	201911010000	CCIA	00 0124000299590597		A0011428						
4	Retired	201911010000	CCIA	00 0124000299590598		A0011428						
5	Retired	201911010000	CCIA	00 0124000299590599		A0011428						

I understand these animals are dead and not exported.\*

<< Back | **Confirm and Submit**

BOX 11

A **transaction ID** has been assigned to your submission. It is recommended to make note of the transaction ID in your records, and to check your transaction status by clicking on the transaction ID number to ensure the information is processed successfully.

CCIA Resource Centre | CLTS Lite | Order Tags | Bilingual | Contact Us | Logged In As: abattoir | Logout

CLTS  
CANADIAN LIVESTOCK TRACKING SYSTEM  
CATTLE • BISON • SHEEP • GOATS • CERVID

Home | My Account | Inventory | Events | Search | Certificate/Manifest

General | Users | Premises | Vehicles | >for Account: Abattoir

Event | Tag Entry | Detail | **Confirmation** | Done

Submit Events: Done

Your request has been submitted for processing.

For your reference, the transaction ID **TR333434QMR** has been assigned to this request. You can view the status of this request through the [Request History](#) feature, or you can [submit other Events](#).

**PLEASE NOTE:** It is recommended that users check the status of the Transaction ID numbers (through the Request History) to ensure files were successfully processed.

BOX 12

For more CLTS database user guides, visit [support.canadaid.ca](http://support.canadaid.ca)