

13:69D-1.16 Drop boxes and slot cash storage boxes

(a) Each gaming table in a casino or casino simulcasting facility shall have attached to it a secure tamper-resistant container known as a "drop box" in which shall be deposited all cash, coupons exchanged at the gaming table for gaming chips and plaques, match play coupons, progressive wager coupons, issuance copies of Counter Checks exchanged at the gaming table for gaming chips and plaques, documents that evidence the exchange of gaming chips or plaques as part of credit or debit card chip transactions, duplicate Fill and Credit Slips, Requests for Credit forms, Requests for Fill forms, and Table Inventory forms. In addition, each drop box shall have:

1. A locking system, controlled by the accounting department, designed to secure the contents placed into the drop box;
2. A separate locking system, designed to secure the drop box to the gaming table, which locking system shall be different from the locking system securing the contents of the drop box. The locking system utilized to unlock the drop boxes from the gaming tables shall be maintained and controlled by the security department. Access to the casino security department's locking system shall be limited to supervisors in that department and shall be controlled, at a minimum, by a sign-out and sign-in procedure described in the casino licensee's internal controls;
3. A slot opening through which currency, coins, coupons, forms, records, and documents can be inserted into the drop box;
4. A mechanical device that will automatically close and lock the slot opening upon removal of the drop box from the gaming table; and
5. Permanently imprinted or impressed thereon, and clearly visible through the CCTV system, a number corresponding to a permanent number on the gaming table to which it is attached and a

marking to indicate game and shift, except that emergency drop boxes may be maintained without such number or marking, provided the word "emergency" is permanently imprinted or impressed thereon and, when put into use, are temporarily marked with the number of the gaming table and identification of the game and shift, and provided further, that the casino licensee notifies the Division and the surveillance department contemporaneously with placing an emergency drop box into use. In addition to bearing a gaming table number, each drop box may also be identified by a bar code label that is securely affixed thereto. Each bar code label affixed to a drop box shall be:

- i. Encoded, at a minimum, with the gaming table number and game type of the gaming table to which drop box is attached; and
- ii. Prepared in accordance with a casino licensee's internal controls, which controls shall require, without limitation, the completion of a Bar Code Label Request Form that is signed by the requester and the preparer; provided, however, that a bar code label prepared by a member of the count team shall be tested and verified by a count room supervisor prior to the label being attached to the drop box.

(b) Each bill changer in a casino shall have contained in it a secure tamper-resistant container known as a "slot cash storage box," in which shall be deposited all cash, gaming vouchers and coupons inserted into the bill changer. In addition, each slot cash storage box shall:

1. Have a locking system, controlled by the accounting department, designed to secure the contents of the slot cash storage box, which shall be different from the locking system controlling access to the compartment in which the slot cash storage box is housed, and shall also comply with the requirements of N.J.A.C. 13:69D-1.36;
2. Have a slot opening through which currency and coupons can be inserted into the slot cash storage box;
3. Have a mechanical arrangement or device that prohibits

removal of currency and coupons from the slot opening whenever the slot cash storage box is removed from the bill changer;

4. Be fully enclosed, except for such openings as may be required for the operation of the bill changer or the slot cash storage box; provided, however, that the location and size of such openings shall not affect the security of the slot cash storage box, its contents or the bill changer; and

5. Have an asset number that is permanently imprinted, affixed or impressed on the outside of the slot cash storage box which corresponds to the asset number of the slot machine to which the bill changer has been attached. In lieu of the asset number, a casino licensee may develop and maintain, in accordance with its internal controls, a system for assigning a unique identification number to its slot cash storage boxes. The asset number or unique identification number must be conspicuous and clearly visible to persons involved in removing or replacing the slot cash storage box in the bill changer and through the casino licensee's closed circuit television system. Notwithstanding the foregoing, emergency slot cash storage boxes may be maintained without such numbers, provided the word "emergency" is permanently imprinted, affixed or impressed thereon, and when put into use, are temporarily marked with the asset number of the slot machine to which the bill changer is attached, and provided further, that the casino notifies the Division and the surveillance department contemporaneously with placing an emergency slot cash storage box into use. In addition to bearing an asset number or unique identification number, each slot cash storage box may also be identified by a bar code label that is securely affixed thereto. Each bar code label affixed to a slot cash storage box shall be:

- i. Encoded, at a minimum, with the asset number of the slot machine to which the bill changer is attached; and
- ii. Prepared in accordance with a casino licensee's

internal controls, which controls shall require, without limitation, the completion of a Bar Code Label Request Form that is signed by the requester and the preparer; provided, however, that a bar code label prepared by a member of the count team shall be tested and verified by a count room supervisor prior to the label being attached to the slot cash storage box.

(c) The locking system securing the contents of a table drop box shall be maintained and controlled by the accounting department. The locking system securing the contents of a slot cash storage box shall be maintained and controlled by the accounting department.

(d) Notwithstanding (a)5 above, a casino licensee may utilize drop boxes which do not indicate the shift thereon, if the casino licensee does not intend to collect all drop boxes each gaming day and has internal control procedures pursuant to N.J.A.C. 13:69D-1.33(b)2.

13:69D-1.17 Drop boxes, transportation to and from gaming tables; slot cash storage boxes, transportation to and from bill changers; storage

(a) Each casino licensee shall file with the Division a schedule setting forth the specific times at which the drop boxes will be brought to or removed from the gaming tables and slot cash storage boxes will be brought to or removed from the bill changers. Each casino licensee shall also maintain and make available to the Division upon request, the names and license numbers of all employees participating in the transportation of such drop boxes and slot cash storage boxes. No drop box shall be brought to or removed from any gaming table and no slot cash storage box shall be brought to or removed from any bill changer at other than the time specified in such schedule except upon written notification to the Division contemporaneous with the removal of the drop box or slot cash storage box.

(b) Except as otherwise provided in (b)3 below, all drop boxes removed from gaming tables shall be transported directly to and secured in the count room by at least one casino security department member.

1. Upon its removal from a gaming table, a drop box shall be immediately placed in an enclosed trolley which is secured by a locking system, described in the casino licensee's internal controls. The locking system shall be maintained and controlled by the casino security department. Access to the casino security department's locking system shall be limited to supervisors in that department and shall be controlled, at a minimum, by a sign-out and sign-in procedure described in the casino licensee's internal controls.

2. Prior to the movement of any trolley containing drop boxes from a casino pit, a casino supervisor shall verify in writing that the number of drop boxes being removed from the pit equals the number of drop boxes that have been loaded on the trolley, and that the drop boxes have been secured. If a trolley is being transported from a casino pit to the count room, a casino supervisor shall also verify that the drop boxes on the trolley have been secured.

3. A drop box being replaced by an emergency drop box shall be transported directly to and secured in the count room by at least one casino security department member and one casino supervisor, and the use of a trolley shall not be required.

(c) Except as otherwise provided in N.J.A.C. 19:45-1.38(e) and N.J.A.C. 13:69D-1.42(c), and (c)3 below, all slot cash storage boxes removed from bill changers shall be transported directly to and secured in the count room by a casino security department member and such other employees as described in the internal controls.

1. Upon its removal from a bill changer, a slot cash storage box shall be placed immediately in an enclosed trolley which is secured by a locking system, described in the casino licensee's internal controls. The locking system shall be maintained and controlled by the casino

security department. Access to the casino security department's locking system shall be limited to supervisors in that department and shall be controlled, at a minimum, by a sign-out and sign-in procedure described in the casino licensee's internal controls.

2. Prior to the movement of any trolley containing slot cash storage boxes from the casino floor into the count room, a casino key employee who is supervising the collection of the slot cash storage boxes (a "drop team supervisor") shall verify in writing that the number of slot cash storage boxes being transported from the casino floor equals the number of slot cash storage boxes scheduled to be collected that day pursuant to N.J.A.C. 13:69D-1.42(a). If a trolley is being transported from the casino floor to the count room, a drop team supervisor shall also verify that slot cash storage boxes have been secured.

3. A slot cash storage box being replaced by an emergency slot cash storage box, except as otherwise provided in N.J.A.C. 13:69D-1.42(c)2ii, shall be transported to and secured in the count room by at least one casino security department member, and one slot department member or cage supervisor, and the use of a trolley shall not be required.

(d) All drop boxes not attached to a gaming table and all slot cash storage boxes not contained in a bill changer, including emergency drop boxes and emergency slot cash storage boxes which are not actively in use, shall be stored in the count room or other secure area outside the count room in an enclosed storage cabinet or trolley and secured in such cabinet or trolley by a separate locking system maintained and controlled by the casino security department. Access to the casino security department's key shall be limited to a supervisor of that department and shall be controlled, at a minimum, by a sign-out and sign-in procedure in accordance with the casino licensee's internal controls.

(e) Notwithstanding (d) above, the supervisor of the casino security department may, immediately prior to the commencement of the count process, provide access to the trolley or cabinet locking mechanisms to a

count room supervisor for the purpose of gaining access to the drop boxes and slot cash storage boxes to be counted. Any control of a locking mechanism transferred from the casino security department shall be returned immediately following the conclusion of the count of the drop boxes and slot cash storage boxes, and the return of any empty emergency drop boxes and slot cash storage boxes, to their respective storage cabinet or trolley. The casino security department shall establish a sign-out and sign-in procedure for all such access to the trolley or cabinet locking mechanisms in accordance with the casino licensee's internal controls, including procedures governing the control over the locking mechanisms during the soft count, provided, however, if the count room supervisor leaves the count room during the count control of the locking mechanisms shall be relinquished to the security department.

(f) Drop boxes, when not in use during a shift, may be stored on the gaming tables provided that there is adequate security.

13:69D-1.32 Count rooms; characteristics

(a) Except as provided in (d) below, each casino licensee shall have immediately adjacent to the cashiers' cage a room, to be known as the "count room," specifically designated, designed and used for counting the contents of drop boxes, slot cash storage boxes, slot drop buckets and slot drop boxes.

(b) The count room shall be designed and constructed to provide maximum security for the materials housed therein and for the activities conducted therein. Each casino licensee shall design and construct a count room with, at a minimum, the following security measures:

1. A metal door installed on each entrance and exit;
2. Each entrance and exit door shall be equipped with:
 - i. A locking system described in the casino licensee's internal controls, designed to limit access to the count room and provide

maximum security to the equipment and contents of the room;

ii. An alarm device, which audibly signals the monitoring rooms, as required by N.J.A.C. 19:45-1.10, and the casino security department, whenever a door to the count room is opened at times other than those times for which the casino licensee has provided prior notice pursuant to N.J.A.C. 13:69D-1.33(b) or 1.43(b); and

iii. A light system, which illuminates one or more lights in the monitoring rooms, as required by N.J.A.C. 19:45-1.10, and at each count room door, for purposes of maintaining constant surveillance;

3. The locking system required by (b)(2)(i) above shall be different from the locking system securing the contents of each drop box, slot cash storage box, slot drop box, and slot drop bucket compartment;

4. The locking system required by (b)(2)(i) above shall be maintained and controlled by the casino security department in a secure area within the casino security department, access to which may be gained only by a security supervisor; and

5. The casino security department shall establish a sign-in and sign-out procedure for the locking systems described in this subsection under the control of the security department.

(c) Located within the count room shall be:

1. A table constructed of clear glass or similar material for the emptying, counting, and recording of the contents of drop boxes and slot cash storage boxes which shall be known as the "count table";

2. Closed circuit television cameras and microphone wired to monitoring rooms capable of, but not limited to, the following:

i. Effective and detailed audio-video monitoring of the entire count process;

ii. Effective, detailed video-monitoring of the interior of the count room, including storage cabinets or trolleys used to store drop boxes and slot cash storage boxes; and

iii. Audio-video recording of the entire count process and any other activities in the count room.

(d) Each casino licensee may count the contents of slot drop buckets and slot drop boxes in a different room, to be known as the "hard count room," from that used for counting the contents of drop boxes and slot cash storage boxes, in which event the latter room shall be known as the "soft count room." In all other respects the hard count room shall comply with the requirements of this section, except that the hard count room need not contain the audio equipment required by (c)2i and (c)2iii above. In addition, the hard count room shall contain a fixed-door type or hand-held metal detector to inspect all persons exiting the hard count room.

(e) In addition to the light system required by (b)2iii above, each hard count room shall contain a separate light system or other device approved by the Commission which shall provide a continuous visual signal at the count room door, whenever any access door to the count room is opened while the system is activated. The light system or device shall:

1. Maintain the visual signal until the system is reset or deactivated; and
2. Be designed so as to permit its activation, deactivation or resetting only by a member of the security department.

13:69D-1.33 Procedure for opening, counting and recording contents of drop boxes and slot cash storage boxes and the recording of keno revenue

(a) The contents of the drop boxes and slot cash storage boxes shall be counted and recorded in the count room in conformity with this section and a workflow diagram which shall be filed with Division and the surveillance department.

1. The workflow diagram shall indicate, at a minimum, the location of all equipment in the count room, all equipment used in the counting process (for example, baskets and bins) and the flow of all currency, coupons, gaming vouchers and paperwork from the start of the count to the conclusion of the count.

2. Each casino licensee shall include in its internal controls a description of all computer equipment used in the counting and recording process and all other systems, if any, that communicate with that computer equipment for purposes related to the counting of gross revenue. The internal controls shall include, at a minimum:

i. A detailed description of the design and use of the computer equipment and any communication interfaces, software, screens, menus and reports related to the counting process;

ii. The names of all revenue files and who has access and what type of access they have to these files;

iii. Procedures for controlling changes to computer equipment, communication interfaces, configuration and software which provide for, at a minimum, written or electronic notification to the Division; and

iv. Controls that prevent access to any count room information by anyone outside of the count room until the entire count process is concluded.

(b) Each casino licensee shall place on file with the Division the specific times during which the contents of drop boxes removed from gaming tables and contents of slot cash storage boxes are to be counted and recorded. Slot cash storage boxes shall be removed from bill changers in accordance with N.J.A.C. 13:69D-1.42(a) and shall be counted and recorded, at a minimum, once a week. Drop boxes shall be removed from gaming tables and counted and recorded, at a minimum, once each gaming day, provided, however, a drop box need not be so removed if:

1. The drop box is from a gaming table that was never opened for gaming on that gaming day pursuant to N.J.A.C. 19:45-1.21; and

2. The casino licensee has established internal control procedures, which ensure that the casino security department knows which drop boxes to collect and the count room supervisor knows which drop boxes should be counted.

(c) The opening, counting, and recording of the contents of drop boxes and slot cash storage boxes (the "soft count") shall be performed in the presence of a casino key employee who shall be referred to herein as a count room supervisor. The soft count shall be performed by at least three employees ("count team"), which shall include the count room supervisor.

(d) All persons present in the count room during the counting process, except representatives of the Division, shall wear as outer garments, only a full-length, one-piece, pocketless garment with openings only for the arms, feet, and neck.

(e) No person present shall:

1. Carry a pocketbook or other container unless it is transparent; or

2. Remove his or her hands from or return them to a position on or above the count table, banking table or counting equipment unless the backs and palms of his or her hands are first held straight out and exposed to the view of other members of the count team and the closed circuit television camera.

(f) Except as otherwise provided in this section, access to the count room during the counting process shall be limited to those persons whose presence is necessary to complete the count. No count room employee shall, during the counting process, enter a storage area for table drop boxes or slot cash storage boxes that is adjacent to the count

room to perform any function that is not directly related to the counting process.

1. Immediately prior to the commencement of the count:

i. The doors to the count room shall be secured at all times except when the doors are opened for an authorized purpose pursuant to (f)2 below;

ii. A count team member shall notify a person assigned to the closed circuit television monitoring station in the establishment that the count is about to begin, after which such person shall make a continuous audio-video recording, with the time and date inserted thereon, of the entire counting process;

iii. The count room supervisor or his or her supervisor shall notify the Division, in writing, of the name and Commission license number of each member of the count team and whether each such individual is scheduled to:

(1) Be present in the count room during the entire counting process;

(2) Enter the count room during the counting process;

or

(3) Leave the count room prior to the conclusion of the counting process; and

2. Once the counting process has started, the doors to the count room shall only be opened for one of the following purposes:

i. To allow one or more members of the count team to take a work break;

ii. At the start or conclusion of a count team employee's shift;

iii. To permit table drop boxes or slot cash storage boxes to be secured in the count room;

iv. To permit empty table drop boxes, slot cash storage boxes, emergency table game drop boxes or emergency slot cash storage

boxes that were not part of the current count to be removed from the count room in accordance with the casino licensee's internal control procedures;

- v. To allow a main bank cashier or cage supervisor to enter the count room to perform the responsibilities set forth in (i) below;
- vi. In the event of an emergency; or
- vii. To allow the count team to exit the room at the conclusion of the count.

(g) No person shall be permitted to enter or leave the count room during the counting process unless his or her name is on the written notice required by (f) above. Notwithstanding the foregoing, the name of any person who enters or leaves the count room in furtherance of a purpose identified in (f)2iii through vi above shall not have to be included on the written notice required by (f) above if he or she enters or leaves the count room during the counting process solely for that purpose.

1. If any person enters or leaves the count room during the counting process, any employee remaining in the count room shall be required to display his or her hands in accordance with (e) above and to step away from the count table, banking table and counting equipment until the person has entered or left the count room.

2. The counting and recording process shall be discontinued whenever less than three count team members are present in the count room. If the entire count team will be taking a break, prior to leaving the count room:

- i. All cash, gaming vouchers and coupons that have been removed from either a drop box or slot cash storage box shall be counted at least once and secured accordance with the casino licensee's internal controls until the return of at least three soft count team members from the break; and

- ii. Any trolleys that contain uncounted drop boxes or slot cash storage boxes shall be secured during the break.

3. Once the counting process has been started, the count room supervisor shall be required to notify the closed circuit television monitoring room whenever a count room door will be opened.

4. Once all currency, gaming vouchers and coupons have been counted and the final count totals have been obtained, no employee shall be permitted to leave the count room, except in an emergency, until the recount and presentation procedures in (i) below have been completed.

(h) Procedures and requirements for conducting the count shall be as follows:

1. As each drop box or slot cash storage box is placed on the count table, one count team member shall verbalize, in a tone of voice to be heard by all persons present and to be recorded by the audio recording device, the game, table number, and shift marked thereon for drop boxes, or the asset or unique identification number marked thereon for slot cash storage boxes;

2. In full view of the closed circuit television cameras located in the count room, the contents of each drop box or slot cash storage box shall be emptied on the count table and either manually counted separately on the count table or counted on a counting machine which has been approved by the Division and is located in a conspicuous location on, near or adjacent to the count table;

3. Immediately after the contents of a drop box or slot cash storage box are emptied onto the count table, the inside of the drop box or slot cash storage box shall be held up to the full view of a closed circuit television camera to assure all contents of the drop box or slot cash storage box have been removed, after which the drop box or slot cash storage box shall be locked and placed in the storage area for drop boxes and slot cash storage boxes;

4. The contents of each drop box or slot cash storage box shall be segregated by a count team member into separate stacks on the

count table by each denomination of coin, tokens, gaming chips, currency, gaming vouchers and coupons (by denomination where applicable), and by type of form, record or document, except that the Division may permit the utilization of a machine to automatically sort currency, coupons and gaming vouchers in the same manner. A count team member shall also separate out any mutilated or torn currency, gaming vouchers and coupons, ensure that each item is properly counted and recorded by denomination and by box, and attempt to match pieces of mutilated or torn items to determine if a complete bill, gaming voucher or coupon exists.

i. Mutilated or torn currency shall be recorded as revenue if the bill includes one entire serial number and one letter and number of the serial number from the other half of the bill.

ii. Mutilated or torn currency that is not recorded as revenue shall be placed in a sealed transparent envelope or container and transferred to the main bank by the main bank cashier or cage supervisor at the end of the count.

iii. All mutilated or torn coupons and gaming vouchers shall be recorded as revenue regardless of their condition;

5. Each denomination of coin, token, gaming chip, currency and drop box coupon, and any slot cash storage box coupons and gaming vouchers shall be counted separately and individually by one count team member who shall place them on the count table in full view of a closed circuit television camera, after which the foregoing items shall be counted by a second count team member who is unaware of the result of the original count and who, after completing this count, shall confirm the accuracy of the total, either verbally or in writing, with that reached by the first count team member; provided, however, that the casino licensee may, in accordance with its internal controls perform the following aggregate count in substitution of the second count:

i. An aggregate count by denomination of all currency and coupons, by each drop box, if the count room supervisor is satisfied that the original count is being performed automatically by a machine that counts and automatically records the value of currency or coupons, and the accuracy of which has been suitably tested and proven in accordance with the provisions of (h)6 below; and

ii. An aggregate count of all currency, gaming vouchers and coupons, by each slot cash storage box, if the count room supervisor is satisfied that the original counts are being performed automatically by a machine that counts and automatically records the value of currency and also determines the value of each gaming voucher or coupon by independently examining information printed on the voucher or coupon, which information is either used by the machine to calculate the value internally or to obtain the value directly from the gaming voucher system in a secure manner approved by the Division, and the accuracy of which has been suitably tested and proven in accordance with the provisions of (h)6 below. If the gaming voucher system is utilized to obtain the value of a gaming voucher, the gaming voucher system shall also perform a calculation or integrity check, as approved by the Division, to ensure that the value of the gaming voucher has not been altered in the system in any manner whatsoever since the time of its issuance.

6. The Division will permit the utilization of currency, gaming voucher and coupon counting machines if, prior to the start of the first use of each counting machine each gaming day, (except for (h)6i and ii below, which shall be performed prior to each count, and except when a count room supervisor may direct the testing of an automatic counting machine prior to each count, the count room supervisor:

i. Verifies that the counting machine has a zero balance on its display and cause a receipt to be printed which denotes "-0- cash, gaming vouchers or coupons on hand" and "-0- notes, gaming

vouchers or coupons in machine," or some other approved means to indicate that the machine has been cleared of all currency, gaming vouchers and coupons.

ii. Visually checks the counting machine to be sure there are no bills, gaming vouchers or coupons remaining in the various compartments of the machine.

iii. Supervises a count team member who shall randomly select a drop box or slot cash storage box. If slot storage boxes are being counted that day, a slot cash storage box must be selected and it must contain currency, and if issued by the licensee, gaming vouchers and coupons. The count team member shall place the entire contents of the drop box or slot cash storage box into the first counting machine, which shall count the currency by denomination as well as any gaming vouchers and coupons. Any soiled or off-sorted bills, gaming vouchers or coupons shall be re-fed into the machine. Any items which the counting machine is not able to count automatically, such as coins, tokens, gaming chips or mutilated or torn currency, gaming vouchers, and coupons shall be manually counted, recorded either manually or in the counting machine, and segregated from items which the counting machine was able to count automatically. The count team member shall cause the counting machine, in conjunction with the gaming voucher system, to produce one or more printouts of the total value of currency, the total number and value of all gaming vouchers, and total number and value of all coupons, and the totals shall not be shown to anyone until completion of the final verification process.

iv. Supervises a second count team member, independent of the team member performing the initial count by machine, who shall manually count and summarize the total value of currency, total number and value of gaming vouchers, and total number and value of coupons contained in the drop box or slot cash storage box counted in (h)6iii above. The total shall be posted and maintained

separately from the total posted in (h)6iii above. This total shall not be shown to anyone until completion of the final verification process.

v. Supervises the second count team member passing the currency, gaming vouchers, and coupons to a count team member who is unaware of the results of the manual count. The count team member shall count the entire contents of the drop box or slot cash storage box counted in (h)6iii above using a second counting machine. Any soiled or off-sorted bills, gaming vouchers or coupons shall be re-fed into the machine. Any items which the counting machine is not able to count automatically, such as coins, tokens, gaming chips, or mutilated or torn currency, gaming vouchers, and coupons shall be manually counted, summarized, recorded either in the counting machine or manually, and segregated from items which the counting machine was able to count automatically. The count team member shall cause the counting machine, in conjunction with the gaming voucher system, to produce one or more printouts of the total value of currency, total number and value of all gaming vouchers, and total number and value of all coupons, and the totals as recorded by the counting machine or manually shall not be shown to anyone until completion of the final verification process.

vi. Following the completion of the test procedures in (h)6iii through 6v above, compare the three totals for agreement. If the three totals are in agreement, the count room supervisor will sign and date the printouts and forward them to the Accounting Department at the end of the count process.

vii. If the three totals do not agree, appropriate repairs shall be made to the counting machine and the procedures in (h)6i through (h)6vi above shall be repeated until all totals are in agreement. The count room supervisor shall not permit the counting machine to be used until these totals are in agreement.

7. If a counting machine is used to perform the first count in accordance with (h)5 above, cash storage cassettes shall be emptied and held up to the full view of a closed circuit television camera to assure that the contents have been emptied prior to replacing the cassette into the counting machine.

8. Notwithstanding (h)5 above, a casino licensee may use one piece of counting equipment to count and strap the currency, gaming vouchers and coupons; provided, however, that the counting equipment and the procedures for utilizing the equipment have been approved by the Division and the equipment functions in such a manner that it automatically provides two separate counts of the items at different stages of the counting process and, if these separate counts are not in agreement, the machine shall document the discrepancy and cease operation until the discrepancy is resolved by a count team member. Currency, gaming vouchers and coupons not being separately verified in accordance with (h)5 above, including but not limited to gaming vouchers and coupons from slot cash storage boxes for which the counting equipment obtains the value from the gaming voucher system in accordance with (h)5ii above, shall be verified by the and filed with the Division.

9. Any coupon deposited in a drop box or any coupon or gaming voucher deposited in a slot cash storage box shall be counted and included in the calculation of table game win or loss in accordance with (h)11 below or on the slot win report, without regard to the validity of the coupon or gaming voucher.

10. Any drop box coupon which has not already been cancelled upon acceptance or during the count shall be cancelled prior to the conclusion of the count.

11. As the contents of each drop box are counted, a count team member shall manually record or cause a computer system to

record, the following information on the Master Game Report or other supporting documentation by game and table number:

- i. The value of each denomination of currency counted;
- ii. The total value of all denominations of currency counted;
- iii. The value of coin and/or tokens counted;
- iv. The value of gaming chips counted;
- v. The total value of currency, coin/tokens and gaming chips counted;
- vi. The value of each denomination of coupons other than match play coupons;
- vii. The total value of all denominations of coupons other than match play coupons;
- viii. The value of each denomination of match play coupons;
- ix. 50 percent of the total value of all denominations of match play coupons;
- x. The amount recorded on each document evidencing a credit card chip transaction;
- xi. The total of the amounts recorded on all documents evidencing credit card chip transactions;
- xii. The amount recorded on each document evidencing a debit card chip transaction;
- xiii. The total of the amounts recorded on all documents evidencing debit card chip transactions;
- xiv. The amount of the Opener;
- xv. The amount of the Closer;
- xvi. The serial number and amount of each Counter Check;
- xvii. The amount of all Counter Checks counted;

- xviii. The serial number and amount of each Fill;
- xix. The amount of all Fills;
- xx. The serial number and amount of each Credit;
- xxi. The amount of all Credits;
- xxii. The amount recorded on each Complimentary Vigorish Form documenting uncollected baccarat or minibaccarat vigorish;
- xxiii. The total of the amounts recorded on all Complimentary Vigorish Forms documenting uncollected baccarat or minibaccarat vigorish;
- xxiv. The table game win or loss or, for poker, the poker revenue; and
- xxv. The gaming date of the items being recorded, the total number of drop boxes opened and counted and the date the Master Gaming Report is being prepared or generated.

12. After the contents of each drop box are counted and recorded, a member of the count team shall manually record or cause the computer to record on the Master Game Report, by game, the total value of currency, coin, and coupons, and the total amounts recorded on Table Inventory Slips, Counter Checks, Complimentary Vigorish Forms that document uncollected baccarat and minibaccarat vigorish, Fills, and Credits counted, and win or loss, together with such additional information as may be required on the Master Game Report by the Division or the casino licensee.

13. Notwithstanding the requirements of (h)11 and 12 above, if the casino licensee's system of internal controls provides for the recording on the Master Game Report or supporting documents of Fills, Credits, Counter Checks, documents that evidence credit card or debit card chip transactions, Complimentary Vigorish Forms that document uncollected baccarat and minibaccarat vigorish, and Table Inventory Slips by cage cashiers prior to commencement of the count or includes a

computerized system whereby all Fills, Credits, Counter Checks, documents that evidence credit card or debit card chip transactions, Complimentary Vigorish Forms that document uncollected baccarat and minibaccarat vigorish, and Table Inventory Slips are entered into the system at the time of preparation, a count team member shall compare for agreement the totals of the amounts previously recorded or entered to the Fills, Credits, Counter Checks, the documents that evidence credit card or debit card chip transactions, Complimentary Vigorish Forms that document uncollected baccarat and minibaccarat vigorish, and Table Inventory Slips that are removed from the drop boxes.

14. As the contents of each slot cash storage box are counted, a count team member shall manually record or cause a computer system to record, the following information on the Slot Cash Storage Box Report or supporting documentation:

- i. The asset number of the bill changer to which the slot cash storage box contents correspond or, if a casino licensee utilizes slot cash storage boxes with a unique identification number, the number shall be recorded along with the asset number of the slot machine;
- ii. The value of each denomination of currency counted;
- iii. The total value of all denominations of currency counted;
- iv. The value of currency counted for each slot machine denomination;
- v. The number and value of each cashable coupon counted, and if a gaming voucher system is used to redeem coupons, the serial number and value of each coupon counted;
- vi. The total number and value of all cashable coupons counted;

vii. The number and value of each non-cashable coupon counted, and if a gaming voucher system is used to redeem such coupons, the serial number and value of each coupon counted;

viii. The total number and value of all non-cashable coupons counted;

ix. A listing of the validation number and value of each gaming voucher counted;

x. The total number and value of all gaming vouchers counted;

xi. The gaming date of the items being recorded and the total number of all slot cash storage boxes opened and counted; and

xii. Any additional information as may be required on the Slot Cash Storage Box Report by the Division.

15. Notwithstanding the requirements of (h)11, 12 and 14 above, if the casino licensee's system of internal controls provides for the count team functions to be comprised only of counting and recording currency, coin, gaming vouchers, and coupons, accounting department employees shall perform all other counting, recording and comparing duties required by this section.

16. After preparation of the Master Game Report or the Slot Cash Storage Box Report, the count team members performing the banking functions and the count room supervisor shall sign the reports attesting to the accuracy of the information recorded thereon. The count room supervisor shall ascertain that the total number of drop boxes collected and verified by a casino supervisor pursuant to N.J.A.C.

13:69D-1.17(b) have been opened and recorded on the Master Game Report or that the total number of slot cash storage boxes collected and verified by a drop team supervisor pursuant to N.J.A.C. 13:69D-1.17(c) have been opened and recorded on the Slot Cash Storage Box Report. All other count team members shall either sign the Master Game Report or such other document in accordance with the casino licensee's internal

controls, as evidence of their participation in the counting of the drop boxes or slot cash storage boxes. Any person who, in accordance with (f) above, is scheduled to leave the count room prior to the completion of the entire count process, shall also record the time that he or she exited the count room. Any person who enters or leaves the count room due to an emergency shall sign and record the time of the entry or exit on the Master Game Report or such other in accordance with the casino licensee's internal controls; except that, if the person exiting the count room is unable to sign the document due to the emergency, the count room supervisor shall record the person's name and time of exit and a notation describing the emergency on the document.

17. If any problem exists with the soft count procedures and/or machines (for example, computer interface, dropped basket, strap over or short), it shall be brought to the attention of the count room supervisor in the room and a detailed written report explaining the problem, the reason for said problem and the corrective action taken shall be filed by the count room supervisor or above with the Division within 48 hours of the conclusion of the count.

(i) After the contents of all drop boxes or all slot cash storage boxes have been counted:

1. All coupons from drop boxes, cash, tokens and gaming chips shall be presented in the count room by a count team member to a main bank cashier or cage supervisor who, prior to having access to the information recorded on the Master Game Report or the Slot Cash Storage Box Report and in the presence of a count team member, shall recount, either manually or mechanically, the cash and coupons presented in accordance with the following requirements:

i. The main bank cashier or cage supervisor shall have physical access to all currency and coupons presented for recounting and no currency or coupons presented for recounting shall be wrapped or placed in any sealed bag or container until the entire recount

has been completed and the Master Game Report or the Slot Cash Storage Box Report has been signed by the count team members, the count room supervisor, and the main bank cashier or cage supervisor;

ii. The main bank cashier or cage supervisor may bulk count all strapped currency and coupons from drop boxes, provided however, that a random sampling of the strapped currency and coupons shall be inspected for intermixed denominations and proper cancellation;

iii. All partial straps, loose currency and coupons, mutilated or torn currency and coupons, coin, tokens and gaming chips must be recounted by the cashier or cage supervisor either by hand or with an approved counting device;

iv. A main bank cashier or cage supervisor may direct that currency straps of any denomination be recounted by the cashier or cage supervisor either by hand or with an approved counting device, if a discrepancy either in denomination total or grand total is discovered during the initial bulk recount; and

v. Not less than 10 percent of the total number of strapped coupons from slot cash storage boxes and not less than 10 percent of the total number of strapped gaming vouchers or a random sample of strapped gaming vouchers issued by slot machines shall be randomly recounted by hand or with an approved counting device provided, however, that the random samples shall have a statistical confidence level of 95 percent, with a precision of plus or minus two percent, and that the procedures for selecting the sample size and for assuring a proper selection of the samples shall be as set forth in the internal control. If a casino redeems any coupons created pursuant to N.J.A.C. 19:45-1.55(l)2v (a coupon not associated with a specific patron account or patron identification card at the time of its creation), the serial numbers, dollar values and total number of all such redeemed coupons shall be verified in the count room after redemption by comparing that information to the data in a secure copy of the coupon

mail file used to create such coupons, as required by N.J.A.C. 19:45-1.55(l)2v, and the main bank cashier or cage supervisor shall also be required to compare and verify the face value of at least five percent of such coupons to the coupon values recorded on the supporting documentation for the Cash Storage Box Report, and to sign the supporting documentation and indicate the number of coupons compared. The compared coupons shall be segregated and maintained separately from all other coupons. Any discrepancies shall be reported to the casino controller, the MIS department manager as well as the Division, and an investigation of the discrepancy shall be promptly conducted in accordance with N.J.A.C. 19:45-1.55(l)2vii.

2. Upon completion of the recount, the main bank cashier or cage supervisor shall attest by signature on the Master Game Report and Slot Cash Storage Box Report, that the amount of cash from drop boxes and slot cash storage boxes counted, and the amount of coupons from drop boxes counted as recorded on these documents agree with the total amounts of cash and coupons counted by the count team and the verification required by (i)1v above have been completed.

3. Once all required signatures have been obtained, a copy of the totals page of the original Master Game Report or Slot Cash Storage Box Report shall be delivered to the Division. Within 48 hours, an electronic copy of the Master Game Report or Slot Cash Storage Box Report is to be delivered to the Division.

i. A casino licensee's internal controls may require that an additional copy of a multi-part Master Game Report or Slot Cash Storage Box Report or another copy of the original be produced and given to the cage supervisor or main bank cashier.

ii. Each copy of an original Report which is not part of a multi-part form shall be stamped with the word "copy" by the count room supervisor prior to its distribution.

4. A casino licensee may present the main bank cashier or cage supervisor with the cash, tokens, gaming chips and coupons obtained from the count of the drop boxes and the count of the slot cash storage boxes, either:

i. At the same time, in which event the cash, tokens, gaming chips and coupons shall be presented immediately after both counts have been concluded; provided, however, that the casino licensee shall set forth in its system of internal controls the procedures for segregating and securing the cash, tokens, gaming chips and coupons from the first count that is concluded until presented to the main bank cashier or cage supervisor after the conclusion of the second count; or

ii. Separately, in which event the cash, tokens, gaming chips and coupons from each count shall be presented immediately after the conclusion of the count; provided, however, that if the cash, tokens, gaming chips, and coupons from the first count that is concluded are presented while the second count is in progress:

(1) No cash, tokens, gaming chips, gaming vouchers or coupons in the count room shall be removed from an opened box that has not already been counted at least once; and

(2) All count room employees shall be required to step away from the count table until the presentation is completed and the cash and coupons from the first count are removed from the count room.

5. The original Master Game Report, after signing, and the Requests for Fills, the Fills, the Requests for Credits, the Credits, the issuance copies of the Counter Checks, the Table Inventory Slips, the documents evidencing a credit or debit card chip transaction, Complimentary Vigorish Forms that document uncollected baccarat and minibaccarat vigorish, the coupons removed from drop boxes and any other supporting documentation shall be transported directly to the accounting department and shall not be available to any cashiers' cage

personnel. All coupons shall be received and processed by the accounting department in the manner set forth in N.J.A.C. 19:45-1.46(l).

6. The original Slot Cash Storage Box Report, after signing, any coupons and gaming vouchers removed from the slot cash storage boxes, and any other supporting documentation shall be transported directly to the casino accounting department and shall not be available to any cashiers' cage personnel. The casino accounting department shall record the figures from the Slot Cash Storage Box Report on the Slot Win Report and calculate the total drop for that gaming day. All coupons shall be received and processed by the casino accounting department in the manner set forth in N.J.A.C. 19:45-1.46(l). All gaming vouchers shall be forwarded to, accepted, and processed by the casino accounting department in the manner set forth in N.J.A.C. 19:45-1.54.

7. If the casino licensee's system of internal controls does not provide for the forwarding from the cashiers' cage of the originals of the Fills, Credits, Requests for Credits, Requests for Fills, and the issuance copies of the Counter Checks, directly to the accounting department, the originals of all such slips recorded, or to be recorded, on the Master Game Report shall be transported from the count room directly to the accounting department.

8. A count room employee shall conduct a thorough inspection of the entire count room and all counting equipment located therein to verify that no cash, tokens, gaming chips, gaming vouchers, or coupons remain in the room and shall certify the foregoing in a writing which shall be filed with the Division.

(j) In addition to the procedures for conducting the count by the count team set forth under (h)4, 5 and 16 above, and the procedures for conducting the recount by a main bank cashier or cage supervisor set forth under (i)1 above, if the total currency or total coupons recounted by the main bank cashier or cage supervisor do not agree with a total on the Master Game Report or Slot Cash Storage Box Report, or if a variance

occurs during the verification process by the count team prior to calling the main bank cashier or cage supervisor, an adjustment shall be made to the Master Game Report or Slot Cash Storage Box Report which shall reflect the amount, type (currency or coupon) and source (identified to a gaming table or slot machine, if applicable) of such variance; however:

1. If the source of the variance is a gaming table and the gaming table to which the adjustment should be made cannot be identified, the adjustment shall be deemed to be from the drop box of a predesignated blackjack table;
2. If the source of the variance is a slot machine and the slot machine to which the adjustment should be made cannot be identified, the adjustment shall be deemed to be from the slot cash storage box of a predesignated slot; or

3. If the total currency or total coupons recounted by the cashier or cage supervisor do not agree with a total on the Master Game Report or Slot Cash Storage Box Report, or if a variance occurs during the verification process by the count team prior to calling the main bank cashier or cage supervisor, the denomination of strapped currency or coupon pieces shall be recounted by the count team either by hand or by an approved counting device.

- i. If the source of the variance cannot be identified, any adjustment made to the Master Game Report or Slot Cash Storage Box Report shall be initialed by the count room supervisor and a two-part Drop Variance Report shall be completed by the count room supervisor and distributed as follows:

- (1) Original to the Division; and
 - (2) Duplicate to the casino accounting department.

- ii. A Drop Variance Report shall contain, at a minimum, the following information:

- (1) The date;
 - (2) The source of variance, if known;

(3) The measures taken to detect the source of the variance (that is, currency or coupons recounted); and

(4) A description of any adjustment made to the Master Game Report or Slot Cashier Storage Box Report (for example, \$10 deducted from grand total drop and win columns on Master Game Report).

(k) If the casino licensee offers the game of poker pursuant to N.J.A.C. 19:47-14, the count room supervisor shall review the Master Game Report to ensure that negative poker revenue has not been reported for any poker table. If negative poker revenue has been reported for a poker table, the count room supervisor shall initial the Master Game Report for each such poker table and immediately notify the surveillance department of the poker table(s) and corresponding negative poker revenue reported thereon.

(l) The originals and copies of the Master Game Report, the Slot Cash Storage Box Report, Counter Checks, documents that evidence credit or debit card chip transactions, Complimentary Vigorish Forms that document uncollected baccarat and minibaccarat vigorish, Requests for Fills, Fills, Requests for Credits, Credits, Table Inventory Slips, gaming vouchers, coupons, documents that evidence the counting of the gaming vouchers, and test receipts from the currency counting equipment shall, on a daily basis, in the accounting department be:

1. Reviewed for the initials of the count room supervisor indicating that negative poker revenue has been reported at a poker table. If negative poker revenue has been reported, the casino accounting department shall, in consultation with, as necessary, the table games or poker departments, the surveillance department and the security department, conduct an investigation to determine the reason that negative poker revenue was reported.

- i. The casino accounting department shall prepare a written report detailing its findings within five days of the date of the

Master Game Report that included negative poker revenue. The original report shall be signed by the preparer and attached to the Master Game Report. A copy of the report shall be filed with the Division.

ii. If the casino licensee can establish that an adjustment to poker revenue as reported on the Master Game Report is necessary to accurately report gross revenue, the Division shall allow such an adjustment, which shall be supported by the written report required by (l)1i above. If the casino licensee cannot establish that such an adjustment is necessary, negative poker revenue reported at any poker table shall nonetheless be adjusted to reflect a zero revenue amount.

2. Compared for agreement with each other, on a test basis if the originals are received from the count room, by persons with no recording responsibilities and, if applicable, to triplicates or stored data;

3. Reviewed for the appropriate number and propriety of signatures on a test basis;

4. Accounted for by series numbers, if applicable;

5. Tested for proper calculation, summarization, and recording, including the reconciliation of gaming vouchers pursuant to N.J.A.C. 19:45-1.54;

6. Subsequently recorded; and

7. Maintained and controlled by the accounting department as a permanent accounting record.

(m) The keno computer system shall have the capability of generating a report which lists, by keno work station, the keno drop, total amount won by patrons and keno win or loss for each gaming day. This report shall be audited by a casino accounting department employee. Once the audit procedures have been completed, the casino accounting department employee shall sign the report and either attach the report to the Master Game Report for that gaming day or record the appropriate figures from the report onto the Master Game Report.

(n) If there is a difference between the keno win or loss as represented in the report referenced in (k) above and the figures reported as a result of the reconciliation of the keno drawer pursuant to N.J.A.C. 19:45-1.48(l), the casino licensee shall be required to pay gross revenue tax pursuant to N.J.S.A. 5:12-24 on the larger figure unless the casino licensee can adequately explain and document the reason for said difference. No adjustments to gross revenue shall be permitted without approval from the Division.

13:69D-1.36 Slot machines and bill changers; coin and slot token containers; slot cash storage boxes; entry authorization logs

(a) Except as provided in N.J.A.C. 19:45-1.54(a), each slot machine located in a casino shall have the following coin, prize token or slot token containers, the location, design and security of which shall be subject to the approval of the Division pursuant to N.J.A.C. 19:46-1.20:

1. At least one but no more than three types of containers, each to be known as a payout reserve container ("hopper"), in which coins, prize tokens or slot tokens are retained by the slot machine to automatically pay jackpots, to dispense change as directed by a bill changer connected to the slot machine or to automatically replenish another hopper in the slot machine with coins, slot tokens or prize tokens; provided however, that:

i. Coins or slot tokens inserted into the coin acceptor of the slot machine shall be retained in a separate hopper, known as an "all-purpose hopper," that shall:

(1) Accept coin or slot tokens of the same denomination, and only such coin or slot tokens;

(2) Be capable of paying out or dispensing only coin or slot tokens of the same denomination as jackpots or as change; and

(3) Be designed to divert accepted coins or slot tokens that exceed the capacity of the hopper from the hopper to the slot drop bucket or, if applicable, the slot drop box;

ii. Prize tokens shall be retained only in a separate hopper, known as a "payout-only hopper," that shall be:

(1) Filled with prize tokens of the same denomination exclusively through a hopper fill or an automatic deposit by a reserve hopper pursuant to (a)1iii below;

(2) Capable of retaining and making jackpot payouts only of prize tokens of the same denomination; and

(3) Incapable of making change or of accepting any coin or slot token upon insertion thereof into the slot machine's coin acceptor;

iii. Coins, slot tokens or prize tokens may also be retained in a separate hopper, known as a "reserve hopper," that shall be:

(1) Filled with either coin, slot tokens or prize tokens of the same denomination, and only such coin, slot tokens or prize tokens, exclusively through a hopper fill or an automatic deposit by another reserve hopper pursuant to this subparagraph;

(2) Capable of automatically depositing coins, slot tokens or prize tokens into a separate and appropriate hopper in the slot machine when the separate hopper is empty, or when the coin, slot tokens or prize tokens in the separate hopper reach a predetermined level approved pursuant to N.J.A.C. 19:45-1.41(a); and

(3) Incapable of paying out jackpots, dispensing change or of accepting any coin or slot token upon insertion thereof into the slot machine's coin acceptor;

iv. Notwithstanding (a)1ii above, coins or slot tokens of the same denomination that are placed in a payout-only hopper exclusively through hopper fills may be retained in that hopper to make payouts to winning patrons, subject to the Division's inspection of the machine as part of the review of that machine and of the internal controls therefor;

v. Notwithstanding (a)1ii above, coins or slot tokens of the same denomination may be placed in a payout-only hopper and retained in that hopper to make payouts to winning patrons, provided that:

(1) The use of a payout-only hopper for such purpose shall be subject to the Division's inspection of the machine and the internal controls governing such use;

(2) Coins or slot tokens shall be placed in the payout-only hopper exclusively through hopper fills; and

(3) No prize tokens shall be placed in or retained by a payout-only hopper that retains coins or slot tokens pursuant to this subparagraph; and

vi. Unless the hoppers on a slot machine with multiple hoppers either each contain the same denomination of coin, slot tokens or prize tokens, or are connected to win meters that satisfy the requirements of N.J.A.C. 19:45-1.37(b)4i and 19:46-1.26(c)5i or 19:45-1.37(b)4ii and 19:46-1.26(c)5ii, each automatic pay jackpot of coins, slot tokens or prize tokens that is made from a multiple hopper slot machine on a round of play shall be paid out only on the round of play when the jackpot is hit and only from one of the machine's hoppers for any jackpot that is hit on that round, and no casino licensee shall offer or provide a jackpot at such slot machine that will be paid out from more than one hopper for any jackpot that is hit on the same round;

2. A container, known as a slot drop bucket or slot drop box, to collect coins or slot tokens that are retained by the slot machine and are

not used to make change or automatic jackpot payouts. Each slot drop bucket or slot drop box shall be identified by a number which corresponds to the asset number of the slot machine, and which is permanently imprinted on or affixed to the outside of the slot drop bucket or slot drop box in numerals. The number must be conspicuous and clearly visible to persons involved in removing or replacing the slot drop bucket or slot drop box in the slot machine and through the casino licensee's closed circuit camera coverage system. In addition to bearing an asset number, each slot drop bucket or slot drop box may also be identified by a bar code label that is securely affixed thereto. Each bar code label affixed to a slot drop bucket or slot drop box shall be:

- i. Encoded, at a minimum, with the asset number of the slot machine in which the slot drop bucket or slot drop box is housed; and

- ii. Prepared in accordance with a casino licensee's approved internal controls, which controls shall require, without limitation, the completion of a Bar Code Label Request Form that is signed by the requester and the preparer; provided, however, that a bar code label prepared by a member of the count team shall be tested and verified by a count room supervisor or representative of the casino accounting department, other than a member of the count team, prior to the label being attached to the slot drop bucket or slot drop box.

3. On those slot machines which include a bill changer, a container known as a slot cash storage box, in which currency and coupons accepted by the bill changer are retained. The slot cash storage box shall be accessible only by a dedicated bill changer drop door that can be opened without opening the slot machine's main door or any other compartment of the slot machine.

(b) A slot drop bucket shall be housed in a secure compartment separate from any other compartment of the slot machine. The compartment shall have a locking system, which shall be maintained

and controlled by the casino security department with a sign-in and sign-out procedure in a secure area within that department, access to which may be gained only by a casino security department supervisor.

(c) A slot drop box shall have:

1. A slotted opening through which coins and slot tokens can be deposited;
2. A device that will automatically close and lock the slotted opening upon removal of the slot drop box from the slot machine; and
3. A locking system securing the contents of the slot drop box which shall be maintained and controlled by the accounting department, utilizing a sign-in, sign out procedure, in a secure area within that department, access to which may be gained only by a supervisor in that department.

(d) A slot drop box shall be housed in a secure compartment separate from any other compartment of the slot machine. The area in which the slot drop box is located shall be secured by a locking system, which shall be different from the locking system securing the contents of the slot drop box, and which shall be maintained and controlled by the casino security department in a secure area within that department, utilizing a sign-in, sign-out procedure.

(e) Any slot machine equipped to accept slot tokens in denominations of \$25.00 or more shall utilize a slot drop box, rather than a slot drop bucket.

(f) The compartment in which the slot cash storage box is located shall be:

1. Separate from and accessible independently of any other compartment of the slot machine, the slot drop bucket or the slot drop box; and
2. Secured by a locking system, which shall be different from the locking system securing the contents, and which shall be

maintained and controlled by the casino security department utilizing a sign-in, sign-out procedure.

(g) Except as otherwise provided in (b), (c) and (d) above, control of each locking system in each slot machine, or any device connected thereto which may affect the operation of the slot machine, including, without limitation, control of the means that activate a jackpot-to-credit-meter switch, shall be maintained in a secure place and controlled by the slot department.

(h) Any control of a locking system transferred from a department's secure area pursuant to (b), (c), (d), or (g) above, shall be relinquished no later than the end of the shift of the department member to whom control was transferred, and the department shall establish a sign-out and sign-in procedure for all such transfers of control.

(j) Unless a computer which automatically records the information specified in (j)1, 2, 3, and 4 below is connected to the slot machines in the casino, the following entry authorization logs shall be maintained by the casino licensee:

1. Whenever a slot machine, or any device connected thereto, is opened, with the exception of a bill changer, certain information shall be recorded on a form to be entitled "Machine Entry Authorization Log." The information shall include, at a minimum, the date, time, purpose of opening the machine or device, and the signature of the authorized employee opening the machine or device. The Machine Entry Authorization Log shall be maintained in the slot machine and shall have recorded thereon a sequential number and a manufacturer's serial number or the asset number of that slot machine.

2. Whenever it is required that a progressive controller not housed within the cabinet of a slot machine be opened, the information specified in (j)1 above shall be recorded on a form to be entitled "Progressive Entry Authorization Log." The Progressive Entry Authorization Log shall be maintained in the progressive unit and shall

have recorded thereon a sequential number and serial number of the progressive controller.

3. With the exception of the transportation of slot cash storage boxes, pursuant to N.J.A.C. 13:69D-1.17(a), whenever it is required that a bill changer, other than a separate slot cash storage box compartment, be opened, certain information shall be recorded on a form to be entitled "Bill Changer Log." The information shall include, at a minimum, the date, time, purpose of opening the bill changer, and the signature of the authorized employee opening the bill changer. The Bill Changer Log shall be maintained in the bill changer and shall have recorded thereon a sequential number and the serial number or asset number of the bill changer. If the bill changer is contained completely within the cabinet of a slot machine and there is no separate access to the bill changer unit, the information may be recorded on the Machine Entry Authorization Log required by (j)1 above, provided that any information that concerns the opening of the bill changer may be distinguished from any information that concerns the opening of the slot machine or any other device connected thereto.

4. Whenever it is required that a printer for an approved gaming voucher system be accessed, the date, time, purpose of such access, and the signature of the authorized employee shall be recorded in the log required by either (j)1 or (j)3 above.

13:69D-1.36A Slot machines; hopper storage areas

(a) A hopper storage area may be used in connection with the operation of a slot machine, for the purpose of temporarily storing coins, prize tokens or slot tokens that are to be deposited only into the slot machine's hopper that corresponds with the coin or type of token stored in the hopper storage area.

(b) A hopper storage area shall be a separate secure compartment

located within or adjacent to its corresponding slot machine.

Notwithstanding the foregoing, a single hopper storage area may be used to store hopper fills for two or more slot machines. A hopper storage area used to supply two or more slot machines shall:

1. Be located on the casino floor in close proximity to its corresponding slot machines; and
2. Contain a separate marked compartment for each corresponding slot machine, so that all hopper fills stored in the hopper storage area can be segregated and identified by slot machine.

(c) Each hopper storage area shall:

1. Be constructed so as to provide maximum security for the coins or tokens stored in it;
2. Be secured by a locking system, as described in the casino licensee's internal controls. The locking system shall include two separate and different locking mechanisms, one of which may be the same as the key which opens the slot machine corresponding to that hopper storage area and shall be maintained and controlled by the slot department. The other locking mechanism, which shall be different from the locking mechanism securing the corresponding slot machine, shall be maintained and controlled by the security department, in a secure area within that department, and control of that locking mechanism may be gained only by a supervisor in that department. Transfer of control from this area may be undertaken only for use and return no later than the end of the shift of the department member to whom control was transferred, and upon the approval of a supervisor of that department, and entry of the following information into a log:

- i. The signature of the department member to whom control was transferred;
- ii. The signature of the supervisor authorizing such transfer;
- iii. The date and time transferred; and

iv. The date and time control was relinquished; and

3. Include a device that indicates when the door of the hopper storage area is open.

(d) Hopper storage areas shall be filled and utilized in accordance with the procedures in N.J.A.C. 19:45-1.41 and a casino licensee's system of internal controls. No hopper storage area and no compartment within a hopper storage area that supplies two or more slot machines shall contain more than triple the hopper inventory level of each of the hoppers in its corresponding slot machine.

13:69D-1.39 Progressive slot machine jackpots

(a) This section shall apply to any slot machine jackpot that may increase in value as the machine is played (a "progressive jackpot").

(b) Each slot machine that includes a slot machine game that offers a progressive jackpot which increases in value based upon handle and is adjusted and displayed by a device other than the approved program that controls the operation of the slot machine game shall have the following features:

1. For each progressive jackpot offered by the slot machine game, a mechanical, electrical or electronic device, to be known as a "progressive meter," visible from the front of the machine which increases in value based upon handle, and which advises the player of the amount which can be won if the progressive jackpot display appears;

2. A mechanical, electrical or electronic device, to be known as a "progressive jackpot meter" that continuously and automatically records the number of times a progressive jackpot is hit;

i. If a slot machine game offers more than one progressive jackpot, it shall have a separate progressive jackpot meter for each progressive jackpot and a "cumulative progressive jackpot meter" that continuously and automatically records the total number of times that progressive jackpots are hit;

ii. All meters required by (b)2 and (b)2i above shall be capable of being read without opening the slot machine;

3. A separate key and key switch to reset the "progressive meter(s)" or such other separate reset mechanism as may be approved by the Division;

4. A separate key locking the compartment housing the progressive meter(s) or other means by which to preclude any unauthorized alterations to the progressive meters; and

5. Dual key control, one key maintained and controlled by the Security Department of the casino licensee, the other key maintained and controlled by the Slot Department; or such other key controls as the Division may approve, of the compartment housing the microprocessor or other control unit that controls the progressive meter(s), which compartment shall be in a location approved by the Division.

(c) Except as provided in (j) below, each slot machine that is connected to a common progressive meter ("common display unit") for the purpose of offering the same progressive jackpot on two or more slot machines (a "linked slot machine") shall:

1. Be of the same denomination and have the same probability of winning the progressive jackpot as every other linked slot machine connected to such common display unit;

2. Require that the same amount of handle be invested to entitle the player to a chance at winning the progressive jackpot and that each increase in handle increment the meter(s) by the same rate of progression as every other linked slot machine connected to such common display unit; and

3. Have its microprocessor or other control unit that controls the common display unit housed in a location approved by the Division.

(d) Every casino seeking to utilize a linked slot machine shall submit to the Division for approval the location and manner of installing the common display unit.

(e) No slot machine that includes a slot machine game that offers a progressive jackpot shall be placed on the casino floor until the casino licensee

or, as applicable, the slot system operator has submitted to the Division the following:

1. The initial and reset amounts at which the "progressive meter(s)" will be set;
2. The proposed system for controlling the keys and access codes to these machines;
3. The rate of progression for each progressive jackpot, which shall not be changed except upon notice to the casino Accounting Department, which Department shall also be responsible for ensuring that the reconciliation required by (k) below ; and
4. The calculated probability of winning each progressive jackpot, which probability shall not exceed 50 million to one. For example, a probability of 45 million to one would be permitted, but a probability of 55 million to one would not be permitted. Notwithstanding the foregoing, this paragraph shall not apply to a jackpot with a probability that may exceed 50 million to one during the game cycle due solely to the intervening occurrence of free play awards between the activation of a play and the award of the jackpot.

(f) No progressive meter(s) shall be turned back to a lesser amount unless:

1. The amount indicated has been actually paid to a winning patron; or
2. The progressive jackpot amount won by the patron has been recorded in accordance with an approved system of internal controls; or
3. The change is necessitated by a slot machine or meter(s) malfunction, in which case:
 - i. For progressive jackpots governed by (b) above, an explanation shall be entered on the Progressive Slot Summary required in (k) below and the Division shall be informed.
 - ii. For progressive jackpots governed by (o) below, an explanation shall be entered on the Machine Entry Authorization Log unless the slot machine automatically addresses the malfunction; or

4. The patron has opted to risk the progressive award as permitted by the rules of the slot machine game.

(g) Once an amount appears on a progressive meter(s), the probability of winning the progressive jackpot may not be decreased unless the progressive jackpot has been won by a patron or the progressive jackpot is removed as permitted by regulation.

(h) If the "progressive meter(s)" progresses without a payout until the meter(s) return to zero because of digital limitations on the meter(s), some means must be utilized to clearly advise the patrons of the value of the undisplayed digit.

(i) Except as otherwise provided in (n) or (q) below, a casino licensee or slot system operator may limit or terminate a progressive jackpot only in accordance with the following procedures.

1. Prior to the time that a particular amount is registered on the progressive meter, a payout limit for the progressive jackpot that is equal to or greater than that particular amount may be established by providing notice of the payout as permitted by regulation.

2. After a progressive jackpot is won, the progressive jackpot may be terminated if:

i. Notice to that effect was provided prior to the jackpot being won; and

ii. Any slot machine that offered the progressive jackpot being terminated is shut down or rendered unplayable as soon as possible after the jackpot is won; provided, however, that if the slot machine or machines in question are not shut down or rendered unplayable within 24 hours after the progressive jackpot is won, the notice required by (i)2i above shall be considered void and the progressive jackpot on that slot machine shall continue to be offered until won and terminated or transferred in accordance with this section.

3. Nothing in this section shall be deemed to prohibit the immediate and permanent removal by a casino licensee of one or more linked slot machines from the casino floor provided that:

i. At least one linked slot machine offering the same progressive jackpot remains on its casino floor, if the progressive jackpot is offered in more than one casino, pursuant to regulation; and

ii. At least two linked slot machines offering the same progressive jackpot remain on its casino floor, if the progressive jackpot is only offered in that casino.

(j) Notwithstanding (c) above:

1. Two or more linked slot machines offering the same progressive jackpot may be of different denominations and/or have different minimum wagers required to win the progressive jackpot, provided that:

i. The probability of winning the progressive jackpot is directly proportional to the minimum wager required to win that jackpot. For example, if on the same link, a nickel slot machine requires 20 coins (a \$1.00 wager), a quarter slot machine requires eight coins (a \$2.00 wager), and a dollar slot machine requires three coins (a \$3.00 wager) to win the progressive jackpot, then the probability of a winning wager must be three times more likely on a linked dollar machine than on the linked nickel machine, and twice more likely on a linked quarter machine than on the linked nickel machine. Similarly, if among three linked quarter denomination slot machine games, the first required two coins (a \$.50 wager), the second required four coins (a \$1.00 wager) and the third required eight coins (a \$2.00 wager) to play for the progressive jackpot, then on each handle pull, the probability of winning the jackpot would be twice more likely on the second machine than on the first machine, and four times more likely on the third machine than on the first machine; and

ii. A notice indicating the proportional probability of winning the progressive jackpot on such a linked progressive system shall be conspicuously displayed on each linked slot machine; and

2. The probability of winning a progressive jackpot offered on linked slot machines may vary among such machines when necessary to enable a casino licensee or the slot system operator to institute a change in the probability which is otherwise permitted by this section, if the change is

completed expeditiously in accordance with procedures that have been approved by the Division.

(k) For progressive jackpots which have a reset amount of \$1200 or greater, the amount indicated on the primary "progressive meter" on each slot machine governed by (b) above shall be recorded on a Progressive Slot Summary, at a minimum, at least once every seven calendar days and each summary shall be signed by the preparer. If not prepared by the casino accounting department, the Progressive Slot Summary shall be forwarded to casino accounting by the end of the gaming day on which it is prepared. A computer system shall record the amount indicated on the "in meter" of each progressive slot machine on the same schedule. A representative of the casino accounting department shall be responsible for calculating the correct amount that should appear on the primary progressive meter and notifying the Division of the adjustment. If an adjustment to the primary progressive meter is necessary, the adjustment shall be made by a member of the slot department as follows:

1. Supporting documentation shall be maintained to explain any addition or reduction in the registered amount on the primary progressive meter, which documentation shall include, at a minimum, the date, asset number of the slot machine, the amount of the adjustment and the signature of the slot department member making the adjustment; and

2. The adjustment shall be effectuated within 24 hours of the meter reading.

(l) Except as otherwise authorized by this section, a slot machine offering a progressive jackpot that is temporarily removed from the casino floor shall be returned to or replaced on the casino floor within ten gaming days. The amount on the progressive meter(s) on the returned or replacement machine shall not be less than the amount on the progressive meter(s) at the time of removal. If the slot machine is not returned or replaced, then the progressive meter(s) amount at the time of removal shall, within ten days of the slot machine's removal, be added to a slot machine approved by the Division which machine offers the same or a greater probability of winning the progressive

jackpot, and accepts a denomination of coin or slot token the same or less than the denomination accepted by the slot machine which was removed. This subsection shall not apply to the temporary removal by a casino licensee, for a period not to exceed 30 days, of all linked slot machines that are part of a particular multi-casino progressive slot system provided that the progressive jackpots offered by the temporarily removed slot machines remain available on slot machines that are part of the same multi-casino progressive slot system in another casino.

(m) Slot machines that offer progressive jackpots may have payout-only hoppers from which prize tokens may be paid as jackpots; provided, however, that prize tokens shall not be available as a payout on a winning progressive jackpot.

(n) Notwithstanding any other provision of this section, a casino licensee or slot system operator may terminate a progressive jackpot or in-house linked progressive jackpot by providing a minimum of 30 days notice to patrons. The notice shall conspicuously state that the jackpot will terminate on a specified date if not won by that time. Any game featuring a progressive jackpot or any linked game system terminated pursuant to this section must be permanently removed from the casino or in the case of a linked system, from all casino floors. Notice of termination is to be provided to the Division's Technical Services Bureau at the time that notice of termination is provided to the public. This provision shall not apply to progressive jackpots inter-linked in more than one casino.

(o) Each slot machine that offers a progressive jackpot which increases in value based upon either handle contributions that are adjusted and displayed by the approved program that controls the slot machine or events that are dictated by the approved program, shall conform with the following requirements:

1. The slot machine shall include a meter or display, visible from the front of the slot machine, that advises the player of the amount which can be won if the progressive jackpot display appears; and

2. The approved program for the slot machine shall limit the progressive jackpot to an amount which is less than \$1200 unless the program is

also capable of configuring, storing and recalling the parameters relating to the progressive jackpot, including but not limited to, the current amount of the progressive jackpot, the progressive reset amount, the maximum progressive amount and the increment amount.

(p) Any progressive jackpot governed by (o) above shall not be subject to the provisions of (k) and (l) above.

(q) For progressive jackpots inter-linked in more than one casino, a lot system operator may transfer such jackpot or jackpots to any other inter-linked jackpot system upon providing 10 days notice to patrons. Any secondary jackpots on such systems shall be transferred to the same system to which the primary jackpot is transferred and may be placed on any level of jackpot on the new system.

13:69D-1.39B Table game progressive payout wagers

(a) This section shall apply to any table game offering a progressive payout wager. If a casino licensee offers a table game with a progressive payout wager, it may be offered individually at each gaming table or the casino licensee may connect the progressive wager among two or more tables so that the progressive amount increments for all wagers at these two or more tables.

(b) Except as provided in this subsection, each table which offers a progressive payout wager shall have the following features:

1. A mechanical, electrical or electronic device to be known as an "in-meter" that continuously and automatically counts the number of gaming chips wagered by patrons on the progressive payout;

2. A mechanical, electrical or electronic device to be known as a "progressive meter," visible from the front of the gaming table, which increments at a set rate of progression when gaming chips are wagered and accepted for the progressive payout and which prominently displays the amount which can be won if the outcome which awards the entire

progressive payout is achieved; provided, however, that more than one gaming table may be connected to a common progressive display unit if:

- i. A casino licensee elects to connect two or more tables to the same progressive payout wager pursuant to (d) below; and
- ii. The display unit is visible to every player at each of the connected tables;

3. A mechanical, electrical or electronic device to be known as a "progressive payout meter" that continuously and automatically records the number of times each progressive payout wager is won;

4. A separate key and key switch to reset or alter the amount on the "progressive meter" or such other separate mechanism as described in the casino licensee's internal controls;

5. A separate locking system, described in the casino licensee's internal controls, for the compartment housing the component which acknowledges the acceptance of the progressive payout wager and initiates an increase in the progressive meter or some other means by which to preclude any unauthorized or unintentional alterations to the progressive meter;

6. A system of locking, with two locking mechanisms controlled by two independent mandatory departments of the casino licensee of the location in which the computer that controls the progressive payout wager system and any related component is housed; and

7. Storage of and access to any disks specified by the Division for the computer that controls the progressive payout wager system shall be in accordance with procedures filed with the Division.

(c) A casino licensee may use a percentage of each progressive payout wager that is accepted at a table to fund a portion of the reset amount for the progressive meter. If a reset fund is established by a casino licensee pursuant to this subsection, each table shall have or be connected to a device known as a "reset meter" which increments at a set

rate of progression when gaming chips are wagered and accepted for the progressive payout and which records the amount which shall be transferred to the progressive meter, inclusive of any reset amount funded by the casino licensee, when the entire amount on the progressive meter is won by a player. Each table shall have the following features in addition to those specified in (b) above:

1. A separate key and key switch to reset or alter the amount on the reset meter or such other separate mechanism; and
2. A separate locking system for the compartment housing the component which operates the reset meter or some other mechanism which precludes any unauthorized or unintentional alterations to the reset meter.

(d) If a casino licensee elects to connect two or more tables for a progressive payout wager, the following shall be required:

1. The same denomination gaming chip shall be wagered at all gaming tables connected;
2. The same number of gaming chips shall be wagered to entitle a player to a chance at winning the progressive payout wager, and each gaming chip shall increment the meter by the same rate of progression at all tables connected;
3. The same progressive payouts shall be offered and the probability of hitting those payouts be the same at the connected tables; and
4. A device which shall either automatically or manually lockout all progressive meters if a patron has won a progressive payout wager.

(e) No table game with a progressive payout wager shall be placed in a casino or casino simulcasting facility until the casino licensee has submitted and obtained Division approval of the following:

1. The authorized game and outcome which will award the progressive payout wager;

2. The initial and reset amounts at which the progressive meter will be set;

3. The proposed rate of progression for each progressive meter and reset meter, if applicable, and the procedure by which any change to the rate of progression will be made, which shall include, at a minimum, prior notice to the Division;

4. The procedures governing the reset switch or mechanism referenced in (b) and, if applicable, (c) above which shall, at a minimum, preclude the dealer from resetting or altering the amount on the progressive or reset meter;

5. The procedures for operating all the equipment associated with the table game progressive wager including the lockout feature referenced in (d) above;

6. The installation of the computer system that controls the progressive payout wager system, which installation shall occur only after advance written notice of at least three business days to the MIS department of the casino licensee and to designated representatives of the Division's Technical Services Bureau, and which notice shall:

i. Be provided by an authorized representative of the casino games department of the casino licensee or manufacturer or servicing vendor other than the person who will perform the actual installation; and

ii. Include, at a minimum, the following:

(1) A list of each computer program (software or firmware) to be installed including the version number and version date, if applicable, and the date each program was approved by the Division pursuant to N.J.A.C. 19:46-1.20;

(2) The date of and estimated time needed to complete the installation; and

(3) The name of the person authorized to perform the installation;

7. The procedures for assigning access to the computer installed pursuant to (e)6 above and completing or modifying the progressive payout wager system set up, as applicable;

8. Except as provided by (e)9 below, the procedures utilized by any computer that controls the progressive payout wager system to provide complete and prompt recovery of all system information in the event of any malfunction, which data recovery capability shall include:

- i. The recording of all system information as it occurs and in a redundant manner; and
- ii. The immediate notification by the casino licensee of any malfunction consistent with the provisions of (l) below;

9. In the absence of computer system capability for recording all system information as it occurs and in a redundant manner in accordance with (e)8i above, the procedures utilized by any computer that controls the progressive payout wager system to provide complete and prompt recovery of all system information, except for information not recorded up to five minutes prior to any malfunction, and the procedures utilized by the casino licensee in the event of such malfunction for the manual reconstruction of information not recorded by the system necessary to accurately adjust system meters; and

10. Such other procedures or features that may be required by the Division as a result of the operation of the specific table game progressive wager.

(f) No progressive meter shall be turned back to a lesser amount unless:

1. The amount has been actually paid to a winning patron;
2. The progressive payout amount won by the patron has been recorded in accordance with an approved system of internal controls;
3. The time limit for the progressive payout established pursuant to (g) below has expired; or

4. The change is necessitated by an equipment or meter malfunction, in which case a written explanation must be entered on the Table Game Progressive Summary required in (i) below and provided to the Division.

(g) When a casino licensee decides to permanently remove the offer of a table game progressive payout, a time limit of not less than 30 days shall be established and notice of the time limit shall be provided at each table and to the Division. Upon the expiration of such time limit, the casino licensee may remove the table game progressive payout from the casino or casino simulcasting facility or establish another time limit of not less than 30 days. Nothing in this section shall be deemed to prohibit the immediate and permanent removal by a casino licensee of a table game progressive payout from a gaming table provided that one or more table games offering the progressive payout remain on the casino floor or in the casino simulcasting facility.

(h) Once the time limit in accordance with (g) above has expired, the amount on any progressive meters shall be documented in accordance with the casino licensee's internal control procedures and filed with the Division. The initial or reset amount may be retained by the casino licensee and deducted from the ending amount on any meters and the remaining portion shall be paid to the Casino Revenue Fund. If a reset meter is utilized in accordance with (c) above, the entire amount on the reset meter, less the reset amount funded by the casino licensee, shall be paid to the Casino Revenue Fund.

(i) The amount indicated on the "progressive payout meter," "progressive meter," "in-meter" and, if applicable, "reset meter" on each gaming table offering a progressive payout wager shall be recorded on a Table Game Progressive Summary, at a minimum, at least once every seven calendar days and each summary shall be signed by the preparer. If not prepared by the casino accounting department, the Table Game Progressive Summary shall be forwarded to casino accounting by the end

of the gaming day on which it is prepared. A representative of the casino accounting department shall be responsible for calculating the correct amount that should appear on the progressive meter. If an adjustment to the progressive meter is necessary, the adjustment shall be made by a member of the table games department as follows:

1. Supporting documentation shall be maintained to explain any addition or reduction in the registered amount on the progressive meter, which documentation shall include, at a minimum, the date, the number of the table, the amount of the adjustment, the reason for the adjustment and the signature of the table games department member making the adjustment; and

2. The adjustment shall be effectuated within 48 hours of the meter reading.

(j) Except as otherwise authorized by this section, any gaming table offering a progressive payout wager may only be removed from the casino or casino simulcasting facility for a period not to exceed five gaming days. The amount on the progressive meter and, if applicable, reset meter upon the return or replacement of the gaming table shall not be less than the amount at the time of removal. Any time limit for the offering of a progressive payout pursuant to (g) above shall be extended by the number of days during which the progressive payout was not offered as the result of any action by a casino licensee pursuant to this subsection.

(k) Each gaming table offering a progressive payout wager shall have such other devices, equipment, features and capabilities as may be required by the Division for the game after the prototype model is examined by the Division.

(l) Following any malfunction of a computer that controls the progressive payout wager system, the casino licensee shall immediately notify the Division and shall not utilize the system until the malfunction has been successfully repaired. Notwithstanding the foregoing, a casino

licensee may continue to utilize the system prior to it being successfully repaired, for a period not to exceed 48 hours, provided that:

1. The malfunction is limited to a single storage media device;
2. In addition to the malfunctioning storage media device, the system contains a backup storage media device not utilized in the normal operation of the system, which backup device shall immediately and automatically replace the malfunctioning device, to permit a complete and prompt recovery of all information in the event of an additional malfunction; and
3. Continued use of the malfunctioning system would not limit the ability to perform a complete and prompt recovery of all information and would not otherwise harm or affect the normal operation of the progressive payout wager.

(m) Whenever a casino licensee seeks to install a modification to a computer that controls a progressive payout wager system, including, but not limited to, a new or modified computer program (software or firmware) or hardware design, the installation shall occur only after advance written notice of at least three business days to the MIS department of the casino licensee and to the Division. The written notice shall:

1. Be provided by an authorized representative of the casino games department of the casino licensee or manufacturer or servicing vendor other than the person who will perform the actual installation; and
2. Include, at a minimum, the following:
 - i. If the modification involves computer programs:
 - (1) A list of each computer program (software or firmware) to be modified or replaced, including the version number and version date, if applicable, and the date each modification was approved by the Division pursuant to N.J.A.C. 19:46-1.20; and

(2) A list of each new computer program to be installed, if any, including the version number and version date, if applicable, and the date each new program was approved by the Division pursuant to N.J.A.C. 19:46-1.20;

ii. If the modification involves hardware design, a list of each type of hardware being modified or replaced, including the date that each modified or new type of hardware was approved by the Division pursuant to N.J.A.C. 19:46-1.20;

iii. The date of and estimated time needed to complete the installation; and

iv. The name of the person authorized to perform the installation.

(n) Any installation pursuant to this section shall be performed in the presence of a representative of the MIS department of the casino licensee. Following the completion of the installation, the computer that controls the progressive payout wager system shall generate a record of the installation or, if the computer does not have the capability to generate such a record, the casino licensee shall otherwise create such record of the installation.

13:69D-1.42 Removal of slot drop buckets, slot drop boxes and slot cash storage boxes; unsecured currency; meter readings

(a) For each slot machine on the gaming floor, the slot drop bucket, slot drop box and slot cash storage box shall be removed at least once a week on specified days and at times designated by the casino licensee on a schedule which shall be filed with the Division. However, a casino licensee may, with notice to the Division, establish a less frequent schedule for the removal of slot drop buckets and slot drop boxes from those slot machines connected to an approved gaming voucher system, provided that a weekly slot drop estimate is reported in accordance with

N.J.A.C. 19:54-1.5(c)1; in no event shall such slot drops occur less than once every two months. In the case of slot cash storage boxes, the schedule shall include the total number of slot cash storage boxes to be removed on a particular day in total and by zone. No slot drop bucket, slot drop box or slot cash storage box shall be emptied or removed from its compartment at other than the times specified on such schedule except with notification to the Division. Prior to the start of the scheduled slot cash storage box collection process, a casino key employee who shall be referred to herein as a drop team supervisor shall perform a physical count of the slot cash storage boxes removed from storage to replace those boxes scheduled to be collected. Such count shall be documented on at least a two-part form the duplicate of which shall be filed with the Division. Any discrepancy between the number of slot cash storage boxes physically counted and the number indicated on the collection schedule shall be explained in writing to the Division. Prior to emptying or removing any slot drop bucket, slot drop box or slot cash storage box, a casino licensee shall notify the surveillance department of the transportation route that will be utilized.

1. Notwithstanding (a) above, a casino licensee may submit a written notification to the Division at least 48 hours prior to a scheduled time for removal that an extension of time for the removal of part or all of its slot drop buckets or slot drop boxes will occur. The notification shall specify the length of the extension sought, the reason therefore, and identify the particular slot machines included in such notification. Upon expiration of the extension, the casino licensee shall resume its regular removal schedule as filed with the Division. Whenever an extension does not encompass all slot drop buckets or slot drop boxes scheduled to be removed, the casino licensee shall ensure, through internal control procedures, that the casino security department knows which slot drop buckets and slot drop boxes are to be removed and the

count room supervisor knows which slot drop buckets and slot drop boxes should be counted.

2. All slot drop boxes which are not attached to a slot machine or temporarily stored in the base of a slot machine pursuant to (c)2ii below, including emergency slot drop boxes which are not actively in use, shall be stored in the count room or other secure area outside the count room, in an enclosed storage cabinet or trolley and secured in such cabinet or trolley by a locking system, described in the casino licensee's internal controls, maintained and controlled by the security department.

(b) Slot drop buckets, slot drop boxes and slot cash storage boxes shall be removed from their compartments in a slot machine or bill changer by members of the casino security department, and such other employees of the accounting department and/or slot department, as described in the internal controls.

(c) Procedures and requirements for removing slot drop buckets, slot drop boxes and slot cash storage boxes from the slot machines shall be as follows:

1. The slot drop bucket, slot drop box or slot cash storage box shall be removed from its compartment and an empty slot drop bucket, slot drop box, or slot cash storage box shall be placed into the compartment, and if applicable, a unique identification number shall be assigned and recorded for the slot cash storage box, either upon its insertion or removal, after which the compartment shall be closed and secured;

2. All slot drop buckets, slot drop boxes and slot cash storage boxes removed from compartments shall be transported directly to, and secured in the count room by, at a minimum, a casino security department member, and such other employees of the accounting department and/or slot department, as described in the internal controls, for the counting of their contents; provided, however, that:

i. Prior to their placement in the soft count room, a drop team supervisor shall count the total number of slot cash storage boxes collected and verify that the number of boxes collected agrees with the number indicated on the removal schedule and sent for replacement. Any discrepancies shall be immediately reported by the drop team supervisor to the security and surveillance departments and explained in writing to the Division. Procedures for the immediate investigation of unresolved discrepancies must be described in the casino licensee's internal controls;

ii. A slot cash storage box removed from a bill changer in order to service the bill changer may be temporarily and securely stored in the corresponding base of the slot machine (the compartment of the slot machine containing the slot drop bucket or slot drop box) attached to the bill changer, and shall be replaced and secured in the bill changer when the repairs are completed. If the repairs cannot be completed and the slot cash storage box cannot be replaced in the bill changer by the end of the repair person's shift, or if the bill changer must be removed from the casino floor, the slot cash storage box shall be removed from the secure slot compartment and transported to the count room in accordance with N.J.A.C. 19;45-1.38;

iii. A full or inoperable slot drop box shall be replaced with an empty emergency slot drop box, and may be stored and secured in its corresponding slot machine base until no later than the next scheduled slot drop box pickup; and

iv. Upon removal from its compartment, the contents of all slot drop buckets shall be secured in a manner described in the casino licensee's internal controls.

3. Notwithstanding any other provision of this section or this chapter to the contrary, a casino licensee may, in lieu of transporting all slot drop buckets and slot drop boxes directly to the count room prior to

the start of the count, utilize either or both of the following alternative procedures:

i. A casino licensee may create a secure staging area outside of the count room where slot drop buckets and slot drop boxes may be temporarily stored before being transferred to the count room; provided, however, that the location of the staging area and the security measures used by the casino licensee shall be as described in the casino licensee's internal controls, which security measures shall require, at a minimum, that the staging area be videotaped by the surveillance department and guarded by at least one casino security department representative whenever slot drop buckets or slot drop boxes are temporarily stored in the area; or

ii. A casino licensee may, prior to collecting and transporting all slot drop buckets and slot drop boxes on the casino floor to the count room or a secure staging area, begin to count the contents of slot drop buckets and slot drop boxes that have been collected and transported from a particular portion of the casino floor, provided that the casino licensee shall thereafter continue to collect and transfer to the count room, during the counting process, the slot drop buckets and slot drop boxes from the remaining portions of the casino floor until all slot drop buckets and slot drop boxes have been collected and counted; and

4. Except for members of the casino accounting department or independent slot machine cage department participating in the emergency removal of a slot cash storage box or slot drop box, casino security department employees and representatives of the Division, all persons participating in the removal of slot drop buckets, slot drop boxes and slot cash storage boxes shall wear as outer garments only a full-length, one-piece pocketless garment with openings only for the hands, feet and neck.

(d) In addition to complying with the procedures included in subsections (b) and (c) above, a casino licensee shall establish internal

control procedures detailing how the slot drop bucket, slot drop box and slot cash storage box for each slot machine and attached bill changer on the gaming floor will be emptied or removed from its compartment which shall include at least the following:

1. How patrons will be notified that a slot machine will be closed for emptying or removing slot drop buckets, slot drop boxes or slot cash storage boxes;
2. How patrons will be removed from slot aisles;
3. How the area will be secured while the slot drop buckets, slot drop boxes or slot cash storage boxes are emptied or removed; and
4. How the compartments in which the full slot drop buckets, slot drop boxes or slot cash storage boxes are transported, will be secured while they are in the casino.

(e) Whenever currency, a gaming voucher, or a coupon is found inside a bill changer but outside the slot cash storage box (“unsecured currency”, “unsecured gaming voucher”, or “unsecured coupon”), a slot department representative or casino accounting department representative shall complete a form which includes the asset number or, pursuant to N.J.A.C. 13:69D-1.16(b), other unique identification number of the slot cash storage box in the bill changer in which the unsecured currency, unsecured gaming voucher, or unsecured coupon was found, the date the unsecured currency, unsecured gaming voucher, or unsecured coupon was found, and the total value of the unsecured currency, unsecured gaming voucher, or unsecured coupon. The slot department representative or casino accounting department representative and a member of the casino security department shall then sign the form as evidence of the total value being transported; place the form and the unsecured currency, unsecured gaming voucher, or unsecured coupon into an envelope or container, unless the form is printed on the front of the envelope in which the currency, gaming

voucher, or coupon is being placed; and transport the envelope or container directly to the cashiers' cage.

(f) Upon receipt of the envelope or container from the slot department representative or casino accounting department representative, a main bank cashier or cage supervisor shall immediately prepare an Unsecured Bill Changer Currency/Coupon/Voucher Report. If the unsecured currency, unsecured gaming voucher, or unsecured coupon was not transported by a slot supervisor or casino accounting supervisor, the Unsecured Bill Changer Currency/Coupon/Voucher Report must be prepared by a cage supervisor pursuant to (j) below.

(g) Unsecured Bill Changer Currency/Coupon/Voucher Reports shall be serially prenumbered forms. Each series of Unsecured Bill Changer Currency/Coupon/Voucher Reports shall be used in sequential order and shall be accounted for by employees independent of the cashiers' cage and slot department. All original and duplicate void Unsecured Bill Changer Currency/Coupon/Voucher Reports shall be marked "VOID" and shall require the signature of the preparer. All copies of void Unsecured Bill Changer Currency/Coupon/Voucher Reports shall be forwarded to the accounting department at the end of the gaming day.

(h) For establishments in which Unsecured Bill Changer Currency/Coupon/Voucher Reports are manually prepared, the following procedures and requirements shall be observed:

1. Each series of Unsecured Bill Changer Currency/Coupon/Voucher Reports shall be a three-part form, at a minimum, and shall be inserted into a locked dispenser that will permit an individual slip in the series and its copies to be written upon simultaneously while still locked in the dispenser, and that will discharge the original and duplicate while the triplicate remains in a continuous, unbroken form in the dispenser; and

2. Access to the triplicates shall be maintained and controlled at all times by employees responsible for controlling and accounting for the unused supply of Unsecured Bill Changer Currency/Coupon/Voucher Reports, placing Unsecured Bill Changer Currency/Coupon/Voucher Reports in the dispensers, and removing from the dispensers the triplicates remaining therein.

(i) For establishments in which Unsecured Bill Changer Currency/Coupon/Voucher Reports are computer prepared, each series of Unsecured Bill Changer Currency/Coupon/Voucher Reports shall be a two-part form, at a minimum, and shall be generated by a computer system that will: simultaneously print an original and duplicate and store, in machine-readable form, all information printed on the original and duplicate; and discharge the original and duplicate. The stored data shall not be susceptible to change or removal by any personnel after preparation of the Unsecured Bill Changer Currency/Coupon/Voucher Report.

(j) On the original, duplicate and triplicate or, if applicable, in stored data, the main bank cashier or cage supervisor shall record, at a minimum, the following information:

1. The date and time of preparation;
2. The asset number or, pursuant to N.J.A.C. 13:69D-1.16(b), other unique identification number of the slot cash storage box in the bill changer from which the unsecured currency, unsecured gaming voucher, or unsecured coupon was removed;
3. The denomination(s) of unsecured currency;
4. The total value of the unsecured currency;
5. The denomination(s) of unsecured coupons;
6. The total value of the unsecured coupons;
7. The serial number and value of each unsecured gaming voucher;

8. The total value of the unsecured gaming vouchers; and
9. The signature or, if computer prepared, identification code of the preparer.

(k) The original and duplicate copies of the Unsecured Bill Changer Currency/Coupon/Voucher Report shall be presented to the slot department representative or casino accounting department representative and the casino security representative for signature.

1. Upon meeting the signature requirements, the main bank cashier or cage supervisor shall transport the unsecured currency, unsecured gaming vouchers, and unsecured coupons along with the original and duplicate copies of the Unsecured Bill Changer Currency/Coupon/Voucher Report to the main bank.

i. If the Unsecured Bill Changer Currency/Coupon/Voucher Report was prepared by a cage supervisor, the main bank cashier shall:

(1) Sign the original and duplicate copies of the Unsecured Bill Changer Currency/Coupon/Voucher Report;

(2) Retain the original Unsecured Bill Changer Currency/Coupon/Voucher Report and the unsecured currency, unsecured gaming vouchers, and unsecured coupons; and

(3) Return the duplicate Unsecured Bill Changer Currency/Coupon/Voucher Report to the cage supervisor who shall attach the form referenced in (e) above to the duplicate and expeditiously deposit the duplicate with the attached form into the locked accounting box located in the cashiers' cage.

ii. If the Unsecured Bill Changer Currency/Coupon/Voucher Report was prepared by the main bank cashier, the main bank cashier shall:

(1) Retain the original Unsecured Bill Changer Currency/Coupon/Voucher Report and the unsecured currency, unsecured gaming vouchers, and unsecured coupons;

(2) Attach the form referenced in (e) above to the duplicate Unsecured Bill Changer Currency/Coupon/Voucher Report; and

(3) Return the duplicate Unsecured Bill Changer Currency/Coupon/Voucher Report and attached form to the casino security representative who shall expeditiously deposit the duplicate with the attached form into a locked accounting box.

2. The main bank cashier shall then either:

i. Add the value of the unsecured currency, unsecured gaming vouchers, and unsecured coupons to the main bank's accountability and retain the original of the Unsecured Bill Changer Currency/Coupon/Voucher Report until the end of the gaming day; or

ii. Maintain the unsecured currency, the unsecured gaming vouchers, the unsecured coupons, and the original Unsecured Bill Changer Currency/Coupon/Voucher Report until collected by a count room supervisor and immediately transported to the count room where:

(1) The currency, gaming vouchers, and coupons shall be counted with the contents removed from the corresponding slot cash storage box and recorded on the Slot Cash Storage Box Report; and

(2) The original Unsecured Bill Changer Currency/Coupon/Voucher Report shall be forwarded to the accounting department in accordance with N.J.A.C. 13:69D-1.33(i).

(l) At the end of the gaming day, at a minimum, the original and duplicate copy of the Unsecured Bill Changer Currency/Coupon/Voucher Report along with any gaming vouchers and coupons shall be forwarded as follows:

1. If, pursuant to (k)1 above, the main bank cashier has retained possession of the original, the cashier shall forward the original along with any gaming vouchers and coupons directly to the accounting department for agreement with the triplicate or stored data; and

2. The duplicate with the attached form shall be forwarded directly to the accounting department for recording on the Slot Cash Storage Box Report and Slot Win Sheet, and agreement with the triplicate or stored data; provided, however, that no additional recording of the unsecured currency, unsecured gaming vouchers, and unsecured coupons shall be required if the currency, gaming vouchers, and coupons have been transported to the count room, counted and recorded pursuant to (k)2 above.

(m) The duplicate copy of the Unsecured Bill Changer Currency/Coupon/Voucher Report shall be attached to the Slot Cash Storage Box Report as supporting documentation. A notation shall be made on the duplicate Unsecured Bill Changer Currency/Coupon/Voucher Report indicating whether the dollar value of the unsecured currency, unsecured coupons, and unsecured gaming vouchers have been added to the Slot Cash Storage Box Report and Slot Win Sheet in accordance with (k)2 above or (l)2 above.

(n) Notwithstanding the requirements of (e) through (m) above, when unsecured currency and unsecured coupons are found during the collection of slot cash storage boxes, a casino licensee shall transport the unsecured currency and unsecured coupons directly to the soft count room. The completion of the form required by (e) above shall be performed by a count team member and a member of the casino security department. The envelope or container shall be transported with the slot cash storage boxes to the count room pursuant to N.J.A.C. 13:69D-1.17(c). A listing of all unsecured currency and unsecured coupons by asset number or, pursuant to N.J.A.C. 13:69D-1.16(b), other unique identification number shall be provided to the Division. The unsecured currency and unsecured coupons shall be counted and recorded with the contents removed from the corresponding slot cash storage box. The form prepared pursuant to (e) above shall be forwarded to the accounting

department with the Slot Cash Storage Box Report pursuant to N.J.A.C. 13:69D-1.33(i).

(o) A computer system, as approved by the Division, shall read and record, as applicable, the numbers on the in-meter, drop meter, jackpot meter, manual jackpot meter, cash box meter, if applicable, numerical and value gaming voucher, numerical and value cashable coupon meters and numerical and value non-cashable coupon meters, in accordance with the schedules filed pursuant to (a) above and the approved internal controls of the casino licensee. All recordings, as applicable, shall be performed in conjunction with the removal and replacement of the slot cash storage boxes, slot drop buckets and slot drop boxes prior to opening the slot machines for patron play.

1. The computer shall store in machine readable form all information required by this section and such stored data shall not be susceptible to change or removal by any personnel without the system identifying the original record and identifying the new record as having been changed. Only members of the casino accounting department shall have access to this meter information and the authority to change any meter information.

2. If the slot machine utilizes non-cashable slot credits, the casino licensee shall describe in its internal control submission whether the computer system:

i. Reads the numerical and value coupon meters and the numerical and value non-cashable coupon meters separately and then automatically combines the totals; or

ii. Separately records these meters on all reports required by N.J.A.C. 13:69D-1.33 and 1.42.

3. If a bill changer does not contain a cash box meter pursuant to N.J.A.C. 19:45-1.37(e)1, a casino licensee shall be required to have a computer system record the bill meter readings each time the

slot cash storage box is removed and provide a total of all bill meters for that slot machine.

4. If a casino licensee is granted an extension to remove slot drop buckets or slot drop boxes pursuant to (a)1 above, the required meter readings for the slot machines housing the affected slot drop buckets or slot drop boxes shall be similarly extended. Upon expiration of the extension, the casino licensee shall resume its regular schedule for required meter readings.

(p) The computer system shall provide a report to the accounting department for comparison of meter information to the Slot Win Sheet and the calculation of slot machine statistics.

(r) Whenever there is a variance of more than \$500 between the value of cash, gaming vouchers, or coupons removed from a bill changer's slot cash storage box and the corresponding cash box meter reading and, if applicable, the value coupon meter, the value non-cashable coupon meter and the value voucher-in meter reading as recorded on a report generated by a computer system whenever there is a variance of more than \$100.00 between the value of gaming vouchers or coupons removed from a bill changer's slot cash storage box and the corresponding value as recorded on a report generated by the gaming voucher system and coupon acceptance system, the casino accounting department shall perform the following procedures:

1. If such a variance exists in the value of cash, confirm the variance by comparing the number of bills removed from the slot cash storage box to the bill meter readings. Such comparison shall be made using the meter readings to the total number of bills and value of cash removed from the slot cash storage boxes.

2. If such a variance exists in the value of either gaming vouchers or coupons, confirm the variance by comparing the number of gaming vouchers or coupons removed from the slot cash storage box to

the readings recorded by the computer system or generated by the gaming voucher system and coupon acceptance system.

3. The casino licensee shall be required to have its slot department, in cooperation with its casino accounting department, investigate the cause of each variance identified pursuant to (r)1 and (2) above and prepare and file an incident report documenting such variance with the casino controller, the director of surveillance, and Division. The casino licensee shall report the actual cause of the variance unless such cause cannot be definitively determined after a diligent investigation, in which case the probable cause of the variance shall be reported. Except as provided in (r)4 below, the incident report shall be a report of all bill changers with reportable variances and shall be filed within three weeks from the completion of the slot cash storage box pickup date. The incident report shall include, at a minimum, the following for each bill changer with a reportable variance as well as the specified cumulative data:

- i. The date of the meter reading;
- ii. The date the report was filed;
- iii. The amount of the variance, by denomination, with the exception of gaming vouchers, which shall be by total value;
- iv. The asset number of the bill changer involved;
- v. The amount of the variance by currency, gaming vouchers, and/or coupons;
- vi. An indication as to the cause of the variance pursuant to r(1) and (r)2 above, with any documentation attached to support the given explanation (for example, Unsecured Currency/Coupon/ Voucher Report);
- vii. The manufacturer and model number of the slot machine to which the bill changer is attached or embedded;
- viii. The manufacturer of the bill changer involved;

- ix. The total number of reported variances by manufacturer and model number of the slot machine;
- x. The total number of reported variances by manufacturer of the bill changer;
- xi. The total number of reported variances compared to the total number of slot cash storage boxes counted; and
- xii. The license number of the preparer.

4. A casino licensee shall file a separate report that complies with (r)3 above concerning any variances on slot machines equipped with a bill changer utilizing alterable storage media governed by N.J.A.C. 19:46-1.26B(i).

5. Whenever a variance must be separately reported on a slot machine in accordance with (r)4 above, the casino licensee shall report gross revenue from the slot machine as the greater of the amount recorded on the appropriate meters of the slot machine or the amount in the corresponding slot cash storage box of the slot machine, unless the variance can be explained to the satisfaction of the Division and an adjustment is necessary to accurately report gross revenue.

(s) A casino licensee shall be required to conduct an appropriate investigation and take any necessary corrective action, including any remedial action required by the Division, if 10 percent or more of the bill changers counted during the week have reported variances pursuant to (r) above for a period of three consecutive weeks.

(t) Notwithstanding anything in this Chapter to the contrary, nothing shall preclude the Division from requiring a casino licensee to read slot machine meters manually as a condition of prototype approval, as a remedial measure in the event of a malfunction, or as it may otherwise deem necessary to insure the integrity of gaming and the accurate reporting of gross revenue.

13:69D-1.43 Procedure for counting and recording contents of slot drop buckets and slot drop boxes

(a) The opening, counting and recording of the contents of slot drop buckets and slot drop boxes (the "hard count") shall be performed in the count room required pursuant to N.J.A.C. 13:69D-1.32 in the presence of a casino key employee who shall be referred to herein as a count room supervisor. The hard count shall be performed by at least three employees (the "count team"), which may include the count room supervisor.

(b) The contents of slot drop buckets and slot drop boxes shall be counted and recorded immediately after removal from their slot machine compartments. If a casino licensee uses the phased collection and transfer procedures authorized by N.J.A.C. 13:69D-1.42(c)3, the counting process set forth in (i) below may begin as soon as the slot drop buckets and slot drop boxes from any portion of the casino floor have been secured in the count room. Each casino licensee shall file with the Division the specific times during which the contents of slot drop buckets and slot drop boxes shall be counted and recorded.

(c) All members of the count team present in the count room during the counting process shall be required to wear a full-length, one-piece, pocketless outer garment with no openings other than for the hands, feet, and neck.

(d) No person shall carry a pocketbook or other container into the count room at any time unless it is transparent.

(e) All persons exiting the count room shall be inspected with a metal detector by a casino security department employee. The counting and recording process shall be discontinued and all coin and slot tokens shall be secured during any work break or emergency where the minimum number of count room personnel required by (a) above are not present or are not capable of performing their responsibilities.

(f) Immediately prior to opening and counting the contents of any slot drop bucket or slot drop box, the doors to the count room shall be securely locked. In addition, prior to opening and counting the first slot drop bucket or slot drop box of a hard count. A count team member shall notify a surveillance department employee assigned to the closed circuit television monitoring room required by N.J.A.C. 19:45-1.10 that the count is about to begin

(g) No person shall be permitted to enter or leave the count room during the counting process, except upon prior notice to the surveillance department.

1. If, during the counting process, a casino licensee permits an employee to enter or leave the count room or members of the collection team enter the count room pursuant to the phased collection and transfer procedure authorized by N.J.A.C. 13:69D-1.42(c)3, any employee then in the count room shall be required to display his or her hands and move to a location away from any coin or slot token until the count team member has entered or left the count room or the transfer of the slot drop boxes and slot drop buckets to the count room has been completed and the collection team has left the count room. All activity in the count room shall be discontinued during any period when a count team member is entering or exiting the count room or a transfer of slot drop boxes and slot drop buckets is taking place.

2. Once the counting process has been started, the count room supervisor shall be required to notify the closed circuit television monitoring room whenever a count room door will be opened, and if a casino licensee uses the phased collection and transfer procedures authorized by N.J.A.C. 13:69D-1.42(c)3, when all slot drop buckets and slot drop boxes have been secured inside the count room.

3. The surveillance department shall monitor and make a video recording, with the time and date inserted thereon, of the entire hard count, including any entrance to or exit from the count room by any

person during the hard count, any transfer of slot drop buckets or slot drop boxes to the count room conducted pursuant to N.J.A.C. 13:69D-1.42(c)3, any storage of slot drop buckets or slot drop boxes in the staging area permitted by N.J.A.C. 13:69D-1.42(c)3, and all metal detector inspections performed by casino security. The video recording shall be retained by the surveillance department for at least five days from the date of recordation unless otherwise directed by the Division.

(h) No prize tokens, coins or slot tokens shall be removed from the count room after the commencement of the hard count until the hard count has been completed and the prize tokens, coins or slot tokens have been recounted and accepted by a main bank cashier or master coin bank cashier in accordance with (j)4 below.

(i) Procedures and requirements for conducting the hard count shall be as follows:

1. Prior to the first slot drop bucket or slot drop box being emptied and counted, employees of the casino licensee shall:

i. Check the accuracy of all weighing and counting equipment, with the exception of coin or slot token wrapping machines, to insure proper calibration for each denomination of coin and slot token;

ii. Complete and sign a calibration report; and

iii. Initiate the preparation of a Slot Win Sheet, on which shall be recorded the results of the hard count. The Slot Win Sheet shall be, at a minimum, a two-part form consisting of an original and a duplicate copy unless the casino licensee chooses, pursuant to (j)6 below, to make photocopies of the original Slot Win Sheet, in which case only an original shall be required. Each additional copy of a multi-part Slot Win Sheet shall be clearly labeled as a copy.

2. All slot tokens in denominations of \$25.00 or more shall be counted or weighed at the beginning of the hard count. The casino licensee may count or weigh other denominations of coins or slot tokens at the same time, provided that the high denomination slot token count

proceeds to completion without interruption, except as otherwise provided herein.

3. Before each slot drop bucket or slot drop box is emptied, one count team member shall hold it up in full view of the closed circuit television camera and the count team member recording the count so as to permit proper recording of the number contained thereon.

4. The contents of each slot drop bucket or slot drop box shall be emptied, counted and recorded separately and such procedures shall at all times be conducted in full view of the closed circuit television cameras located in the count room.

5. The contents of each slot drop bucket or slot drop box shall be emptied separately into either a machine that automatically counts the coins or slot tokens or a scale that automatically weighs the coin or slot tokens; provided, however, that any prize tokens or foreign slot tokens shall be manually counted and separately recorded on the Slot Win Sheet.

6. Immediately after the contents of each slot drop bucket or slot drop box are emptied into either the counting machine or scale, the inside of the slot drop bucket or slot drop box shall be held up to the full view of the closed circuit television camera and shall be shown to at least one other count team member to assure that all contents of the slot drop bucket or slot drop box have been removed.

7. As the contents of each slot drop bucket or slot drop box are counted by the counting machine or weighed by the scale, one member of the count team shall manually record or cause a computer system to record, the following information on the Slot Win Sheet or a supporting document:

i. The asset number and denomination of the slot machine to which the slot drop bucket or slot drop box contents corresponds, if not preprinted thereon;

ii. The number of coins or slot tokens, or the weight of the coins or slot tokens contained in the slot drop bucket or slot drop box; provided, however that if the value of the coins or slot tokens is not converted into dollars and cents until after the counting process is completed, the conversion shall be calculated and the dollar value of the drop shall be entered by denomination of the slot machine on the Slot Win Sheet;

iii. The number and dollar value of each denomination of prize token issued by any casino licensee, and the total dollar value of all prize tokens issued by any casino licensee; and

iv. The number and dollar value of each denomination of foreign slot token and the total dollar value of all foreign slot tokens.

8. The Division may, at any time, require the accuracy of any weighing, wrapping or counting equipment, or the value of any previously weighed, wrapped or counted coin or slot tokens, to be checked or rechecked.

9. After the contents of all the slot drop buckets and slot drop boxes are counted or weighed and recorded, each count team member shall sign the Slot Win Sheet or other document attesting to their involvement in the hard count. Any person who, in accordance with (f) above, is scheduled to leave the count room prior to the completion of the entire count process, shall also record the time that he or she exited the count room. Any person who enters or leaves the count room due to an emergency shall sign, and record the time of the entry or exit on, the Slot Win Sheet; or such other document; except that, if the person exiting the count room is unable to sign the document due to the emergency, the count room supervisor shall record the person's name and time of exit and a notation describing the emergency on the document.

12. At the conclusion of the hard count, any slugs that have been found shall be presented to a main bank cashier or master coin

bank cashier together with the duplicate Slug Report. The Slug Report shall be a two-part form, at a minimum, which shall include the date, the total number of slugs received, the signature of the preparer and the signature of the main bank cashier or master coin bank cashier who accepted receipt of the slugs from the hard count representative. The original Slug Report shall be delivered to the Division's in-house office by the end of the gaming day. The duplicate Slug Report shall remain with the slugs until their destruction.

13. Each prize token issued by any casino licensee that is removed from a slot drop bucket or a slot drop box and counted pursuant to this section shall be counted, for purposes of calculating gross revenue pursuant to N.J.S.A. 5:12-24, as cash received by the casino licensee from gaming operations for the face amount of the prize token, and, notwithstanding the prohibition on prize tokens activating slot machine play, no adjustment to the amount recorded on the Slot Win Sheet in accordance with (i)7iii above shall be allowed.

(j) Procedures and requirements at the conclusion of the hard count shall be as follows:

1. At least one count team member shall sign the Slot Win Sheet attesting to the accuracy of the information recorded thereon.

2. Any prize tokens, foreign slot tokens, wrapped coins, wrapped slot tokens, bagged coins or bagged slot tokens removed from the slot drop buckets and slot drop boxes shall be recounted in the count room by a main bank cashier or master coin bank cashier, and in the presence of a count team member, prior to the cashier having access to the information recorded on the Slot Win Sheet. Any bagged coins or bagged slot tokens shall be recounted on a random sample basis as follows:

i. The main bank cashier or master coin bank cashier shall randomly select, at a minimum, 10 percent of all bagged coins and

bagged slot tokens. The sample bags selected shall then be weighed by the cashier.

ii. If a discrepancy greater than plus or minus \$1.00 for any denomination of bagged coins or greater than plus or minus one token for bagged slot token denominations of \$25.00 and below is found during the weighing of a sample bag, then the sample bag shall be opened and recounted by a counting machine provided, however, for slot token denominations greater than \$25.00, any discrepancy shall require a recount.

3. The cage cashier or master coin bank cashier shall then attest by signature on the Slot Win Sheet to the accuracy of the value of coin, prize tokens, foreign slot tokens and slot tokens received from the slot machines. and that the cashier and count team have agreed on the total value of coin, prize tokens, foreign slot tokens and slot tokens counted. Once the signatures required by (i)11 and (j)3 above and this paragraph have been recorded on the Slot Win Sheet, the duplicate copy or a photocopy of the original Slot Win Sheet shall be given to the Division. A casino licensee's internal controls may, in the licensee's discretion, require that an additional copy of a multi-part Slot Win Sheet or another photocopy of the original Slot Win Sheet be given to the cage cashier or master coin bank cashier. Each photocopy of the original Slot Win Sheet shall be stamped with the word "copy" prior to its distribution. The coins, prize tokens, foreign slot tokens and slot tokens thereafter shall remain in the custody of cage cashiers or master coin bank cashiers.

4. A casino security department employee shall:

i. Inspect all persons with a metal detector upon their exiting the count room; and

ii. Conduct a thorough inspection of the entire count room and all equipment located therein, for unsecured coins, foreign slot tokens, prize tokens and slot tokens.

5. The original Slot Win Sheet and any supporting documents shall be transported directly to the accounting department and shall not be available, except for signing, to any cashiers' cage or slot personnel.

6. A casino accounting department employee shall complete the original Slot Win Sheet, either manually or through the use of a computer program such as a spreadsheet program by recording the following information on the Slot Win Sheet or supporting documentation:

i. If not previously recorded on supporting documentation in accordance with the requirements of N.J.A.C. 13:69D-1.33 and 1.43, the value of coin, slot tokens, prize tokens, foreign slot tokens, currency and coupons (identified separately for cashable and non-cashable coupons) for each slot machine, and the total value of gaming vouchers for each slot machine as determined in accordance with internal controls pursuant to N.J.A.C. 19:45-1.54;

ii. The total value of coin, slot tokens, prize tokens, foreign slot tokens, currency and coupons (identified separately for cashable and non-cashable coupons), and the total value of gaming vouchers as determined in accordance with internal pursuant to N.J.A.C. 19:45-1.54, by denomination of slot machine and in total for all slot machines;

(1) If a casino licensee utilizes a gaming voucher system to redeem a coupon, the value of the coupons shall be the greater of the total dollar value of coupons recorded as redeemed in the system, or the value as determined in accordance with the count procedures in N.J.A.C. 13:69D-1.33; provided, however, that nothing shall preclude a casino licensee from utilizing a report generated by the system, which lists any coupons recorded as redeemed in the system but which do not appear in the Slot Cash Storage Box Report, the value of which, if not

adequately explained or resolved, shall be added to the coupon value on the Slot Cash Storage Box Report.

(2) Additionally, if a casino license also utilizes a gaming voucher system to redeem coupons created pursuant to N.J.A.C. 19:45-1.55(l)2v (a coupon that is not associated with a specific patron account or patron identification card at the time of its creation and is being redeemed by a gaming voucher system), and a variance is detected pursuant to N.J.A.C. 13:69D-1.33(i)5, 19:45-1.46(l)5 or 19:45-1.55(l)2vii, a summary schedule of the variances shall be submitted to the Division.

- iii. The total amount of Hopper Fills to each slot machine and its corresponding hopper storage area;
- iv. The total of all Hopper Fills, by denomination of slot machine and the total for all Hopper Fills;
- v. The total amount of Jackpot Payouts for each slot machine;
- vi. The total of all Jackpot Payouts, by denomination of slot machine and the total for all slot machines;
- vii. The total value of gaming vouchers redeemed at locations other than slot machines as determined in accordance with internal controls pursuant to N.J.A.C. 19:45-1.54;
- viii. The calculated win or loss and statistics for each slot machine;
- ix. The total calculated win or loss for each denomination of slot machine and for all slot machines; and
- x. Any adjustment allowed pursuant to N.J.A.C. 19:45-1.37D(a)8 as a result of slot machine testing.

7. The Jackpot Payouts and Hopper Fills shall be:

- i. Compared for agreement with each other and, if applicable, to triplicates or stored data on a test basis;
- ii. Reviewed for the appropriate number and propriety of signatures on a test basis;

- iii. Accounted for by series numbers;
- iv. Tested for proper calculation, summarization, and recording;
- v. Subsequently recorded; and
- vi. Maintained and controlled by accounting department employees.

8. The Slot Win Sheet shall be compared to the information recorded pursuant to N.J.A.C. 13:69D-1.42(o) by a casino accounting department employee who shall:

- i. Compare for agreement, for each slot machine, the number of coins or slot tokens counted and recorded by the count team to the drop meter reading recorded pursuant to N.J.A.C. 13:69D-1.42(o); provided, however, that the casino accounting department, in making the comparison, shall account for any prize tokens and foreign slot tokens that were counted pursuant to this section after being improperly accepted by the coin acceptor and diverted to the slot drop bucket or slot drop box;

- ii. Compare for agreement, for each slot machine, Jackpot Payouts to the manual jackpot meter reading recorded pursuant to N.J.A.C. 13:69D-1.42(o) or (p);

- iii. Compare for agreement, for each slot machine, the gaming voucher information as required in accordance with N.J.A.C. 19:45-1.54; and

- iv. Report all significant differences between meter readings and amounts recorded to the slot department for appropriate action.

13:69D-1.44 Casino licensee-controlled locking systems; notice to the Division and surveillance department upon malfunction and repair, maintenance or replacement of alarms

(a) Each casino licensee shall provide for locking systems to insure the security of gross revenue and restricted areas or locations. The types of secure boxes, compartments or locations that require a locking system shall include, without limitation, the following:

1. Drop boxes, as required pursuant to N.J.A.C. 13:69D-1.16(a);
2. Slot cash storage boxes, as required pursuant to N.J.A.C. 13:69D-1.16(b);
3. Trolleys to transport drop boxes from gaming tables to a secure location, as required pursuant to N.J.A.C. 13:69D-1.17(b);
4. Trolleys or cabinets used to transport or store, respectively, slot cash storage boxes, as required pursuant to N.J.A.C. 19:45-1.14(d);
5. Count room entrance and exit doors, as required pursuant to N.J.A.C. 13:69D-1.32(b);
6. Compartments housing slot drop buckets, as required pursuant to N.J.A.C. 13:69D-1.36(b);
7. Slot drop boxes, as required pursuant to N.J.A.C. 13:69D-1.36(c)3;
8. Compartments housing slot drop boxes, as required pursuant to N.J.A.C. 13:69D-1.36(d);
9. Areas in which slot cash storage boxes are located, as required pursuant to N.J.A.C. 13:69D-1.36(f);
10. Compartments housing microprocessors or other control units controlling progressive meter(s) for progressive slot machines, as required pursuant to N.J.A.C. 13:69D-1.39(b)5;
11. Locations housing a computer that controls a progressive payout wager system for gaming tables offering a progressive payout wager, as required pursuant to N.J.A.C. 13:69D-1.39B(b)6;
12. Storage cabinets or trolleys for unattached slot drop boxes, as required pursuant to N.J.A.C. 13:69D-1.42(a); and

13. Compartment housing a random number generator for the keno system, as required pursuant to N.J.A.C. 13:69F-15.5.

(b) Each casino licensee shall establish inventory controls for any locking system(s) established pursuant to (a) above. The locking system inventory controls of each casino licensee shall include, at a minimum, procedures for:

1. Maintenance of inventory ledgers by identified, authorized personnel for purposes of documenting:

i. The requisitioning of locking system(s) and locking mechanism(s) from vendors;

ii. The storage and issuance of locking system(s) and locking mechanism(s);

iii. Any loss, removal from service, and subsequent replacement of a locking system(s) or locking mechanism(s);

iv. The destruction of a locking system or locking mechanism(s); and

vi. The results of physical inventories.

2. The storage of locking systems or locking mechanisms, including a physical description of any storage location and the identification of authorized personnel in control of such location;

3. Physical inventories of all locking systems or locking mechanisms at least once every 12 months.

(c) A casino licensee shall notify the Division and its surveillance department immediately upon becoming aware of any malfunction of any alarm system or alarmed door required by the Act and these regulations, or required by the casino licensee's internal controls, and upon any emergency service to restore their proper function including, without limitation:

1. Alarm systems for any emergency exit from the casino floor or casino simulcasting facility, as required pursuant to N.J.A.C. 19:43-6.2(a)3;

2. Alarm systems for the casino cage, its ancillary office space and any related casino vault, as required pursuant to N.J.A.C. 19:45-1.14(c)2;
3. Alarm systems for any master coin bank located outside the casino cage, as required pursuant to N.J.A.C. 19:45-1.14(d);
4. Alarmed emergency exit door(s) for the casino cage, as required by N.J.A.C. 19:45-1.14(c)3iii;
5. Alarmed doors to casino vaults signaling the closed circuit television system, as required by N.J.A.C. 19:45-1.14(f)3;
6. Alarmed doors to count rooms signaling the monitoring rooms and the casino security department, as required pursuant to N.J.A.C. 13:69D-1.32(b)2;
7. Alarm systems providing for a continuous visual signal whenever any access door to the count room is open, as required pursuant to N.J.A.C. 13:69D-1.32(e);
8. Alarm systems for any slot cashier window in a slot booth, as required pursuant to N.J.A.C. 19:45-1.34(c);
9. Alarm systems for separate work stations within a keno booth or satellite keno booth, as required pursuant to N.J.A.C. 19:45-1.47(c)1i and (f); and
10. Alarm systems for keno work stations in keno lockers, as required pursuant to N.J.A.C. 19:45-1.47(g)1.

(d) Each locking system and each locking mechanisms shall be unique from one another. If a locking system is required by a casino licensee's internal controls, or by the regulations of the Division, to have multiple locking mechanisms, each locking mechanism shall be controlled by a supervisor of a mandatory department of the casino licensee that are independent of one another.

13:69D-1.56 Keys

Notwithstanding any other provision of these regulations or any

regulation set forth in N.J.A.C. 19:40-45; 19:46; or 19:47, any key or locking mechanism which is controlled by the Commission shall be deemed to be required to be controlled by the casino security department.