

3772-10-18 Table drop boxes and slot bill validator canisters: physical requirements and transportation

(A) Each casino operator's ~~licensee or applicant's~~ internal controls shall detail the specific times and procedures that table drop boxes and slot bill validator canisters shall be brought to or removed from table games and slot machines. No drop box or bill validator canister shall be brought to or removed from a table game, slot machine or other electronic device at other than the time specified in the casino operator's ~~licensee's~~ procedures, except with the commission's approval.

(B) Transportation of table game drop boxes shall be performed by a minimum of two licensed employees, one of whom shall be a member of the security department and the other a table games shift supervisor. The surveillance department shall monitor the process.

(C) Table game drop box removal shall be performed, at a minimum, once per day, except for any day where no casino gaming is conducted or otherwise offered or provided at the casino facility. However, the commission may require that table game drop boxes be removed more frequently. All locked table game drop boxes shall be removed, and a separate empty drop box shall be placed on each table in a continuous process. Upon removal from the tables, table game drop boxes shall be transported in a locked trolley directly to the count room and locked in a secure manner until the count takes place.

(D) When not in use, empty table game drop boxes shall be stored in a locked trolley in the count room or in a secure area as approved by the commission. The involvement of at least two licensed employees from independent departments shall be required to access stored empty table game drop boxes.

(E) Each table game drop box shall have:

(1) Permanently imprinted or impressed thereon, a number visible to the surveillance system that indicates the game, table number and day and shall correspond to a permanent number on the gaming table except as provided for emergency drops in paragraph (J) of this rule;

(2) An opening through which currency, coins, chips, forms, records and documents can be inserted into the drop box that shall automatically lock when the drop box is removed from the table;

(3) Two different keys securing the contents of the drop box (content keys) and a separate key to release the drop box from the table (release key). Procedures for the issuance, control and security over the keys shall be in accordance with this chapter and following these additional requirements:

(a) Only licensed employees authorized to remove table game drop boxes from the tables shall be allowed access to the table game drop box release key; however, the count team members may have access to the release keys during the soft count in order to reset the table game drop boxes; and

(b) Licensed employees authorized to remove the table game drop boxes shall be precluded from having simultaneous access to the table game drop box contents keys and release keys.

(F) Transportation of slot bill validator canisters shall be performed by a minimum of two licensed employees, one of which shall be a member of the security department and the other a member of the casino accounting department. The surveillance department shall monitor the process.

(G) Bill validator canisters shall be removed at least weekly on specified days and times established by the casino operator ~~licensee~~ on a schedule filed with and approved by the commission. All bill validator canisters shall be replaced by a separate empty slot cash storage box. Upon removal from a slot machine, bill validator canisters shall be transported in a locked trolley directly to the count room and locked in a secure manner until the count takes place.

(H) Each bill validator canister shall meet these requirements:

(1) Have an asset number permanently affixed on the outside of the box that shall be visible to the surveillance system and correspond to the asset number of the slot machine to which it is attached, except as provided for emergency drops in paragraph (J) of this rule;

(2) Have a lock that secures the contents of the canister;

(3) Have an opening through which currency, coupons and vouchers can be inserted;

(4) Have a mechanical device that prohibits the removal of currency, coupons and vouchers from the slot opening whenever the canister is removed from the slot machine; and

(5) Be fully enclosed, except for the openings as may be required for the operation of the canister.

(I) When not in use, empty bill validator canisters shall be stored in a locked trolley in the count room or in a secure area. The involvement of at least two licensed employees from independent departments shall be required to access stored empty bill validator canisters.

(J) Emergency canisters may be maintained without a permanent number or marking as required above, provided the word "emergency" is permanently imprinted or impressed thereon and, when put into use, are temporarily marked with the number of the table game or slot machine to which the box is attached.

(K) Licensed employees authorized to remove bill validator canisters shall be precluded from having simultaneous access to the bill validator canister contents keys and release keys.

(KL) In lieu of an asset number, a casino operator ~~licensee~~ may develop and maintain a system for assigning a unique identification number to its boxes. The system shall ensure that each box can readily be identified, either manually or by computer when in use.