

## **3772-20 Security Department**

### **3772-20-01 Security department.**

- (A) Each casino operator licensee or applicant shall have a security department that is responsible for providing unarmed security services at the casino facility.
- (B) Any person providing a casino operator licensee or applicant with unarmed security services at the casino facility shall:
  - (1) Be an employee of the casino operator licensee or applicant; and
  - (2) Obtain and hold a valid casino gaming employee license, unless otherwise required by Chapter 3772. of the Revised Code or any rules adopted thereunder to obtain a key employee license.
- (C) Each casino operator licensee or applicant, through its security department, shall do the following:
  - (1) Protect the people and property at the casino facility;
  - (2) Safeguard the assets at the casino facility;
  - (3) Assist the commission, or a duly authorized employee or agent thereof, and any law enforcement agency, as requested;
  - (4) Prevent people who are under twenty-one years of age from making a wager or remaining in the area of the casino facility where casino gaming is being conducted any longer than necessary for the persons under twenty-one years of age to pass through to another area where casino gaming is not being conducted;
  - (5) Detain any individual if the commission, or a duly authorized employee or agent thereof requests, or if there is reason to believe that the individual has engaged or is engaging in illegal activity;
  - (6) Record any unusual occurrences, including suspected illegal activity;
  - (7) Identify and remove any person who is required to be removed from the casino facility;
  - (8) Report to the commission, within twenty-four hours of occurrence, any suspected or known illegal activity, including, but not limited to, violations of Chapter 3772. of the Revised Code and any rules adopted thereunder;

- (9) Notify the commission, within twenty-four hours, of all inquiries made by any law enforcement or gaming regulatory agency and any inquiries made concerning the conduct of a licensee or applicant; and
- (10) Establish and maintain procedures for handling the following at a casino facility:
  - (a) Identification badges;
  - (b) Incident reports;
  - (c) Asset protection and movement;
  - (d) Enforcement of the minimum wagering age under Chapter 3772. of the Revised Code;
  - (e) Firearms prohibition;
  - (f) Alcoholic beverage control;
  - (g) Disorderly or disruptive people;
  - (h) Trespassing, including, but not limited to, people participating in the voluntary exclusion program under Chapter 3772-12 of the Administrative Code and persons appearing on the involuntary exclusion list under Chapter 3772-23 of the Administrative Code;
  - (i) Eviction or ejection;
  - (j) Detention; and
  - (k) Lost or found property.
- (D) Except for the following persons, no casino operator licensee or applicant shall permit firearms at a casino facility, as defined in section 3772.01(C) of the Revised Code:
  - (1) Commission gaming agents;
  - (2) Law enforcement officers, as defined in sections 9.88, 109.71 and 2901.01 of the Revised Code, who are on duty and within their jurisdiction;
  - (3) Law enforcement officers who are hired by a casino operator licensee or applicant for special duty as long as the officers are not specifically involved in gaming-related regulatory functions; and

- (4) Security guard providers, as defined by section 4749.01 of the Revised Code, who:
  - (a) Are not employed by the casino operator licensee or applicant;
  - (b) Are licensed under section 4749.03 of the Revised Code;
  - (c) Meet the requirements in section 4749.10 of the Revised Code; and
  - (d) Work for and are on duty with an armored motor vehicle security service licensed under section 4749.03 of the Revised Code.

**3772-20-02 Security department staffing.**

- (A) Each security department shall be supervised by a director of security, or the equivalent position thereof, who shall report directly to the general manager, or the equivalent position thereof.
- (B) The casino operator licensee or applicant shall at all times maintain sufficient unarmed security officers on duty to ensure the safety of its patrons and staff and the commission's staff and gaming agents as well as to meet the requirements of Chapter 3772. of the Revised Code and the rules adopted thereunder.
- (C) Each casino operator licensee or applicant shall consider the following when making staffing decisions concerning its unarmed security services:
  - (1) The size and layout of the casino facility;
  - (2) Special events;
  - (3) The number of people entering the casino facility at a given time;
  - (4) The number of occurrences of suspected illegal activity;
  - (5) The safety of the people at the casino facility; and
  - (6) Any other consideration the commission determines is necessary to protect the integrity of casino gaming or the safety of the casino operator licensee or applicant's patrons and staff and the commission's staff and gaming agents.

**3772-20-03 Training.**

- (A) Each casino operator licensee or applicant shall provide training to all members of its security department.

- (B) Subject to paragraph (C) of this rule, each casino operator licensee or applicant shall submit a training plan to the commission at least sixty days before commencing casino gaming at a casino facility.
- (C) A casino operator licensee shall not commence gaming operations until its training plan has been approved by the commission.
- (D) The training plan shall include procedures for and training on the following areas:
  - (1) The casino operator licensee or applicant's duties with respect to providing unarmed security services, as provided under paragraph (C) of rule 3772-20-01 of the Administrative Code;
  - (2) The casino operator licensee or applicant's security plan, as provided under rule 3772-20-04 of the Administrative Code;
  - (3) The casino operator licensee or applicant's emergency operations plan, as provided under rule 3772-20-05 of the Administrative Code;
  - (4) The casino operator licensee or applicant's duty to create and maintain incident reports, as provided under rule 3772-20-06 of the Administrative Code;
  - (5) The casino operator licensee or applicant's duty to provide and use a security detention area, as provided under rule 3772-20-07 of the Administrative Code;
  - (6) Use of the casino operator licensee or applicant's communication system, as provided under rule 3772-20-08 of the Administrative Code; and
  - (7) Any other area that the commission designates.

**3772-20-04 Security plan.**

- (A) Subject to paragraph (B) of this rule, each casino operator licensee or applicant shall submit a security plan to the commission at least sixty days before commencing casino gaming at a casino facility.
- (B) A casino operator licensee shall not commence gaming operations until its security plan has been approved by the commission.
- (C) To be approved, the security plan shall include, but is not limited to, the following:
  - (1) An organizational chart showing all positions in the security department;
  - (2) A description of the duties and responsibilities of each position shown on the organizational chart;

- (3) The administrative and operational policies and procedures used in the security department;
  - (4) A description of the training required for security personnel;
  - (5) A description of the location of each permanent security station, if any;
  - (6) The location of each security detention area;
  - (7) Provisions for security staffing; and
  - (8) An emergency operations plan.
- (D) Any proposed amendments to the security plan shall be submitted to the commission for approval at least thirty days before the date of desired implementation.
- (E) No proposed amendment to the security plan shall be implemented until the commission has authorized the casino operator licensee or applicant to do so.

**3772-20-05 Emergency operations plan.**

- (A) The casino operator licensee or applicant's director of security, or the equivalent position thereof, shall maintain an emergency operations plan, including evacuation procedures, to deal with the following at the casino facility:
- (1) The discovery or threat of an explosive device;
  - (2) A fire or fire alarm;
  - (3) A terrorist threat;
  - (4) Severe storms or other acts of nature;
  - (5) The threat or use of a firearm or any other weapon; and
  - (6) Any other event for which the commission determines that prior planning is necessary.
- (B) The casino operator licensee or applicant's emergency operations plan shall have the safety of people at the casino facility as the first priority and shall include, but not be limited to, a communication plan with local emergency responders, training for all of its staff, and digital video recording procedures.
- (C) The casino operator licensee or applicant's director of security, or the equivalent position thereof, shall ensure that the commission's staff and gaming agents at the facility are notified of any emergency situation at the time the emergency arises.

- (D) Any proposed amendments to the emergency operations plan shall be submitted to the commission for approval at least thirty days before the date of desired implementation.
- (E) No proposed amendment to the emergency operations plan shall be implemented until the commission has authorized the casino operator licensee or applicant to do so.

**3772-20-06 Incident reports.**

- (A) The casino operator licensee or applicant's director of security, or the equivalent position thereof, shall ensure that a report is prepared regarding each incident observed by or reported to a member of the security department who, upon observation or reporting, has reasonable grounds to believe that any of the following has occurred at the casino facility:
  - (1) Injuries to a person at the casino facility;
  - (2) Wagering or any attempt to wager by a person under the age of twenty-one;
  - (3) The removal or detention of any person;
  - (4) One or more violations of Chapter 3772. of the Revised Code or any rules adopted thereunder;
  - (5) The presence of any person who is on the voluntary exclusion list pursuant to Chapter 3772-12 of the Administrative Code or the involuntary exclusion list pursuant to Chapter 3772-23 of the Administrative Code;
  - (6) Any other type of illegal conduct or activity; and
  - (7) Any other type of incident for which the commission requires reporting.
- (B) The incident report shall include, but is not limited to, the following:
  - (1) A report number;
  - (2) The date and time of the report;
  - (3) The name and title of the person preparing the report;
  - (4) The date and time of the incident;
  - (5) The names of the security department personnel present during the event giving rise to the report or during the reporting of the event by non-security department personnel;
  - (6) The nature of the incident;

- (7) The names and contact information of the persons involved, if available;
  - (8) The names and contact information of any witnesses, if available;
  - (9) Notation of any surveillance recordings, videos or images accessed and maintained; and
  - (10) The security department's action.
- (C) A copy of each security department incident report shall be provided to the commission within twenty-four hours of the reporting.
- (D) Each security department incident report shall be retained by the director of security, or the equivalent position thereof, for at least one year after the reporting.

**3772-20-07 Security detention area.**

- (A) The security department personnel shall have access to at least one security detention area that is designated and used for the detention of persons by unarmed security officers, commission employees and gaming agents, or other law enforcement personnel.
- (B) The security detention area shall be used exclusively for the detention of persons and shall be safe, secure and away from other unauthorized people at the casino facility.
- (C) The security detention area shall be monitored by video and audio surveillance in accordance with Chapter 3772. of the Revised Code and any rules adopted thereunder whenever the area is occupied or otherwise in use.
- (D) A member of the security department shall be present at the security detention area whenever a person is being detained.

**3772-20-08 Communications system.**

- (A) Each casino operator licensee or applicant shall have a communications system that allows all members of the security department to communicate with each other.
- (B) The communications system shall provide two-way communications between members of the security department and members of the surveillance department.
- (C) The communications system shall be available to and useable by the commission, its gaming agents, or other authorized personnel upon request.