

3772-10-18 Table drop boxes and electronic gaming equipment bill validator canisters: physical requirements and transportation.

(A) Each casino operator's ~~internal controls shall detail~~ shall submit to the executive director for [approval](#) the specific times and procedures that table drop boxes and electronic gaming equipment bill validator canisters shall be brought to or removed from table games and electronic gaming equipment machines. No drop box or bill validator canister shall be brought to or removed from a table game or electronic gaming equipment at other than the time specified in the casino operator's procedures, except with the ~~commission's approval~~ [executive director'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~~ [executive director](#) 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~~ [executive director](#). 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 [\(JG\)](#) 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~~ [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 electronic gaming equipment bill validator canisters shall be performed by a member of the security department and at least one other licensed employee, as designated in the casino operator's internal controls. The surveillance department shall monitor the process.

(G) Emergency table game drop boxes 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 to which the drop box is attached.

~~(GH)~~ Electronic gaming equipment bill validator canisters shall be removed at least weekly on specified days and times established by the casino operator on a schedule filed with and approved by the ~~commission~~ executive director. All bill validator canisters shall be replaced by separate empty bill validator canisters. Upon removal from electronic gaming equipment, 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.

~~(HI)~~ Each bill validator canister shall meet these requirements:

(1) A system for assigning a unique identification number to its bill validator canisters. The system shall ensure that each bill validator canister can readily be identified, either manually or by computer when in use.~~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 electronic gaming equipment to which it is attached, except as provided for in paragraphs (J) and (L) 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 electronic gaming equipment; and

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

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

~~(J) Emergency bill validator 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 electronic gaming equipment to which the bill validator canister 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.

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