

Colorado Limited Gaming Control Commission

Internal Control Minimum Procedures (ICMP)

CRAPS

All craps tables must have stationary digital camera coverage. Cameras must be positioned to provide an overview of the entire table, to view the rails which hold chips (if any), the table trays, drop slots, table game validation units, and tip boxes, tips received and dropped, live and on playback.

F. SLOT AREAS

Licensees may use stationary digital, PTZ, fisheye, or 360 cameras, or a combination thereof any to meet the following requirements.

Cameras must be positioned so the route of any person walking through the slot gaming area is covered at all times. All slot machines must be under stationary camera surveillance with sufficient coverage to protect assets. Coverage must include the access to the progressive controller and the slot machine doors.

Surveillance coverage also must include aisles where hard drops are transported. During the drop, the route must be under coverage. The slot machine surveillance coverage must be able to determine if a person is accessing the slot machine, the drop box, or is playing the slot machine on playback.

Any multi-linked progressive slot machine offering a payout greater than \$1,000,000 and/or **any** non multi-linked slot machines offering a payout of more than \$500,000 must have coverage of the progressive jackpot liability in addition to the above-required coverage. One camera showing the same liability for multiple banks of the same progressive may be allowed.

G. OTHER STANDARDS

All camera views of gaming areas must be continuously recorded 24 hours a day. The use of motion detection is authorized with a five second pre-event recording with Division approval prior to initial use.

A complete index and guide to the casino cameras, monitors, and controls must be available in the surveillance room. This guide must include a map of the camera locations, direction of coverage, camera numbers, and operating instructions for the surveillance equipment. In addition, for unmanned surveillance rooms, a complete guide showing the chronological order of the hard and soft drop from start to finish must be available. The guide should have camera numbers and details of the machines covered. All surveillance recordings in critical gaming areas must be kept a minimum of 15 days or until gaming document reconciliations have been completed by accounting, whichever is longer, and 10 days for all other gaming areas.

Colorado Limited Gaming Control Commission ***Internal Control Minimum Procedures (ICMP)***

All video losses, that are not a result of routine maintenance, that exceed 15 minutes for critical cameras or an hour on other required gaming cameras must be immediately reported to the Division. Any surveillance system component failure that affects the ability to review required coverage or to conduct an investigation must be reported to the Division in accordance with the reporting requirements.

Access to surveillance rooms shall be limited to employees that are essential to surveillance operations, ICO's, casino shift managers, law enforcement agencies, service personnel, and others when approved by the Division. The surveillance room manager has final authority regarding the authorization of access by casino personnel, except when the Division requires or authorizes access. A current list of authorized employees and service personnel that have access to the surveillance room must be posted in the surveillance room.

Each casino must have a surveillance room in-house. Exceptions would only be for commonly owned casinos, which are within the same County. The surveillance room must be within one of the commonly owned casinos. The casino will provide a review station, email capability, or printer, map of cameras, and communication in the property that does not house the surveillance room if the casinos are not contiguous. All equipment and security standards in the review station room will meet the minimum criteria set forth by this ICMP section.

Surveillance rooms must remain locked and must have room for at least two people to view monitors. Licensees that have other functions housed in the surveillance room must receive Division approval. At least one surveillance camera must be in the surveillance room to record ~~any employee~~ and visitor activity who has access to the non-surveillance equipment.

Licensees with 500 or more total gaming devices (slot machines and table games) must have manned surveillance rooms during gaming hours, and during the drop and count procedure. Licensees with less than 500 gaming devices but having one or more craps table must have manned surveillance during the hours that any craps table is open for play.

If the licensee has a combined surveillance room with a second and or third casino, manned surveillance will be required if the total number of gaming devices between all of the casinos is 500 or more.

Each combined surveillance room must be staffed for each individual license in accordance with the above minimum staffing requirements. An authorized person competent in the operation of the surveillance equipment must relieve the surveillance agent/operator for any and all breaks.

Surveillance recordings, to include recordings for evidentiary purposes and clear still photos must be maintained for a minimum of three years and made available to the Division upon request. All Licensee's must be able to provide an AVI or MPEG format of video upon request by the Division of Gaming, Law Enforcement, or the District Attorney's office of the jurisdiction the licensee is in.

Colorado Limited Gaming Control Commission

Internal Control Minimum Procedures (ICMP)

Manned surveillance rooms must have the ability to immediately send and receive emails of still pictures to the Division of Gaming and law enforcement for the purpose of disseminating information of suspects involved in illegal activity. The e-mail account cannot be networked with the surveillance system.

H. DIGITAL SURVEILLANCE

All digital recording devices are required to record, review and download simultaneously without an interruption of the record mode. Digital recording devices must be connected to an uninterruptible power source to ensure safe shutdown of the system in the event of a power loss, and must reboot in the record mode.

In the event of a complete power failure in a casino or power failure in the pit area or surveillance room, all table games must be shut down until power is restored and the surveillance system is fully operating. Should the power or surveillance system shut down, it is proper to complete the hand in play before table play is stopped. The games may only commence if power has been restored, or if the establishment is equipped with a back-up generator able to fully operate all surveillance systems.

When necessary to perform maintenance on digital recording systems, a casino may temporarily take system components offline to perform those functions. If it becomes necessary to take the surveillance system completely offline, the Division of Gaming must be notified, and gaming operations must cease prior to the commencement of the planned maintenance. Maintenance functions would generally be described as rebooting, defragmenting, or other necessary information technology functions necessary to keep the digital surveillance recording system operating properly.

Maintenance functions shall be performed at a time when it is least disruptive to operational functions of the casino and are exempt from the notification requirements of one hour for non-critical coverage loss and the notification requirements of 15 minutes for critical loss. Any other surveillance losses or system component failure shall continue to be reported to the Division of Gaming as required.

The licensee must provide the Division with the necessary software/hardware to review a proprietary downloaded recording. The media player must be imbedded within the recorded medium and must be capable of review in forward, reverse, slow motion, and frame-by-frame.

The licensee is responsible for supplying the below listed mediums for the amount of recorded information being downloaded and transferred to flash drive, memory stick, USB, or a portable hard drive. VHS or any other video tape, along with CD's DVD's are not an acceptable format for the download or storing of video information required by the Division.

All necessary cables, programs, and instructions for use must be supplied with these devices. The licensee must ensure that appropriate policies and controls are in place outlining the device