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GENERAL NOTICE

NOTICE 17 OF 2010

MPUMALANGA GAMBLING BOARD

MPUMALANGA GAMBLING ACT, 1995 (ACT NO. 5 OF 1995)

AMENDMENT OF MPUMALANGA GAMBLING RULES

In terms of section 84 of the Mpumalanga Gambling Act, 1995 (Act No. 5 of 1995), as amended, the Mpumalanga Gambling Board hereby amends and makes the following Rules:

General Explanatory Note:

[**BOLD**] words typed in bold type in square brackets indicate omissions from the existing Rules.

_____ words underlined with a solid line indicate insertions in existing Rules.

MPUMALANGA GAMBLING RULES AMENDMENT, 2009

To amend the Mpumalanga Gambling Rules so as to update the arrangement of the Rules; to define, further define or delete certain expressions; to regulate coinless gambling machines to further regulate the distribution of gambling machines; to make provision for digital surveillance systems; to further regulate CMS hardware and software; to include the issuing of tokens from a gambling machine; to further regulate roulette wheels; to further regulate internal control procedures; to further regulate mandatory departments; to further regulate electronic data processing; to further regulate theoretical/actual hold; to further regulate general controls in respect of computerised gambling systems; to further regulate general controls in respect of electronic data processing; to further regulate document storage media in respect of electronic data processing; to further regulate clearance, count and key control standards; to further regulate simultaneous bingo games; to further regulate the organisational structure and internal audit for bingo operators; to further regulate mandatory departments for route operators; to further regulate internal audit for route operators, to further regulate minimum requirements for sites; to further regulate compliance reporting requirements; to further regulate user access rights; to provide for the requirement for surveillance systems for independent site operators and certain site licensees; to provide for Rules for independent site operators; and to provide for matters connected therewith.

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BE IT ENACTED by the Board of the Mpumalanga Gambling Board, as follows:

Amendment of Rule 1.050

1. Rule 1.050 of the Mpumalanga Gambling Rules (hereinafter referred to as the Rules) is hereby amended –

(a) by the substitution for the definition of “card game” of the following definition:

“**card game**’ means a casino game in which the casino licensee is not party to wagers and from which the casino licensee receives compensation in the form of a rake-off, a time buy-in, or other fee or payment from a player for the privilege of playing, and includes but is not limited to the following: poker, black-jack, twenty-one, bridge, whist, solo, panguingui and other non-banking casino games;”;

(b) by the insertion before the definition of “funds” of the following definition:

“**EPROM**’ means any storage device **[that meets the criteria of erasable, programmable read only memory]** of data, machine instructions or programmatical information that meets the criteria of erasable, programmable, read only memory, whether volatile or not;”;

(c) the definition of “premises” is hereby deleted;

(d) the definition of “route operator” is hereby deleted;

(e) the definition of “route operator licence” is hereby deleted;

(f) the definition of “site licence” is hereby deleted; and

(g) the definition of “site licensee” is hereby deleted.

Insertion of Rule 2.050

2. The following rule is inserted after Rule 2.040 of the Rules:

2.050 Coinless gambling machines

Any provision in these Rules which pertains to specific requirements relating to the use of coins and/or tokens, shall not apply to gambling machines that operate without the use of coins and/or tokens, as the case may be: Provided that this exclusion shall not derogate from any other applicable requirements relating to gambling machines.”.

Amendment of Rule 4.080

3. Rule 4.080 of the Rules is hereby amended –

(a) by the substitution for paragraph (a) of subrule (2) of the following paragraph:

“(a) in the case of gambling machines being distributed out of or within the Province, the full name, province of residence, address, telephone number, licence number, business registration number, identification number or passport number of both the purchaser and the person to whom the shipment is being made. **[If the purchaser or person to whom the shipment is being made does not have an identification number or passport number, the birth date of the purchaser or person to whom the shipment is being made may be substituted];**” and

(b) by the substitution for paragraph (c) of subrule (2) of the following paragraph:

- “(c) in the case of gambling machines being transported through the Province, the full name, province of residence, address, telephone number, licence number, business registration number, identification number or passport number of the person from whom the gambling machine are distributed, the person performing the transport as well as the person to whom the shipment is being made;”.

Amendment of Rule 4.130

4. Rule 4.130 is hereby amended by the substitution for subrule (1) of the following subrule:

“(1) No person shall distribute, within, into or out of the Province, any gambling or associated equipment, devices or games, which requires approval and registration for use in the Province in terms of section 210 of the Regulations, without prior written approval of the Board: Provided that approval shall only be applied for in respect of gambling or associated equipment, devices or games, which require approval for use and registration in terms of the Act, Regulations or the SABS technical standards; Provided further that the Board will determine the manner and form in which the distribution of replacement and maintenance components or parts of gambling or associated equipment or devices will take place.”.

Amendment of Rule 6.010

5. Rule 6.010 of the Rules is hereby amended –

- (a) by the substitution for subrule (3) of the following subrule:

“(3) The surveillance system referred to in subrule (1) shall contain at a minimum, the following equipment –

- (a) a control that shall have the capability to select any **[video] image recording** camera to any monitor in the surveillance system and control PTZ cameras at a variable speed **[and control all image recordings in the surveillance system]**;
- (b) dedicated cameras which are **[video] image recording** cameras that monitor and record a specified activity continuously, the placement of which shall be subject to approval by the Board;
- (c) a matrix which is a microprocessor controlled switching device which shall enable the system to direct any number of outputs;
- (d) PTZ cameras which are also **[video] image recording** cameras with, at a minimum, the capability to pan (rotate) 360° at a minimum speed of 120° per second, tilt 180° with the capability to orientate itself, zoom in and out and shall have pre-set capabilities with a minimum pre-set speed of 360° per second, the placement and number of which shall be subject to the Board's approval;
- (e) a titler with the capability to superimpose time, date and a title onto **[a video] an image recording** signal without obstructing the recorded view;
- (f) **[video] image** loss detectors with the capability to detect loss in **[video] image** and/or generate an alarm when **[video] image** loss is experienced;
- (g) **[a video] an image** printer with the capability to generate instantaneously upon command, a clear, still black and white or colour copy or photograph **[or] of** the images depicted on the **[video tape] image** recording;

- (h) **[video] image** recorders and/or any other recording device as approved by the Board which shall record the **[video] image** signals from the system;
- (i) monitors on which the views recorded by the surveillance system shall be displayed;
- (j) a time synchronization accuracy or loss detector with the capability to detect the loss of day, date and time synchronization with the CMS and the day, date and time maintained within the surveillance system for purposes of titling as contemplated in paragraph (e), and the ability to generate a titled notification when
 - (i) synchronization with the CMS is lost;
 - (ii) the surveillance system time has varied by more than 2 seconds from the CMS time; and
 - (iii) a detected variance has been restored.”; and

(b) by the substitution for subrule (4) of the following subrule:

“(4) Any surveillance remote station or remote digital review station shall have only the capability to monitor and switch between signals: Provided that in the case of a remote digital review station, it shall be able to recall previously recorded images for review purposes only.”.

Amendment of Rule 6.030

6. Rule 6.030 of the Rules is hereby amended –

(a) by the substitution for subrule (13) of the following subrule:

“(13) Each camera, which forms part of the surveillance system approved by the Board, shall be dedicated to its own **[video recorder] digital storage device and/or channel.**”;

(b) by the substitution for subrule (15) of the following subrule:

“(15) Each camera shall have the capability of having its picture or image displayed on a **[video] monitor.**”;

(c) by the substitution for subrule (17) of the following subrule:

“(17) The licensee shall have the capability of creating first generation copies of **[video surveillance tapes that are standard VHS format or other format approved by the Board]** surveillance image recordings or footage in a format approved by the Board.”; and

(d) by the substitution for subrule (18) of the following subrule:

“(18) **[A video] An image recorder[s]** and/or any other recording device as approved by the Board shall have the capability to be selected and controlled from the control unit in the surveillance room.”.

Amendment of Rule 6.040

7. Rule 6.040 of the Rules is hereby amended by the substitution for subrule (6) of the following subrule:

“(6) The inside of the surveillance room including the working areas as well as employees and their movements shall be recorded on audio and **[video] image** and the image of the entrance to the **[video tape library] data storage area and/or the surveillance server room** shall be recorded on **[video] an image recording device** at all times.”.

Amendment of Rule 6.060

8. Rule 6.060 of the Rules is hereby amended –

(a) by the substitution for the words preceding paragraph (a) in subrule (1) of the following words:

“(1) All table game and card room areas shall be covered by the **[video] image recording** cameras of the surveillance system with sufficient clarity to permit identification of all dealers, patron, spectators and pit personnel, including, but not limited to the following – “; and

(b) by the substitution for paragraph (a) of subrule (1) of the following paragraph:

“(a) all table games and card tables surfaces, including table bank trays, shall be covered with sufficient clarity to permit identification of all chips, cash and card values and the outcome of the game and dice values shall be identified by the use of audio and/or **[video] image recording** capabilities on the dice table;”.

Amendment of Rule 6.080

9. Rule 6.080 of the Rules is hereby amended –

(a) by the substitution for subrule (1) of the following subrule:

“(1) The surveillance system shall include audio and **[video] image recording** coverage of all areas of security and/or surveillance office or any other location where any person may be detained, questioned, interviewed or interrogated and shall be recorded at all times.”; and

(b) by the substitution for subrule (3) of the following subrule:

“(3) In each office or room covered by the rule, a sign shall be conspicuously displayed which states that the area is under constant audio and **[video] image recording** surveillance.”.

Amendment of Rule 6.100

10. Rule 6.100 of the Rules is hereby amended –

(a) by the substitution for subrule (1) of the following subrule:

“(1) In addition to any other **[video] image** recording requirements that are or may be imposed by this Chapter, every licensee shall record all views, activities and locations as the Board may from time to time.”; and

(b) by the substitution for subrule (5) of the following subrule:

"(5) The procedures used for **[labeling,]** storing and record keeping of image recordings shall be submitted in writing to the Board for approval, no less than 7 days prior to the commencement of casino operations or 7 days prior to the amendment to the existing approved method."

Amendment of Rule 7.020

11. Rule 7.020 of the Rules is hereby amended by the substitution for subrule (2) of the following subrule:

"(2) The certification and approval process shall include an evaluation of the total configuration for reliability, recovery, auditability, redundancy, **[and]** security and maintenance of time keeping."

Amendment of Rule 8.080

12. Rule 8.080 of the Rules is hereby amended by the substitution for subparagraph (iii) of paragraph (a) of subrule (1) by the following subparagraph:

"(iii) issued to a patron only from a cashiering booth, cash desk (cage), **[or]** a change machine or a gambling machine;"

Amendment of Rule 8.200

13. Rule 8.200 of the Rules is hereby amended by the substitution for subrule (5) of the following subrule:

"(5) During non-operating hours, or while the roulette table is closed except where a table is temporarily suspended in an opened and supervised pit, a see through security plate shall be fitted over the bowl and the turret of the roulette wheel to prevent any tampering. This plate shall be fixed in a manner preventing access to the area covered by the security plate. The seals or keys of the locks used for this purpose shall be recorded in a log book and verified by a gambling security officer and a pit boss, for both table opening and closing."

Amendment of Rule 9.010

14. Rule 9.010 of the Rules is hereby amended by the substitution for subrule (3) of the following subrule:

"Any amendment to a licensee's internal control procedures shall be subject to the Board's approval prior to the **[implemented]** implementation thereof."

Amendment of Rule 10.020

15. Rule 10.020 of the Rules is hereby amended –

(a) by the substitution for subparagraph (vi) of paragraph (a) of subrule (1) of the following subparagraph:

"(vi) the **[video]** image and audio recording of all views forming part of the approved surveillance system and storage of such recordings;" and

(b) by the substitution for subparagraph (vii) of paragraph (a) of subrule (1) of the following subparagraph:

“(vii) providing timely notification to appropriate supervisors and the Board, upon detecting and upon commencing **[video] image** or audio recording of any person referred to in subparagraph (iv) and (v);”.

Amendment of Rule 10.040

16. Rule 10.040 of the Rules is hereby amended –

(a) by the substitution for paragraph (a) of subrule (1) of the following paragraph:

“(a) the IT department shall be independent of all gambling **[areas] operations** (i.e. cage, pit, count rooms, etc.);” and

(b) by the substitution for paragraph (b) of subrule (1) of the following paragraph:

“(b) the IT department personnel shall be precluded from **[unauthorised] having unrestricted** access to computers and terminals located in gambling **[areas] operations**, source documents and live data files (not test data);”.

Amendment of Rule 10.110

17. Rule 10.110 of the Rules is hereby amended by the substitution for subrule (1) of the following subrule:

“(1) The theoretical hold percentages of all gambling machines operated by a casino licensee shall be within the performance standards set by the manufacturer, certified by the [SABS] certification authority and approved by the Board. Any discrepancies shall be reported to the [testing laboratory] manufacturer and resolved and appropriate documentation of any discrepancy and the resolution thereof shall be prepared and retained for Board inspection.”.

Substitution of Rule 10.130

18. The following rule is hereby substituted for Rule 10.130 of the Rules:

“10.130 Computerised gambling [machine] systems: General controls

(1) For all computerised gambling **[machine] systems** a personnel access list shall be maintained which shall include, at a minimum, the following information –

- (a) employee name;
- (b) employee identification number (or equivalent); **[and]**
- (c) a list of functions which that employee can perform or equivalent means of identifying same; and
- (d) proof of prior authorisation of access and/or access privileges by management personnel.

(2) An audit trail shall be maintained of all changes made to any individual's access to the system, which shall contain the following minimum information –

- (a) the name of the person who performed the change;

- (b) the name of the person who's access was changed;
- (c) the nature of the change of access;
- (d) the date and time of the change;
- (e) a computer generated sequential number and/or date and time or equivalent means of identifying same as approved by the Board; **[and]**
- (f) if access rights are amended as a result of a system upgrade, these changes shall be documented; and
- (g) proof of prior authorisation of change of access and/or access privileges by management personnel.

(3) **[Passwords]** User identity in respect of passwords shall be controlled as follows, unless otherwise addressed in the licensee's Internal Control Procedures as approved by the Board –

- (a) each user shall have his or her own individual password;
- (b) passwords shall be changed at least monthly; and
- (c) the system shall preclude and individual from using the same password for more than one month in every twelve months.”.

Amendment of Rule 10.140

19. Rule 10.140 of the Rules is hereby amended –

(a) by the substitution for paragraph (c) of the following paragraph:

“(c) computer systems, including application software, shall be secured through the use of passwords, biometrics or other **[approved]** means approved by the Board and access to system functions shall be controlled by management personnel or persons independent of the department being controlled, to ensure adequate segregation of duties;”;

(b) by the substitution for paragraph (e) of the following paragraph:

“(e) adequate backups and recovery procedures shall be in place, and shall include –

- (i) daily backup of data files;
- (ii) backup of all in-house developed and purchased software programs;
- (iii) secured off-site and/or on-site storage of all backup data files and software programs, or other adequate protection to prevent the permanent loss of any data; and
- (iv) backup storage devices shall be tested at least quarterly and results shall be documented and maintained;”;

(c) by the substitution for paragraph (g) of the following paragraph:

“(g) adequate system documentation shall be maintained, including descriptions of both hardware and software (including version numbers) and operator manuals;”;

(d) by the insertion of the following paragraph after paragraph (g):

“(h) User names shall be controlled as follows –

- (i) no generic identification (user names) shall be allowed, unless user access is restricted to inquiry-only functions; and
- (ii) the system shall be updated to change the status of employees whose services have been terminated, from active to inactive, within 24 hours of such termination of services;”;

(e) by the insertion of the following paragraph after paragraph (h):

"(i) Personnel access records shall be maintained, which shall, at a minimum, include the following information –

- (i) employee name and title or position;
- (ii) employee identification number;
- (iii) a list of functions the employee can perform or equivalent means of identifying same; and
- (iv) proof of prior authorisation of access by management personnel."

Substitution of Rule 10.150

20. The following rule is hereby substituted for Rule 10.150 of the Rules:

"Rule 10.150 Electronic data processing: [Modems] Remote access to hardware and software

(1) If remote **[dial-up]** access is allowed for software support, the licensee shall maintain an access log, which shall include the name of the employee authorising **[modem]** remote access, the name of the authorised programmer or manufacturer representative, the reason for **[modem]** remote access, a description of work performed and the date, time and duration of access; Provided that the description of the work performed must be adequately detailed to include the old and new version numbers of any software that was modified and details regarding any other changes made to the system.

(2) For each computerised gambling application that can be accessed remotely, remote access procedures shall be included in the licensee's Internal Control Procedures, including, at a minimum, the following:

- (a) the type of gambling application, supplier or business name and version number, if applicable;
- (b) in the event of dial-up access, the dial-back number to enable the system to dial back to the supplier's business only;
- (c) the procedures used in establishing and using passwords to allow authorised personnel of the supplier to access the system through remote access;
- (d) the personnel involved and procedures to be followed to enable the physical connection to the system when the supplier requires access to the system through remote access; and
- (e) the personnel involved and procedures to be followed to ensure that the physical connection is disabled when the remote access is not in use."

Substitution of Rule 10.160

21. The following rule is hereby substituted for Rule 10.160 of the Rules:

"Rule 10.160 Electronic data processing: [Optical disk] Document storage media

(1) Documents may be scanned or directly stored to **[WORM ("Write Only Read Many") optical disks]** unalterable media, subject to the following conditions –

- (a) the **[optical disk]** storage media shall contain the exact duplicate of the original document;

- (b) all documents stored on **[optical disk] storage media** shall be maintained with a detailed index **[containing the table games department]** and date in accordance with the Board's record keeping requirements, which index shall be available upon Board request;
- (c) upon request by the Board, computer hardware (terminal, printer, etc.) shall be provided in order to perform auditing procedures; and
- (d) controls shall exist to ensure the accurate reproduction of records, up to and including the printing of stored documents used for auditing purposes.

(2) If source documents and summary reports are stored on re-writable **[optical disk] storage media**, the **[disks] media** may not be relied upon for the performance of any audit procedures, and the original documents and summary reports shall be retained.”.

Amendment of Rule 11.010

22. Rule 11.010 of the Rules is hereby amended by the substitution for paragraph (d) of subrule (1) of the following paragraph:

“(d) the count procedure shall be monitored and recorded on **[video] a digital storage device** and audio. Refer to the surveillance rules for the minimum camera standards;”.

Amendment of Rule 11.030

23. Rule 11.030 of the Rules is hereby amended by the substitution for paragraph (d) of subrule (1) of the following paragraph:

“(d) the count procedure shall be monitored and recorded on **[video] a digital storage device;**”.

Amendment of Rule 11.040

24. Rule 11.040 of the Rules is hereby amended by the substitution for the rule with the following rule:

“11.040 List of count employees

Each licensee shall submit a list to the Board of employees authorised to participate in the hard count and soft count and those employees who are authorised to be in the count room during the count, which list shall also indicate the position held by each count employee and shall be updated **[every 3 months] as and when changes are made to the list.**”.

Amendment of Rule 11.050

25. Rule 11.050 of the Rules is hereby amended by the substitution for paragraph (d) of subrule (1) of the following paragraph:

“(d) the removal and transportation of the drop boxes shall be monitored and recorded by the surveillance personnel on the CCTV system and noted in the occurrence book or digital log.”.

Amendment of Rule 11.080

26. Rule 11.080 of the Rules is hereby amended by the substitution for subrule (4) of the following subrule:

"(4) The surveillance department shall observe and record the entire gambling machine clearance process and note it in the occurrence book or digital log."

Amendment of Rule 11.120

27. Rule 11.120 of the Rules is hereby amended –

(a) by the substitution for paragraph (b) of subrule (3) of the following paragraph:

"(b) Controls shall be implemented that provide for the surveillance department to be **[automatically]** notified each time the drop box contents keys are accessed. Surveillance personnel shall verify that persons obtaining the keys are authorised to do so and that at least three people from different departments are present. In cases of unscheduled access to drop box contents keys referred to in paragraph (c), the surveillance department shall observe and record the movement of such keys for the entire time they are unsecured."; and

(b) by the substitution for paragraph (b) of subrule (5) of the following paragraph:

"(b) The storage location of duplicate keys shall be subject to 24-hour **[video]** surveillance and image recording and controls shall be implemented as required by paragraph (a)."

Amendment of Rule 17.020

28. Rule 17.020 of the Rules is hereby amended –

(a) by the substitution for subparagraph (i) of paragraph (b) of subrule (2) of the following subparagraph:

"(i) the central bingo centre shall have a system for the production and recording of an image or a video or audio signal, for distribution to the linked bingo centres, which system shall be subject to approval by the Board, prior to the use thereof in any simultaneous game;"; and

(b) by the substitution for subparagraph (ii) of paragraph (b) of subrule (2) of the following subparagraph:

"(ii) all the draws of each game shall be recorded on a digital storage device or video tape, which shall be kept as an annexure to the record of each game; and".

Amendment of Rule 18.010

29. Rule 18.010 of the Rules is hereby amended –

(a) by the substitution for paragraph (a) of subrule (2) of the following paragraph:

- “(a) an internal audit department, supervised by a person referred to herein as an internal audit manager, who shall report directly to the audit committee of the board of directors of the bingo operator or, in the absence of an audit committee, an independent member of the board of directors of the bingo operator. The internal audit department shall be responsible for the functions required in rule **[19.040] 18.040** and any other function assigned to it by the Board or these rules;” and
- (b) by the substitution for paragraph (b) of subrule (2) of the following paragraph:
- “(b) an **[electronic data processing] information technology (IT)** department, supervised by a person referred to herein as the **[EDP] IT** department manager, which department shall be responsible for the quality, reliability and accuracy of all computer systems used by the bingo operator including, without limitation, specifications of appropriate computer software, hardware and procedures for security, physical integrity, audit and maintenance of –
- (i) access codes and other data related security controls used to ensure appropriately limited access to computers and the reliability of data;
 - (ii) computer tapes, disks or other electronic storage media containing data relevant to bingo operations; and
 - (iii) computer hardware, communications equipment and software used in the conduct of all bingo operations;”.

Amendment of Rule 18.040

30. Rule 18.040 of the Rules is hereby amended by the substitution for subrule (2) of the following subrule:

“(2) The results of every audit shall be reported to the persons referred to in rule **[19.010(2)(a)] 18.010(2)(a)** and copies of these reports shall be submitted to the Board.”.

Amendment of heading of Part 4

31. The heading of Part 4 of the Rules is hereby amended by the substitution of the following heading:

“PART 4: ROUTE OPERATORS, [AND] SITE LICENSEES AND INDEPENDENT SITE OPERATORS”.

Amendment of Rule 20.010

32. Rule 20.010 of the Rules is hereby amended –

(a) by the substitution for the definition of “cash or cash equivalent” of the following definition:

“‘**cash or cash equivalent**’ means physical coins, notes, tokens, magnetic **[or smart]** cards, electronic value instruments or any other representation of money used directly or indirectly in a gambling activity;”.

(b) by the insertion before the definition of “journal entry” of the following definition:

"Independent Site Operator' means a site operator who is not linked to a route operator and is licensed to own and operate LPMs on a single site and is responsible for maintaining LPMs, effecting the collection of money and paying the provincial taxes and levies in respect of any LPM under its licence;"

(c) by the substitution for the definition of "logic area" of the following definition:

"logic area' means a secure cabinet within the LPM that houses the master processing unit and [electronic components] gambling machine information;"

(d) by the deletion of the definition of "RAM";

(e) by the substitution for the definition of "SKP(s)" of the following definition:

"SKP(s)' means a smart keypad, which is an input device located on the site, which connects to the SDL and is used to convey instructions to the SDL;"; and

(f) by the deletion of the definition of "smart card".

Amendment of Rule 21.030

33. Rule 21.030 of the Rules is hereby amended –

(a) by the substitution for subparagraph (ii) of paragraph (a) of subrule (1) of the following subparagraph:

"(ii) a Technical Manager or other employee with the same functions and responsibilities, who shall –"

(b) by the substitution for subparagraph (ii) of paragraph (b) of subrule (1) of the following subparagraph:

"(ii) a Finance Manager or other employee with the same functions and responsibilities, who shall –"; and

(c) by the substitution for subparagraph (ii) of paragraph (c) of subrule (1) of the following subparagraph:

"(ii) a Compliance Manager or other employee with the same functions and responsibilities, who shall –".

Amendment of Rule 21.040

34. Rule 21.040 of the Rules is hereby amended by the insertion of the following subrule after subrule (7):

"(8) The internal audit function shall be performed in accordance with the applicable internal auditing standards."

Amendment of Rule 22.010

35. Rule 22.010 of the Rules is hereby amended –

(a) by the insertion after subrule (9) of the following subrule:

"(10) All monitored keys shall be kept in a secure area in such a manner to prevent unauthorised access thereto."; and

(b) by the insertion after subrule (10) of the following subrule:

"(11) Monitored keys shall as all times remain under the control of the custodian of such keys."

Amendment of Rule 26.030

36. Rule 26.030 of the Rules is hereby amended by the substitution for subrule (2) of the following subrule:

"(2) The monthly reports, referred to in subrule (1), shall be submitted within [five (5)] ~~ten (10)~~ working days after the last day of every month."

Amendment of Rule 27.020

37. Rule 27.020 of the Rules is hereby amended by the substitution for subrule (1) of the following subrule:

"(1) All application forms for access to any gambling-related software, including amendments thereto, shall be signed by [a representative of the Finance Department] ~~the general manager or person in charge of the provincial operations.~~"

Insertion of Rule 27.050

38. The following rule is inserted after Rule 27.040 of the Rules:

"27.050 Requirement for surveillance systems for Independent Site Operators and Site Licensees

(1) Every Independent Site Operator or Site Licensee, that applies to the Board for a licence to operate more than 5 LPMs, shall install, maintain and operate a surveillance system on the premises to which the licence relates, which shall conform to the requirements of this rule and be subject to the Board's approval: Provided that the Board may, on reasonable grounds, determine or approve other requirements to those set forth in this rule, for such surveillance system: Provided further that the Board may require a Site Licensee that applies to the Board for a licence to operate up to 5 LPMs to install, maintain and operate a surveillance system on the premises to which the licence relates, subject to the Board's approval.

(2) Such Independent Site Operator or Site Licensee shall install, operate and maintain surveillance coverage of LPM gambling activities, as approved by the Board.

(3) Such applicant for an Independent Site Operator or Site Operator licence shall submit to the Board a surveillance system plan with its licence application for approval by the Board.

(4) The surveillance system plan shall include the following --

(a) a gambling floor plan that shows the placement of all surveillance equipment;

(b) details of the camera views, if applicable;

- (c) identification of the LPMs covered by the surveillance system; and
 - (d) a detailed inventory of the surveillance system, which shall include number of cameras, monitors and equipment specifications, if applicable.
- (5) The surveillance plan in respect of camera installation will be signed off and shall be subject to approval by the Board on completion of the installation of the cameras: Provided that Board approval shall be required in respect of all other components of the surveillance plan, prior to installation.
- (6) No such applicant or licensee shall alter or modify the approved surveillance system contemplated in this rule, without the prior approval of the Board
- (7) Such applicant or licensee shall apply to the Board in writing for alterations to the surveillance system, no later than 7 days prior to the proposed alteration and if such alteration is approved by the Board, submit an amended plan reflecting such alteration within 30 days of the approval: Provided that this subrule will also be applicable to temporary installations.
- (8) Such Independent Site Operator or Site Licensee shall inform the Board of the installation of cameras for the purposes of gambling covert operations, within 48 hours of such installation.
- (9) The surveillance system and its equipment shall be directly and securely wired in a way to prevent tampering therewith.
- (10) The surveillance system shall be connected to an auxiliary power source capable of providing uninterrupted power to the surveillance system in the event of a power loss and the power supply shall provide sufficient lighting to operate the surveillance system at all times when LPMs are in operation.
- (11) A lightning protection unit shall be fitted to safeguard the surveillance system against lightning.
- (12) A person shall be available to monitor camera's views of LPM gambling activities at all times during such Independent Site Operator or Site Licensee's operating hours as approved by the Board.
- (13) In the event that cameras are used as part of the surveillance system –
- (a) each camera shall have the capability of having its picture displayed on a monitor;
 - (b) all cameras forming part of the surveillance system shall record in colour, unless otherwise approved by the Board;
 - (c) each camera in the surveillance system located in a public area shall be placed behind a dome;
 - (d) all image recordings shall be made in real time and not in a time lapse recording mode;
 - (e) surveillance system image recordings must be kept for 7 days; and
 - (f) the procedures for storing and record keeping of image recordings shall be submitted in writing to the Board for approval, no less than 7 days prior to the

commencement of gambling operations or 7 days prior to the amendment to the existing approved method.

(14) The surveillance system and its related equipment shall be monitored during such licensee's operating hours by a person trained by the licensee in accordance with minimum standards approved by the Board for surveillance purposes and shall possess adequate knowledge of LPMs as well as the relevant legislation pertaining to gambling operations.

(15) The Board and its authorised staff members shall at all times be provided immediate access to the room or area where the surveillance system is kept.

(16) In respect of malfunctions of the surveillance system equipment –

(a) such licensee shall establish and maintain a written log of any and all surveillance system equipment malfunctions, and gambling operations shall be suspended pending the repair of the malfunction;

(b) Each malfunction to the approved surveillance system shall be repaired within 24 hours of the malfunction.

(c) If the malfunction is not repaired within 24 hours, the Site Licensee shall immediately submit a separate written report in the form of a letter to the Board that sets forth the reason for the delay in repair.

(d) Each malfunction together with the corrective measures taken will be reported to the Board within 24 hours.

(17) In addition to any other image recording requirements that are or may be imposed by this rule, the Independent Site Operator or Site Licensee shall record all views, activities, and locations as the Board may from time to time require.

(18) Every applicant for the relevant licence shall comply with the requirements set forth in this rule no later than 7 days prior to the start of gambling operations."

Insertion of Chapter XXVIII – INDEPENDENT SITE OPERATORS

39. The following Chapter is inserted after Rule 27.050 of the Rules:

"

CHAPTER XXVIII

INDEPENDENT SITE OPERATORS

28.010 Organisational structure

(1) The provisions of Rule 21.010 and Rule 21.030 (3) and (4) shall apply, *mutatis mutandis*, in respect of Independent Site Operators.

(2) An Independent Site Operator must make provision in its organisational structure for the areas of responsibility –

- (a) finance;
- (b) internal audit;
- (c) technical;

- (d) compliance; and
- (e) security.

28.020 Jobs compendiums

The provisions of Rule 21.020 (1), (2), (3) and (4) shall apply, *mutatis mutandis*, in respect of Independent Site Operators.

28.030 Internal audit

The provisions of Rule 21.030 (2) and Rule 21.040 shall apply, *mutatis mutandis*, in respect of Independent Site Operators.

28.040 Minimum requirements for sites

The provisions of Rule 22.010 shall apply, *mutatis mutandis*, in respect of Independent Site Operators.

28.050 Approval of floor plans

The provisions of Rule 22.020 shall apply, *mutatis mutandis*, in respect of Independent Site Operators.

28.060 Minimum operational responsibilities

The provisions of Rule 22.030 shall apply, *mutatis mutandis*, in respect of Independent Site Operators.

28.070 Access to LPMs

The provisions of Rule 22.040 shall apply, *mutatis mutandis*, in respect of Independent Site Operators.

28.080 Licence and signage to be displayed

The provisions of Rule 22.050 (1)(a), (2) and (3) shall apply, *mutatis mutandis*, in respect of Independent Site Operators.

28.090 Independent Site Operator employees

The provisions of Rule 22.060 shall apply, *mutatis mutandis*, in respect of Independent Site Operators.

28.100 Internal control procedures

The provisions of Rule 23.010 (1), (2), (3), (4), (5), (9) and (11) shall apply, *mutatis mutandis*, in respect of Independent Site Operators.

28.110 Key areas of responsibility for financial management

The provisions of Rule 25.010 shall apply, *mutatis mutandis*, in respect of Independent Site Operators.

28.120 Journal entries

The provisions of Rule 25.020 shall apply, *mutatis mutandis*, in respect of Independent Site Operators.

28.130 LPM accounting

The provisions of Rule 25.030 shall apply, *mutatis mutandis*, in respect of Independent Site Operators.

28.140 Monitored keys

The provisions of Rule 25.040 shall apply, *mutatis mutandis*, in respect of Independent Site Operators.

28.150 LPM and SDL information records

The provisions of Rule 24.010 shall apply, *mutatis mutandis*, in respect of Independent Site Operators.

28.160 Distribution of LPMs

The provisions of Rule 24.020 shall apply, *mutatis mutandis*, in respect of Independent Site Operators.

28.170 LPM requirements

The provisions of Rule 24.030 shall apply, *mutatis mutandis*, in respect of Independent Site Operators.

28.180 Installation, conversion and removal of LPMs and SDLs

The provisions of Rule 24.040 shall apply, *mutatis mutandis*, in respect of Independent Site Operators.

28.190 LPM and communication malfunctions

The provisions of Rule 24.050 shall apply, *mutatis mutandis*, in respect of Independent Site Operators.

28.200 Maintenance

The provisions of Rule 24.060 shall apply, *mutatis mutandis*, in respect of Independent Site Operators.

28.210 RAM clear

The provisions of Rule 24.070 shall apply, *mutatis mutandis*, in respect of Independent Site Operators.

28.220 Compliance investigations

The provisions of Rule 26.010 shall apply, *mutatis mutandis*, in respect of Independent Site Operators.

28.230 Compliance audits

The provisions of Rule 26.020 shall apply, *mutatis mutandis*, in respect of Independent Site Operators.

28.240 Compliance reporting requirements

The provisions of Rule 26.030 shall apply, *mutatis mutandis*, in respect of Independent Site Operators.

28.250 General provisions

The provisions of Rule 27.010, 27.020 and 27.040 shall apply, *mutatis mutandis*, in respect of Independent Site Operators.”.

Commencement

These amendments to the Mpumalanga Gambling Rules shall come into operation 30 (thirty) days after the date of publication in the *Provincial Gazette*.
