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NOTICE TO LICENSEES

Notice #2013-84

Issuing Division: Audit

DATE: February 25, 2014

TO: All Group I and Group II Nonrestricted Licensees

FROM: Terry Johnson, Esq., Board Member 

SUBJECT: Slot Machine Keys

Effective April 1, 2014, all Group I and Group II licensees will be required to have adequate internal controls established and in place to prohibit the licensee's distribution of any slot machine key, reset key, 2341 key, attendant key, or any other similar key or device to any member of the general public. Licensees' internal controls shall also ensure that the use of any such keys or devices is limited to an authorized employee of the licensee and within the licensee's own gaming establishment. Additionally, such keys are to be inventoried quarterly, pursuant to the requirements of Slots MICS #205 for Group I licensees or Slots ICP #135 for Group II licensees. Lastly, the Board further encourages all licensees to continue to diligently monitor their gaming devices to ensure only authorized personnel are utilizing such keys on their gaming devices and to take appropriate corrective action when unauthorized use is detected.

For Group I Licensees, amendments to the written system of internal control, as needed, should be submitted to the Audit Division (Attn: Kim Wolfgang, if sent to the Las Vegas office or Attn: Adrian Argyris, if sent to the Reno office) indicating the revised procedures to address the required aforementioned internal controls.

Any questions regarding this matter for Group I licensees should be directed to Internal Control Coordinator Kim Wolfgang at (702) 486-2060 or kwolfgang@gcb.nv.gov. For questions regarding this matter for Group II licensees should be directed to Deputy Chief Dan Douglas at 702-486-3832.