

1           **Title 36 MARYLAND STATE LOTTERY AND GAMING CONTROL AGENCY**

2   **Subtitle 03 GAMING PROVISIONS**

3                           **Chapter 10 Video Lottery Facility Minimum Internal Control Standards**

4                   **Authority: State Government Article, §§ 9-1A-02 and 9-1A-04, Annotated Code of**  
5   **Maryland**

6   **.38 Jackpot Payout.**

7   (A. – F. text unchanged)

8   G. A facility operator’s internal controls shall include:

9       (1) The use of a two-part computer-generated jackpot or credit meter payout document  
10      initiated on the request of a gaming operations department attendant or gaming operations  
11      department supervisor or above after verifying the:

12           (a) Winning combination of characters on the video lottery terminal or table game and the  
13           amount of the jackpot; or

14           (b) Number of accumulated credits;

15       (2) Unless a request for an alternate verification procedure is submitted in writing and  
16      approved by the Commission, a requirement that, if a jackpot or credit meter payout is \$1,200 or  
17      more but less than \$15,000, a security department employee or a gaming operations department  
18      attendant or gaming operations department supervisor or above other than the preparer of the  
19      document sign the jackpot or credit meter payout document after verifying the payment of the  
20      jackpot or credit meter payout to the player and:

21           (a) Winning combination of characters on the video lottery terminal and the amount of the  
22           jackpot; or

23           (b) Number of accumulated credits;

24       **(3) A provision that only the preparer is required to sign the jackpot or credit meter**  
25       **payout document if:**

26       **(a) A jackpot or credit meter payout is less than \$5,000;**

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For May 23, 2019 Commission Meeting.

The proposed amendment would allow facility operators to perform a jackpot or credit meter payout less than \$5,000 with only one employee.

1 **(b) A facility operator’s slot or casino management system can independently verify a**  
2 **jackpot or credit meter payout,**

3 **(c) The facility operator’s slot or casino management system and the central monitor**  
4 **and control system are fully operational; and**

5 **(d) Overrides or adjustments are not required;**

6 ~~(3)~~ **(4)** A requirement that, if a jackpot or credit meter payout is \$15,000 or more but less than  
7 \$35,000, a security department employee or a gaming operations department supervisor or above  
8 other than the preparer of the document sign the jackpot or credit meter payout document after  
9 verifying the payment of the jackpot or credit meter payout to the player and:

10 (a) Winning combination of characters on the video lottery terminal and the amount of the  
11 jackpot; or

12 (b) Number of accumulated credits;

13 ~~(4)~~ **(5)**A provision that, if a jackpot or credit meter payout document generated under §G(1) of  
14 this regulation is requested by a gaming operations department supervisor or above, the  
15 verification required by §G~~(3)~~ **(4)** of this regulation may be completed by a gaming operations  
16 department attendant, a gaming operations department supervisor or above, or a security  
17 department employee;

18 ~~(5)~~ **(6)** A requirement that, if a jackpot or credit meter payout is \$35,000 or more, an operations  
19 department shift manager or higher level operations department employee other than the preparer  
20 of the document sign the jackpot or credit meter payout document after verifying the payment of  
21 the jackpot or credit meter payout to the player and:

22 (a) Winning combination of characters on the video lottery terminal and amount of the  
23 jackpot; or

24 (b) Number of accumulated credits;

25 ~~(6)~~ **(7)** A provision that, if a jackpot or credit meter payout document required under §G(1) of  
26 this regulation is requested by a gaming operations department shift manager or higher level  
27 gaming operations department employee, the verification required by §G~~(5)~~ **(6)** of this regulation  
28 may be completed by a gaming operations department attendant, a gaming operations department  
29 supervisor or above, or a security department employee;

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*Revised May 14, 2019*

1     ~~(7)~~ **(8)** A requirement that the following information be on a two-part computer-generated  
2     jackpot or credit meter payout document:

3             (a) Date and time;

4             (b) Asset number of the video lottery terminal or table game on which the jackpot was  
5             registered or credits accumulated;

6             (c) Winning combination of characters constituting the jackpot or a code corresponding to  
7             the winning combination of characters constituting the jackpot or an indication that a credit  
8             meter payout is to be made;

9             (d) Amount to be paid;

10            (e) Unique transaction number generated by the video lottery system;

11            (f) Signature or identification code of the preparer of the document;

12            (g) If the payout is \$1,200 or more, the signature or identification code of a verifying  
13            witness in accordance with this regulation; and

14            (h) Unless an automated jackpot payout machine or a cash wallet is utilized to effect the  
15            payment, the signature or identification code of the cashier issuing the funds;

16     ~~(8)~~ **(9)** If utilized, procedures and controls applicable to a jackpot or credit meter payout:

17             (a) Using an automated jackpot payout machine meeting the requirements of Regulation  
18             .42 of this chapter; and

19             (b) By a gaming operations department attendant from a cash wallet impressed with  
20             \$10,000 or less;

21     ~~(9)~~ **(10)** If utilized, procedures and controls to be implemented if the facility operator resets the  
22     video lottery terminal or credit meter before the player is paid;

23     ~~(10)~~ **(11)** A requirement that the surveillance department:

24             (a) Be notified of a jackpot or credit meter payout of \$25,000 or more;

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1 (b) Log all notices regarding a jackpot or credit meter payout in the surveillance log  
2 required under Regulation .12 of this chapter; and

3 (c) Obtain and retain in accordance with Regulation .11 of this chapter a photograph of the  
4 face of the player receiving the payout;

5 ~~(11)~~ **(12)** Details pertaining to:

6 (a) Payment of a jackpot or credit meter payout at the:

7 (i) Cashiers' cage;

8 (ii) Video lottery terminal; and

9 (iii) Table game;

10 (b) The use of an accounting drop box; and

11 (c) Audit procedures to be performed by the facility operator's accounting department at  
12 the conclusion of each gaming day;

13 ~~(12)~~ **(13)** Procedures addressing unclaimed jackpots or accumulated credits abandoned on a  
14 video lottery terminal or table game;

15 ~~(13)~~ **(14)** Details which establish the ability of the facility operator's video lottery system to:

16 (a) Ensure that a two-part computer-generated jackpot or credit meter payout document is  
17 not susceptible to change or deletion from the system after preparation;

18 (b) Process and document system overrides or adjustments to jackpot or credit meter  
19 payouts including:

20 (i) Overrides or adjustments where the payout requested does not match the payout  
21 amount sent from the video lottery terminal to the video lottery system; and

22 (ii) Identification of the level of employee having override authority; and

23 (c) Process voided jackpot or credit meter payout documents; and

24 ~~(14)~~ **(15)** Procedures utilized to issue a manual jackpot or credit meter payout document which:

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1 (a) Are to be used only when the video lottery system is unable to generate an jackpot or  
2 credit meter payout document;

3 (b) Conform to the jackpot payout or credit meter payout verification and signature  
4 requirements of this regulation;

5 (c) Involve use of a three-part serially prenumbered manual jackpot or credit meter payout  
6 document residing in a book, wiz machine, or functional equivalent;

7 (d) Require manual jackpot or credit meter payout books or their functional equivalent to  
8 be maintained in a secured locked cabinet in the cashiers' cage; and

9 (e) Require the key to the cabinet in §G(14)(~~14~~)(15)(d) of this regulation to be:

10 (i) Controlled by the security department or the accounting department; and

11 (ii) Limited to sign out by a gaming operations department supervisor or above.

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