

**NATIONAL INDIAN GAMING COMMISSION  
MICS AUDIT CHECKLIST  
TIER A-SURVEILLANCE (ASV)**

#	MICS QUESTION	YES	NO	W/P REF	MICS	COMMENT
<b>General</b>						
1.	Does the gaming operation at a minimum maintain and operate an un-staffed surveillance system in a secured location whereby the areas under surveillance are continually recorded? (Observation)	_____	_____	_____	542.23( a)	
2.	Is the entrance to the secured location located so that it is not readily accessible by either gaming operation employees who work primarily on the casino floor, or the general public? (Observation) (Describe in Comment Section the location of surveillance room.)	_____	_____	_____	542.23( b)	
3.	Is access to the secured location limited to surveillance personnel, designated employees, and other persons authorized in accordance with the surveillance department policy? (Observation and inquiry)	_____	_____	_____	542.23( c)	
4.	Is the secured location access policy approved by the Tribal gaming regulatory authority? (Review TGRA approval)	_____	_____	_____	542.23( c)	
5.	Does the surveillance system include date and time generators that possess the capability to display the date and time of recorded events on video and/or digital recordings and does the displayed date and time not significantly obstruct the recorded view? (Observation and review other-complete Video/ Digital Recording-Tier A worksheet)	_____	_____	_____	542.23( d)	
6.	Does the surveillance department strive to ensure staff is trained in the use of the equipment, knowledge of the games, and house rules? (Inquiry) (Training should be routine and documented)	_____	_____	_____	542.23( e)	

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7.	Is each video camera required by the standards in this section installed in a manner that will prevent it from being readily obstructed, tampered with or disabled by customers or employees? (Observation)	_____	_____	_____	542.23(f)	
8.	Does each camera possess the capability of having its picture recorded? (Observation and inquiry)	_____	_____	_____	542.23(g)	
9.	Does the surveillance system include sufficient numbers of recorders to simultaneously record multiple gaming and count room activities, and record the views of all dedicated cameras and motion activated dedicated cameras? (Observation) (Describe in Comment Section the entire Surveillance system, ie. total number of cameras, monitors, quads, VCR's, matrix's, etc.)	_____	_____	_____	542.23(g)	
10.	Is a reasonable effort made to repair each malfunction of surveillance system equipment within seventy-two (72) hours after the malfunction is discovered? (Inquiry and review supporting documentation)	_____	_____	_____	542.23(h)	
11.	Is the Tribal gaming regulatory authority notified of any camera(s) that has malfunctioned for more than twenty-four (24) hours? (Inquiry and review supporting documentation)	_____	_____	_____	542.23(h)	
12.	In the event of a dedicated camera malfunction, does the gaming operation and/or the surveillance department provide immediate alternative camera coverage or other security measures, such as additional supervisory or security personnel, to protect the subject activity? (Inquiry) (Describe in Comment Section the typical alternative camera coverage and/or security measures)	_____	_____	_____	542.23(h)(1)	

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<b>(i) Bingo</b>						
13.	Does the surveillance system record the bingo ball drawing device, the game board, and the activities of the employees responsible for drawing, calling, and entering the balls drawn or numbers selected? (Observation and review other-complete Tier A Video/ Digital Recording worksheet at question 5 above)	_____	_____	_____	542.23(i)	
<b>(j) Card games</b>						
14.	Does the surveillance system record the general activities in each card room and is the system capable of identifying the employees performing the different functions? (Observation and review other-complete Video/ Digital Recording-Tier A worksheet at question 13 above)	_____	_____	_____	542.23(j)	
<b>(k) Keno</b>						
15.	Does the surveillance system record the keno ball-drawing device, the general activities in each keno game area, and is it capable of identifying the employees performing the different functions? (Observation and review other-complete Video/ Digital Recording-Tier A worksheet at question 5 above)	_____	_____	_____	542.23(k)	
<b>(l) Table games</b>						
16.	If the gaming operation is offering four (4) or more table games, does the surveillance system provide at a minimum one (1) pan-tilt-zoom camera per two (2) tables? Alternatively, one (1) dedicated camera per table and one (1) pan-tilt-zoom camera per four (4) tables may be an acceptable alternative procedure to satisfy the requirements of this paragraph. (Observation)	_____	_____	_____	542.23(l)(1)	

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17.	If the gaming operation is offering four (4) or more table games, is the surveillance system capable of recording the following: (Observation and review other-complete Video/ Digital Recording-Tier A worksheet at question 5 above)  Sufficient clarity to identify customers and dealers?	_____	_____	_____	542.23(1)(1)(i)	
18.	If the gaming operation is offering four (4) or more table games, is the surveillance system capable of recording the following: (Observation and review other-complete Video/ Digital Recording-Tier A worksheet at question 5 above)  Sufficient coverage and clarity to simultaneously view the table bank and determine the configuration of wagers, card values, and game outcome?	_____	_____	_____	542.23(1)(1)(ii)	
19.	If the gaming operation is offering three (3) or fewer table games, then the following standards apply: (Observation and review other-complete Video/ Digital Recording-Tier A worksheet at question 5 above)  Does the gaming operation comply with standards in questions 16-18? Or	_____	_____	_____	542.23(1)(2)(i)	
20.	If the gaming operation is offering three (3) or fewer table games, then the following standards apply: (Observation and review other-complete Video/ Digital Recording-Tier A worksheet at question 5 above)  Does the surveillance system provide one (1) overhead camera for each table game?	_____	_____	_____	542.23(1)(2)(ii)	
21.	Do all craps tables have two (2) dedicated cross view cameras covering both ends of the table? (Observation and review other-complete Video/ Digital Recording-Tier A worksheet at question 5 above)	_____	_____	_____	542.23(1)(3)	

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22.	Do all roulette games have one (1) overhead dedicated camera covering the roulette wheel and also have one (1) dedicated camera covering the play of the table? (Observation and review other-complete Video/ Digital Recording-Tier A worksheet at question 5 above)	_____	_____	_____	542.23(1)(4)	
23.	Do all big wheel games have one (1) dedicated camera viewing the wheel? (Observation and review other-complete Video/ Digital Recording-Tier A worksheet at question 5 above)	_____	_____	_____	542.23(1)(5)	
<b>(m) Progressive table games</b>						
24.	Is each progressive table game with a potential progressive jackpot of \$25,000 or more recorded by dedicated camera(s) that provide coverage of: (Observation and review other-complete Video/ Digital Recording-Tier A worksheet at question 5 above)  The table surface, sufficient that the card values and card suits can be clearly identified?	_____	_____	_____	542.23(m)(1)(i)	
25.	Is each progressive table game with a potential progressive jackpot of \$25,000 or more recorded by dedicated camera(s) to provide coverage of: (Observation and review other-complete Video/ Digital Recording-Tier A worksheet at question 5)  An overall view of the entire table with sufficient clarity to identify customers and dealer?	_____	_____	_____	542.23(m)(1)(i)	
26.	Is each progressive table game with a potential progressive jackpot of \$25,000 or more recorded by dedicated camera(s) to provide coverage of: (Observation and review other-complete Video/ Digital Recording-Tier A worksheet at question 5)  A view of the progressive meter jackpot amount? Note: If several tables are linked to the same progressive jackpot meter, only one meter need be recorded.	_____	_____	_____	542.23(m)(1)(ii)	

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<b>(n) Gaming machines</b>						
27.	Do all gaming machines offering a payout of more than \$250,000 recorded by a dedicated camera(s) that provide coverage of: (Observation and review other-complete Video/ Digital Recording-Tier A worksheet at question 5 above) (Note: Does not apply to In-house progressive machines with a base jackpot amount of less than \$100,000 or Wide Area Progressive machines with a base jackpot amount less than \$1 million.)	_____	_____	_____	542.23(n)(1)(i)	
	All customers and employees at the gaming machine?					
28.	Do all gaming machines offering a payout of more than \$250,000 recorded by a dedicated camera(s) that provide coverage of: (Observation and review other-complete Video/ Digital Recording-Tier A worksheet at question 5 above) (Note: Does not apply to In-house progressive machines with a base jackpot amount of less than \$100,000 or Wide Area Progressive machines with a base jackpot amount less than \$1 million.)	_____	_____	_____	542.23(n)(1)(ii)	
	The face of the gaming machine, with sufficient clarity to identify the payout line(s) of the gaming machine?					
29.	Do all In-house progressive gaming machines with a base jackpot amount of more than \$100,000 recorded by dedicated camera(s) that provide coverage of the following: (Observation and review other-complete Video/ Digital Recording-Tier A worksheet at question 5 above)	_____	_____	_____	542.23(n)(2)(i)	
	All customers and employees at the gaming machine?					

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30.	Do all In-house progressive gaming machines with a base jackpot amount of more than \$100,000 recorded by dedicated camera(s) that provide coverage of the following: (Observation and review other-complete Video/ Digital Recording-Tier A worksheet at question 5 above)  The face of the gaming machine, with sufficient clarity to identify the payout line(s) of the gaming machine?	_____	_____	_____	542.23(n)(2)(ii)	
31.	Are all Wide-area progressive gaming machines with a base jackpot amount of \$1 million or more recorded by dedicated camera(s) that provide coverage of the following: (Observation and review other-complete Video/ Digital Recording-Tier A worksheet at question 5 above)(Revised 8/12/2005)  All customers and employees at the gaming machine?	_____	_____	_____	542.23(n)(3)(i)	
32.	Are all Wide-area progressive gaming machines with a base jackpot amount of \$1 million or more recorded by dedicated camera(s) that provide coverage of the following: (Observation and review other-complete Video/ Digital Recording-Tier A worksheet at question 5 above)(Revised 8/12/2005)  The face of the gaming machine, with sufficient clarity to identify the payout line(s) of the gaming machine?	_____	_____	_____	542.23(n)(3)(ii)	
33.	Notwithstanding questions 27-32, if the gaming machine is a multi-game machine, has the gaming operation developed and implemented alternative procedures to verify payouts? (Inquiry and review policies and procedures) (Indicators of compliance: Procedures should include the ability to verify game outcome from historical data originating within the gaming device or computerized game server, verification of game program e.g. Kobitron EPROM's, hard drives, etc.)	_____	_____	_____	542.23(n)(4)	

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34.	Has the gaming operation received approval for the alternative procedures to verify payouts? (Review TGRA approval)	_____	_____	_____	542.23(n)(4)	
<b>(o) Currency and coin</b>						
35.	Does the surveillance system record a general overview of all areas where currency or coin may be stored or counted? (Observation and review other-complete Video/ Digital Recording-Tier A worksheet at question 5 above)	_____	_____	_____	542.23(o)	
<b>(p) Image retention</b>						
36.	Are all video recordings and/or digital records of coverage provided by the dedicated cameras or motion-activated dedicated cameras required by the standards in this section retained for a minimum of seven (7) days? (Observation and review other-complete Video/ Digital Recording-Tier A worksheet at question 5 above)	_____	_____	_____	542.23(p)(1)	
37.	Are recordings involving suspected or confirmed gaming crimes, unlawful activity, or detentions by security personnel, retained for a minimum of thirty (30) days? (Inquiry and review supporting documentation)	_____	_____	_____	542.23(p)(2)	
<b>(q) Video library log</b>						
38.	Is a video library log or comparable alternative procedure maintained to demonstrate compliance with the storage, identification, and retention standards required in this section? (Review supporting documentation)	_____	_____	_____	542.23(q)	
39.	If a comparable alternative procedure to the video library log is utilized, did the surveillance department receive approval? (Review TGRA approval)	_____	_____	_____	542.23(q)	

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#	MICS QUESTION	YES	NO	W/P REF	MICS	COMMENT
<b>(r) Malfunction log</b>						
40.	Do surveillance personnel maintain a log or alternative procedure that documents each malfunction and repair of the surveillance system as defined in this section? (Review supporting documentation)	_____	_____	_____	542.23( r)(1)	
41.	If an alternative procedure is used to document malfunctions and repairs, did the surveillance department receive approval? (Review TGRA approval)	_____	_____	_____	542.23( r)(1)	
42.	Does the malfunction log state the time, date, and nature of each malfunction, the efforts expended to repair the malfunction, and the date of each effort, the reasons for any delays in repairing the malfunction, the date the malfunction is repaired, and where applicable, any alternative security measures that were taken? (Review supporting documentation)	_____	_____	_____	542.23( r)(2)	