

CHAPTER 45

ACCOUNTING AND INTERNAL CONTROLS

Authority

N.J.S.A. 5:12-5, 63, 69, 70, 99 and 100.

Source and Effective Date

R.2007 d.368, effective November 1, 2007.
See: 39 N.J.R. 3495(a), 39 N.J.R. 5105(a).

Chapter Expiration Date

Chapter 45, Accounting and Internal Controls, expires on November 1, 2012.

Chapter Historical Note

Chapter 45, Accounting And Internal Controls, was adopted as R.1978 d.178, effective May 25, 1978. See: 10 N.J.R. 212(a), 10 N.J.R. 306(d). Chapter 45 was amended by R.1975 d.172, effective June 19, 1975. See: 7 N.J.R. 343(a); R.1979 d.336, effective August 22, 1978. See: 11 N.J.R. 307(a), 11 N.J.R. 530(d); R.1980 d.504, effective on November 18, 1980. See: 12 N.J.R. 447(b), 13 N.J.R. 48(a); R.1981 d.272, effective August 16 and September 10, 1981. See: 13 N.J.R. 47(c), 13 N.J.R. 628(a), 13 N.J.R. 541(a); R.1981 d.437, effective November 16, 1981. See: 13 N.J.R. 534(b), 13 N.J.R. 848(b); R.1982 d.171, effective June 7, 1982. See: 13 N.J.R. 534(b), 14 N.J.R. 582(a); R.1982 d.189, effective June 21, 1982. See: 14 N.J.R. 381(a), 14 N.J.R. 664(c); R.1982 d.206, effective July 6, 1982. See: 13 N.J.R. 534(b), 14 N.J.R. 710(d); R.1982 d.171, effective June 7, 1982 (operative July 15, 1982). See: 13 N.J.R. 534(b), 14 N.J.R. 582(a), 14 N.J.R. 848(b); R.1982 d.189, effective June 21, 1982. See: 14 N.J.R. 381(a), 14 N.J.R. 664(c); R.1982 d.293, effective September 7, 1982. See: 14 N.J.R. 559(a), 14 N.J.R. 983(b); R.1982 d.329, effective October 4, 1982. See: 14 N.J.R. 708(a), 14 N.J.R. 1101(c); R.1983 d.112, effective March 29, 1983. See: 15 N.J.R. 257(a), 15 N.J.R. 627(b).

Pursuant to Executive Order 66(1978), Chapter 45, Accounting and Internal Controls, was readopted as R.1983 d.125, effective April 7, 1983. See: 15 N.J.R. 240(a), 15 N.J.R. 699(a). Chapter 45 was amended by R.1983 d.239, effective June 30, 1983. See: 14 N.J.R. 1052(a), 15 N.J.R. 1040(b); R.1983 d.300, effective August 1, 1983. See: 14 N.J.R. 1053(a), 15 N.J.R. 1259(a); R.1984 d.135, effective April 16, 1984. See: 16 N.J.R. 361(a), 16 N.J.R. 927(a); R.1984 d.623, effective January 21, 1985. See: 16 N.J.R. 2075(b), 17 N.J.R. 211(b); R.1984 d.624, effective January 21, 1985 (operative September 30, 1985). See: 16 N.J.R. 2076(a), 17 N.J.R. 212(a), 17 N.J.R. 1917(b); as R.1985 d.41, effective February 19, 1985. See: 16 N.J.R. 3302(b), 17 N.J.R. 480(c); R.1985 d.229, effective May 20, 1985 (operative December 1, 1985). See: 17 N.J.R. 181(a), 17 N.J.R. 1327(a); R.1985 d.493, effective October 7, 1985 (operative December 1, 1985). See: 17 N.J.R. 1254(a), 17 N.J.R. 2456(a); R.1986 d.36, effective February 18, 1986 (operative March 1, 1986). See: 17 N.J.R. 2970(a), 18 N.J.R. 428(b); R.1986 d.77, effective April 7, 1986. See: 17 N.J.R. 2245(a), 18 N.J.R. 706(b); R.1986 d.212, effective June 16, 1986. See: 17 N.J.R. 2969(a), 18 N.J.R. 1312(a); R.1986 d.240, effective July 7, 1986. See: 17 N.J.R. 2747(a), 18 N.J.R. 1402(c); R.1986 d.302, effective October 6, 1986. See: 18 N.J.R. 2005(a), 19 N.J.R. 1321(a); R.1986 d.308, effective August 4, 1986. See: 18 N.J.R. 1096(a), 18 N.J.R. 1614(b); R.1986 d.365, effective September 8, 1986. See: 18 N.J.R. 935(b), 18 N.J.R. 1839(b); R.1987 d.277, effective July 6, 1987 (operative November 1, 1987). See: 18 N.J.R. 1929(a), 19 N.J.R. 1237(a), 19 N.J.R. 1656(a); R.1987 d.302, effective July 20, 1987. See: 18 N.J.R. 2005(a), 19 N.J.R. 1321(a); R.1987 d.395, effective October 5, 1987. See: 19 N.J.R. 54(b), 19 N.J.R. 1826(b); R.1987 d.428, effective November 2, 1987. See: 19 N.J.R. 923(a), 19 N.J.R. 2065(a); R.1987 d.457, effective November 16, 1987. See: 19 N.J.R. 1290(a), 19 N.J.R. 2202(a); R.1988 d.34, effective January 19, 1988. See: 19 N.J.R. 1890(a), 20 N.J.R. 205(a).

Pursuant to the Executive Order 66(1978), Chapter 45, Accounting and Internal Controls, was readopted as R.1988 d.178, effective March 24, 1988. See: 20 N.J.R. 382(a), 20 N.J.R. 930(a).

Petition for Rulemaking: proposing new rule, N.J.A.C. 19:45-1.26A, regarding the redemption of checks and counterchecks by authorized agents for casino licensees. See: 21 N.J.R. 3677(b).

Pursuant to Executive Order No. 66(1978), Chapter 45, Accounting and Internal Controls, was readopted as R.1993 d.147, effective March 5, 1993. See: 25 N.J.R. 277(a), 25 N.J.R. 1519(a).

Pursuant to Executive Order No. 66(1978), Chapter 45, Accounting and Internal Controls, was readopted as R.1997 d.374, effective August 15, 1997. See: 29 N.J.R. 2629(b), 29 N.J.R. 4139(b).

Chapter 45, Accounting and Internal Controls, was readopted as R.2002 d.300, effective August 15, 2002. See: 34 N.J.R. 1773(a), 34 N.J.R. 3287(a).

Chapter 45, Accounting and Internal Controls, was readopted as R.2007 d.368, effective November 1, 2007. See: Source and Effective Date.

Petition for Rulemaking. See: 40 N.J.R. 5878(b).

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SUBCHAPTER 1. GENERAL PROVISIONS

19:45-1.1 Definitions

The following words and terms, when used in this chapter, shall have the following meanings unless the context clearly indicates otherwise:

“Annuity jackpot trust check” means a check issued by an annuity jackpot trust, as defined in N.J.S.A. 5:12-2.2, in payment of winnings from an annuity jackpot. An annuity jackpot trust check shall be made payable only to the person presenting the check and shall not contain any other endorsements.

“Asset number” means a unique number permanently assigned to a slot machine and a slot cash storage box for purposes of tracking that machine and storage box while owned by a casino licensee.

“Automated coupon redemption machine” means any mechanical, electrical or other device which operates independently of a slot machine and which, upon insertion of a valid casino coupon or currency, dispenses an amount of coin or slot tokens equivalent to the face value of the coupon or

(j) On at least a monthly basis, each casino licensee using an electronic transfer credit system shall provide a statement to each patron whose account established and maintained in accordance with (f) above has been active or whose account balance has changed during the month. These statements may be provided either on paper or electronically pursuant to (k) below, unless the patron indicates to the casino licensee that the patron does not want to receive such statements or if the casino licensee has on file, prior to August 18, 2008, a written request from the patron that he or she be sent no mailings. The preference of each patron shall be obtained, verified and documented by the casino licensee in a manner approved by the Commission, provided that a paper statement shall be provided if requested by the patron. The statement shall include, at a minimum, the patron's beginning and ending monthly balance, credits issued, received or otherwise made available pursuant to (a) above, including whether they are cashable or non-cashable, credits transferred to a slot machine pursuant to this section and credits that expired during the month. In addition, if requested by a patron, the casino licensee shall provide a detailed account of all electronic transfer credit transactions initiated by that patron. Notwithstanding the foregoing, a monthly statement shall not be required to include transfers of temporary electronic credits or transfers of electronic credits from a temporary anonymous account, or credits offered or otherwise made available to a patron but which never reside in the account because of the failure of the patron to redeem them.

(k) A casino licensee that provides electronic statements to patrons in accordance with (j) above shall utilize a secure process approved by the Commission that physically and logically isolates the licensee's electronic transfer credit system and the data therein from any other system or network, such as a proxy server and firewall, or by the transfer of data by magnetic tape or other removable media in accordance with procedures approved by the Commission.

(l) If a slot monitoring system is used to convey any transfers of electronic credits or other data between a slot machine and the casino computer system that maintains the patron withdrawal amounts and balances, the slot monitoring system shall generate, on a daily basis and in a manner approved by the Commission, a report that compares the electronic transfer credit meters required pursuant to (g)1 above for each slot machine to the information maintained by the slot monitoring system, and lists all variances over \$100.00. The casino licensee shall be required to have its slot department, in cooperation with its casino accounting department, investigate the cause of each reported variance, and to prepare and file an incident report documenting the variance with the casino controller, the director of surveillance, the Commission and the Division. The casino licensee shall report the actual cause of the variance unless the cause cannot be definitively determined after a diligent investigation, in which case the probable cause of the variance shall be reported.

(m) No adjustment to the amount of any electronic transfer credit shall be made by a casino licensee without the approval of the Commission.

(n) Any slot machine that utilizes non-cashable electronic transfer credits as well as all written promotional materials and application forms relating to such credits shall disclose all restrictions upon the use of non-cashable electronic transfer credits. Such disclosure shall, at a minimum, provide notice that a non-cashable electronic transfer credit:

1. Cannot be converted into cash by a patron;
2. Must be wagered or abandoned; and
3. Is automatically wagered before any cashable electronic transfer credits are wagered.

New Rule, R.1996 d.486, effective October 21, 1996.

See: 27 N.J.R. 4992(a), 28 N.J.R. 4601(a).

Amended by R.1997 d.248, effective June 16, 1997.

See: 29 N.J.R. 541(a), 29 N.J.R. 2674(c).

In (a), amended N.J.A.C. reference; and added (b)13.

Amended by R.2005 d.216, effective July 5, 2005.

See: 36 N.J.R. 3242(a), 37 N.J.R. 2561(a).

In (b), substituted "provide for" for "address" and "address the following" for "include" in the second sentence of the introductory paragraph, substituted "Computer" for "System" in 2 and "Patron access" for "Access" in 9; in (c), inserted references to "Patron" preceding "access" throughout; in (e), inserted "amount of the transfer, as well as" preceding "the asset number" and inserted "a patron" preceding "access control".

Amended by R.2005 d.267, effective August 15, 2005.

See: 36 N.J.R. 4431(a), 37 N.J.R. 3069(a).

Rewrote (a) through (e) and (i); and added (k). As a part of R.2005 d.267, effective August 15, 2005 (operative August 15, 2006), rewrote (f).

Amended by R.2008 d.235, effective August 18, 2008.

See: 39 N.J.R. 4390(a), 40 N.J.R. 4830(a).

In the introductory paragraph of (b), substituted "testing by the Division" for "review", "provide for" for "address" and "address the following" for "include"; rewrote (b)2, (b)4, (b)6, (b)7, (b)8 and (b)12; rewrote (c); added new (c)1 through (c)3; recodified the former third sentence of (c) as the introductory paragraph of new (d); in the introductory paragraph of (d), substituted "(c) above" for "the foregoing" and inserted the second occurrence of "N.J.A.C."; recodified former (c)1 and (c)2 as new (d)1 and (d)2; in (d)2, substituted "(f)" for "(e)"; recodified former (d) through (g) as new (e) through (h); rewrote (g); in (h), inserted "or other device"; deleted former (h); added new (i); recodified former (i) as (j); rewrote (j); added new (k) and (l); and recodified former (j) and (k) as (m) and (n).

19:45-1.37B Slot machine tower light

(a) Each slot machine shall be connected to a slot machine tower light located on top of the slot machine cabinet. The slot machine tower light shall be used to identify the slot machine's denomination and the operational status of the slot machine and any device connected thereto that may affect the operation of the slot machine. The slot machine tower light shall be visible to the surveillance department closed circuit camera system from all sides of the slot machine cabinet, unless the slot machine cabinet is against a wall or is in another location approved by the Commission that results in the partial obstruction of the light.

(b) A slot machine tower light shall be approved by the Division and Commission pursuant to N.J.A.C. 19:46-1.20 and 1.28 and shall consist of two separate lights, one on top of the other, that function in accordance with the requirements of this section.

1. At any given point in time, each of the two lights may be in one of five states as follows:

- i. "Off" means the light is off;
- ii. "On" means the light is on continually;
- iii. "Slow flash" means the light is flashing regularly at a 500 millisecond interval;
- iv. "Medium flash" means the light is flashing regularly at a 250 millisecond interval; and
- v. "Fast flash" means the light is flashing regularly at a 125 millisecond interval.

2. The top light of the two lights shall always be white. The color of the bottom light shall indicate the denomination of the slot machine to which it is attached, provided, however, if the slot machine is multi-denominational, the color of the bottom light shall indicate the lowest denomination:

- i. Gray means a penny machine;
- ii. Red means a two-cent, three-cent, four-cent or nickel machine;
- iii. Green means a dime machine;
- iv. Yellow means a quarter machine;
- v. Orange means a half-dollar machine;
- vi. Blue means a dollar machine;
- vii. Pink means a two-dollar machine; and
- viii. Purple means a five dollar or higher denomination machine.

(c) For the purposes of this section, there shall be three separate methods by which a slot machine may be placed in an unplayable state.

1. "Administrative mode" means that a member of the department that is responsible for the operation of slot machines and bill changers has placed the slot machine in an unplayable state in order to access the set up or recall functions of a slot machine game.

2. "Disabled mode" means that a member of the department that is responsible for the operation of slot machines and bill changers or a computer controlled by that department has placed the slot machine in an unplayable state for any reason other than those included in administrative mode.

3. "Tilt mode" means that the slot machine placed itself in an unplayable state due to some type of malfunction or exception condition and the machine cannot be returned to a playable state without intervention by a member of the department that is responsible for the operation of slot machines and bill changers.

(d) Each of the following combinations of light states shall be displayed by a slot machine tower light to indicate the slot machine operating condition that is described therewith:

1. White light off with colored light:

- i. Off means that the slot machine is idle and the slot machine door is closed;
- ii. Medium flash means the slot machine is idle and the slot machine door is open; and
- iii. Fast flash means the slot machine is idle and the drop compartment door is open;

2. White light on with colored light:

- i. Off means a patron is requesting change and the slot machine door is closed;
- ii. On means that the slot machine is in disabled mode;
- iii. Medium flash means either:

(1) A patron is requesting change and the slot machine door is open; or

(2) The slot machine is in disabled mode and the slot machine door is open; and

iv. Fast flash means the slot machine is in disabled mode and the drop compartment door is open;

3. White light slow flash with colored light:

i. Off means that the slot machine is in tilt mode and the slot machine door is closed;

ii. Slow flash means either:

(1) The slot machine is displaying a hand-paid jackpot and the slot machine door is closed; or

(2) The slot machine is displaying a hand-paid jackpot while in tilt mode and the slot machine door is closed;

iii. Medium flash means either:

(1) The slot machine is displaying a hand-paid jackpot and the slot machine door is open; or

(2) The slot machine is in tilt mode and the slot machine door is open; and

iv. Fast flash means the slot machine is in tilt mode and the drop compartment door is open; and

4. White light fast flash with colored light:

i. Off means the slot machine is in administrative mode and the slot machine door is closed;

ii. Medium flash means the slot machine is in administrative mode and the slot machine door is open; and

iii. Fast flash means the slot machine is in administrative mode and the drop compartment door is open.

(e) Any combination of light states capable of display by a slot machine tower light that is not assigned a particular slot machine operating condition by (d) above may be used by the casino licensee for its own internal signals if such signals are identified in the casino licensee's approved internal control submission; provided, however, that the casino licensee shall be required to conform the light states displayed by its slot machine tower lights with any future modifications to (d) above.

(f) The provisions of this section shall apply to all slot machines submitted for Commission approval after April 2, 2001. Any slot machines approved prior to April 2, 2001 and which do not conform to the above specifications shall either be modified to comply with this section or shall be removed from the casino floor in accordance with the provisions of N.J.A.C. 19:46-1.21.

New Rule, R.2000 d.405, effective October 2, 2000.

See: 32 N.J.R. 1154(a), 32 N.J.R. 3582(a).

Amended by R.2001 d.78, effective March 5, 2001 (operative September 5, 2001).

See: 32 N.J.R. 4381(b), 33 N.J.R. 842(b).

In (b)2, added new vi, renumbered existing vi as vii.

Amended by R.2005 d.12, effective January 3, 2005.

See: 36 N.J.R. 4105(a), 37 N.J.R. 100(a).

Amended by R.2006 d.182, effective May 15, 2006.

See: 37 N.J.R. 4211(a), 38 N.J.R. 2213(a).

Rewrote (b)2.

19:45-1.37C Slot machines; tokenization; residual slot credit

(a) A slot machine equipped with tokenization shall accept only slot tokens with a denomination of \$1.00 or less if the residual slot credit cannot be redeemed.

(b) Any residual slot credit not played or redeemed by a patron shall be deemed abandoned; provided, however, that any such credit shall remain on the slot machine until:

- 1. Played or redeemed by a patron; or
- 2. Cancelled by the casino licensee in a manner approved by the Commission.

(c) Any slot machine equipped with tokenization shall bear the notices required by N.J.A.C. 19:45-1.37(a)4viii.

(d) A casino licensee using slot machines equipped with tokenization shall submit and obtain approval of internal controls that set forth the manner in which tokens from different denominations of tokenized machines will be segregated, counted and recorded by denomination of slot machine including, but not limited to, the following requirements:

1. The front and back of slot drop buckets and slot drop boxes for slot machines equipped with tokenization shall be conspicuously marked in a manner approved by the

Commission to identify the fact that the slot machine is equipped for tokenization, as well as the denomination of that slot machine; and

2. If a casino licensee offers slot machines which are equipped for tokenization and other slot machines which accept tokens but are not so equipped, the slot drop buckets and slot drop boxes from slot machines equipped with tokenization shall be segregated from all slot drop buckets and slot drop boxes from slot machines which accept tokens of the same denomination but are not so equipped, from the time they are removed from a slot machine until the contents of the slot drop buckets and slot drop boxes are counted in accordance with N.J.A.C. 19:45-1.43.