

Gaming Equipment Transport, Storage and Disposal Standard

Version 1.0

1 July 2023

Tasmanian Liquor and Gaming Commission



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I. Principles

I.1. Interpretation

The purpose of the Tasmanian Liquor and Gaming Commission's Gaming Equipment Transport, Storage and Disposal Standard is to detail the Commission's requirements applicable to prescribed licence holders in the transport, storage or disposal of gaming equipment.

I.2. Application

The Tasmanian Liquor and Gaming Commission's Gaming Equipment Transport, Storage and Disposal Standard applies to the following prescribed licence holders:

- Venue licence holders
- Casino licence holders
- Tasmanian gaming licence holders
- the Keno Operator licence holder
- the Monitoring Operator licence holder
- a person whose name is listed on the Roll

A prescribed licence holder to which this standard applies must have systems in place for the safe transport, storage and disposal of gaming equipment.

2. Elements

2.1. Transport

2.1.1. Responsibility

A prescribed licence holder must have systems in place to prevent any act or thing interfering, or likely to interfere, with the normal operation of gaming equipment at all times, whilst the equipment is being transported.

2.1.2. Vehicles used for Transport

2.1.2.1. Vehicles with Lockable Storage Compartments

Gaming equipment must be secured within a locked storage compartment of a vehicle.

2.1.2.2. Vehicles without Lockable Storage Compartments

The transportation of gaming equipment must be completed on the same day.

Gaming equipment must not be left unattended during transportation.

2.1.3. Notification

Prior to the transport of electronic gaming machines occurring, a prescribed licence holder must provide the Liquor and Gaming Branch with the following information for each machine:

- Manufacturer;
- Model;
- Identification information;
- Point of origin;
- Destination; and
- Intended date of dispatch.

Should the dispatch not occur on the intended date, a revised notification must be provided for the new intended date of dispatch.

2.2. Storage

2.2.1. Responsibility

A prescribed licence holder must have systems in place to prevent any act or thing interfering or likely, to interfere, with the normal operation of gaming equipment at all times, whilst the equipment is being stored.

2.2.2. Storage Facilities

Gaming equipment must be stored in a locked facility.

2.2.3. Alarm System

Storage facilities must be equipped with a monitored security alarm system.

2.2.4. CCTV Coverage

Storage facilities must be equipped with a CCTV system providing recorded camera coverage of the area where any equipment is located. Recorded CCTV footage must be retained for a minimum of 30 days.

2.2.5. Register of Stored Gaming Equipment

A prescribed licence holder must maintain a register of gaming equipment stored in each storage facility. The register must be available for inspection by officers of the Liquor and Gaming Branch upon request. The following information must be included for each item of gaming equipment:

- Type of equipment;
- Manufacturer;
- Model (if applicable); and
- Identification information (if applicable).

2.2.6. Notification

When storing electronic gaming machines, a prescribed licence holder must provide the Liquor and Gaming Branch within seven days of the electronic gaming machines being stored, the following information for each machine:

- Storage location;
- Manufacturer;
- Model; and
- Identification information.

2.3. Disposal

2.3.1. Responsibility

A prescribed licence holder must have systems in place to prevent any act or thing interfering or likely, to interfere, with the normal operation of gaming equipment at all times, whilst the equipment is being disposed.

A prescribed licence holder remains responsible for all gaming equipment until its disposal is completed.

If gaming equipment being disposed of, is not being destroyed, all requirements listed under section 2.1 Transport are applicable.

2.3.2. Disabling of Equipment

Where gaming equipment is intended to be destroyed, a licensed gaming technician must render the gaming equipment permanently inoperable prior to its destruction. EGM locks and processor areas must be removed. Identification plates must remain on EGMs and all other serialised equipment. For EGMs and fully automated table game (FATG) machines, photographs of the inoperable machine and identification plates must be taken and be provided to the Liquor and Gaming Branch within seven days of the equipment being disabled.

2.3.3. Destruction at a Disposal Site

2.3.3.1. Venue licence holders

The destruction of gaming equipment possessed by a venue licence holder is a regulated monitoring function of the monitoring operator and can only be undertaken on behalf of venue licence holders by the monitoring operator. The monitoring operator is responsible for ensuring an agent of the monitoring operator witnesses the destruction of gaming equipment at a disposal site and that an approved statutory declaration is completed confirming such witness to the destruction.

2.3.3.2. Prescribed licence holders other than venue licence holders

A prescribed licence holder is responsible for ensuring an agent of the licence holder witnesses the destruction of gaming equipment at a disposal site and that an approved statutory declaration is completed confirming such witness to the destruction.

2.3.4. Notification

A prescribed licence holder must report the disposal of gaming equipment to the Liquor and Gaming Branch within seven days of the equipment being disposed. If the equipment is destroyed, the completed statutory declaration must be provided.

3. Glossary and References

Term	Description
Approved statutory declaration	<p>A signed and witnessed declaration from the person who witnessed the destruction of gaming equipment.</p> <p>An approved statutory declaration form can be found on the Liquor and Gaming Website: https://www.treasury.tas.gov.au/Documents/Statutory%20Declaration%20-%20gaming%20equipment%20destruction.pdf</p>
CCTV	Closed circuit television.
Commission; TLGC	Tasmanian Liquor and Gaming Commissio
Disposal	The process of removing gaming equipment, including destruction, return to the manufacturer, or interstate or overseas sale.
EGM	Electronic gaming machine.
EMS	Electronic monitoring system.
Gaming equipment	<p>Gaming equipment is defined in the Act, and includes, but is not limited to, the following:</p> <ul style="list-style-type: none"> • electronic gaming machines, EMS equipment and associated software/hardware; • keno equipment; • fully automated table game machines; • cards, dice, roulette balls, roulette wheels, dice cages, dice tumblers, card shufflers; • other table gaming equipment associated with influencing the outcome of the game; and • betting terminal equipment
Identification information	Information to identify the uniqueness of a piece of gaming equipment (such as a serial number).
Identification plate	Information affixed to gaming equipment that provides model, date of manufacture and serial number information for the gaming equipment.
Monitoring operator	The holder of a monitoring operator’s licence issued under section 48O of the Act.
Prescribed licence holder	A prescribed licence holder to which this Standard applies, as specified in section 1.2.



4. Liquor and Gaming Branch

Should there be any queries regarding this Standard or advice is required on any aspect of the transport, storage or disposal of gaming equipment, please contact the Liquor and Gaming Branch as listed below:

LIQUOR AND GAMING CONTACT DETAILS

GPO Box 1374 HOBART TAS 7001 Australia

Telephone: (03) 6166 4040

Email: gaming@treasury.tas.gov.au Web: www.gaming.tas.gov.au

5. Version Control

Version	Date	Changes Made
1.0	1/7/2023	New standard created.