

Northern Cape, South Africa

Northern Cape Gambling Act, 2008

Northern Cape Gambling Regulations, 2010

General Notice 17 of 2010

Legislation as at 26 March 2010

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Northern Cape Gambling Regulations, 2010

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Northern Cape South Africa

Northern Cape Gambling Act, 2008

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General Notice 17 of 2010

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In terms of the powers vested in me by section 89(1) of the above Act, I, John Block, Member of the Executive Council of the Northern Cape Province responsible for Finance, Economic Development and Tourism, hereby, with effect from 1 April 2010, make the Regulations contained in this Notice.

J Block

MEC: Finance, Economic Development and Tourism

Chapter I Definitions

1. Definitions

In these Regulations any word or expression to which a meaning has been assigned in the Act, shall have the meaning so assigned to it, and, unless the context otherwise indicates-

“**Act**” means the Northern Cape Gambling Act, 2008; and

“**Board**” means the Northern Cape Gambling Board established by section 2 of the Act.

Chapter II General provisions

2. Nomination of candidates to be appointed as members of the Board

- (1) A nomination contemplated in section 3(3) of the Act, containing the name, address, telephone number and *curriculum vitae* of a nominee must be submitted in writing to the responsible Member within 14 days of the date of publication of the notice.
- (2) On receipt of a nomination the responsible Member must place at the disposal of each nominee for completion an application form which must be substantially in the form supplied by the responsible Member, which completed application must be returned to the responsible Member within 14 days from the date on which it was thus placed at his or her disposal.
- (3) An application referred to in subregulation (2) must be accompanied by—
 - (a) a declaration signed by the applicant stating his or her willingness to disclose full details of all his or her personal and financial affairs; and
 - (b) a statement signed by the applicant stating that he or she in all respects complies with the provisions of section 5 of the Act in order to be eligible for appointment as a member of the Board.

- (4) Failure to submit the declaration and statement referred to in subregulation (3), shall render an application invalid.

3. Serving of notices

- (1) Any notice to be given to a person by the Board in terms of the Act or these regulations may be given by—
 - (a) personal delivery; or
 - (b) registered mail; or
 - (c) facsimile transmission.
- (2) Any notice given by the Board in terms of subregulation (1) is deemed to have been received—
 - (a) in the case of personal delivery, upon delivery of the notice to such person's physical address;
 - (b) in the case of registered mail, 14 days after it has been posted; or
 - (c) in the case of facsimile transmission, at 10:00 on the first business day following the date of transmission.

4. Period of retention of records

All records required to be kept by a licensee in terms of these regulations must be retained by the licensee for a period of at least 5 years.

5. Accessibility of records

All records must be organized and indexed in such a manner to provide the Board immediate accessibility.

6. Finding of suitability in case of certain contracts

- (1) Before a license holder enters into a contract with a person contemplated in section 70 of the Act, such person must be found suitable by the Board to enter into the contract.
- (2) The finding of suitability must be made based on a background check on the person's—
 - (a) criminal record (if any);
 - (b) financial position and history; and
 - (c) reputation and standing in the community.
- (3) The Board must, after concluding its investigation, find the person investigated—
 - (a) suitable; or
 - (b) unsuitable,and must within 21 days after making the finding, by written notice inform the person of its decision.
- (4) Where a person is found suitable, the Board must attach a certificate to that effect to the notice contemplated in subregulation (3).

7. Location of gambling and betting premises

The Board may not issue a license to an applicant if the premises from which the licensed activities will take place, are, in the opinion of the Board-

- (a) on or in premises being visited by a significant number of clientele under the age of 18 years;
- (b) on or in premises which lack proper supervision or surveillance; or
- (c) on or in premises which are within 500 m of a school or a place of worship.

8. Layout of gambling or betting premises

- (1) Each applicant for a license must provide the following plans:
 - (a) a locality plan;
 - (b) a site layout plan which shall include a plan of the buildings and each floor therein to a scale of 1:1000.
- (2) The plan referred to in subregulation (1) must clearly indicate the proposed licensed gambling or betting area on each floor and a layout plan depicting the placement of all gambling or betting devices in such area.
- (3) No-
 - (a) gambling or betting activities may be conducted or permitted;
 - (b) persons involved in gambling or betting activities, whether as patrons or employees of the licensee, may stand or sit; or
 - (c) gambling devices may be located, outside the licensed gambling or betting area.
- (4) The Board must approve the layout of the placement of all gambling devices within or on each licensed premises subject to any fire, safety, health or building regulation or other requirement determined by the Board.

9. Prohibited transactions by licensees

- (1) Cash must not be exchanged for cash except to enable the patron to participate in gambling where cash is used as the stake or for the purpose of converting such cash after participation in gambling.
- (2) A cheque or other negotiable instrument may not be issued nor may any transfer of funds be effected to or on behalf of a patron in exchange for cash, other negotiable instrument, chip or token, unless the licensee is satisfied that the patron has genuinely participated in gambling.

10. Accounting records

- (1) Each licensee must, in such manner as the Board may approve or require, keep accurate, complete, legible and permanent records of all its transactions.
- (2) Each licensee must keep generally accepted accounting records on a double entry system of accounting, maintain detailed supporting subsidiary records, identifying revenue, expenses, assets, liabilities and equity.

11. Audited financial statements

- (1) Each licensee must, in order to comply with subregulation (3), after the end of each financial year of the licensee, prepare annual financial statements in accordance with statements of Generally Accepted Accounting Practice promulgated by the Accounting Practice Board.
- (2) Each licensee must engage an independent accountant and auditor, registered with the Public Accountant's and Auditor's Board who must audit the licensee's annual financial statements in accordance with generally accepted auditing standards.
- (3) Each licensee must submit to the Board two copies of its audited annual financial statements, and any reports communicating the results of the audit, including management letters, no later than 120 days after the last day of the licensee's financial year.
- (4) The Board may request additional information or documentation from the licensee or the auditor of the licensee, through the licensee, regarding the financial statements or the services performed by the auditor.

12. Other records

Each licensee must keep at its licensed premises or registered offices, or provide to the Board on its request, the following records or document or equivalent if the licensee is a company-

- (a) a copy of the memorandum and articles of association of the company, including any amendments;
- (b) a copy of the company's certificate to commence business;
- (c) a register of all current and former officers and directors;
- (d) minutes of all meetings of the shareholders;
- (e) minutes of all meetings of the directors and committees of the board of directors; and
- (f) a register of all shareholders listing each shareholder's name, address, the number of shares held and the date the shares were acquired.

13. Returns to be rendered

Each licensee shall, in the manner and format determined by the Board, submit such information at such intervals as the Board may determine.

14. Certain equipment to be registered

A licensee may not keep or maintain any gambling related equipment which has not, on application in the manner and form determined by the Board, been separately approved and registered by the Board.

15. Maintenance of registered equipment

A licensee may not alter the operation of registered equipment without the prior approval of the Board and must maintain all equipment in a suitable condition.

16. Associated equipment to be of approved type

Subject to regulation 14, a licensee may not keep or expose for play any other equipment which may be used in the operation of a gambling game, other than equipment which is identical in all material aspects to equipment approved by the Board for distribution by the manufacturer or supplier.

17. Records to be kept by licensee

A licensee must keep such records in respect of equipment contemplated in regulations 14 and 16 as the Board may require or approve.

18. Minimum bankroll requirements

- (1) Each licensee must maintain, in such manner and amount as the Board may approve or require, cash or cash equivalents in an amount sufficient to reasonably protect the licensee's patrons against defaults in gaming debts owed by the licensee.
- (2) The Board must distribute to licensees and make available to all interested persons a formula by which licensees determine the minimum bankroll requirements. If at any time the licensee's available cash or cash equivalents should be less than the amount required by this regulation, the licensee must immediately notify the Board of this deficiency.

19. Minimum internal controls

- (1) Each licensee must establish and maintain administrative and accounting procedures for the purpose of determining the licensee's liability for taxes and fees and for the purpose of exercising effective control over the licensee's internal financial affairs.
- (2) The procedures must be designed to reasonably ensure that—
 - (a) assets are safeguarded;
 - (b) financial records are accurate and reliable;
 - (c) transactions are performed only in accordance with management's general or specific authorization;
 - (d) transactions are recorded adequately to permit proper reporting of gambling revenue and of fees and taxes; and
 - (e) functions, duties and responsibilities are appropriately segregated and performed in accordance with sound practices by competent, qualified personnel.

20. Board to adopt minimum standard for internal control procedures

The Board must adopt and make available to applicants and licensees minimum standards for internal control procedures with which licensees must comply.

21. Internal control system to be approved by Board

- (1) Each licensee and each applicant for a license must describe, in such manner as the Board may approve or require, its administrative and accounting procedure in detail, as well as a written system of internal control and submit a copy thereof to the Board for approval prior to implementation of the system.
- (2) Each system of internal control submitted for approval must include—
 - (a) an organizational chart depicting segregation of functions and responsibilities;
 - (b) a description of the duties and responsibilities of each position shown on the organization chart;
 - (c) a detailed, narrative description of the administrative and accounting procedures designed to satisfy the requirements of regulation 19(2);

- (d) a letter from an independent chartered accountant stating that the system of internal control has been reviewed by the accountant and complies with the requirements of these regulations; and
 - (e) such further information as the Board may require.
- (3) If the Board determines that an applicant for a licensee's system of internal control does not comply with the requirements of these regulations, it must so notify the applicant or licensee in writing.
- (4) Within 30 days after receiving the notification contemplated in subregulation (3), the applicant or licensee must amend its internal control system accordingly, and submit a copy of the amended system to the Board, for approval.

22. Amendment of system of internal control

- (1) A licensee wishing to amend its system of internal control, must prior to implementing such amended system, submit to the Board a copy of the written internal control system as amended, for approval.
- (2) The provisions of regulations 21(2) to (4) apply *mutatis mutandis* to an application for approval contemplated in subregulation (1).

23. Guarantee for completion of premises

- (1) If an application for a license is granted by the Board in respect of premises not yet erected or completed, the applicant must furnish the Board with such forfeitable guarantee for the completion of the construction of the premises, as the Board may require.
- (2) If the construction of the premises, or stages thereof, has not been substantially completed in accordance with the plan approved by the Board, or within the period determined as a condition of license, the license may be revoked or deemed not to have been granted and the guarantee referred to in subregulation (1) forfeited.

24. Fees

The fees to be paid in terms of the Act are set out in the Schedule and must be deposited into the Provincial Revenue Fund.

Chapter III

Provisions relating to casinos only

25. Table games

- (1) The minimum and maximum stakes allowed, as may be determined by the Board, and the prizes payable in respect of winning wagers applicable to every licensed game must at all times be displayed on the table or in a conspicuous place immediately adjacent thereto.
- (2) Payoff schedules or award cards must accurately state actual payoffs or awards applicable to the particular game and may not be worded in such manner as to mislead or deceive the public.

26. Gambling machines

- (1) Stakes and prizes allowed may be determined by the Board.
- (2) Gambling machines exposed for play must have a theoretically and demonstrable return to the public of not less than 80 percent.

- (3) All winning combinations, together with the corresponding prizes, must be clearly displayed, or be able to be easily accessed by the player, on every gambling machine exposed for play.

27. Cards and dice control

Each licensee must submit to the Board for approval procedures that provide adequate security over cards, dice and roulette balls and limit the possibility of unauthorized access and tampering, including—

- (a) a card, dice and roulette ball inventory system which must include, at least, the recording of the following:
 - (i) the balance of cards, dice and roulette balls on hand;
 - (ii) cards, dice and roulette balls removed from storage;
 - (iii) cards, dice and roulette balls returned to storage or received from the manufacturer;
 - (iv) the date of the transaction; and
 - (v) the signatures of the employees involved;
- (b) a reconciliation on a daily basis of the cards, dice and roulette balls distributed, the cards, dice and roulette balls destroyed and cancelled, the cards, dice and roulette balls returned to the primary storage area and, if any, the cards, dice and roulette balls in reserve;
- (c) a physical inventory of the cards, dice and roulette balls at least once every three months by an independent person; and
- (d) procedures for destruction and cancellation of cards, dice and roulette balls.

28. Approval of chips and tokens, application and procedures

- (1) A licensee may not issue any chips or tokens for use in its gambling establishment, or sell or redeem any such chips or tokens, unless the chips or tokens have been approved in writing by the Board.
- (2) A licensee may not issue any chips or tokens for use in its gambling establishment, or sell or redeem any such chips or tokens, that are modifications of chips or tokens previously approved by the Board, unless the modifications have been approved in writing by the Board.
- (3) Applications for approval of chips, tokens and modifications to previously approved chips or tokens must be made, processed and determined in such manner and using such forms as the Board may determine.
- (4) Each application must include, in addition to such other items or information as the Board may require—
 - (a) an exact drawing in colour, of each side and the edge of the proposed chip or token, drawn to actual size or drawn to larger than actual size and in scale, and showing the measurements of the proposed chip or token in each dimension;
 - (b) written specifications for the proposed chips or tokens;
 - (c) the name and address of the manufacturer; and
 - (d) the licensee's intended use for the proposed chips or tokens.
- (5) If, after receiving and reviewing the items and information described in subregulation (4), the Board is satisfied that the proposed chips or tokens conform with the requirements of these regulations, the Board must notify the licensee in writing and request, and the licensee must thereupon submit, a sample of the proposed chips or tokens in final, manufactured form.

- (6) If the Board is satisfied that the sample conforms with the requirements of these regulations and with the information submitted with the licensee's application, it must approve the proposed chips or tokens and notify the licensee in writing.
- (7) As a condition of approval of chips or tokens issued for use at a specific table or counter game, the Board may prohibit the licensee from using the chips or tokens for other games than the specified game.
- (8) The Board may retain the sample chips and tokens submitted in terms of this regulation.

29. Specifications for chips and tokens

- (1) Chips and tokens must be designed, manufactured, and constructed in compliance with all applicable laws of the Republic and these regulations and so as to prevent counterfeiting of the chips and tokens to the extent reasonably possible.
- (2) Chips and tokens must not deceptively resemble any current or past coinage of the Republic or any other country.
- (3) In addition to such other specifications as the Board may approve—
 - (a) the name of the issuing gambling establishment must be inscribed on each side of each chip and token, and the city or other locality where the establishment is located must be inscribed on at least one side of each chip and token, other than chips used exclusively at roulette;
 - (b) the value of the chip or token must be inscribed on each side of each chip and token, other than chips used exclusively at roulette;
 - (c) the manufacturer's name or a distinctive logo or other mark identifying the manufacturer must be inscribed on at least one side of each chip and token, other than chips used exclusively at roulette; and
 - (d) each chip must be designed so that when stacked with chips and tokens of other denominations and viewed on closed-circuit television, the denominations of the chip can be distinguished from that of the other chips and tokens in the stack.

30. Additional specifications for tokens

Tokens must not be manufactured from material possessing sufficient magnetic properties so as to be accepted by a coin mechanism, other than that of a gambling machine.

31. Use of chips and tokens

- (1) A licensee that uses chips at its gambling establishment must—
 - (a) comply with all applicable laws of the Republic pertaining to chips or tokens;
 - (b) sell chips and tokens only to patrons of its gambling establishment and only at their request;
 - (c) promptly redeem its own chips and tokens from its patrons;
 - (d) post conspicuous signs at the establishment notifying patrons that these regulations prohibit the use of the licensee's tokens and chips, outside the establishment for any monetary purpose whatever; and
 - (e) take reasonable steps, including examining chips and tokens and segregating those issued by other licensees to prevent sales to its patrons of chips and tokens issued by another licensee.
- (2) A licensee may not accept chips or tokens as payment of any goods or services, other than food and beverages, offered at the licensee's gambling establishment with the exception of the specific use for which the chips or tokens were issued and may not give chips or tokens as change in any other transaction.

- (3) A licensee may not redeem its chips or tokens if presented by a person who the licensee knows or reasonably should know is not a patron of its gambling establishment, except that a licensee must promptly redeem its chips and tokens if presented by-
 - (a) another licensee who represents that it redeemed the chips and tokens from its patrons and received them unknowingly, inadvertently, or unavoidably; or
 - (b) an employee of the licensee who presents the chips and tokens in the normal course of employment.
- (4) A licensee may not knowingly sell, use, permit the use of, accept, or redeem chips or tokens issued by another licensee, except as follows:
 - (a) A licensee may redeem tokens issued by another licensee if:
 - (i) the tokens are presented by a patron for redemption to a cashier of the licensee's gambling establishment and the patron states that he or she received the tokens at the licensee's establishment from the payout chutes of gambling machines from an employee of the licensee; or
 - (ii) the tokens are presented by a patron at a table game, and the licensee redeems the tokens with tokens of its own, places the redeemed tokens in the table's drop box, and separates and properly accounts for the redeemed tokens during the count performed in terms of the licensee's system of internal control; and
 - (b) A licensee may redeem chips issued by another licensee if:
 - (i) the chips are presented by a patron for redemption at the cashier's cage of the licensee's gambling establishment; or
 - (ii) the chips are presented by a patron at a table game and the licensee redeems the chips with chips of its own, places the redeemed chips in the table's drop box, and separates and properly accounts for the redeemed chips during the count performed in terms of the licensee's system of internal control.
- (5) Chips the use of which is restricted to uses other than at table games or other than at specified table games may be redeemed by the issuing licensee at table games or non-specified table games if the chips are presented by a patron, and the licensee redeems the chips with chips issued for use at the game, places the redeemed chips in the table's drop box, and separates and properly accounts for the redeemed chips during the count performed in terms of the licensee's system of internal control.

32. Redemption and disposal of discontinued chips and tokens

- (1) A licensee that permanently removes from use or replaces approved chips or tokens at its gambling establishment, or that ceases operating its gambling establishment whether because of closure or sale of the establishment or any other reason, must prepare for redeeming discontinued chips and tokens that remain outstanding at the time of discontinuance.
- (2) The licensee must submit the plan in writing to the Board no later than 30 days before the proposed removal, replacement, sale, or closure, unless the closure or other cause for discontinuance of the chips or tokens cannot reasonably be anticipated, in which event the licensee must submit the plan as soon as reasonably practicable.
- (3) The Board may approve the plan or require reasonable modifications as a condition of approval. Upon approval of the plan, the licensee must implement the plan as approved.
- (4) In addition to such other reasonable provision as the Board may approve or require, the plan must provide for-
 - (a) redemption of outstanding, discontinued chips and tokens in accordance with these regulations for at least 120 days after the removal or replacement of the chips or tokens or

- for at least 120 days after operations cease, as the case may be, or for such longer or shorter period as the Board may for good cause approve or require;
- (b) redemption of the chips and tokens at the premises of the gambling establishment or at such other location as the Board may approve;
 - (c) publication of a notice of the discontinuance of the chips and tokens and of the redemption and the pertinent times and locations in at least two newspapers of general circulation in the Province at least twice during each week of the redemption period, subject to the Board's approval of the form of the notice, the newspapers selected for publication and the specific days of publication;
 - (d) conspicuous posting of the notice described in paragraph (c) at the gambling establishment or other redemption location; and
 - (e) destruction or such other disposition of the discontinued chips and tokens as the Board may approve or require.

33. Destruction of counterfeit chips and tokens

- (1) Unless a court of competent jurisdiction orders otherwise in a particular case, licensees must destroy or otherwise dispose of counterfeit chips and tokens discovered at their establishments in such manner as the Board may approve or require.
- (2) Unless the Board or a court of competent jurisdiction orders otherwise in a particular case, licensees may dispose of coins of the Republic or any other nation discovered to have been used at their establishments by including them in their coin inventories or, in the case of foreign coins, by exchanging them for local currency or coins and including same in their currency or coin inventories, or by disposing of them in any other manner.
- (3) Each licensee must record, in addition to such other information as the Board may require-
 - (a) the number and denominations, actual and purported, of the coins and counterfeit chips and tokens destroyed or otherwise disposed of in terms of these regulations;
 - (b) the month during which they were discovered;
 - (c) the date, place, and method of destruction or other disposition, including, in the case of foreign coin exchanges, the exchange rate and the identity of the bank, exchange company, or other business or person at which or with whom the coins are exchanged; and
 - (d) the names of the persons carrying out the destruction or other disposition on behalf of the licensee.

34. Promotional and tournament chips and tokens

Promotional chips and tokens must be designed, manufactured, approved, and used in accordance with the provisions of these regulations applicable to chips and tokens, except as follows:

- (a) Promotional chips and tokens must be of such shape and size and have such other specifications so as to be distinguishable from other chips and tokens as determined by the Board;
- (b) Each side of each promotional chip and token must conspicuously bear the inscription "No Cash Value";
- (c) Promotional chips and tokens must not be used, and licensees may not permit their use in transactions other than the promotions or tournaments for which they are issued; and
- (d) The provisions of regulation 33 do not apply to promotional chips and tokens.

35. Other value instruments

Other value instruments with which gambling is conducted must be designed, manufactured, approved, used, discontinued, destroyed, or otherwise disposed of in accordance with the provisions of these regulations applicable to chips and tokens, except as follows:

- (a) Such other instruments must be of such shape, size and design and have such other specifications as the Board may approve or require; and
- (b) The Board, in its discretion, may deny approval of value instruments other than chips and tokens or may grant approval subject to such conditions as it considers appropriate.

36. Receipt of gambling chips or tokens from manufacturer or distributor

- (1) When chips or tokens are received from the manufacturer or distributor thereof, they must be opened and checked by at least 3 employees of the licensee from different departments.
- (2) Any deviation between the invoice accompanying the chips or tokens and the actual chips or tokens received or any defects found in such chips or tokens must be reported promptly to the Board.
- (3) After checking the chips received, the licensee must cause to be reported in a chip inventory ledger the denomination of the chips received, the number of each denomination of chips received, the description of all chips received, the date of such receipt, and the signature of the individuals who checked such chips.
- (4) If any of the chips received are to be held in reserve and not utilized either at the gambling tables or at a cashier's cage, they must be stored in a separate locked compartment either in the vault or in a cashier's cage and must be recorded in the chip inventory ledger as reserve chips.

37. Inventory of chips

- (1) Chips must be taken from or returned to the reserve chips inventory in the presence of at least 3 individuals from different departments.
- (2) The denominations, number and amount of chips so taken or returned must be recorded in the chip inventory ledger together with the date and signatures of the individuals carrying out this process.
- (3) Each licensee must, on a daily basis, compute and record the unredeemed liability for each denomination of chips and cause to be made an inventory of chips in circulation and cause the result of such inventory to be recorded in the chip inventory ledger.
- (4) On at least a monthly basis, each licensee must cause an inventory of chips in reserve to be made and cause the result of such inventory to be recorded in the chip inventory ledger.
- (5) The procedures to be utilized to compute the unredeemed liability and to inventory chips in circulation and reserve must be submitted to the Board for approval.
- (6) A physical inventory of chips in reserve is required at least annually if the inventory procedures incorporate the sealing of the locked compartment.
- (7) During non-gambling hours all chips in the possession of the licensee must be stored in a vault or in the cashier's cage, except that chips representing the table bankroll may be locked in a secure compartment, provided that there is adequate security as approved by the Board.

38. Conducting of games

All games conducted by a licensee must be conducted in accordance with game rules determined or approved by the Board.

39. Display of the word “casino”

The word “casino” must be prominently displayed on the exterior of the premises which house licensed premises.

40. General requirements for surveillance systems

- (1) Every licensee must install, maintain and operate at all times a surveillance system comprised of cameras, monitors, videotape recorders, and a video printer, that provides the coverage required by these regulations.
- (2) The surveillance system must include date and time generators that display on each videotape recording the date and time of the recorded events and the displayed date and time must not obstruct the recorded view.
- (3) All equipment that may be utilized to monitor or record views obtained by the surveillance system must remain located in a room used exclusively for casino surveillance purposes and the entrance to the surveillance room must be located away from the view of casino employees and the general public.
- (4) Surveillance room equipment must have total override capability over any other satellite monitoring equipment in other offices.
- (5) The Board and its agents must at all times be provided immediate access to the surveillance room and other surveillance areas.
- (6) The surveillance system room must be staffed and the surveillance equipment monitored at all times by trained surveillance personnel who must be employed and trained by the licensee in accordance with minimum standards approved by the Board, exclusively for surveillance purposes, and must possess knowledge of all table games and the regulations and rules pertaining to gambling operations.
- (7) The surveillance system and its equipment must be directly and securely wired in a way to prevent tampering and an auxiliary power source must be available and capable of providing uninterrupted power to the surveillance system in the event of a power loss and provide sufficient lighting to operate the surveillance system.
- (8) Each monitor screen in the surveillance system must be at least 30 centimeters measured diagonally.
- (9) Each camera in the surveillance system located in public areas must be placed behind a smoked glass dome, a one-way mirror or other similar material which conceals the camera from view.
- (10) The surveillance system may view and record in black and white, except that pit transactions occurring at the casino cages, views of roulette tables, progressive jackpots, machines with bill valuator and soft count rooms must be viewed and recorded in colour.
- (11) The video printer used in the surveillance system must possess the capability to generate instantaneously upon command, a clear, still black and white or colour copy or photograph of the images depicted on a videotape recording.
- (12) The licensee must have the capability of creating first generation copies of video surveillance tapes that are standard VHS format or other format approved by the Board.

41. Count room and casino cage surveillance systems

- (1) Every licensee must install, and operate at all times a surveillance system that monitors and records clear unobstructed views of all areas and transactions within—
 - (a) the hard count room and any area where uncounted coin is stored during the drop and count process, including walls, door scales, wrapping machines, coin sorters, vaults, safes and general work surfaces;
 - (b) the soft count room, including walls, doors, drop boxes, vaults, safe and counting surfaces that must be transparent; and
 - (c) the casino cage, including customer windows, employee's windows, cash drawers, vaults, safes, counters, chip storage, and fill windows.
- (2) All transactions within the hard count room, soft count room, and casino cage, must be recorded with sufficient clarity to permit identification of each employee and his or her movement, and to permit identification of all currency, coins and paperwork.
- (3) The soft count room must have audio monitoring and recording capabilities.
- (4) The soft and hard count room tapes must be retained for a minimum of 30 days.

42. Table games and card rooms surveillance systems

- (1) Every licensee who operates table games or a card room must install, maintain, and operate at all times a surveillance system that possesses the capability to monitor and record clear and unobstructed views of the following:
 - (a) all table game and card room areas with sufficient clarity to permit identification of all dealers, patrons, spectators and pit personnel;
 - (b) all table games or card table surfaces, including table bank trays, with sufficient clarity to permit identification of all chip, cash, dice and card values, and the outcome of the game;
 - (c) roulette tables and wheels must be recorded so as to pennit views of both the table and the wheel on one monitor screen;
 - (d) all drop boxed and table numbers; and
 - (e) all card room or podium banks, including any drawers, cabinets and safes contained therein:

Provided that each table shall continuously and individually be monitored and recorded by a dedicated fixed camera while the dropt box is attached to such table.
- (2) The surveillance system must have the capability to view and record simultaneously both the table game area and the table game surface.

43. Gambling machines surveillance systems

- (1) Every licensee who exposes gambling machines for play must install, maintain and operate at all times a surveillance system that possesses the capability to continuously monitor and record clean, unobstructed, overall and continuous views of all areas that contain gambling machines with sufficient clarity to identify all patrons and employees.
- (2) Every licensee who exposes gambling machines for play must install, maintain and operate at all times a surveillance system that possesses the capability to monitor and record clear and unobstructed views of all slot change booths, including their cash drawers, counter tops, counting machines, customer windows and employee windows, recorded with sufficient clarity to permit identification of all transactions, cash paperwork, patrons and employees.

Chapter IV

Provisions relating to casinos and bingo

44. Security offices surveillance systems

- (1) The surveillance system must cover all areas of any security office wherein any persons may be detained, questioned, interviewed or interrogated by security officers.
- (2) Security office coverage must include both audio and video, be recorded at all times that a person is detained, questioned, interviewed or interrogated therein and the signal must terminate in the surveillance room.
- (3) The recordings must be retained by the licensee for at least 30 days after the recorded event.
- (4) In each office or room covered by this section, a sign must be conspicuously displayed which states that the area is under constant audio and video surveillance.

45. Surveillance system equipment malfunctions

- (1) Every licensee must establish and maintain a written log of any and all surveillance system equipment malfunctions and retain the log for at least one year after the date of the most recent entry in the log.
- (2) Each malfunction must be repaired within 24 hours of the malfunction.
- (3) If repair is not completed within 24 hours, the licensee must immediately submit a written report to the Board that sets forth the reason for the delay in repair and retain the report for at least 30 days after submission to the Board.
- (4) The Board may in its discretion order that all activity in the area affected by the malfunction be suspended pending repair.
- (5) In the event of a malfunction of a dedicated camera, recorder or monitor, the activity, games or slot machines being viewed must be suspended or closed pending repair.

46. Surveillance system recording requirements

- (1) In addition to any other videotape recording requirements that are or may be imposed by these regulations, every licensee must record all activities and locations as the Board may from time to time require, which include all entrances and reception areas.
- (2) Every licensee must videotape, record and maintain a written record of all activities observed by casino or bingo surveillance personnel that appear unusual or irregular, or that violate or appear to violate any law of the Republic, the Act, the regulations or rules promulgated thereunder and notify the Board immediately.
- (3) All videotape recordings produced by a surveillance system must present a clear and unobstructed view of the scene depicted thereon.
- (4) Every licensee must retain all videotape recordings for at least 10 days after the recording is produced, unless a longer time period is required by another section of these regulations or by order of the Board.
- (5) Every videotape recording must be labeled by surveillance personnel with the date and time period of the recording and the areas covered by the recording and signed by the person who made the recording, by no later than the end of the shift during which the recording was made.
- (6) All videotape recordings must be made in real time and not in a time lapse recording mode.

47. Surveillance system plans and alterations to surveillance system

- (1) Every applicant for a license must submit to the Board a surveillance plan with his or her license application for approval by the Board.
- (2) The surveillance system plan must include a casino or bingo floor plan that shows the placement of all surveillance equipment in relation to the locations required by these regulations to be covered and a detailed description of the surveillance system and its equipment.
- (3) No applicant or licensee may alter or modify the approved surveillance system contemplated in subregulation (1), without the prior approval of the Board.
- (4) An applicant or a licensee must submit to the Board an amended plan reflecting any alteration of the surveillance system no later than 30 days prior to the proposed alteration.

48. Compliance with surveillance system requirements

Applicants for a casino or bingo operator license must comply with the requirements set forth in these regulations no later than 7 days prior to the start of gambling operations.

Schedule (Section 89(1)(g) of the Act)**Fees****A – Fees for casinos in terms of the Act and Regulations**

Matter	
	R
Licence application fee (non-refundable)	500 000
• Casino operator licence	50 000
• Transfer or removal of licence	10 000
• Consent for procurement of interest in licensee	10 000
• Certificate of suitability	10 000
• Amendment of licence	10 000
• Key employee registration	1 000
• Gambling employee registration	500
• Amendment of key employee certificate	1 000
• Amendment of gambling employee certificate	500
Recovery of investigation fees	
<ul style="list-style-type: none"> • An applicant, other than an applicant for employee registration, shall pay all fees incurred by the Board in its investigations of the applicant • The Board will estimate the investigation fees and require a deposit in advance from an applicant 	
Licence fees	
<ul style="list-style-type: none"> • The holder of a casino operator licence will pay to the Board on issuing of the licence and thereafter before 1 April of each year, in respect of the following fiscal year or part thereof ending on 31 March, a licence fee of R50 000 plus - R500 per registered gaming machine 	

- R1 000 per licensed casino table

Guarantee for completion of premises

- A forfeitable guarantee, as the Board may require, is to be furnished to the Board by a successful applicant for a casino operator licence in respect of premises not yet erected or completed

B – Fess for route operations in terms of the Act and Regulations

Matter	
	R
• Licence Application fee (non-refundable)	57 000
• Route operator licence	28 500
• Transfer of license	5 000
• Consent for procurement of interest in licensee	5 000
• Amendment of route operator licence	5 000
• Key employee registration	1 000
• Gambling employee registration	500
• Certificate of suitability	5 000
Recovery of investigation fees <ul style="list-style-type: none"> • An applicant, other than an applicant for employee registration, shall pay all fees incurred by the Board in its investigations of the applicant. • The Board will estimate the investigation fees and require a deposit in advance from an applicant. 	
Licence fees <ul style="list-style-type: none"> • The holder of a route operator licence will pay to the Board on issuing of the license and thereafter before 1 April of each year, a license fee of R28 500 plus R300 per licensed limited payout machine 	
Collateral security <ul style="list-style-type: none"> • The Board may require any applicant before commencing, or in the case of a holder of a licence, before continuing to carry on the business authorized under that license, to give security for the payment of all statutory or gambling obligations due, or which may become due, in such amount and form as may be determined by the Board 	

C – Fees for site operations in terms of the Act and Regulations

Matter	
	R
Licence application fee (non-refundable)	5 000
• Site operator licence	2 500
• Transfer or removal of licence	2 000
• Consent for procurement of interest in licensee	2 000
• Amendment of site operator licence	2 000
• Key employee registration	500
• Gambling employee registration	250
• Amendment of key employee certificate	500
• Amendment of gambling employee certificate	250
• Certificate of suitability	500
Recovery on investigation fees	
<ul style="list-style-type: none"> • An applicant, other than an applicant for employee registration, shall pay all fees incurred by the Board in its investigations of the applicant • The Board will estimate the investigation fees and require a deposit in advance from an applicant 	
Licence fees	
<ul style="list-style-type: none"> • The holder of a site operator licence will pay to the Board on issuing of the license and thereafter before 1 April of each year, a license fee of R2 500 	

D – Fees for independent site operations in terms of the Act and Regulations

Matter	
	R
Licence application fee (non-refundable)	100 000
• Independent site operator licence	30 000
• Transfer or removal of licence	5 000
• Consent for procurement of interest in licensee	5 000
• Amendment of independent site operator licence	3 000
• Key employee registration	1 000
• Gambling employee registration	500
• Amendment of key employee certificate	500
• Amendment of gambling employee certificate	250
• Certificate of suitability	500
Recovery of Investigation fees <ul style="list-style-type: none"> • An applicant, other than an applicant for employee registration, shall pay all fees incurred by the Board in its investigations of the applicant • The Board will estimate the investigation fees and require a deposit in advance from an applicant 	
Licence fees <ul style="list-style-type: none"> • The holder of an independent site operator licence will pay to the Board on issuing of the license and thereafter before 1 April of each year, a license fee of R30 000 plus R300 per licensed limited payout machine 	
Collateral security <ul style="list-style-type: none"> • The Board may require any applicant before commencing, or in the case of a holder of a licence, before continuing to carry on the business authorized under that license, to give security for the payment of all 	

statutory or gambling obligations due, or which may become due, in such amount and form as may be determined by the Board

E – Fees for bingo in terms of the Act and Regulations

Matter	
Licence application fee (non-refundable)	R
• Bingo operator licence or transfer of licence	R100 per seat, maximum of 55 000
• Consent for procurement of interest in licensee	5 000
• Amendment of licence	3 000
• Key employee registration	1 000
• Gambling employee registration	500
• Amendment of key employee certificate	500
• Amendment of gambling employee certificate	250
• Certificate of suitability	2 000
Recovery on investigation fees <ul style="list-style-type: none"> • An applicant, other than an applicant for employee registration, shall pay all fees incurred by the Board in its investigations of the applicant • The Board will estimate the investigation fees and require a deposit in advance from an applicant 	
Licence fees <ul style="list-style-type: none"> • The holder of a bingo operator licence will pay to the Board on issuing of the license and thereafter before 1 April of each year, a license fee of R100 per licensed seat for every following fiscal year or part thereof ending on 31 March 	
Collateral security <ul style="list-style-type: none"> • The Board may require any applicant before commencing, or in the case of a holder of a licence, before continuing to carry on the business authorized under that license, to give security for the payment of all statutory or gambling obligations due, or which may become due, in such amount and form as may be determined by the Board 	

F – Fees for horse racing in terms of the Act and Regulations

Matter	R	
Licence application fee (non-refundable)	55 000	
• Horse racing licence	40 000	
• Transfer or removal of licence	10 000	
• Consent for procurement of interest in licensee	1 000	
• Amendment of licence	1 000	
• Key employee registration	500	
• Gambling employee registration	250	
• Amendment of key employee certificate	500	
• Amendment of gambling employee certificate	250	
• Certificate of suitability	1 000	
Recovery on investigation fees •An applicant, other than an applicant for employee registration, shall pay all fees incurred by the Board in its investigations of the applicant • The Board will estimate the investigation fees and require a deposit in advance from an applicant		
Licence fees •R40 000 to be paid upon the Board issuing the licence • The holder of a horse racing licence will pay to the Board an annual renewal fee of R30,000 before 1 April of each year, in respect of every year or part thereof ending on 31 March		
Collateral security • The Board may require any applicant before commencing, or in the case of a holder of a licence, before continuing to carry on the business authorized under that license, to give security for the payment of all		

statutory or gambling obligations due, or which may become due, in such amount and form as may be determined by the Board

G – Fees for totalisator operations in terms of the Act and Regulations

Matter	R
Licence application fee (non-refundable)	30 000
• Totalisator operator licence	10 000
• Transfer or removal of licence	1 000
• Consent for procurement of interest in licensee	1 000
• Amendment of licence	1 000
• Key employee registration	500
• Gambling employee registration	250
• Amendment of key employee certificate	500
• Amendment of gambling employee certificate	250
• Certificate of suitability	1 000
Recovery on investigation fees <ul style="list-style-type: none"> • An applicant, other than an applicant for employee registration, shall pay all fees incurred by the Board in its investigations of the applicant • The Board will estimate the investigation fees and require a deposit in advance from an applicant 	
Licence fees <ul style="list-style-type: none"> • R10 000 to be paid upon the Board issuing the licence • The holder of a totalisator operator licence will pay to the Board an annual renewal fee of R5 000 before 1 April of each year, in respect of every year or part thereof ending on 31 March 	
Collateral security <ul style="list-style-type: none"> • The Board may require any applicant before commencing, or in the case of a holder of a licence, before continuing to carry on the business authorized under that license, to give security for the payment of all statutory or gambling obligations due, or which may become due, in such amount and form as may be determined by the Board 	

H – Fees for bookmakers in terms of the Act and Regulations

Matter	R
Licence application fee (non-refundable)	5 000
• Bookmaker licence	5 000
• Transfer or removal of licence	2 000
• Consent for procurement of interest in licensee	2 000
• Amendment of licence	500
• Key employee registration	500
• Gambling employee registration	250
• Amendment of key employee certificate	500
• Amendment of gambling employee certificate	250
• Certificate of suitability	1 000
Recovery on investigation fees <ul style="list-style-type: none"> • An applicant, other than an applicant for employee registration, shall pay all fees incurred by the Board in its investigations of the applicant • The Board will estimate the investigation fees and require a deposit in advance from an applicant 	
Licence fees <ul style="list-style-type: none"> • The holder of a bookmaker licence will pay to the Board on issuing of the license and thereafter before 1 April of each year, a license fee of R5 000 in respect of every year or part thereof ending on 31 March 	
Collateral security <ul style="list-style-type: none"> • The Board may require any applicant before commencing, or in the case of a holder of a licence, before continuing to carry on the business authorized under that license, to give security for the payment of all statutory or gambling obligations due, or which may become due, in such amount and form as may be determined by the Board 	

I – Fees for junket agents in terms of the Act and Regulations

Matter	R
Licence application fee(non-refundable	5 000
• Junket agent licence	5 000
• Transfer or removal of licence	2 500
• Consent for procurement of interest in licensee	2 500
• Amendment of licence	2 500
Recovery on Investigation fees <ul style="list-style-type: none"> • An applicant, other than an applicant for employee registration, shall pay all fees incurred by the Board in its investigations of the applicant • The Board will estimate the investigation fees and require a deposit in advance from an applicant 	
Licence fees <ul style="list-style-type: none"> • R5 000 to be paid upon the Board issuing the licence • The holder of a junket agent licence will pay to the Board an annual renewal fee of R2 500 before 1 April of each year, in respect of every year or part thereof ending on 31 March 	
Collateral security <ul style="list-style-type: none"> • The Board may require any applicant before commencing, or in the case of a holder of a licence, before continuing to carry on the business authorized under that license, to give security for the payment of all statutory or gambling obligations due, or which may become due, in such amount and form as may be determined by the Board 	