

PUEBLO OF LAGUNA GAMING CONTROL BOARD

REGULATIONS

EFFECTIVE SEPTEMBER 13, 2018

Includes:

- (1) Emergency Promulgation approved by the Board on August 2, 2018, effective immediately, and**
- (2) Amendments approved by the Board on July 21, 2018, effective following newspaper publication on September 6, 2018, and**
- (3) Final Promulgation of the August 2 Emergency Promulgation, effective September 13, 2018**

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RULE 1
INTERPRETATIVE RULES AND DEFINITIONS

101. Scope

This rule sets forth the definitions of various terms used in these regulations and interpretive aids.

102. Construction

Nothing in these regulations shall be construed so as to conflict with any provision of the Gaming Code, the Compact, or the IGRA.

103. Severability

If any provisions of these regulations are held invalid, it shall not be construed to invalidate any other provisions of these regulations.

104. Definitions

When used in these regulations, the term:

- (a) "Applicant" means a natural person, entity, or organization, including an employee, agent, or representative of any such person, entity, or organization that has begun the process of obtaining a license issued by TGRA under the authority of the Board.
- (b) "Background Investigation" means an investigation into the criminal history, financial suitability, or other background matter of an Applicant for a license in order to establish suitability of the Applicant to hold a gaming license.
- (c) "Board" means the Pueblo of Laguna Gaming Board or any individual duly authorized under §204.
- (d) "Chair" means the chairperson of the Board.
- (e) "Charitable Gaming" is Gaming Activity that promotes the health, education, or welfare of the Pueblo or its members and that is for prizes of minimal value and may be conducted by the Pueblo, its members, and other Pueblo entities on Pueblo lands.
- (f) "Class I Gaming" means:
 - (1) Social games played solely for prizes of minimal value; or
 - (2) Traditional forms of Indian gaming when played by individuals in connection with tribal ceremonies or celebrations.
- (g) "Class II Gaming" means bingo or lotto (whether or not electronic, computer, or other technological aids are used) when players:
 - (1) Play for prizes with cards bearing numbers or other designations;

- (2) Cover numbers or designations when objects, similarly numbered or designated, are drawn or electronically determined; and
 - (3) Win the game by being the first person to cover a designated pattern on such cards;
 - (4) If played in the same location as bingo or lotto, pull-tabs, punch boards, tip jars, instant bingo, and other games similar to bingo;
 - (5) Non-banking card games that:
 - (i) State law explicitly authorizes, or does not explicitly prohibit, and are played legally anywhere in the state; and
 - (ii) Players play in conformity with state laws and regulations concerning hours, periods of operation, and limitation on wagers and pot limits.
- (h) “Class III Gaming” means all forms of gaming that are not Class I Gaming or Class II Gaming, including but not limited to:
- (1) Any house banking card games, including, but not limited to baccarat, chemin de fer, blackjack (“21”), and pai gow (if played as house banking games);
 - (2) Casino games such as roulette, craps, and keno; and
 - (3) Any gaming devices defined in §104(m) and electronic or electromechanical facsimiles of any game of chance;
 - (4) Any sports betting or pari-mutuel wagering, including, but not limited to, wagering on horse racing, dog racing, or jai alai; or
 - (5) Lotteries.
- (i) “Code” or “Gaming Code” means the Pueblo of Laguna Gaming Control Code, Chapter 1 of Title XIV of the Pueblo of Laguna Code and effective September 1, 2013, and including any amendments approved by the Pueblo Council and the National Indian Gaming Commission. The Gaming Code is the “Ordinance” or “Gaming Ordinance” required by IGRA and its implementing regulations.
- (j) “Compact” means the Indian Gaming Compact between the Pueblo of Laguna and the State of New Mexico, regarding which notice was published in the *Federal Register* by Department of the Interior on October 23, 2015, and any approved amendments or successor agreements thereto.
- (k) “Disciplinary Proceedings” means those procedures undertaken by the Board to suspend or revoke any license issued by it, to levy a civil fine or penalty against any Licensee, or to otherwise sanction violations of gaming laws and these regulations.
- (l) “Distributor” means any person that sells, leases, markets, offers, or otherwise distributes a gaming device for use or play on Pueblo Lands.

- (m) "Game" means any game played with cards, dice, equipment or any gaming device for cash or any other thing of value, including, without limitation, any banking or percentage game or any other game or device approved by the Board.
- (n) "Gaming" means Class II Gaming, Class III Gaming, or other game of chance involving prize, chance and consideration, except for Class I Gaming.
- (o) "Gaming Activity" means all forms of Class II Gaming and Class III Gaming conducted by a Gaming Operation on Pueblo Lands.
- (p) "Gaming Device" Means:
 - (1) Any so-called slot machine or any other machine or mechanical device an essential part of which is a drum or reel with insignia thereon, video screen and/or
 - (i) Which when operated may deliver, as result of the application of an element of chance, any money or property, or
 - (ii) By the operation of which a person may become entitled to receive, as the result of the application of an element of chance, any money or property; or
 - (2) Any other machine or mechanical device (including, but not limited to, roulette wheels and similar devices) designed and manufactured primarily for use in connection with gambling, and
 - (i) Which when operated may deliver, as the result of the application of an element of chance, any money or property, or
 - (ii) By the operation of which a person may become entitled to receive, as the result of the application of an element of chance, any money or property; or
 - (3) Any subassembly or essential part intended to be used in connection with any such machine or mechanical device, but which is not attached to any such machine or mechanical device as a constituent part.
- (q) "Gaming Employee" means a Key Gaming Employee or a Non-Key Gaming Employee.
- (r) "Gaming Enterprise" means Laguna Development Corporation, a federally chartered corporation, or any enterprise, corporation, or other entity wholly owned by the Pueblo and authorized to conduct Gaming Activity in any Gaming Facility, or, for purposes of these regulations, a Management Contractor operating or managing all or part of a Gaming Facility under a Management Contract.
- (s) "Gaming Equipment" means any equipment, device, contrivance, or supplies, other than a Gaming Device, used to conduct Class II or Class III gaming.
- (t) "Gaming Facility" means the portions of a building or location in which Gaming Activity is conducted or which are intended to be integrally related to a Gaming Activity.

The Board shall reasonably determine the extent of a Gaming Facility when applying the Gaming Code and these regulations; provided, however, that when IGRA, other Applicable Law, or the

Compact specifically requires a different definition of Gaming Facility, that definition shall be applied to the extent necessary to comply with Applicable Law or the Compact.

- (u) “Gaming Operation” means a division, department, or unit of a Gaming Enterprise that is responsible for Gaming Activity or Gaming Revenues, including issuing the prizes and paying the expenses in connection with the conduct of Gaming Activity. For purposes of these regulations, unless the context dictates otherwise, a Gaming Operation includes any Management Contractor having a Management Contract related to the Gaming Operation. A Gaming Enterprise is a “Gaming Operation” for purposes of these regulations and the Gaming Code if the context so indicates.
- (v) “Gaming-Related Contract” means a contract or agreement providing for any goods, services, or concessions to the Pueblo, a Gaming Operation, or a Management Contractor in connection with the conduct of Gaming Activity in a Gaming Facility (but not including professional, legal, or accounting services) in an amount reasonably anticipated to be in excess of \$10,000 in a calendar year (or a greater amount established by the Board by regulation and calculated to protect the integrity of Gaming Activities and the proceeds therefrom). No Gaming-Related Contract may be broken up into parts for the purpose of avoiding this definition and any corresponding requirement of licensure or certification.
- (w) “Gaming Revenues” means all revenues of a Gaming Operation earned or collected at a Gaming Facility. If a Gaming Enterprise does not segregate clearly non-gaming revenue from Gaming Revenues for accounting purposes, all such undifferentiated revenue shall be considered Gaming Revenues.
- (x) “Gaming Services” means the provision of any goods, services or concessions in connection with any gaming to the pueblo, Gaming Enterprise, or Management Contractor.
- (y) “Gaming Systems” means computer hardware and software, including networking components, used directly in the operation and monitoring of Gaming Activity or the accounting or management of Gaming Revenues, excepting applications and data maintained by a government-regulated financial institution.
- (z) “Gaming-Related Contractor” means any person who is a party to a Gaming-Related Contract as defined in the Gaming Code.
- (aa) “IGRA” means the Indian Gaming Regulatory Act of 1988, 25 U.S.C. §§ 2701-2721 and 18 U.S.C. §§ 1166-1168, including any amendments, and where appropriate all lawful regulations promulgated thereunder.
- (bb) “Immediate” or “without delay” means as soon as possible, delayed only by undertaking other actions that are essential to the public safety or welfare.
- (cc) “Key Gaming Employee” means:
 - (1) any natural person employed by a Gaming Operation who falls within the definitions of “Key Employee” or “Primary Management Official” under IGRA and its implementing regulations, and also any natural person employed by a Gaming Enterprise who falls within one of those definitions because of job responsibilities that relate to a Gaming Operation, Gaming Activity, or Gaming Revenues, and

- (2) such other employees as may reasonably be included by the Board by regulation because they exercise significant responsibility or influence with respect to a Gaming Activity or Gaming Revenues. All valet personnel shall also be considered Key Gaming Employees unless expressly excluded by the Board by regulation or order.

The distinction between Key and Non-Key Gaming Employees is addressed more fully in 1003(c).

- (dd) "Licensee" means a natural person, entity, or organization, including an employee, agent or representative of any such person, entity or organization, holding a license issued by the Board.
- (ee) "Management Contract" means a contract between the Pueblo and the Management Contractor or between a Management Contractor and a subcontractor to manage all or part of a gaming Enterprise.
- (ff) "Management Contractor" means any person who enters into a Management Contract with the pueblo.
- (gg) "MICS" means the minimum internal control standards established by the Commission and adopted as revised by the Board as "TICS" or Tribal Internal Control Standards.
- (hh) "Moral Turpitude" means an act done contrary to honesty and good morals; it is an act of baseness, vileness, or depravity in the private and social duties which a person owes to a fellow person or to society in general.
- (ii) "NIGC" means the National Indian Gaming Commission.
- (jj) "Non-Gaming Contract" means a contract or other agreement reasonably anticipated to be in excess of \$10,000 in a calendar year (or a greater amount established by the Board by regulation calculated to protect the integrity of Gaming Activity and the revenues therefrom) to provide any goods, services, or concessions which are not directly related to a Gaming Activity but which are for use or consumption
 - (1) by a Gaming Operation,
 - (2) at a Gaming Facility, or
 - (3) significantly by patrons of a Gaming Facility.
- (kk) "Non-gaming Services" means the provision of any goods, services or concessions, which are not connected to any gaming on Pueblo Lands, to the Gaming Enterprise, or Management Contractor.
- (ll) "Non-Gaming Employee" means an employee of a Gaming Enterprise or Gaming Operation who is not a Key Gaming Employee or Non-Key Gaming Employee.
- (mm) "Non-Key Gaming Employee" means any person:
 - (1) who is not a Key Gaming Employee;
 - (2) who is employed either by

- (a) a Gaming Operation or
- (b) any employer within a Gaming Facility;

and

- (3) whose employment includes work in areas in which Gaming Activity is conducted or in which cash or other valuable items or information relating to Gaming Activity or Gaming Revenues are handled; provided, however, that categories of employees, such as beverage servers, barbacks, and similar employees, whose exposure to the Gaming Activity in such areas is limited and who are not licensed by the Board as of September 1, 2013 will not be licensed under this chapter unless at the express direction of the Pueblo Council. Examples of such areas are a cage, pit, drop and count room, poker room, card and dice room, surveillance, administrative office, and player's club room.

Employees whose employment does not meet this definition or the definition of a Key Gaming Employee are not licensed by the Board. Notwithstanding the foregoing, any employee who is not a Key Gaming Employee but who is required to be licensed by the Board under Applicable Law (excepting the Board's regulations) or the Compact is nevertheless a Non-Key Gaming Employee. The distinction between Key and Non-Key Gaming Employees is addressed more fully in 1003(c).

- (nn) "Non-gaming Contractor" means any person providing non-gaming services.
- (oo) "Patron" means any natural person frequenting a Gaming Facility and who must be at least 18 years of age to enter and/or participate in Class II Gaming or non-gaming area, and who must be at least 21 years of age to enter and/or participate in a Class III Gaming or a Class III Gaming area.
- (pp) "Person" means any individual, partnership, corporation, company, or other legal entity.
- (qq) "Prizes of Minimal Value" means the aggregate amount of all prizes awarded or given in a single gathering or session that is allowed by the Board by regulation not to exceed the greater of \$5,000 or an amount allowable for similar activities under New Mexico law. The Board may authorize raffles for prizes of greater amounts.
- (rr) "Pueblo" means the Pueblo of Laguna, a federally recognized Indian tribe, its authorized officials, agents and representatives.
- (ss) "Pueblo Council" means the Laguna Pueblo Council, the governing body of the Pueblo.
- (tt) "Pueblo Lands" means
 - (1) land with the exterior boundaries of the Laguna Reservation, or
 - (2) land over which the Pueblo exercises governmental power and that is either:
 - (i) held in trust by the United States for the benefit of the Pueblo or its members, or

- (ii) held by the Pueblo or its members subject to restriction by the United States against alienation.
- (uu) “Sensitive Area” means an area in which Gaming Machines, Gaming Equipment, Gaming Systems, Gaming Revenues, and other potentially vulnerable Gaming Activity-related assets are located, including but not limited to cage, pit, drop and count room, poker room, card and dice room, surveillance, administrative office, player’s club room, shipping and receiving, and similar areas as designated by TGRA either temporarily or permanently.
- (vv) “Sponsoring Organization” means any organization not organized for pecuniary profit that has been granted an exemption from federal income tax as an organization described in 501(c)(3) of the Internal Revenue Code, or any organization affiliated with or recognized by the Pueblo and organized for the purpose of promoting any interest of the Pueblo.
- (ww) “State” means the State of New Mexico, its authorized officials, agents, and representatives.
- (xx) “State Gaming Representative” means a Person designated by the New Mexico Gaming Control Board, pursuant to the New Mexico Gaming Control Act, to be responsible for actions of the state under the compact. The state gaming representative shall be the single contact with the Board and may be relied upon as such by the Board.
- (yy) “Pueblo Court” means the Pueblo of Laguna Tribal Court.
- (zz) “Wager” means a sum of money or a thing of value risked on an uncertain occurrence.

RULE 2
ORGANIZATION AND OPERATION OF THE CONTROL BOARD

201. Scope.

This rule sets forth the organization of the Board and the delegation of authority.

202. Organization of the Board.

- (a) At the first meeting of each calendar year, the Board shall select a chair and a vice-chair from among its membership. The Board may also select a secretary-treasurer, who does not need to be a member of the Board.
 - (1) The chair shall schedule and preside at regular and special meetings. The chair shall have general supervision, direction and control of the affairs of the Board and shall carry out other duties that are incidental to the office or that may be assigned by the Board.
 - (2) The vice-chair shall have the powers and carry out the duties assigned by the Board. In the absence or inability of the chair to serve, the vice-chair shall be empowered to carry out all of the responsibilities and duties of the chair.
 - (3) The secretary-treasurer, if appointed, shall:
 - a. be the formal custodian of all files and records of the Board,
 - b. monitor the management of and accounting for funds allocated to the Board, and
 - c. be the custodian of any seal.

203. Meetings.

- (a) The Board shall meet at least once a month to transact Board business. When practicable, the chair shall give written notice of meetings to Board members, but the chair may call a meeting by giving oral notice thereof to the members of the Board. The Board may request the attendance of representatives of the Gaming Operation or Management Contractor at its monthly meetings.
- (b) The Board may hold special meetings to transact Board business.
- (c) The Board may take action at a meeting held by telephone conference call or similar electronic means allowing immediate and simultaneous oral communication.
- (d) The Board may also take action by electronic mail or any similar electronic method that creates a permanent record; provided, however, that any member of the Board may request that a matter instead be addressed by a method under paragraph (c).
- (e) The Board, through the Executive Director, shall ensure that written minutes are prepared and that, whenever possible, a recording of each meeting is made. The minutes shall be presented for approval by the Board at the next regular meeting after they are made available to the members of the Board for review.

- (f) The Board may adopt a seal that may be affixed physically or electronically to a document to certify the official action of the Board.

204. Delegation of Authority.

- (a) The use of the term “Board”, “chair”, or “member”, in these regulations shall not be interpreted to preclude any authorized delegation of authority to the TGRA or other agents of the Board in accordance with this Section.
- (b) Unless the Board directs otherwise in a specific instance, TGRA, through the Executive Director, is hereby designated by the Board to:
 - (1) Accept any notice, filing, petition, or other document required by these regulations to be served on or submitted to the Board;
 - (2) Conduct or oversee investigations;
 - (3) Issue and deny temporary and permanent licenses, with the exception of permanent Management Contractor licenses and new (not renewal) permanent Gaming Facility licenses, for which the Executive Director shall make a recommendation to the Board and provide the information necessary for the Board to make a suitability determination in the first instance;
 - (4) Suspend or revoke a temporary or permanent license, provided however that such suspension or revocation shall take effect only after the recommended action is approved by the Board or the Licensee waives the right to a hearing before the Board regarding the proposed suspension or revocation;
 - (5) Summarily suspend temporary and permanent licenses;
 - (6) Inspect and examine, without notice, any Gaming Facility or Gaming Devices or equipment on Pueblo Lands;
 - (7) Investigate the conduct of all Licensees and other persons having any involvement with the Licensee and to ensure that there is no involvement in or with a Licensee by any unqualified or unsuitable person.
 - (8) Issue subpoenas within the Board’s authority, although the Executive Director maintains the discretion to determine that the Board should consider a specific subpoena request;
 - (9) Issue notices of violation;
 - (10) Assess civil fines up to \$5,000 in the aggregate without Board approval;
 - (11) Assess civil fines of \$5,000 or more in the aggregate (subject to limits in the Gaming Code and these regulations), provided however that such civil fines shall take effect only after the recommended action is approved by the Board or the Licensee waives the right to a hearing before the Board regarding the proposed fines;

- (12) Issue an order of temporary closure under 312(a)(4), provided, however, that the Executive Director shall immediately provide notice of the order to the Board.
 - (13) Ban or exclude a person from a Gaming Facility, permanently or temporarily, if the person poses a danger to the public safety, the assets of a Gaming Operation, or the integrity of gaming, provided that the decision is subject to review and hearing by the Board.
 - (14) Rescind, amend, or withdraw a prior action of the Executive Director or any TGRA employee; provided, however, that the Executive Director may not rescind or withdraw a decision to grant a Gaming License.
 - (15) Manage the day-to-day operations of TGRA;
 - (16) Hire, fire, and manage TGRA personnel, including personnel matters in accordance with applicable personnel policies, including but not limited to approval of PTO, preparation and approval of job descriptions, and recommendation of TGRA staff salaries to the Pueblo;
 - (17) Prepare annual budgets for Board review;
 - (18) Prepare and execute budget modifications as necessary, subject to Pueblo limitations;
 - (19) Signature authority for budgeted expenditures;
 - (20) Delegate authorities to TGRA staff, provided that the ultimate delegated decision-making authority for matters having a significant material effect on a gaming license, the conduct of gaming, the disposition of significant Gaming Revenues, or the employment of TGRA staff shall be retained by the Executive Director;
 - (21) Appoint an Acting Executive Director for a period of less than 17 calendar days and for a longer period with the concurrence of the chair; and
 - (22) Take actions consistent with this section to ensure that gaming is conducted in compliance with the Code, IGRA, NIGC regulations, the Compact, and other applicable law.
- (c) The Executive Director shall ensure that adequate internal controls and procedures are in place to implement these delegated authorities and to maintain in the Executive Director an appropriate level of control and supervision.
- (d) The Board, on its own motion, at the discretion of the chair, upon request of TGRA, or upon written request received within seven calendar days of a person adversely affected by the exercise of a delegated authority under this section, may review any determination by TGRA made under a delegation of authority.
- (e) All delegations of authority shall remain in effect indefinitely, unless otherwise specified. Any delegation of authority previously approved by the Board may be revoked or modified by the Board through the adoption of a subsequent resolution. Additional delegations, or clarifications of this section, may be made by the Board through resolution. All changes in delegations of authority shall periodically be incorporated into these regulations.

- (f) A delegation of authority for a specific matter or circumstance may be made by the Board by a majority vote.

RULE 3
ENFORCEMENT

301. Scope

This section sets forth the regulations for licensing actions.

302. Grounds for Licensing Actions

In addition to assessing a civil fine or penalty as set forth in Rule 4, the Board may, in accordance with the procedures set forth in this Rule 3, suspend, or revoke any license issued by it to a Person if the Board determines that the Person is no longer suitable to hold a License under the Gaming Code and these regulations because:

- (a) the Licensee, the Licensee's employees or agents, or persons associated with the Licensee have violated any provision of the Gaming Code, these regulations, other applicable law, or substantive gaming policies or procedures of a Gaming Operation;
- (b) or that violations of laws other than Gaming Code or these regulations by the Licensee, the Licensee's employees or agents, or persons associated with the Licensee, make the Licensee no longer suitable for licensing by the Board; or
- (c) the Licensee otherwise does not meet the suitability requirements for a License.

Acceptance of a gaming license or renewal thereof by the Licensee constitutes an agreement on the part of the Licensee to be bound by all applicable law, including the regulations of the Board, including specifically any regulations that may hereafter be amended or promulgated. It is the responsibility of the Licensee to keep informed of the content of all applicable law, and ignorance thereof will not excuse violations.

303. Initiation of a Licensing Action

TGRA or the Board may initiate a licensing action under the Gaming Code and these regulations where there are reasonable grounds to believe a Licensee or its agents meet the grounds for such proceedings in 302. The Board is required and committed to providing the opportunity for a hearing before a proposed suspension or revocation goes into effect. That procedure is described in Rule 304. However, where TGRA determines that a summary suspension is warranted pending the opportunity for a hearing, it may follow the procedures in Rule 310, which provides the opportunity to accelerate the notice and hearing processes in recognition of the fact that the license has been temporarily suspended and that the Licensee cannot engage in any activity requiring a license in good standing.

- (a) TGRA shall initiate a licensing action by sending to the Licensee a notice of violation by hand delivery, or by certified or overnight mail (with signature required) at the last known mailing address of the Licensee. A notice may be sent by electronic mail or other electronic means if the Licensee expressly acknowledges receipt in writing.
- (b) The notice of violation shall state the grounds for the proposed disciplinary action and state that the proposed disciplinary action, if a suspension or revocation, will be effective only after a hearing before the Board or upon waiver of a hearing by the Licensee; provided, however, that summary suspensions take effect immediately as provided in the Gaming Code and these regulations.

304. Informal Consultation

TGRA may consult with the Licensee and any other affected parties in an effort to resolve an enforcement matter satisfactorily without a hearing. The informal consultation does not prevent the Board from conducting a hearing.

305. Assurance of Voluntary Compliance

TGRA may accept an assurance of voluntary compliance regarding any act or practice alleged to violate the Gaming Code, these regulations, or other applicable law from a Person who has engaged in, is engaging in, or is about to engage in such acts or practices. The assurance must be in writing and may include a stipulation for the voluntary payment of the costs of the investigation and an amount necessary to restore to a Person money or property which may have been acquired by the alleged violator because of the acts or practices. An assurance of voluntary compliance may contain language that provides that the assurance will not be considered an admission of a violation for any purpose; however, proof of failure to comply with the assurance of voluntary compliance may be prima facie evidence of a violation of the Gaming Code, these regulations, or other applicable law. The Board may approve or review an assurance of voluntary compliance on its own motion or at the request of TGRA.

306. Settlement

A Licensee and TGRA (or the Board) may agree to settle an enforcement action, including the amount of any associated civil fine. In the event a settlement is reached, a settlement agreement shall be prepared and executed by TGRA or the Board and the respondent. If a settlement agreement is executed, the Licensee shall be deemed to have waived all rights to further review by the Board or the Pueblo Court, except as otherwise provided expressly in the settlement agreement.

307. Criminal Convictions as Grounds for Revocation or Suspension

The Board may revoke or suspend the gaming license of any Person who is convicted of a crime, even though the convicted person's post-conviction rights and remedies have not been exhausted, if the crime or conviction involves a felony or gambling, discredits or tends to discredit the Pueblo or the gaming industry, or threatens the integrity of gaming or Gaming Revenues.

308. Facts of Criminal Charge

The charge in any jurisdiction of a Licensee with a felony or with a misdemeanor involving Moral Turpitude may be grounds for disciplinary action. TGRA may take action under this section based on the facts of the criminal charge even though the Licensee may ultimately be, or has been, acquitted on the criminal charge.

309. Licensing Action by TGRA

After appropriate investigation in connection with any licensing action, TGRA or the Board may find that the grounds alleged for the disciplinary action do not warrant discipline, in which event the licensing action shall be terminated. TGRA may conclude, however, that a preponderance of the evidence supports licensing action, in which event TGRA may:

- (a) propose revocation of the license,

- (b) propose suspension of the license for a particular period of time,
- (c) impose or propose a civil fine or penalty as provided Rule 4,
- (d) issue a public or private letter of reprimand to be placed in the file of the Licensee,
- (e) accept an assurance of voluntary compliance, or
- (f) take any combination of these actions.

Proposed actions under (a) and (b), and proposed civil fines exceeding \$5,000 in aggregate under (c), are not effective until confirmed by the Board or the Licensee has waived the opportunity for a hearing before the Board.

310. Summary Suspension

- (a) Where TGRA has reasonable grounds to believe and finds that any Person licensed under the Gaming Code and these regulations has violated any provision of the Gaming Code, these regulations, or other applicable law deliberately, willfully, or with material recklessness, or that the Licensee has been charged with a felony in any state or other jurisdiction, or that due to other actions by the Licensee, the public health, safety, or welfare requires emergency action, and where the TGRA incorporates such findings in its notice of violation, TGRA may summarily suspend the Licensee's license pending the licensing action. Any such licensing action shall be promptly instituted and determined as provided herein.
- (b) The summary suspension of a license without notice pending a hearing shall be for a period not to exceed 45 calendar days, unless the hearing is continued at the request of, or with the consent of, the Licensee.
- (c) TGRA must deliver a notice of summary suspension by hand delivery or by certified mail or overnight delivery to the Licensee who has been suspended. The notice must state when the summary suspension the effective date and the grounds for the summary suspension. The summary suspension may run through the hearing and decision process on a revocation, suspension, or other proceeding; until the Licensee complies with a lawful order or request of TGRA or the Board; or for a time set in the notice.
- (d) Within seven calendar days after receipt by the Licensee of the notice of summary suspension, TGRA must serve upon the summarily suspended Licensee a formal notice initiating a licensing action, unless the summary suspension is contingent on compliance with a lawful order or request of TGRA and the Licensee has already complied, resolving the enforcement action. The notice initiating a licensing action shall include an opportunity to request a hearing.
- (e) Unless the Licensee waives a hearing or a summary suspension expires of its own accord or otherwise ends before a hearing, the Board shall hear the matter on an expedited basis as described herein.

311. Conditions Imposed by Board for Re-issuance of License

TGRA may require a Person who formerly held a license to meet certain conditions before reissuing a license to that Person, including but not limited to the following:

- (a) Restitution of money;
- (b) Restitution of property; and
- (c) Making periodic reports to TGRA, including submission of documents required by TGRA.

312. Order of Temporary Closure

- (a) Simultaneously with or subsequent to issuance of a notice of violation under § 303(b) of these regulations, the Board may issue an order of temporary closure of all or part of a Gaming Facility or Gaming Operation, if one or more of the following substantial violations are present;
 - (1) A Gaming Facility or Gaming Operation operates for business without a license from the Board;
 - (2) A Management Contractor operates for business without a Management Contract approved by the NIGC;
 - (3) The Gaming Enterprise continues to operate Class II gaming or Class III Gaming in violation of the Gaming Code, the Compact, or these regulations after proper notice of an order by the Board demanding compliance; or
 - (4) A Gaming Facility is constructed, maintained, or operated in a manner that imminently threatens the environment or the public health and safety.
- (b) Upon service of an order of temporary closure, the Gaming Enterprise or Gaming Operation shall close the Gaming Facility, or the relevant functional or physical portion thereof, unless the order provides otherwise.
- (c) Within seven calendar days after service of an order of temporary closure, the respondent may request, in writing, informal expedited review by the Board.
 - (1) The Board shall complete the expedited review within three business days after receipt of a timely request.
 - (2) The Board shall, within two business days after the request for expedited review:
 - (i) Decide whether to continue an order of temporary closure; and
 - (ii) Provide the respondent with an explanation of the basis for the decision.
- (d) Whether or not the respondent seeks informal expedited review hereunder, the respondent may request a hearing before the full Board within 14 calendar days after TGRA or the Board serves the order of temporary closure. Otherwise, the order shall remain in effect unless rescinded or modified by TGRA or the Board because the basis for the closure has been or is being resolved in a manner that has eliminated or reduced the need for a closure.

313. Self-Exclusion

- (a) Each Gaming Operation shall post at all public entrances and exits of each Gaming Facility, signs in both English and Spanish, stating that help is available if a person has a problem with

gambling and, at a minimum, provide an appropriate toll-free crisis hotline telephone number and information on the availability of a statewide self-exclusion program through the State Gaming Representative;

- (b) The Gaming Enterprise shall train appropriate gaming personnel for the identification of self-excluded persons who enter or attempt to enter the Gaming Facility and take reasonable steps to identify the self-excluded person and to promptly escort the self-excluded person from the Gaming Facility;
- (c) The Gaming Enterprise and each Gaming Operation shall remove self-excluded persons from mailing lists for advertisements or promotions and any players' club or other similar membership-type promotions, and return the cashable value, if any, of the self-excluded person's membership in the players' club or other similar membership-type promotions;
- (d) The Gaming Enterprise and each Gaming Operation shall require that the self-excluded person forfeit all winnings (whether cash, property, or in any other form), credits, tokens or vouchers received from the Gaming Facility while excluded, and that all money or other property forfeited shall be used by the Gaming Enterprise to fund or support programs for the treatment and assistance of compulsive gamblers pursuant to Section 4(B)(16) of this Compact (this amount is in addition to the percentage of Adjusted Net Win already required under Section 4(B)(16) of the Compact); and
- (e) The Gaming Enterprise and each Gaming Operation shall require that, for jackpots requiring the patron to complete, prior to the pay-out of the jackpot, paperwork required by the Internal Revenue Service, the Gaming Enterprise shall verify that the patron is not on the self-exclusion list and such certification shall be recorded in the appropriate documentation. In the event the patron is listed on the self-exclusion list, the Gaming Enterprise shall comply with Section 4(F)(2)(b)(iii) of the Compact regarding forfeiture of all winnings.
- (f) If a self-excluded person is removed from a Gaming Facility, the Gaming Operation shall report to TGRA, at a minimum, the name of the self-excluded person, security staff involved, date of removal, amount of money forfeited, if any, and any other action taken. TGRA shall provide a written report to the State Gaming Representative.
- (g) The Gaming Enterprise, each Gaming Operation, the Board, and TGRA shall take all reasonable steps that the self-exclusion list remains confidential except for its use by (1) appropriate law enforcement agencies, if needed in the conduct of an official investigation or ordered by a court of competent jurisdiction; and (2) persons designated by either the Commission or the State Gaming Representative for the purposes of administering and implementing the self-exclusion program.

RULE 4
FINES AND PENALTIES

401. Scope

This rule addresses the assessment of civil fines.

402. Review of Notice of Violation

TGRA shall review each violation to determine whether a civil fine will be assessed, the amount of the fine, and, in the case of continuing violations, whether each daily illegal act or omission will be deemed a separate violation for purposes of the total civil fine assessed.

403. Civil Fine; Amount; Determination

(a) The Board or TGRA may assess a civil fine, not to exceed \$5,000.00 per violation, against a Gaming Enterprise, Key Gaming Employee, Non-Key Gaming Employee, or any other Person for each notice of violation issued by the Board or TGRA. The Board may consider all relevant factors, including but not limited to the severity of the violation, the Person's compliance history, and any mitigating circumstances. If noncompliance continues for more than one day, TGRA or the Board may treat each daily illegal act or omission as a separate violation.

(b) On its own initiative and based on the factors above, the Board may impose a civil fine after a hearing on any violation, even if TGRA has not assessed a civil fine.

404. Procedures for Assessment of Civil Fines

(a) Civil Fines of over \$250 in the Aggregate

- (1) TGRA or the Board may assess a civil fine at the time it issues a notice of violation, within seven calendar days after service of a notice of violation, or a longer period if there is good cause.
- (2) If not included in the notice of violation, the TGRA shall serve a copy of the proposed assessment on the respondent.
- (3) The respondent has seven calendar days from receipt of the notice of violation, if the civil fine is assessed therein, or of the proposed assessment to request a hearing in writing.
- (4) The Board or TGRA may review and reassess any civil fine if necessary to consider facts that were not available when the proposed assessment was issued. If the assessment is increased, the respondent again has seven calendar days from receipt of the revised assessment to request in writing a hearing on the proposed fine.

(b) Civil Fines of under \$250 in the Aggregate

- (1) TGRA is authorized to issue modest civil fines, often on a daily basis, if a Person violates, or fails to fulfill an obligation under, the Gaming Code, these regulations, a written agreement, IGRA, NIGC regulations, or the Compact. Most often, such fines are

assessed for failure to provide required documentation to TGRA, generally after a Licensee has signed an agreement consenting to such fines if the documentation is not provided by a certain date.

- (2) Such fines may be assessed through a notice of violation, or may be fixed in a written agreement with the Person, for example, an agreement to provide documentation by a certain date, after which the civil fine will begin being assessed.
- (3) If a Person assessed a fine totaling less than \$250 has not waived the right to a hearing, the Person may request in writing a telephonic hearing before the Board under Section 807. The request must be received by TGRA no later than seven calendar days after the day the fine is assessed, or the last day on which a fine is charged if it is a daily fine.

405. Reduction or Waiver of Civil Fine

- (a) Upon written request of a respondent received at any time, before the filing of an appeal pursuant to § 805 of these regulations, TGRA or the Board may reduce or waive a civil fine if TGRA or the Board determines that, taking into account exceptional factors present in a particular case, the fine is demonstrably unjust.
- (b) All requests for reduction or waiver of fine shall contain:
 - (1) A detailed description of the violation that is the subject of the fine;
 - (2) A detailed recitation of the facts that support a finding that the fine is demonstrably unjust, accompanied by relevant documentation, if any; and
 - (3) A declaration, signed and dated by the respondent, as follows: "Under penalty of perjury, I declare that, to the best of my knowledge and belief, the representations made in this request are true and correct."
- (c) TGRA, or the Board if appropriate, shall serve the respondent with a written notice of determination, including a statement of the grounds for the Board's decision.

406. Final Assessment

If the respondent fails to request a hearing as provided in Rule 8, the proposed civil fine assessment shall become a final order of the Board. Civil fines assessed under these regulations shall be paid by the Person assessed and shall not be treated as an operating expense of the Gaming Enterprise, Gaming Operation, or Gaming Facility, unless that entity is the party assessed with the civil fine.

RULE 5
FEES

501. Scope

This rule sets forth the rules for the imposition of fees.

502. Application and Investigative Fees

The License Applicant (or the Gaming Operation, by agreement between the Board and the Gaming Operation) shall pay the fees and cost assessed by TGRA and the Board in conjunction with the application for license and Background Investigation of the Applicant in the manner prescribed by these regulations.

503. Schedule of Fees

Each application for a License must be accompanied by a non-refundable application fee and background investigative fee in the amount specified on the schedule of fees, which shall be prepared and posted by TGRA and the Board at least 60 calendar days before implementation.

504. Supplemental Fees

If the fees and costs incurred by TGRA and the Board in processing an application, including the Background Investigation, exceed the amount on the schedule of fees, TGRA may require an Applicant to pay supplemental fees and costs. An Applicant may request a hearing within seven calendar days of receipt of the supplemental fee assessment to dispute the amount of the assessment.

505. Final Action

Unless TGRA is responsible for a material delay, TGRA shall not take final action to approve any application unless all application and background investigative fees and costs have been paid in full. TGRA may deny the application if all application and background investigative fees and costs are not paid within a reasonable period.

506. Accounting of Fees

Upon written request and after the background investigation is complete, the TGRA shall provide to the Applicant an itemized accounting of the background investigative fees and the costs incurred.

RULE 6
DECLARATORY ORDERS

601. Scope

This rule establishes procedures for the issuance of declaratory orders from the Board.

602. Petition for Declaratory Order; Contents

- (a) Any Person desiring the Board to issue a declaratory order regarding the applicability to that Person of any provision or rule relating to gaming, or order of the Board or the Executive Director, may file a petition for declaratory order. The petition must be filed with the Executive Director along with a non-refundable filing fee in the amount of \$100.00; however, upon good cause shown the filing fee may be waived by the Board. No fee shall be required if the petitioner is a Pueblo governmental agency.
- (b) The petition shall state the following:
 - (1) The specific provision, regulation, rule, order, decision, or determination in question;
 - (2) The facts and circumstances that give rise to the request that the Board issue a declaratory order; and
 - (3) The precise issue to be addressed by the declaratory order.

603. Board Action on Petition

Upon receipt of a petition, the Board may request any additional information from the petitioner that it requires for the issuance of its declaratory order. Within 60 calendar days after receipt of the petition, the Board must dismiss the petition, hold a hearing, request briefing or additional information, or issue a declaratory order. The Board shall not issue a declaratory order where additional information has been requested and has not been provided. If issued, the declaratory order shall be provided to the petitioner and, if of general applicability, may be posted on TGRA website. The Board may dismiss a petition for any reason and is not required under any circumstances to issue a declaratory order.

604. Reconsideration and Appeal

- (a) If the Board denies in whole or part a petition alleging a violation of or conflict with Pueblo law (including the Pueblo's Constitution and the Pueblo Code), the petitioner may appeal to the Pueblo Court under Section 14-1-14 of the Gaming Code, but the appeal shall be limited to alleged conflicts between the Board's declaratory order and Pueblo law.
- (b) If the Board denies in whole or part a petition alleging a violation of or conflict with IGRA or binding NIGC regulations, the Board and petitioner shall, at the request of either, confer in good faith to determine if there is a reasonable method to obtain a definitive or substantially clarifying resolution to the issue, and if so, shall take appropriate steps to obtain such a resolution (presumably, but not necessarily, through the NIGC).
- (c) If the Board denies in whole or part a petition alleging a violation of or conflict with the Compact, the Board and the petitioner, at the request of either, shall confer, including with the

Pueblo as appropriate, to determine if there is an acceptable method to resolve or clarify the alleged violation or conflict, whether through consultation with the State Gaming Representative, arbitration, or otherwise.

- (d)** The Board's decisions, conclusions, and interpretations in a declaratory order regarding its regulations, procedures, and actions that do not allegedly conflict with the Pueblo law, IGRA, NIGC regulations, or the Compact are final, although the petitioner may file a petition for reconsideration with the Board.

RULE 7
ISSUANCE OF REGULATIONS

701. Scope

This rule establishes procedures for the issuance of regulations by the Board.

702. Publication

Where publication is required by this or any other section of the Board's regulations, unless otherwise required, the publication requirement shall be satisfied by posting the relevant notice on the TGRA website, at each Gaming Facility, at the TGRA office, and at the Pueblo's governmental headquarters. Written notice shall also be provided to the Government Affairs Office and each Gaming Operation.

703. Draft Regulation, Comment Period

At least 30 calendar days before adopting or amending any regulation, the Board shall publish notice of its proposed action on its website and notify by mail or electronic mail any interested Person who has filed an annual written request for notices of proposed action by the Board. The notice shall:

- (a) describe the substance of the proposed action;
- (b) state the manner in which the comments of any interested party pertaining to the proposed action may be submitted to the Board; and
- (c) afford the interested party a reasonable time period of not less than 30 calendar days within which to comment on the proposed action.

704. Adoption of Final Regulations

After considering all the written comments regarding the proposed action, the Board may adopt final regulations at any time after the close of the comment period. The Board, in its discretion, may revise the proposed regulation in light of comments received from an interested party or for other reasons deemed appropriate by the Board. In addition to any other publication and notice requirements of Pueblo and federal law, the Board shall publish the final regulation on its website and transmit a copy of the final regulation to the interested persons that submitted comments on the proposed regulation and to the Pueblo's Government Affairs Office.

705. Effective Date

Unless otherwise specified, the final regulation shall take effect on the business day after the notice adopting the final regulation is published by the Board.

706. Emergency Regulations

Upon making written findings, the Board may issue emergency regulations to take effect immediately in order to deal with an emergency situation, to comply with applicable law, or to avoid serious jeopardy to the public safety or integrity of gaming or Gaming Revenues. However, the Board shall publish notice and request comments from interested parties pertaining to the emergency regulations in the same

manner as provided in Sections 702 and 703, and upon consideration of any comments received, shall make any amendments to the emergency regulations as the Board deems appropriate.

707. Filing of Regulations

All final regulations adopted by the Board shall be officially filed with the Tribal Secretary and posted on the TGRA website. The current regulations shall be available for review at the TGRA office.

708. Public Hearings

Nothing in these regulations shall prohibit the Board from holding a public hearing to receive oral comments pertaining to any proposed action.

RULE 8
HEARINGS

801. Scope

This rule establishes procedures for hearings before the Board. The Board conducts three different types of hearings as set forth below.

- (a) Regulatory hearings involve an enforcement action by the Board or TGRA against a Licensee or other Person within its jurisdiction, such as a hearing on a proposed License suspension by TGRA or denial of a License application. The specific processes for regulatory hearings are set out in Section 805. For civil fines of less than \$250 or at the request of or with the consent of the respondent, a telephonic hearing under Section 807 will be held.
- (b) Adjudicative hearings involve disputes between third parties, such as a dispute between a patron and a Gaming Operation.
- (c) Public hearings involve Board matters that are of general public interest, such as promulgation of regulations.

Adjudicative and regulatory hearings are “contested matters” for purposes of these regulations. Public hearings are not “contested matters.” The procedures for each are set out below. The Board may, with notice to interested parties, specify the procedures to be used for a particular matter and modify the procedures to accommodate unusual or unanticipated circumstances.

802. Hearings

Whenever any provision in the Gaming Code, regulation, or compact provides for a hearing on any action or proposed action of TGRA or the Board and a hearing is requested or required in accordance with that provision, the Board shall schedule a hearing within the time allowed or, if no time is set, a reasonable time. Once a hearing is requested or scheduled, the Board shall give written notice to all interested parties of the time and place of the hearing and of the particular matter to be heard. Except in extraordinary situations or as provided by applicable law, no hearing shall be held less than seven calendar days after the written notice is given.

803. Delegation to Hear Matter

The Board may delegate authority to hear a specific adjudicative or regulatory matter to a member of the Board or to a hearing officer selected by the Board. However, the ruling or decision shall be subject to reconsideration by the full Board upon the request of any member of the Board, whether on the member’s own initiative or in response to a request by any party. Such reconsideration shall be on the record developed in the original proceeding, although the full Board may order additional proceedings. In the absence of any delegation of authority, the full Board shall hear a matter. The Board shall not delegate authority to a hearing officer if the person has an actual or perceived conflict of interest that, in the Board’s sole discretion, would subvert the goal of impartial proceedings. The Board may delegate authority to one of its members or to the Executive Director to appear at a public hearing.

804. Hearing Procedures Generally—Contested Matters

- (a) Contested matter hearings under Section 805 or 806 shall be conducted in a semi-formal manner. The process is intended to be flexible to allow the Board to tailor the proceedings, including pre- and post-hearing activities, to provide a fair and efficient forum.
- (b) Unless otherwise ordered by the Board or hearing officer, contested matter hearings are not open to the general public. Generally only parties, their counsel, Board staff (including but not limited to the Executive Director and investigators), Board counsel, and experts will be present throughout the proceeding. Unless otherwise allowed by the Board or hearing officer, witnesses called by any party or the Board will be present only when testifying.
- (c) The Board or duly authorized hearing officer shall not apply strict evidentiary standards but shall use its discretion to assure that the evidence submitted is relevant, material, and reasonably trustworthy.
- (d) All testimony shall be given under oath, and no person shall be allowed to provide testimony without being subject to cross-examination by any adverse party and the Board or hearing officer.
- (e) A party, including TGRA, may be represented by counsel. The Board may retain counsel or other experts as it may deem necessary to conduct or evaluate any proceeding.

805. Regulatory Hearings

- (a) Regulatory proceedings involve issues, most often license actions by TGRA, in which the Board or TGRA alleges that a person has violated these regulations, the Gaming Code, or other applicable standards, and therefore that a license or other regulatory action is appropriate.
- (b) The Board will ensure that an independent investigation of any matter arising under this section is conducted. TGRA is the investigative and administrative arm of the Board, and will generally conduct the investigation and present evidence at the hearing unless the Board concludes that TGRA cannot conduct an impartial independent investigation.
- (c) TGRA shall provide written notice of the availability of a hearing either in the notice of violation issued under section 303 or within 14 calendar days thereafter, seven calendar days if a summary suspension is imposed. When notice of the availability of a hearing is provided, TGRA will provide a Hearing Request form to be returned by the Licensee or applicant. Through internal procedures, TGRA may determine the likely complexity of the hearing and provide a Hearing Request form tailored to the circumstances.
- (d) TGRA, in consultation with the Board or hearing officer, shall set a hearing date if a hearing is requested.
- (e) The Board (or hearing officer, if appointed), in consultation with TGRA, may establish a pre-hearing schedule based on its assessment of the complexity of the issues involved, the evidence to be presented, the requirements of fairness and due process, and any other factors known to the Board.
 - (1) The pre-hearing schedule may include, at the discretion of the Board or hearing officer and as appropriate:
 - (i) the date by which subpoenas must be requested by the Licensee or applicant;

- (ii) the date(s) by which specified records, demonstrative evidence, and similar evidence anticipated to be introduced or used at the hearing must be provided by or to TGRA;
 - (iii) the date(s) by which a list of witnesses anticipated to be used at the hearing must be provided by or to TGRA; and
 - (iv) a schedule for any pre-hearing briefing.
- (2) Note that the majority of hearings conducted by the Board are not complex and do not include a pre-hearing schedule. In these instances, TGRA will attempt to work cooperatively to ensure that any questions the Licensee or applicant may have are answered and establish a date by which any subpoena requests by the Licensee or applicant must be submitted. TGRA may provide reasonable assistance to a party to identify unknown witnesses.
- (3) In the rare instances in which a hearing is anticipated to be unusually complex, and particularly if the Licensee or applicant is represented by counsel, the Board or hearing officer may require that the Licensee or applicant and TGRA submit to the Board and each other party a Preliminary Pre-Hearing Statement addressing matters requested. The statement will generally be required to include:
 - (i) If the hearing will address a summary suspension, the alleged violator must expressly state whether he wishes to proceed on an expedited schedule that will result in a hearing within 30 calendar days of the notice of violation. Such a schedule places greater demands on the alleged violator and on the Board, and may limit the availability of pre-hearing briefing, available witnesses, and other evidence.
 - (ii) The names or descriptions of any witnesses the Person plans on calling at the hearing, including those who must be subpoenaed by the Board. If a Person does not know the name of a witness, the party must provide as much information as possible. TGRA may provide reasonable assistance to a party to identify unknown witnesses.
 - (iii) A list of any documents or other evidence the party is requesting from the Board or TGRA or needs to subpoena from a non-party, including the Gaming Operation.
 - (iv) Any other issues, concerns, or matters that the party wishes the Board to consider in setting a pre-hearing schedule and in conducting the hearing. For example, a party might wish to suggest pre-hearing briefing on a particular topic.

After the Preliminary Pre-Hearing Statements are received in a complex matter, the Board or hearing officer will issue a schedule setting forth the schedule up to and including the hearing. If the alleged violator has consented or the Board or the hearing officer believes more time is necessary to accommodate the pre-hearing events, it may reschedule any scheduled hearing to a later date. Parties are expected to provide relevant copies of documents and other evidence to another party upon reasonable request, but the Board's subpoena power remains available if appropriate. The schedule generally will establish the final date subpoena requests will be accepted and the date on which a final witness list and copies of all exhibits to be used at the hearing must be provided by TGRA and the alleged violator. Both the alleged violator and TGRA will generally be expected to show cause why a witness not included on the party's Preliminary Pre-Hearing Statement was not included and nevertheless should be

allowed to testify. It will also list any TGRA representative(s) scheduled to be at the hearing. The schedule generally will also set the order of presentation at the hearing, although TGRA generally will proceed first.

- (f) At the hearing, the standard of proof is preponderance of the evidence. Hearings will generally follow the provisions of section 804 above. A hearing may be continued by the Board or hearing officer, at its discretion, and resumed on a later date if deemed necessary to provide a fair hearing.
- (g) After a hearing, if any, the Board or hearing officer may allow or order appropriate post-hearing proceedings, including the submission of additional testimony, evidence, or briefing to be offered before rendering a decision on the merits.
- (h) In summary suspension cases, the Board or hearing officer may lift the summary suspension after all evidence has been presented at the hearing.
- (i) After the Board takes final action, any party may appeal to the Pueblo Court under section 810. In regulatory proceedings, the Board is a party in the appeal. The Pueblo Court sits as an appellate body to review the regulatory decision of the Board on the record created before the Board, but the Board also appears in the appeal as the appellee.

806. Adjudicative Hearings

- (a) Adjudicative proceedings involve a dispute between or among third parties arising under the Gaming Code or these regulations. While a Gaming Operation may often be a party, that need not be the case.
- (b) By order of the Board or hearing officer, TGRA may conduct an independent investigation of any matter arising under this section. It must, however, do so in a patron dispute arising under section 14-1-9 of the Gaming Code. TGRA shall prepare a written report of any investigation it completes.
- (c) Upon becoming aware of a dispute between two parties subject to the Board's jurisdiction, the Executive Director or his designee shall contact the parties to see if a resolution between the parties is possible without a hearing before the Board.
- (d) If either party requests a hearing, the Executive Director or his designee shall make a preliminary determination regarding the complexity of the matter and the hearing. In consultation with the Executive Director, the Board or hearing officer (if appointed) shall determine how to proceed with scheduling a hearing and any pre-hearing activities.
- (e) TGRA, in consultation with the Board or hearing officer, shall inform the parties of the hearing date if a hearing is requested.
- (f) The Board (or hearing officer, if appointed), in consultation with TGRA, may establish a pre-hearing schedule based on its assessment of the complexity of the issues involved, the evidence to be presented, the requirements of fairness and due process, and any other factors known to the Board.
 - (1) The pre-hearing schedule may include, at the discretion of the Board or hearing officer and as appropriate:

- (i) the date by which subpoenas must be requested by the Licensee or applicant;
 - (ii) the date(s) by which specified records, demonstrative evidence, and similar evidence anticipated to be introduced or used at the hearing must be provided by or to TGRA;
 - (iii) the date(s) by which a list of witnesses anticipated to be used at the hearing must be provided by or to TGRA; and
 - (iv) a schedule for any pre-hearing briefing.
- (2) Note that many of the adjudicative hearings conducted by the Board are not complex and do not require a pre-hearing schedule. In these instances, TGRA will attempt to work cooperatively to ensure that any questions the parties may have are answered and establish a date by which any subpoena requests by the parties must be submitted. TGRA may provide reasonable assistance to a party to identify unknown witnesses.
- (3) In the rare instances in which a hearing is anticipated to be unusually complex, and particularly if one or more parties are represented by counsel, the Board or hearing officer may require that the parties submit to the Board and each other party a Preliminary Pre-Hearing Statement addressing matters requested. The statement will generally be required to include:
- (i) The names or descriptions of any witnesses the party plans on calling at the hearing, including those who must be subpoenaed by the Board. If a party does not know the name of a witness, the party must provide as much information as possible. TGRA may provide reasonable assistance to a party to identify unknown witnesses.
 - (ii) A list of any documents or other evidence the party is requesting from another party or needs to subpoena from a non-party, including the Gaming Operation.
 - (iii) Any other issues, concerns, or matters that the party wishes the Board to consider in setting a pre-hearing schedule and in conducting the hearing. For example, a party might wish to suggest pre-hearing briefing on a particular topic.

After the Preliminary Pre-Hearing Statements are received in a complex matter, the Board or hearing officer will issue a schedule setting forth the schedule up to and including the hearing. If the parties consent or the Board or the hearing officer believes more time is necessary to accommodate the pre-hearing schedule, it may reschedule any scheduled hearing to a later date. Parties are expected to provide relevant copies of documents and other evidence to another party upon reasonable request, but the Board's subpoena power remains available if appropriate. The schedule generally will establish the final date subpoena requests will be accepted and the date on which a final witness list and copies of all exhibits to be used at the hearing must be provided by the parties. The parties will generally be expected to show cause why a witness not included on the party's Preliminary Pre-Hearing Statement was not included and nevertheless should be allowed to testify. It will also list any TGRA representative(s) scheduled to be at the hearing. The schedule generally will also set the order of presentation at the hearing.

- (g) At the hearing, the standard of proof is preponderance of the evidence. Hearings will generally follow the provisions of section 804 above. A hearing may be continued by the Board or hearing

officer, at its discretion, and resumed on a later date if deemed necessary to provide a fair hearing.

- (h) At the hearing, generally the party who requests the hearing will go first with its witnesses; the other part(ies) will then follow, with a return to the first party for any rebuttal. TGRA may also present evidence and testimony if the Board or hearing officer so allows. The standard of proof for factual matters is a preponderance of the evidence. Hearings will generally follow the provisions of section 804 above.
- (i) After a hearing, if any, the Board or hearing officer may allow or order appropriate post-hearing proceedings, including the submission of additional testimony, evidence, or briefing to be offered before rendering a decision on the merits.
- (j) After the Board takes final action, any party may appeal to the Pueblo Court under section 810. In adjudicative proceedings, the Board is not a party in the appeal.

807 Telephonic Hearings

For civil fines of less than \$250 or at the request of, or with the consent of, the respondent in a regulatory hearing or both parties in an adjudicative hearing, a hearing will be held by teleconference or similar electronic means.

- (a) The Board or hearing officer will ensure that documents deemed relevant and not confidential are available to all parties before the hearing.
- (b) The teleconference will be informal, with the Board or hearing officer determining the order and manner of the presentation.
- (c) A decision may be rendered orally by the Board or hearing officer during the hearing but regardless a written decision shall be rendered by the Board or hearing officer as provided in Section 809.

808. Subpoenas

When allowed under the Gaming Code or these regulations, any party to a contested matter may request that the Board subpoena witnesses within the Board's jurisdiction, or documents or other tangible things in the possession of a Person within the Board's jurisdiction. Each request shall state the nature of the testimony or information to be sought from the Person subpoenaed and the relevance to the contested matter. To the extent known, the Person's address, phone number, title (if any), and other identifying information must be included. The Board, hearing officer, or Executive Director may decline to issue a subpoena if the testimony or information sought is irrelevant, duplicative, private, proprietary, or privileged, or if the Person is beyond the Board's jurisdiction. The requested subpoena may be modified by the Board, hearing officer, or Executive Director if it is overbroad, unduly burdensome, or otherwise inappropriate or unnecessary. A request for a subpoena must be received by the deadline established by the Board, hearing officer, or Executive Director. In regulatory hearings, the Executive Director may issue subpoenas sought by TGRA only at the direction of the Board or hearing officer but may not decline to issue or modify a subpoena request except at the direction of the Board or hearing officer.

809. Decision

The Board or hearing officer shall, within 30 calendar days after 1) a hearing, 2) the close of post-hearing briefing, or 3) a conclusion that a hearing will not be held, whichever is latest, render a ruling or decision on a contested matter. In summary suspension cases, the Board or hearing officer shall issue its decision within 14 calendar days of the latest of the three events in the preceding sentence. The decision of the Board or hearing officer following a hearing shall be rendered in writing and copies of the decision sent to all parties or their counsel. All decisions are to be made based on a preponderance of the evidence. Unless the Board reasonably determines and provides notice to all parties that further proceedings will take place, including full Board review of a hearing officer's decision, the decision of the Board is a final action.

810. Pueblo Court Review

Unless otherwise expressly stated in the Gaming Code or herein, any party aggrieved by a final decision of the Board may appeal that decision to the Pueblo Court pursuant to section 14-1-14 of the Gaming Code, by filing a written notice of appeal with the clerk of the Pueblo Court, and serving a copy thereof on the Board and all other interested parties, no later than fourteen calendar days from the date of the Board's final action.

811. Public Hearings

The Board may also hold public hearings to address matters of general public interest. Unless procedures are specified herein, such hearings should be held after reasonable general notice to potentially interested Persons and in a fair and open manner.

RULE 9
CONFLICT OF INTEREST

901. Scope

This rule establishes guidelines for preventing conflicts of interest.

902. Prohibitions on Giving Items of Value

Within a calendar year, no Licensee or Applicant for a license shall give any thing or things exceeding \$250 in value to any Board member or TGRA employee, or to any agent of the Board or TGRA. This Section does not apply to meals, food, or other items of significance in Pueblo culture. It also does not apply to social activities that historically or currently are of significance in Pueblo culture. A Licensee or Applicant may consult with TGRA if the propriety under this section of any gift is uncertain.

RULE 10
LICENSING

1001. Scope

This Rule governs the evaluation of all applications for licenses under the Gaming Code.

1002. Revocable Privilege

- (a) Any license that is issued by authority of the Board is a revocable privilege and no Person holding a license or approval shall be deemed to have acquired any vested rights therein or thereunder.
- (b) The burden of proving the Applicant's suitability to hold any license is at all times on the Applicant. An Applicant accepts any and all risk of adverse public notice, embarrassment, criticism, or other action or financial loss that may result from the application process. By making the licensing process available to applicants for and to recipients of licenses, the Board does not intend either to create any cause of action or to waive its sovereign immunity unless expressly stated in the Gaming Code or these regulations.
- (c) An application for a license shall constitute a request to TGRA for a decision upon the Applicant's general suitability, character, integrity, and ability to participate or engage in, or be associated with, Gaming Activity in the manner or position sought by the Applicant. By filing an application with TGRA, the Applicant specifically consents to the making of that decision by the Board and TGRA.

1003. License Requirement: Gaming Employees

- (a) Any Person who will be employed by a Gaming Operation in a Gaming Employee position shall, prior to beginning such employment or receiving any compensation for such employment, be required to hold a current and valid temporary or permanent license issued in accordance with these regulations.
- (b) A Gaming Operation shall not employ a Key Gaming Employee who does not hold a permanent license within 90 days of his or her date of hire.
- (c) Classification of Gaming Employees
 - (1) Purpose. In some instances, the distinctions between Key Gaming Employees and Non-Key Gaming Employees, and between Gaming Employees and Non-Gaming Employees have caused confusion. Those distinctions have evolved over time based on position-by-position assessments. The factors considered in those assessments are too complex to define in these regulations a manner that would provide certain results as new positions are created. Moreover, the Pueblo Council, in enacting the Gaming Code amendments in 2013, placed a restriction on the discretion of the Board in classifying employees who must be licensed, stating that "categories of employees, such as beverage servers, barbacks, and similar employees, whose exposure to the Gaming Activity in such areas is limited and who are not licensed by the Board as of September 1, 2013 will not be licensed under this chapter unless at the express direction of the

Pueblo Council.” Accordingly, this subsection (c) provides a mechanism for continued evaluation of each position as it is created for classification as a Key Gaming Employee, Non-Key Gaming Employee, or Non-Gaming Employee position and for maintaining a definitive listing of those classifications in a schedule published by the Board and updated on a periodic basis.

- (2) Classifications by Position Title. The Board shall maintain a schedule listing each position title and its classification for licensing purposes. The schedule shall be available on TGRA website and shall be provided promptly to each Gaming Enterprise and Gaming Operation.
- (3) As new position titles are created, and as position descriptions are changed, by a Gaming Enterprise or Gaming Operation, the Executive Director has the authority to make an interim determination of the classification of the new position pending formal action by the Board to add the position to 1003(c)(2). The Executive Director shall promptly notify each Gaming Enterprise and Gaming Operation of the interim classification, which shall be effective and not subject to review until the Board updates the schedule under paragraph (4).
- (4) The Board shall, not less than annually, review the interim classifications made by the Executive Director under paragraph (3) and make final classification determinations pursuant to the Gaming Code and these regulations, and update the classifications schedule.

1004. Classification of Licenses

As provided in the Gaming Code, certain Persons are required to obtain a license from TGRA before working for or conducting business with a Gaming Operation or at a Gaming Facility, and the Gaming Operation may not conduct business with a Person who or which must be but is not licensed.

- (a) Gaming License. A Gaming License is required of natural persons as prescribed by the Gaming Code and these regulations, and are issued in the following subcategories:
 - (1) A Primary Management Official License is required for any Person employed by a Gaming Enterprise or Gaming Operation who meets the definition of a Primary Management Official in 25 C.F.R. § 502.19(a)-(d).
 - (2) A Key Gaming Employee License is required for any Person employed as a Key Gaming Employee who is not required to have a Primary Management Official License.
 - (3) A Non-Key Gaming Employee License is required for any Person employed as a Gaming Employee but not as a Key Gaming Employee.
 - (4) A Primary Management Official Gaming License is required for each Board member and any Person employed by TGRA or otherwise under the authority of the Board in any capacity involving the regulation of any Gaming Activity or access to information involving any Gaming Activity.

- (5) A Primary Management Official Gaming License is required for each member of the board of directors or similar body of a Gaming Enterprise, Gaming Operation, or Gaming Facility.
- (b) A Management Contractor License is required for any Person managing all or part of a Gaming Enterprise under a Management Contract between the Pueblo and the Management Contractor, or between a Management Contractor and subcontractor.
- (c) A Gaming Facility License is required for a Gaming Enterprise or Gaming Operation to conduct Gaming at a Gaming Facility.
- (d) Contractor License. Contractor licenses are required of certain Persons conducting business with a Gaming Enterprise, Gaming Operation, or Management Contractor if their relevant receipts do, or are reasonably expected to, exceed \$10,000 in a calendar year as provided in the Gaming Code and these regulations. Contractor licenses are issued in the following subcategories:
 - (1) A Gaming-Related Contractor License is required for any Person providing goods or services under a Gaming-Related Contract, including individual Persons who both are employed or retained by the Gaming-Related Contractor who will have access by any means to Gaming Machines, Gaming Equipment, Gaming Systems, Gaming Revenues, or areas of a Gaming Facility deemed sensitive by TGRA, or to sensitive information regarding any of the aforementioned.
 - (2) A Non-Gaming Contractor License is required for any Person providing goods or services under a Non-Gaming Contract.
 - (3) A Construction Contractor's License is required for any Person providing construction services to the Pueblo or to a Gaming Enterprise, Gaming Operation, or Management Contractor which are not directly related to a Gaming Activity but which are for use or consumption by a Gaming Operation, at a Gaming Facility, or significantly by patrons of a Gaming Facility.
- (e) A Special Gaming License may be granted to any Person that TGRA determines must be licensed under § 14-1-5A(7) to protect the integrity of gaming but does not fit within any of the license types listed above.
- (f) Exemptions from License Requirement.

TGRA may issue an exemption regarding Persons otherwise required to have a Non-Gaming Contractor License or a Construction Contractor License.

- (1) Any exemption is issued to the Gaming Operation and exempts it from the prohibition on doing business with a Person otherwise requiring a license. An exemption also relieves the Person from the requirement to have a license. Such exemptions may be granted by TGRA with or without a request from the Contractor or the Gaming Operation. However, if TGRA determines that the determination of a Contractor's potential exemption may be involved factually or otherwise, TGRA may require that the Gaming Operation request an exemption on forms prescribed by TGRA.

- (2) TGRA may request from the Gaming Operation any information deemed necessary to assess the request for an exemption. As an alternative and in its discretion, TGRA may request such information directly from the Person seeking the exemption.
- (3) TGRA may assess a reasonable fee when making a determination regarding a request for exemption, including research and staff costs.
- (4) Unless indicated otherwise by TGRA when granting an exemption, an exemption shall have a duration of one year.
- (5) Exemptions are granted at the sole discretion of TGRA under the authority of the Board. Denials of exemption requests are subject to hearing by the Board under Section 8.
- (6) Entities Subject to Exemption Consideration. TGRA may grant an exemption to a Non-Gaming Contractor or Construction Contractor when it determines that doing so is both in the best interest of the Pueblo and does not pose an undue risk to the integrity of any Gaming Activity or Gaming Revenues. An exemption may be granted to entities meeting one or more of the following descriptions or criteria, or to entities having substantially similar characteristics in the sole discretion of TGRA:
 - (i) Corporations that are publicly traded on a recognized stock exchange with annual gross revenue of more than \$50 million;
 - (ii) National or regional chains having ten or more locations in at least five states;
 - (iii) Public utilities and communications companies (including cooperatives) whose rates charged to the Gaming Operation are set by tariff or other schedule approved by an independent regulatory entity;
 - (iv) National delivery services, including the United States Post Office, United Parcel Service, Fed Ex, and similar entities;
 - (v) Entities wholly owned by Pueblo members if the goods and services provided to all Gaming Operations is reasonably anticipated to be less than \$50,000 in a calendar year;
 - (vi) Entertainers and other similar Persons retained, directly or indirectly, by a Gaming Operation to perform on a one-time basis or infrequently for an event of limited duration;
 - (vii) Transportation companies retained by a Gaming Operation or Gaming Enterprise to provide service to Patrons at a fixed contract rate;
 - (viii) Print, broadcast, internet, satellite, and cable media, including newspapers, magazines, and radio and television stations from which only the physical media or electronic content is purchased;
 - (ix) Advertising media, including print publications, broadcast, internet, cable, satellite, and cellular, whose advertising rates are fixed by schedule (even if subject to discounts for volume or otherwise), provided, however, that a license exemption does not relieve the Gaming Operation from obtaining approval of any promotion contained within any advertising, and provided that advertising agencies, advertising brokers, and similar entities are expressly not subject to exemption.
 - (x) The United States, the State of New Mexico, and the Pueblo of Laguna, each as the recipient of payments from Gaming Revenues as required by Applicable Law, the Compact, or agreement.
 - (xi) Trade or Interest Group Associations that are registered with a tribal, state or federal government (e.g., the National Indian Gaming Association).

- (xii) Non-profit organizations registered with a tribal, state or national government and which must regularly report their financial condition publicly.
 - (xiii) Commercial airlines, Amtrak, and other regulated public carriers.
 - (xiv) Internet merchants who sell standard retail products at generally available prices, provided that purchases are subject to a Gaming Operation protocol intended to identify competitive prices.
- (7) Other Exemption Factors. A Non-Gaming Contractor or Construction Contractor is less likely to threaten the integrity of a Gaming Activity or Gaming Revenues, and therefore more likely to qualify for an exemption, if:
- (i) It provides only standardized goods at published prices, notwithstanding any volume discounts;
 - (ii) It does not provide tangible or intangible items of value to the individual placing an order (e.g., gift cards, coupons).
- (8) Exceptions. Even if a Person would otherwise meet the criteria for a license exemption, that Person shall not be granted an exemption if the contract requires or allows:
- (i) on-site work in or near a sensitive area, or
 - (ii) any work that provides access to Gaming Machines or Gaming Systems.

1005. Application

- (a) An Applicant for any type of license must apply on forms provided by the Board. The application forms shall be completed under the penalty of perjury. The application forms may include questions concerning the following:
- (1) Personal background information;
 - (2) Financial information;
 - (3) Participation in legal and illegal gaming or other activities in any jurisdiction;
 - (4) Criminal record information;
 - (5) Information concerning all pecuniary and equity interest in the Applicant; and
 - (6) Other information as required.
- (b) The application forms shall be accompanied and supplemented by the documents and information as may be specified or required. The failure to supply the information constitutes grounds for delaying or denying the application.
- (c) All documents and information required to be included in an application for license must be true and complete as of the date the application is filed with TGRA. The Applicant shall promptly amend any document or information based on facts occurring after filing the original application so as to keep the information true and accurate.
- (d) An application may be amended in any respect by leave of TGRA at any time before final action by TGRA. Any amendment to the application shall have the effect of establishing the date of the

amendment as new filing date of the application with respect to any time requirements for the action on the application.

1006A. Ineligibility to Apply.

If an Applicant is deemed by TGRA to be ineligible to apply for a license under Section 1017 or otherwise, the application may be summarily rejected.

- (a) The fee paid shall not be refunded.
- (b) A summary rejection is not a license denial.
- (c) Within seven calendar days, the Applicant may seek a hearing before the Board under Rule 8 of these regulations. Applicants are cautioned, however, that matters leading to an ineligibility determination are generally straightforward and not likely to be overturned after a hearing.
- (d) The Applicant shall remain ineligible to apply until the underlying matter resulting in ineligibility (e.g., a pending criminal charge) is resolved.

1006. Withdrawal of Application

- (a) An Applicant may file a written request to withdraw an application at any time before TGRA takes final action on the application. Final action by the Board on the application occurs when TGRA grants or denies a license.
- (b) TGRA may, in its discretion, deny or grant the request for withdrawal of application with or without prejudice. The application fee is nonrefundable.
- (c) If TGRA grants a request for withdrawal with prejudice, the Applicant is not eligible to apply for licensing for a period of six months from the date of the withdrawal.

1007. Background Investigation

Consistent with § 14-1-6 of the Gaming Code, Applicants for licenses shall provide all documents and information requested by their application forms and all other documentation or information that TGRA may deem necessary. TGRA shall examine the Applicant's background, personal history, financial associations, character, record, and reputation and persons associated with the Applicant to the extent that TGRA determines that it is necessary to evaluate the qualifications and suitability of the Applicant for licensing but in no case shall the evaluation be less than required by applicable federal law or the Compact.

1008. Temporary Licenses

- (a) TGRA, may its discretion, issue a temporary license, for up to 90 days, to any Applicant for license upon the following grounds:
 - (1) The application in its entirety indicates that:
 - (i) The Applicant meets the preliminary criteria for licensing;

- (ii) The Applicant does not appear to present any danger to the public or to the reputation of gaming on Pueblo Lands;
 - (iii) Preliminary review reveals no indication that further investigation will reveal disqualifying information; and
- (2) The Applicant has paid all applicable fees.
- (b) TGRA may change a temporary license into a permanent license when the Background Investigation is complete and TGRA is satisfied that the holder of the temporary license is suitable to hold a permanent license.
 - (c) When TGRA changes a temporary license into a permanent license, the date of issuance of the license shall be that of the temporary license.
 - (d) A temporary license may expire on its own accord, or it may be suspended, revoked or summarily suspended under the same terms and conditions as a permanent license.
 - (e) TGRA may issue consecutive temporary licenses except to employees meeting the definition of a Key Gaming Employee.

1009. Drug Test

- (a) At the time it makes a decision to hire any Gaming Employee, the Gaming Enterprise or Gaming Operation shall cause a drug test to be administered to the Applicant in accordance with Section 1227 of these regulations.
- (b) The Gaming Enterprise or Gaming Operation shall not hire or retain any employee who tests positive for illegal drugs.
- (c) If a positive drug test result is obtained, the Gaming Enterprise or Gaming Operation may permit the employee or Applicant to be retested in accordance with the drug testing plan approved pursuant to §1227 of these regulations.

1010. Fingerprints

Applicants shall submit to fingerprinting by the Board or its authorized agent. The Gaming Enterprise or Gaming Operation shall direct all Applicants to TGRA offices or other authorized location for the taking of fingerprints as provided in the Code.

1011. Duration of License

Every license issued under these regulations shall have a term of one calendar year except: (1) Any license for a Management Contractor shall be renewed automatically each year during the term of the Management Contract unless the Board determines that the Management Contractor is in violation of applicable law; (2) Gaming Facility Licenses shall be for up to three years.

1012. Renewal

Every Licensee shall submit an application for renewal of a license on a form prescribed by TGRA and pay the appropriate renewal fee no more than 60 calendar days and no less than 30 calendar days before the license expires.

- (a) TGRA may consider any application for renewal of a license submitted after the 30 calendar day deadline only if the Licensee pays a late charge, but TGRA may not consider any application for renewal of a license received by TGRA after the license has expired. Instead, the Applicant must submit a new license application, including all fees and penalties.
- (b) A timely filed application for renewal of a license shall be deemed to incorporate all information contained in the Licensee's original application. The Licensee shall be required to supply only
 - (1) new or corrected information that responds to the questions on the original application, and
 - (2) information that responds to questions not previously asked by TGRA.
- (c) TGRA may, if it deems it necessary, conduct further Background Investigation with respect to any application for renewal of a license.
- (d) TGRA shall renew or deny the license renewal but may deny an application for renewal only on the basis of new information not before TGRA when it previously granted the license.
- (e) In the event of a denial, the Licensee shall receive written notice thereof and shall have the right to a hearing as set forth in Rule 8.
- (f) An employee whose application for a License renewal is approved shall surrender the old badge upon issuance of the new badge.

1013. Identification Badge

The Gaming Enterprise, Gaming Operation, or Management Contractor shall issue an identification badge to each licensed Gaming Employee, to include: full name, photograph, an employee license number assigned by TGRA, and expiration date.

- (a) Display of Identification Badge
 - (1) Each Gaming Employee shall prominently wear his or her Identification badge in a manner so that it is visible to Surveillance operations while on duty or while in an area restricted to employees. Surveillance and security personnel may conceal their badges if in accordance with an internal procedure approved in advance by TGRA.
 - (2) Each other Licensee shall prominently wear his or her Identification badge in a manner so that it is visible to Surveillance operations while conducting business within a Gaming Facility or sensitive area.
- (b) Identification badges shall not be altered, defaced, or obscured.
- (c) Badge Disposition Upon Employee Separation.

- (1) Upon separation from employment, each licensed employee shall surrender his or her identification badge to the Gaming Enterprise, Gaming Operation, or Management Contractor by the end of the employee's last day of employment.
- (2) The Gaming Enterprise, Gaming Operation, or Management Contractor shall promptly return each badge to TGRA.

(d) Contractor Badges - Disposition

- (1) Upon the termination of a Contractor License, any and all badges in the possession of the contractor shall be surrendered to TGRA as soon as practicable.
- (2) If a licensed representative of a contractor separates from the contractor, the contractor shall immediately notify both TGRA and the Gaming Enterprise, Gaming Operation, or Management Contractor with which it contracts.

1014. Right to Hearing

Any Applicant whose license application is denied by TGRA or a Licensee whose (non-temporary) gaming license is subject to a proposed suspension or revocation by TGRA may request a hearing before the Board by filing a written request for hearing with the Board within seven calendar days after receiving the notice of denial of application or notice of proposed revocation or suspension. The Board shall set a hearing date, which shall be no later than thirty calendar days after receipt of the request for hearing, unless the Applicant for good cause requests an extension or unless one or more of (1) pre-hearing procedures, (2) pre-hearing briefing, and (3) availability of the parties and a hearing officer requires a longer time. The Applicant or Licensee may be represented by counsel at the hearing. The hearing shall be held in accordance with the provisions in Rule 8. The Board's decision following the hearing shall be final, subject to the Applicant's or Licensee's right of appeal to the Pueblo Court as set forth in Section 14-1-5C(4) of the Code. Temporary licensees do not have a right to a hearing, although the Board may at its discretion and under extraordinary circumstances elect to grant a hearing if the temporary licensee requests one in writing within seven calendar days of receiving notice of a revocation or suspension.

1015. Issuance of a Permanent License

- (a) Upon its approval, TGRA shall issue a permanent license to the Applicant within seven calendar days, at which time the temporary license (if any) shall expire. The License approval may be subject to conditions under Section 311.
- (b) The Board shall not issue a permanent license to any Key Gaming Employee Applicant until the earlier of
 - (1) the expiration of the 30-day period for the NIGC to review the Applicant's application for a license and TGRA's investigative report, including the eligibility determination, as set forth in 25 C.F.R. § 558, or
 - (2) receipt of a Notice of Results from the NIGC stating no objection.

1016. Lost or Missing Identification Badge: Reporting and Replacement

- (a) Timely completion of the notifications in (b) and (c) is imperative. All Licensees should be aware that TGRA and the Board consider control of identification badges to be critical to the integrity of Gaming and the protection of Gaming Revenues.
- (b) If any Licensee loses or has not maintained control of his or her identification badge, the Licensee shall:
 - (1) immediately notify the Gaming Enterprise, Gaming Operation, or Management Contractor,
 - (2) file a sworn statement with the Gaming Enterprise, Gaming Operation, or Management Contractor verifying the loss and the circumstances thereof, and
 - (3) pay a fee for a replacement badge.
- (c) Upon learning from a Licensee that an identification badge has been lost, the Gaming Enterprise, Gaming Operation, or Management Contractor shall notify at the earliest opportunity and in the following order:
 - (1) the IT Department of the loss or loss of control so that the badge is disabled immediately;
 - (2) risk management or other designated department by email; and
 - (3) TGRA Licensing of the loss and the circumstances thereof by email.
- (d) Each Gaming Enterprise, Gaming Operation, or Management Contractor shall develop a protocol for determining when an employee or other Licensee's absence is unexplained and to disable the Licensee's badge in a timely manner until the security risks relating to an unexplained absence are fully resolved.

1017. Disqualification Criteria

- (a) A prospective Licensee is ineligible to apply for a license:
 - (1) During the pendency of a current prosecution or pending charge in any jurisdiction for any offense that, if convicted thereof, would or could result in a license denial,
 - (2) If he or she does not meet the age requirement for a license,
 - (3) If the Applicant's status to work in the United States is under review,
 - (4) If the Applicant has been temporarily excluded from Pueblo lands by the Pueblo, or
 - (5) As determined by TGRA, the Applicant cannot currently be licensed but may be eligible for a license in the future.
- (b) TGRA shall deny a license to any Applicant on the basis of the following criteria:
 - (1) Failing to prove by clear and convincing evidence that the Applicant is qualified in accordance with the Gaming Code and these regulations;

- (2) Conviction of any crime (a) classified as a felony as of the date of the conviction or of any gambling related crime and (b) committed on or after the Applicant's eighteenth birthday;
 - (3) Conviction of any gambling related misdemeanor or other misdemeanor involving theft, fraud, misrepresentation, or dishonesty if the offense was committed on or after the Applicant's eighteenth birthday;
 - (4) Failing to pass a drug test deemed credible and trustworthy by TGRA;
 - (5) Failing to reveal any material fact pertaining to qualification, or supplying information that is untrue or misleading as to any material fact pertaining to qualification;
 - (6) Refusal to cooperate with any legislative body or other official investigatory body of any state, Indian tribe, or of the United States when such body is engaged in the investigation of crimes; or
 - (7) The Applicant, or any of its officers or directors, or any of its general partners, or any stockholders, limited partners, or other persons having a financial or equity interest of five percent or greater in the Applicant, is or has been a professional gambler.
 - (8) Failure to comply with any lawful directive or order of TGRA or the Board.
 - (9) Failure to disclose material information to a Gaming Enterprise, Gaming Operation, or Management Contractor, even if truthful information is later disclosed.
- (c) TGRA may deny a license to any Applicant on the basis of the following criteria:
- (1) Failure to provide information, documentation and assurances required by the Gaming Code or requested by the Board;
 - (2) A final decision by any other governmental entity responsible for licensing persons or entities with respect to gaming activity under such entity's jurisdiction on grounds suggesting unfitness on the part of the Applicant;
 - (3) Association with known criminals or person reliably believed by law enforcement agencies to be engaged in corrupt or criminal activities, or with persons identified by the Board or any other governmental entity as being disqualified from gaming activities;
 - (4) Violation of any tribal or federal laws or regulations related to Indian gaming;
 - (5) For any other reason that TGRA reasonably determines that the Applicant could pose a threat to the public interest or to the effective regulation of Gaming Activity on Pueblo Lands, or creates or enhances the dangers of unsuitable, unfair, or illegal practices and methods and activities in the conduct of gaming activity on Pueblo Lands; or
 - (6) Past due financial obligations that exceed \$2,500 for any one collector or \$5,000 in the aggregate, except that TGRA may, in its discretion, consider whether those debts are composed of one or more of the following categories and therefore are likely to pose an acceptable level of risk regarding the integrity of Gaming:

- (i) Medical expenses;
- (ii) Closed delinquent debt;
- (iii) Repossession;
- (iv) Charge-Offs; or
- (v) Foreclosure.

(7) Conviction of one or more offenses that would result in automatic disqualification under subsection (b)(2)-(3) but which were committed before the Applicant's eighteenth birthday. While TGRA does not generally obtain juvenile criminal records, such information is sometimes available and may be relevant to the suitability determination. When evaluating such information and its effect on a license determination, TGRA may consider all relevant factors, including but not limited to: the length of time since the offense; the severity of the offense; the Applicant's age at the time of the offense; whether the Applicant was charged, tried, or otherwise treated as an adult; and any evidence of rehabilitation.

(d) Applicants for a license renewal are subject to automatic disqualification based on the criteria in subsection (b) above. TGRA may deny an application for a license renewal based on the criteria listed in subsection (c) above. If a renewal Applicant has a pending prosecution or charge in any jurisdiction for any offense that, if convicted thereof, would or could result in a license denial, TGRA may

- (1) declare the Applicant ineligible to apply for a renewal until the prosecution or charge is resolved,
- (2) grant the license renewal subject to required appropriate reporting by the Licensee on the status of the prosecution or charge, or
- (3) take such other action as may be appropriate under all the circumstances of the renewal application.

(e) If a license application is denied, the Board may after hearing and under extraordinary circumstances waive a criterion for mandatory or discretionary disqualification if, under all the circumstances, it concludes that granting a license would not pose an undue risk to the integrity of gaming. Relevant factors may include the nature of the disqualifying event as it relates to any threat to the integrity of gaming, the length of time since the disqualifying event, the Applicant's conduct since the disqualifying event, and similar considerations. Waiver is at the sole and absolute discretion of the Board.

1018. Applicants and Licensees: Provision of Information

(a) Fingerprints, Handwriting Exemplars, and Photographs. All Applicants for licenses issued by TGRA, and all persons holding such licenses, including all persons interested, directly or indirectly, in the gaming business or license held by an Applicant or Licensee, shall upon request by the Board or division provide fingerprints and handwriting exemplars, and each such Person shall allow himself or herself to be photographed in accordance with procedures established by the Board.

(b) Requests or Subpoenas for Information. Upon issuance of a formal request or subpoena issued under the authority of the Board to answer or produce information, evidence, or testimony,

each Applicant and Licensee shall comply with the request or subpoena. Where an Applicant or Licensee, or any employee or Person interested, directly or indirectly, in an application or license either refuses or fails to comply with such a request or subpoena, the license or application may be suspended, revoked, or denied based solely upon such failure or refusal.

(c) Notification of Current Address

- (1) It is the responsibility of each Licensee to inform the Board of any change in his, her, or its current address within 10 days of the change.
- (2) As provided in Section 14-1-13B(2) of the Gaming Code, the Board and TGRA may rely on the last reported address for purposes of providing service or notice to a Licensee or Applicant under the Code, these regulations, and the policies and rules of the Board.

1019. Requirements for Gaming Facility License

- (a) The Applicant must submit a drawing to scale of the Gaming Facility that depicts the number of gaming devices, table games, or other games of chance for play and their location within the Gaming Facility in a manner that provides for adequate supervision of each gaming device, table game, or other game of chance, including:
 - (1) An unobstructed view of each gaming device, table game, or other game of chance from the point of supervision;
 - (2) Any mirrors necessary to maintain adequate supervision; and
 - (3) The location of surveillance cameras.
- (b) The Gaming Enterprise shall not increase the number of gaming devices, table games, or other games of chance or change the location of any gaming device, table game, or other game of chance without the approval of TGRA.
- (c) A request for approval to increase the number of gaming devices, table games, or other games of chance, or a change in the location of any gaming devices, table games, or other games of chance shall be accompanied by a diagram to scale depicting the new location of the gaming devices, table games, or other games of chance within the Gaming Facility.
- (d) A request to change surveillance camera coverage must be approved in advance by TGRA and must be supported by adequate documentation.

1020. Gaming Facility License Application

- (a) A separate application is required for each Gaming Facility.
- (b) TGRA may deny an application for a Gaming Facility License, if it determines that the proposed place or location for the Gaming Facility is unsuitable for the conduct of gaming. Without limiting the generality of the foregoing, the following places or locations may be deemed unsuitable:
 - (1) the immediate vicinity of churches, schools, religious sites, and children's public playgrounds;

- (2) any place where gaming would be contrary to Pueblo law;
- (3) premises lacking adequate supervision or surveillance;
- (4) premises difficult to police; or
- (5) any other premises where the conduct of gaming will be inconsistent with the public policy of the Pueblo.

1021. Compliance with Health and Safety Codes

- (a) With respect to construction and maintenance of a Gaming Facility, the Gaming Enterprise, Gaming Operation, or Management Contractor shall comply with, and certify to the Board its compliance with, the more stringent of either
 - (1) Pueblo law, or
 - (2) Each of the following codes:
 - (i) Uniform Building Code;
 - (ii) Uniform Plumbing Code;
 - (iii) Uniform Mechanical Code;
 - (iv) National Electrical Code; and
 - (v) National Fire Code.

The standard to be applied shall be based on the Pueblo law and the uniform codes in force at the time the construction or maintenance is performed.

- (b) Pursuant to the Compact, inspectors from the Indian Health Service may inspect a Gaming Facility's food service operations during normal Gaming Facility business hours to assure that standards and requirements at least equivalent to those in the Food Service Sanitation Act [NMSA 1978, § 25-1-1 (1977, as amended through 2014)] are maintained.
 - (1) TGRA shall provide documentation of any inspections by IHS to the State Gaming Representative with the annual Compliance Report required by the Compact.
 - (2) If IHS does not conduct such inspections, the State Department of Environment may conduct such inspections during the same hours to assure that standards and requirements in the Food Service Sanitation Act [NMSA 1978, § 25-1-1 (1977, as amended through 2014)] are maintained

1022. Compliance with Provision of Compact

Each Gaming Operation shall comply with all applicable provisions of the Compact including, but not limited to, the following specific provisions:

- (a) The Gaming Operation shall comply with the more stringent of:
 - (1) Pueblo law, or

- (2) Federal laws generally applicable to Indian tribes and relating to wages, hours of work, and conditions of work (including applicable implementing regulations), including specifically
 - (i) the Fair Labor Standards Act of 1938 and
 - (ii) the Occupational Safety and Health Act of 1970.

A federal law is “generally applicable to Indian tribes” if:

- (i) the law is not susceptible to a good faith argument that it does not apply to Indian tribes,
 - (ii) the United States Court of Appeals for the Tenth Circuit or the United States Supreme Court has held in an opinion that has not been reversed or overruled that the law is generally applicable to Indian tribes, or
 - (iii) a court of competent jurisdiction has held that the law is applicable to the Gaming Operation specifically.
- (b) With respect to any construction project involving any Gaming Facility or related structure that is funded in whole or in part by federal funds, all workers will be paid wages meeting or exceeding the standards established for New Mexico under the federal Davis-Bacon Act.
- (c) Upon request by a visitor or a visitor’s designated representative, a Gaming Operation or TGRA shall provide:
 - (1) a copy of the Pueblo Court’s rules of civil procedure (or, if acceptable to the visitor or representative, the information necessary to find those rules online);
 - (2) the name, address and telephone number of the Gaming Operation; and
 - (3) the mailing address and telephone number of the clerk of the Pueblo Court.
- (d) A Gaming Enterprise, Gaming Operation, or the Pueblo shall not discriminate in the employment of persons to work for a Gaming Operation or in a Gaming Facility on the grounds of race, color, national origin, gender, sexual orientation, age or handicap; provided, however, that nothing herein shall be interpreted to prevent the Pueblo from granting preference in employment to tribal members or other Indians in accordance with established tribal laws and policies.
- (e) Each electronic or electromechanical gaming device in use at the Gaming Facility must pay out a mathematically demonstrable percentage of all amounts wagered, which must not be less than eighty percent (80%), and requiring the Gaming Enterprise to prominently post in visible locations within the Gaming Facility notices stating that the Gaming Enterprise is in compliance with this requirement, and providing a comprehensible explanation of what it means.
- (f) The Gaming Enterprise to spend, annually, an amount that is no less than one-quarter of one percent (.25%) of its Adjusted Net Win to fund or support programs that the Gaming Enterprise, in consultation with the Pueblo as appropriate, selects for the treatment and assistance of compulsive gamblers in New Mexico or who patronize New Mexico gaming facilities, and for the prevention of compulsive gambling in New Mexico. A substantial portion of such funds shall be distributed to one or more organizations that have expertise in and provides counseling, intervention, or other services for compulsive gamblers in New Mexico, and whose services are

available to all persons without regard to race or tribal membership. The Gaming Enterprise shall submit a report accounting for the use of these funds to TGRA, which shall submit it to the State Gaming Representative annually along with other Compliance Report materials.

- (g) The Board and TGRA, through these regulations, the TICS, and applicable policies and procedures will assure that each Gaming Operation provides for the physical safeguarding of assets transported to and from a Gaming Facility and the cage.
- (h) In accordance with all applicable law and policies and procedures, including prudent concern for personal and public safety, the Gaming Operation and TGRA will detain persons who may be involved in illegal acts for the purpose of notifying law enforcement authorities.
- (i) While the incorporation of the MICS into the TICS under Section 1302 expressly adopts 25 C.F.R. Part 542, the Board expressly adopts the following provisions in order to make compliance with certain Compact terms absolutely clear:
 - (1) 25 C.F.R. § 542.14 to provide for the physical safeguarding of assets transported to and from the Gaming Facility and cashier's cage department;
 - (2) 25 C.F.R. § 542.15 to regulate the extension of credit;
 - (3) 25 C.F.R. § 542.17 to regulate the issuance of complimentary.

Any amendments to these provisions in the TICS must comply with any restrictions or limitations in the Compact.

1023. Charitable Gaming

- (a) A Sponsoring Organization may engage in charitable gaming on Pueblo Lands pursuant to a charitable gaming permit.
- (b) TGRA may, in its discretion,
 - (1) Grant or deny a charitable gaming permit,
 - (2) investigate charitable gaming (whether or not operated under a permit) or any Sponsoring Organization,
 - (3) take measures to ensure the integrity of charitable gaming, and
 - (4) determine whether charitable gaming is in violation of the Code and the regulations and enforce the violations thereof.
- (c) Before making application for a charitable gaming permit, a Sponsoring Organization shall register with TGRA to secure an identification number.
 - (1) All applications for charitable gaming permit, amendment of charitable gaming permits, and any other papers relating to a charitable gaming event shall bear the identification number of the Sponsoring Organization.

- (2) Copies of applications, reports, agreements and other papers shall be forwarded to the Board at least fourteen calendar days before the charitable gaming event.
 - (3) Registration and assignment of an identification number shall not constitute or be any evidence of the eligibility of any Sponsoring Organization to receive a charitable gaming permit or to conduct any charitable gaming.
- (d) The Sponsoring Organization shall designate two of its members that shall supervise the charitable gaming event(s) described in the application for a charitable gaming permit. The Sponsoring Organization shall attach a signed statement to the application, under penalty of false statement, that:
- (1) The designated members shall be responsible for the operation and conduct of charitable gaming in accordance with the terms of the charitable gaming permit, these regulations, and other applicable law; and
 - (2) The Sponsoring Organization shall not allow anyone who is not a member of the Sponsoring Organization to operate or conduct any charitable gaming.
- (e) Only cash or checks shall be used at charitable gaming events.
- (f) Sponsoring Organization may conduct charitable gaming subject to the following restrictions:
- (1) Only members or volunteers of the Sponsoring Organization may promote or operate charitable gaming.
 - (2) No member of a Sponsoring Organization may receive any compensation for the promotion or operation of charitable gaming.
 - (3) No Person under the age of 18 shall promote or conduct charitable gaming or work at any charitable gaming event.
 - (4) All funds derived from charitable gaming shall be used exclusively for the purpose stated in the application for charitable gaming permit.
 - (5) Charitable gaming shall only take place at the time, date, and place specified on the charitable gaming permit.
- (g) Charitable gaming may be conducted with gaming equipment owned by the Sponsoring Organization, borrowed from or donated by a third party without a fee or rented for a fixed fee under a written contract with a contractor licensed under these regulations.

1024. Other Gaming Prohibited

Class II and Class III Gaming that is not authorized by the Gaming Code, the Indian Gaming Regulatory Act, and the Tribal-State Compact is prohibited on Pueblo Lands.

RULE 11
REGULATIONS CONCERNING ALL GAMES

1101. Scope

This rule provides the guidelines for all games of chance.

1102. Electronic, Electrical and Mechanical Devices Prohibited

Except as specifically permitted by the Board, no Person shall possess with the intent to use, or actually use, at any table game, either by himself or in concert with others, any calculator, computer, or other electronic, electrical or mechanical device to assist in projecting an outcome at any table game or in keeping track of or analyzing the cards having been dealt, the changing probabilities of any table game, or the playing, strategies to be utilized.

1103. Minimum and Maximum Wagers

- (a) Except as otherwise specifically provided in this rule, the minimum and maximum wagers permitted at any authorized table game in a Gaming Facility shall be established by the Gaming Enterprise; provided, however, that any required minimum Wager of \$100.00 or less which has corresponding payout odds of five to one or less shall be required to have a maximum Wager which is at least ten times the amount of the minimum Wager.
- (b) A Gaming Enterprise may offer:
 - (1) Different maximum wagers at one gaming table for each permissible Wager in an authorized game; and
 - (2) Different maximum wagers at different gaming tables for each permissible Wager in an authorized game.
- (c) A Gaming Enterprise shall provide notice of the minimum and maximum wagers in effect at each gaming table, and any changes thereto, in accordance with Section 1104.
- (d) Dealers shall not accept any Wager in excess of the established maximum permitted Wager. However, any Wager accepted by a dealer which is in excess of the established maximum permitted Wager at that gaming table shall be paid or lost in its entirety in accordance with the rules of the game, notwithstanding that the Wager exceeded the current table maximum.

1104. Rules of the Games; Notice

- (a) Whenever a Gaming Enterprise is required by rule to provide notice of the rules pursuant to which a particular table game will be operated, the Gaming Enterprise shall post a sign at the gaming table advising patrons of the rules in effect at that table.
- (b) Except as provided in paragraph (c) of this Section as to changes in permissible minimum and maximum wagers, no Gaming Enterprise shall change the rules pursuant to which a particular table game is being operated unless, at least one-half hour in advance of such change, the Gaming Enterprise:

- (1) Posts a sign at the gaming table advising patrons of the rule change and the time that it will go into effect;
 - (2) Announces the rule change to patrons who are at the table; and
 - (3) Notifies the Board of the rule change, the gaming table where it will be implemented and the time that it will become effective.
- (c) Notwithstanding, (b) above, a Gaming Enterprise may at any time change the permissible minimum or maximum Wager at a table game, without notifying the Board of the change, upon posting a sign at the gaming table advising patrons of the new permissible minimum or maximum Wager and announcing the change to patrons who are at the table.
- (d) The location, size and language of each sign required by this section shall be submitted to and approved by the Board prior to its use.

1105. New Games; Regulations and Procedures for Application, Declaratory Ruling, Test or Experiment, and Final Approval of New Authorized Game.

- (a) The Gaming Enterprise may petition the Board for approval of a new game.
- (b) A petition for approval of a proposed new games must include as a petitioner at least one Gaming Enterprise who has agreed in writing to participate in a test or experiment of the game in its casino. All petitioners shall be jointly and severally liable for payment of all regulatory review costs and other related expenses incurred by the Board in the review, testing and approval of the game.
- (c) A proposed new games may be a variation of an authorized game, a composite of authorized games, or any other game compatible with the public interest and suitable for casino use.
- (d) A petition for a proposed new game shall be in writing, signed by the petitioners, and shall include the following information:
 - (1) The names and addresses of petitioners;
 - (2) Whether the game is a variation of an authorized game, a composite of authorized games, or another game which is compatible with the public interest and is suitable for casino use;
 - (3) A complete and detailed description of the game for which approval is sought, including:
 - (i) A summary of the game, including the objectives of the game, the method of play and the wagers offered;
 - (ii) The draft of proposed rules describing the equipment used to play the game, and the proposed rules of the game;
 - (iii) The true odds, the payout odds, and the house advantage for each Wager;
 - (iv) A sketch or picture of the game layout, if any; and

- (v) Sketches or pictures of the equipment used to play the game;
 - (4) Whether the games, its name, or any of the equipment used to play is covered by any copyrights, trademarks or patents, either issued or pending;
 - (5) An agreement, satisfactory in form and content to the Board, releasing and indemnifying the Board and the Pueblo from all copyright, trademark, patent or other claims of petitioners and any other persons;
 - (6) A request for a declaratory ruling, pursuant to Section 5 of these regulations, that the proposed new game is a variation of an authorized game, a composite of authorized games or is compatible with the public interest;
 - (7) A request for a test or experiment of the game; and
 - (8) Any other pertinent information or material requested of specific petitioners by the Board.
- (e) In making a determination whether a proposed new game is an acceptable variation of an authorized game or a composite of authorized games, or is compatible with the public interest, the Board may consider rules and method of play; true and payout odds; wagers offered; layout; equipment used to play the game; personnel requirement; game security and integrity; similarity to other authorized games or other games of chance; other variations of composites of the game previously approved as authorized games; as well as any other relevant factors. Any such determination shall be subject to a condition that the game must undergo a successful test for suitability of casino use as provided below.
- (f) If the proposed new game is preliminarily approved by the Board in accordance with paragraph (e) of this Section, petitioners shall submit the following in connection with any proposed test of the game:
- (1) For any petitioner that is not a Gaming Enterprise:
 - (i) A completed application for the appropriate type of license, together with the applicable non-refundable license application fee; and
 - (ii) An application for a transactional waiver, pursuant to the rules of the Board, if required; and
 - (2) A test submission, which shall include, at a minimum:
 - (i) The names of the Gaming Facility where the test of the proposed new game will take place;
 - (ii) The dates and times when the test will take place, and the gaming, tables or other gaming equipment that will be involved;
 - (iii) The proposed sign to be posted at the entrances to the casinos where the test is to be conducted;

- (iv) The criteria proposed for use in determining the success of the test, and the methods proposed for documenting it, including any necessary forms; and
 - (v) Any other materials or information requested of specific petitioners by the Board.
- (g) A test of the new games shall take place at such times and places, and under such conditions, as the Board may require. The rules of the game and the test may be modified at any time during, the test period if the Board deems it necessary to do so. No final approval of a new game shall be granted until:
 - (1) The Board has determined that the game is suitable for casino use;
 - (2) Any necessary regulatory amendments have been adopted and have become effective.
 - (3) All necessary license applications have been filed, and all necessary transactional waivers have been issued; and
 - (4) All regulatory review costs and other related expenses incurred by the Board in the review, testing and approval of the game, have been paid in full.
- (h) Nothing in this Section shall be construed to restrict or limit the Board in any way from proposing new games or game variations on its own initiative, at any time.

1106. Patron Access to the Rules of the Games; Gaming Guides

- (a) Each Gaming Enterprise shall maintain at its security podium, a printed copy of the complete text of the rules of all authorized games and all other information required to be made available to the public. This information shall be made available to the public for inspection upon request.
- (b) Each Gaming Enterprise shall make available to patrons upon request an abridged version of the information required to be made available. Each such version, known as a “gaming guide”, may be produced in a printed, video or other format approved by the Board.
- (c) No gaming guide shall be issued, displayed or distributed by a Gaming Enterprise unless and until a sample thereof has been submitted to and approved by the Board. No Gaming Enterprise shall issue, display or distribute any gaming guide that is materially different from the approved sample thereof.
- (d) Prior to issuing, distributing or displaying a gaming guide that is materially different from the approved sample thereof, each Gaming Enterprise shall submit and obtain Board approval for a sample of the complete guide which contains the material changes.
- (e) Each Gaming Enterprise may display an approved gaming guide at any location in its establishment.

RULE 12
GENERAL OPERATING REGULATIONS

1201. Scope

This rule provides general operating obligations for the Gaming Enterprise.

1202. Responsibility of Licensee

Responsibility for the employment and maintenance of lawful methods of operation rests with the Gaming Enterprise, and willful or persistent use or toleration of methods of operation considered unlawful by the Board is prohibited. The Gaming Enterprise shall fully and timely perform each and every term, condition and duty required by the rules and regulations of the Board.

1203. Discovery of Violations

All Licensees, including the Gaming Enterprise, shall immediately notify the Board of the discovery of a violation or of a suspected violation of the Code or these regulations.

1204. Authorized Gaming

Gaming permitted pursuant to the Code and the Compact shall include only those games that are specifically authorized by the Board. The Gaming Enterprise shall conduct all Gaming in accordance with the Code, these regulations, and the Compact.

1205. Unauthorized Gaming

The Gaming Enterprise or Sponsoring Organization shall not conduct or permit any Gaming except that which is conducted according to all rules and regulations promulgated by the Board.

1206. Employee Reports

- (a) On or before January 1, April 1, July 1, and October 1 of each year, the Gaming Enterprise shall submit an employee report to the Board. The employee report shall identify every individual who is, or who has been since the filing of the previous report, employed by the Gaming Enterprise as a Gaming Employee or Key Gaming Employee.
- (b) The employee report shall list the name of the employee or official, job position, title, social security number, and designation as to whether that individual is a Gaming Employee or a Key Gaming Employee.

1207. Termination of Employment of Gaming Licensees

- (a) Key Gaming Employee Personnel. Upon the termination, resignation, demotion, or suspension of any Key Gaming Employee, the Gaming Enterprise shall notify the Board in writing, within 24 hours, of such action, or within four hours, if termination is based on any violation(s) of the Code, the regulations, or the compact.

- (b) Gaming Employee Personnel. Upon the termination, resignation, demotion or suspension of any Gaming Employee, the Gaming Enterprise shall notify the Board in writing, within three business days, of such action, or within four hours, if terminations are based on any violation(s) of the Code, the regulations, or the compact.

1208. Employee Benefits and Grievance Procedures

- (a) Benefits. A Gaming Enterprise shall provide the following benefits to all full-time employees of the Gaming Enterprise, which shall be at least as favorable as those provided by comparable state programs: sick leave, life insurance, paid annual leave, medical and dental insurance, unemployment insurance, and workers' compensation insurance.
- (b) Grievance. A Gaming Operation shall by policy provide a grievance process for employees of the Gaming Operation (including employees of a Gaming Enterprise in capacities involving Gaming Activity or Gaming Revenues) which includes an appeal of right to persons of greater authority than the immediate supervisor of the employee in cases of disciplinary or punitive action taken against the employee.

1209. Job Descriptions; List of Personnel

Prior to opening for business, a Gaming Enterprise must furnish to the Board: (i) a written list of all employees, including birth dates and social security numbers; and (ii) job descriptions of all the employees. Additionally, the Gaming Enterprise must by the first day of the each calendar quarter submit changes to its lists of employees and changes to job description of the employees.

1210. Information to be furnished by Licensee

- (a) Each Gaming Enterprise must report to the Board at least yearly the full name and address of every Person, including lending agencies, who has a right to share in the revenues of gaming, whether as an owner, assignee, or otherwise or to whom any interest or share in the profits of gaming has been pledged or hypothecated as security for a debt or deposited as a security for the performance of an act or to secure the performance of a contract of sale.
- (b) Each Management Contractor Licensee must immediately report to the Board the name, date of birth, and social security number of all persons who obtain an ownership, financial, or equity interest in the Management Contractor of five (5) percent or greater, or who have the ability to control the Licensee, or who have the ability to exercise significant influence over the Licensee, or who loan any money or other thing of value to the Licensee.
- (c) Any Person licensed by the Board, and any associated Person to a Licensee, must make written notification to the Board of any criminal Conviction and criminal charge pending against such Person within ten days of such person's arrest, summons, or conviction. This notification requirement shall not apply to non-felony traffic violations unless they result in suspension or revocation of a driver's license or are based on allegations of driving under the influence of intoxicating liquor or drugs. Failure to make proper notification to the Board may be grounds for a disciplinary action.
- (d) Each Gaming Enterprise must report to the Board on a form available from the Board the movement of slot machines, poker tables, and blackjack tables. This notification must be made by both the recipient and sender of devices within 24 hours of any movement of devices to and from any location.

- (e) The Gaming Enterprise or other Licensee shall report any discovered or suspected plan, scheme, design, device or other methods of cheating, or any and all unusual occurrences, that may compromise the integrity of any Gaming Activity or Gaming Revenues, including any Class III gaming device sold or offered for sale, offered for play, or used for any other gaming purpose within Pueblo Lands by such Licensee. Written reports to TGRA shall be provided in accordance with these regulations and relevant policies, procedures, and internal controls.
- (f) The subject matter and reports of the investigation conducted hereunder shall be considered confidential, except the Executive Director or the Board may, as deemed necessary and prudent in the exercise of their discretion, take whatever steps deemed necessary to address or mitigate the cheating problem, including disseminating a warning to other licensing jurisdictions or Licensees about the cheating problem.

1211. Inspections

A Gaming Enterprise must immediately make available for inspection by the Board, or its agents or investigator, upon demand, all papers, books, and records produced, used or kept in connection with gaming, and all portions of the premises where gaming is conducted or where gambling devices or equipment are manufactured, sold, used, displayed, kept, or distributed. Upon demand, the Board, or its agents or investigators must be given immediate access to any portion of the premises of Gaming Enterprise or Gaming Facility for the Purpose of inspecting or examining records or documents, gaming devices or equipment, or the conduct of gaming activity.

1212. Payoff Schedules

Payoff schedules must accurately state actual payoffs applicable to the particular game and may not be worded in a manner which misleads or deceives the public. Maintenance of misleading or deceptive matter on a payoff schedule or failure on the part of a Licensee to make payment in strict accordance with posted payoff schedules is prohibited.

1213. Player Rules

A Gaming Enterprise must post the following rules for players:

- (a) A patron must be of appropriate age as set forth in §1220;
- (b) No side bets are permitted; and
- (c) No credit is extended unless credit is authorized by, and extended in compliance with, Section 1230 and the Compact.

1214. Advertising

No Licensee shall allow, conduct, or participate in any false or misleading advertising concerning its gaming operations.

1215. Patron Disputes

Patron disputes regarding amounts allegedly won are to be resolved under the Dispute Resolution provisions of the Pueblo of Laguna Gaming Code, Section 14-1-9.

1216. Special Rules of Conduct

A Gaming Enterprise may establish rules of conduct for players and spectators on its licensed site. Any such rules must be posted.

1217. Transfers of Interest

No Person may sell, lease, purchase, convey, or acquire an interest in a Management Contractor without the prior approval of the Board.

1218. Termination of General Manager

The Gaming Enterprise shall notify the Board in writing within seven days of the termination of a general manager's affiliation with the Gaming Enterprise

1219. Activities Which Constitute Fraud

- (a) Fraudulent acts shall not be permitted by Licensees or patrons of gaming. "Fraudulent acts" shall include but shall not be limited to: misrepresentation of the probabilities of pay out or pay out awards on any gaming device or game; wording pay off schedules or pay out awards in a misleading or deceptive manner; and the failure of the Licensee to make payment in strict accordance with posted payoff schedules.
- (b) Players in any gaming game shall not play, nor attempt to play, in cooperation or collusion with any other Person, nor shall any Licensee knowingly permit such cooperation or collusion. Evidence of collusion may include, but shall not be limited to, the following:
 - (1) Any play by a player which is intended to assist one player over another.
 - (2) A continuing or repeated pattern of betting by and between the same two or more players, the purpose of which is to cause other players to fold or withdraw from a game.
 - (3) Two or more players sharing winnings from a hand or a player agreeing to share winnings with another player if either wins any part of the pot, except as permitted in tournament play authorized by the Board.
 - (4) Having an agreement not to bet or not to raise another player.
 - (5) Verbal or nonverbal communication pertaining to the game between persons including, but not limited to: imparting information about one's hand to player in the pot; advising someone on how to play a hand or suggesting a particular betting action; reading a hand for a player who has not yet shown his hand; or any communication between players by means other than spoken English, unless such communication, or its import, is understood by all persons at the table.
 - (6) Any other act participated in by two or more players which fraudulently creates an unfair advantage for a player, or which fraudulently creates a disadvantage for any other player in the game.

1220. Underage Gaming

No Patron under the age 21 shall be permitted to Wager at any Class III Gaming Facility, or to enter a Gaming Facility conducting Class III Gaming except:

- (1) To pass directly to another room;
- (2) That Person is employed by the Gaming Enterprise pursuant to Section 1221; or
- (3) A Patron under the age of 21, but over the age of 18, may engage in Class II Gaming in a Gaming Facility.

1221. Underage Employees

The Gaming Enterprise shall not employ any Person under the age of 21, if that person's employment duties will predominately involve the maintenance or operation of Class III Gaming or equipment or assets associated therewith. This prohibition does not apply to any Person employed in Class II Gaming or whose employment duties are unrelated to Class III Gaming.

1222. Authorized Gaming Hours

- (a) Hours of Class II and Class III gaming facilities must be requested in writing, and approved by the Board prior to implementation.
 - (1) Each gaming facility must meet the terms of the current Tribal/State Compact and be consistent with NIGC regulations.
- (b) The Executive Director or their designee may authorize a temporary change of hours of a Class II or Class III gaming facility upon written request submitted at least three (3) calendar days before the proposed change. Proposed changes must meet the requirements in 1222(a)(1).
- (c) Charitable Gaming hours of operation may be approved by the Executive Director or their designee at their discretion.

1223. Complimentary Services or Items

The Gaming Enterprise may provide or offer complimentary services or items to Persons in accordance with:

- (a) these regulations and any relevant internal policies implemented by TGRA;
- (b) federal regulation, specifically 25 C.F.R. § 542.17 or any successor provision, and all other applicable federal and Pueblo law;
- (c) any applicable provisions of the Compact, including its Appendix, and specifically including its reporting provisions; and
- (d) written internal policies and procedures, developed by the Gaming Enterprise and approved by the Board, implementing and in compliance with each of the above.

1224. Automated Teller Machines (ATM)

- (a) The Gaming Enterprise shall ensure that any ATM located within any Gaming Facility is programmed not to accept cards issued by the state to TANF recipients for access to TANF benefits.
- (b) Within thirty calendar days from the date of the installation of an ATM, the Gaming Enterprise shall deliver to the Board proof in the form of a notarized certificate from the financial institution providing the ATM for use in a Gaming Facility that the ATM is programmed to comply with Section 1224(a).
- (c) If the Gaming Enterprise fails to comply with Section 1224(a), the gaming Board shall have the authority to confiscate or remove any ATM located within a Gaming Facility that is not programmed as required by this Section.

1225. Check Cashing

- (a) A Gaming Operation (or, in connection with gaming, a Gaming Enterprise or the Pueblo) shall not cash any and all paychecks, or any type of government assistance check, including social security, TANF, or pension, for any Patron.
- (b) The Pueblo from time to time issues Per Capita Distribution checks to Pueblo members. Historically, PCD checks have been issued to Pueblo members in equal amounts, are not based on need, and are a purely internal matter of the Pueblo. The Board therefore expressly concludes that they are not government assistance checks, nor similar to government assistance checks, and are not subject to this Section.
- (c) Nothing herein shall prohibit the Gaming Enterprise or Gaming Operation from cashing employee payroll checks or personal checks from employees.

1226. Posting of Odds

The Gaming Enterprise shall post a notice in a conspicuous location on each Gaming Device defined in Section 104(m)(1) stating the "hit frequency" of such device.

1227. Illegal Drugs; Abuse of Alcohol and Legal Drugs.

- (a) It is the policy of the Board that the Gaming Enterprise shall maintain and enforce strict policies against the use and/or possession of illegal drugs, abuse or unlawful possession of legal drugs or alcohol, and attendance at work under the influence of legal or illegal drugs or alcohol. To that end, the Gaming Enterprise shall adopt and publish to all of its employees a drug and alcohol policy, in a form approved by the Board, that is not inconsistent with industry standards and that shall contain, at a minimum, the following elements:
 - (1) An employee assistance program to counsel and provide therapy to employees having problems with drugs or alcohol;
 - (2) A requirement that each job Applicant, upon being offered employment, must pass a drug test for illegal drugs;
 - (3) Provision for a drug or alcohol test, or both, of any employee involved in an incident that results in personal injury to any Person or in property damage in excess of one hundred dollars (\$100.00);

- (4) Provision for random drug or alcohol tests, or both, of employees at the discretion of the Gaming Enterprise or of the Board;
 - (5) Procedures to assure the integrity and confidentiality of drug and alcohol test results;
 - (6) Provision for immediate appropriate testing upon a reasonable suspicion that an employee is abusing alcohol or drugs in violation of this regulation, any policy, or other applicable law.
 - (7) Provision for disciplinary action, up to and including termination, as to any employee who violates the policy; and
 - (8) Such other provisions as the Gaming Enterprise or Board deems appropriate.
- (b) The Gaming Enterprise or Gaming Operation shall advise the Board of any action taken with respect to any employee who fails to pass any drug test.
 - (c) The Board may undertake random drug testing of Gaming Enterprise employees at the Board's expense, or by written notice to the Gaming Enterprise, direct the Gaming Enterprise to undertake random drug testing of its employees, at the Gaming Enterprise's expense, in a manner to be determined by the Board or by the Gaming Enterprise (provided that no program of random tests directed by the Board shall result in any employee, whose test results have been satisfactory, being tested more than once in any calendar year).

1228. Alcohol

- (a) The Gaming Enterprise shall not serve alcoholic beverages within any gaming area of a Gaming Facility. Alcohol may be served in other locations only in accordance with Pueblo law and applicable state and federal law.
- (b) The Gaming Enterprise shall not:
 - (1) Permit Persons who are visibly intoxicated to participate in Gaming Activity; or
 - (2) Sell, serve, give, or deliver alcoholic beverages to a person who is intoxicated, or procure or aiding in the procurement of any alcoholic beverage for an intoxicated person, at the Gaming Facility.
- (c) The Gaming Enterprise shall submit proof to the Board that each Person who dispenses, sells, serves or delivers alcoholic beverages has attended Alcohol Server Education classes similar to those classes provided for in the New Mexico Liquor Control Act.
- (d) No Persons may serve or sell alcoholic beverages unless that Person has attended such classes.
- (e) The Gaming Enterprise (and the Pueblo in connection with gaming) shall not provide, contract to provide, arrange to provide, or allow to be provided alcoholic beverages for no charge or at reduced prices within a Gaming Facility; and

- (f) The Gaming Enterprise shall cause its insurance provider to submit a certificate of insurance to the Board evidencing that the Gaming Enterprise has sufficient insurance to comply with the Compact.

1229. Central Computer Monitoring of Gaming Devices

The Gaming Operation shall connect all Class III Gaming Machines on the premises of a Gaming Facility to a central computer monitoring and control system on the premises of the Gaming Facility that shall collect on a continual basis the unaltered activity of each Class III Gaming Machine in use in the Gaming Facility. The Gaming Operation shall further ensure that the wager and payout data collected shall be electronically accessible by the State Gaming Representative upon entry of an appropriate security code. The Gaming Enterprise or Gaming Operation shall certify that centralized computer reporting and auditing system complies with the requirements of this section and with § 4(B)(13) of the compact. The Gaming Operation and TGRA will take all reasonable steps to ensure:

- (a) that the State Gaming Representative is not able to alter or affect the operation of any Gaming Machine or other device on the premises of the Gaming Facility, or the data provided to the central computer;
- (b) that the system shall be designed maintained so as to preserve the integrity of the system and the data contained therein, to minimize any possibility of unauthorized access to the system or tampering with the data, and to minimize any access by the State Gaming Representative to information other than machine wager and payout data residing in the central monitoring and control system; and
- (c) that the system for electronic access to the machine wager and payout data collected by the each Gaming Facility or Operation central computer shall be constructed and installed at the State's cost.

1230. Credit

A Gaming Operation (or, in connection with gaming, a Gaming Enterprise or the Pueblo) shall not extend credit by accepting IOUs or markers from its patrons unless and until a credit program that complies with the Compact is implemented.

RULE 13
MINIMUM TRIBAL INTERNAL CONTROL STANDARDS

1301. Scope

This rule sets forth the MICS for Gaming.

1302. Adoption of Minimum Internal Control Standards; Tribal Internal Control Standards

The Board has adopted the MICS issued by the NIGC as set forth at 25 C.F.R. Parts 542 and 543, as revised to better address the needs of the Pueblo. The resulting revised standards are known as “Tribal Internal Control Standards” or “TICS”. The TICS have the same status as these regulations.

1303. Accounting

The Gaming Enterprise shall establish and maintain an accounting system and procedures that shall, at a minimum:

- (a) Include an adequate system of internal accounting controls that shall be at least as stringent as required by the TICS to ensure:
 - (1) Assets are safeguarded;
 - (2) Financial records are accurate and reliable;
 - (3) Transactions are performed only in accordance general or specific authorization of management;
 - (4) Transactions are recorded adequately to permit proper recording of gaming revenue, including revenue sharing fees, and regulatory fees, and to maintain accountability for assets;
 - (5) Access to assets are permitted only in accordance with the specific authorization of management;
 - (6) Recorded accountability for assets in compared with actual assets at reasonable intervals and appropriate action is taken with respect to any discrepancies; and
 - (7) Functions, duties, and responsibilities are appropriately segregated and performed in accordance with sound practices by competent, qualified personnel; and
- (b) Permit the preparation of financial statements in accordance with generally accepted accounting principles;
- (c) Be susceptible to audit;
- (d) Allow the Gaming Enterprise to calculate the annual fees payable to the NIGC;
- (e) Permit the calculation and payment of any Management Contractor’s fee; and

- (f) Provide for the allocation of operating expenses or overhead expenses among the Gaming Enterprise, the Pueblo, and the Management Contractor, if any.

1304. Reporting

The Gaming Enterprise shall provide the Pueblo Council not less frequently than monthly with verifiable financial reports within 30 days of the month end closing.

1305. Submission and Approval of Accounting System

The Gaming Enterprise shall describe its system of internal accounting controls in written detail for approval by the Board. The system of internal Controls 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 organizational chart;
- (c) A detailed narrative description of the administrative and accounting procedures designed to satisfy the minimum internal control standards adopted herein by Section 1303;
- (d) A written statement signed by the chief financial officer and the chief executive officer of the Gaming Enterprise attesting that the system of internal accounting controls satisfies the minimum internal control standards adopted herein Section 1303; and
- (e) A report from an independent certified public accountant stating that the Gaming Enterprise's system of internal accounting controls has been reviewed by the accountant and complies with the minimum internal control standards adopted herein by Section 1302 and the requirements of 25 C.F.R. 542.3(d). The report shall report each event discovered or brought to the accountant's attention that the account believes does not satisfy the minimum internal control standards or variations from the standards that have been approved by the Board.
- (f) A copy of the report must be submitted to the Board no later than 90 days from the end of the Gaming Enterprise's fiscal year.

1306. Amendments

The Gaming Enterprise shall notify the Board of all amendments to its system of internal accounting controls. In conjunction with such notice, the Gaming Enterprise shall also comply with the requirements of Section 1305(d) and (e).

1307. Deadline for Compliance

The Gaming Enterprise shall come into compliance with Rule 13 no later than ten months from February 4, 1999.

1308. Noncompliance

The failure to comply with the minimum internal control standards adopted herein by Section 1302 is an unsuitable method of operation. If the Board determines that the Gaming Enterprise's internal control

system does not comply with Section 1303, the Board shall notify the Gaming Enterprise pursuant to Rule 3 and may impose a civil fine pursuant to Rule 4.

RULE 14
CHIPS AND TOKENS

1401. Scope

This rule sets forth the use, issuance and redemption of chips and tokens.

1402. Use of Chips and Tokens

Chips and tokens are solely representative of value which evidence a debt owed to their patrons by the Gaming Enterprise that issued them and are not the property of anyone other than the Gaming Enterprise.

1403. Issuance/Redemption

A Gaming Enterprise that utilizes chips or tokens at its Gaming Facility shall:

- (a) Issue chips or tokens only to patrons of its Gaming Facility;
- (b) Promptly redeem its own chips and tokens from its patrons by cash or check drawn on an account of the Gaming Enterprise; and
- (c) Post conspicuous signs at its establishment notifying patrons that the use of the Gaming Enterprise's chips or tokens outside the establishment for any monetary purpose whatever is prohibited, and that the chips or tokens issued by the Gaming Enterprise are the property of the Gaming Enterprise only.
- (d) Promotional chips and tokens may be used for promotions and tournaments as long as each chip and tokens (with a numerical figure) conspicuously bears the inscription "No Cash Value".

1404. Redemption and Disposal of Discontinued Chips and Tokens

- (a) A Gaming Enterprise that permanently removes from use or replaces chips or tokens at its Gaming Facility, or that ceases operating its Gaming Facility, shall redeem within the period designated by the Board discontinued chips or tokens that remain outstanding at the time of discontinuance.
- (b) The destruction or defacing of chips and tokens must be witnessed by representatives of management, security and accounting departments and the documentation thereof maintained for three years.

RULE 15
CURRENCY TRANSACTIONS REPORTING

1501. Scope

This rule sets forth the procedures for complying with the Bank Secrecy Act.

1502. Compliance with Bank Secrecy Act

- (a) A Gaming Enterprise must comply with all applicable provisions of the Bank Secrecy Act, 31 U.S.C. §§ 5311-5314, and all reporting requirements of the Department of the Treasury, the Internal Revenue Service, the Financial Crimes Enforcement Network, and any other related divisions thereof, as applicable, and make all such documentation available to the State Gaming Representative for inspection, scanning, or copying upon request.
- (b) Subject to Section 1223, the gaming day starts at 4:00 am and ends twenty-four hours later. At this time, the previous day's logs are submitted to the compliance officer and new logs are started for the new day. If there are no entries on the log, the cashier signs and writes "No Action Today" on the currency transaction log.
- (c) Cash in and cash out transactions are aggregated on company-wide basis for a Gaming day.

1503. Definitions

- (a) "Cash" refers to government-minted currency and coin. This includes U.S. minted currency/coin.
- (b) "Aggregation" means combining transactions occurring in each department. Cash in transactions are aggregated separately from cash out transactions. Example: A patron's cash in transaction at blackjack table is combined with his/her cash in transactions at the Gaming Facility cage and cash in transactions at the slot booth.
- (c) "CTR" refers to the Currency Transaction Report prepared by the Gaming Enterprise or Gaming Operation to fulfill federal reporting requirements when a Patron has a single or aggregate transaction exceeding \$10,000, or any other amount which may be specified in federal law.
- (d) "Known Customer" means a Patron for whom the cage and credit department has a written record of the patron's name, address, social security number, and Gaming Facility account number. A known customer does not include someone you simply know.
- (e) "Cash In" means cash received from a Patron:
 - (1) Currency exchanges, including foreign currency;
 - (2) Chip purchases;
 - (3) Token purchases;
 - (4) Patron deposits (front money); and

- (5) Safekeeping deposits
- (f) "Cash Out" means cash given to a Patron:
 - (1) Currency exchanges, including foreign currency;
 - (2) Chip redemptions;
 - (3) Cash payments for slot winnings;
 - (4) Patron deposits and
 - (5) Checks cashed for cash
- (g) "Cash Transactions Log" refers to the record maintained at each slot area where a cash in or cash out transactions of \$2,500 to \$10,000 are recorded. Lesser amount transaction may be recorded if you think the Patron may exceed the \$10,000 reporting threshold.
- (h) "Photo Identification Credentials" means items which can be examined to verify the identity of a Patron. The following are examples of these credentials:
 - (1) A valid, current driver's license;
 - (2) A valid, current government issued identification card; and
 - (3) A valid, current passport or alien registration card

Note: Ask to examine the patron's social security card to verify the number. If the Patron refuses, then the patron's representation as to his/her nine-digit social security number is adequate.
- (i) "Agent" means a Person who is conducting a transaction for someone else.

1504. CTR Procedures

- (a) The Gaming Facility shall log all single currency transactions of \$2,500 or more with any Patron. The Gaming Facility shall not complete any transaction of \$2,500 or more without first reasonable attempting to obtain the patron's name, permanent address and social security number.
- (b) If the patron's information is not available through Gaming Facility records and the Patron does not provide the required information, the transaction must be stopped.
- (c) Currency transactions include, but are not limited to:
 - (1) Purchases and redemptions of chips and tokens;
 - (2) Bets of currency;
 - (3) Currency received by a Gaming Facility for transmittal of funds through wire transfer for a Patron;

- (4) Exchanges of currency for currency, including foreign currency;
 - (5) Payments on bets, including slot jackpots (includes jackpots paid by checks);
 - (6) Payments by a Gaming Facility to a Patron based on receipt of funds through wire transfer to a Patron; and
 - (7) Cashing of checks or other negotiable instruments (e.g., traveler's check, money order, cashier's check, etc.)
- (d) All transactions as defined in the above paragraphs shall be recorded on a form that provides at a minimum the following information:
- (1) Date of transaction;
 - (2) Time of transaction;
 - (3) Amount of transaction;
 - (4) Breakdown of currency \$100 bills versus smaller bills;
 - (5) Patron's name;
 - (6) Patron's permanent address;
 - (7) Patron's social security number;
 - (8) Method used to verify the patron's identification; (i.e., driver's license, social security card, etc.)
 - (9) Patron account or reference number with Gaming Facility; (if applicable)
 - (10) Employee name and identification number of the Person handling the transaction; and
 - (11) Type of transaction
- (e) If the Patron is over \$10,000 aggregate cash in or cash out, prepare a CTR.
- (f) All employees are prohibited from providing any information or assistance to patrons in an effort to help them circumvent any and all currency transaction reporting requirements.
- (g) The Title 31 compliance officer will be responsible for performing the duties set forth below:
- (1) Daily review of multiple transaction logs, CTR's, and supporting documents.
 - (2) Filing of CTR's (within 15 days) and record retention.
 - (3) Help train employees and administer employee exams.
 - (4) Issue and follow up reports on compliance.

- (5) Other duties as required to ensure a successful compliance program.