

**TITLE 10: LOCAL LAWS**  
**DIVISION 2: SECOND SENATORIAL DISTRICT (TINIAN, ETC.)**

**§ 2591. Content of Submission.**

A submission of the description of the system of internal controls and administrative and accounting procedures referred to in 10 CMC § 2590(a)(1) shall contain both narrative and diagrammatic representations of the system to be utilized by the casino operator, including, but not limited to:

(a) Accounting procedures, including the standardization of forms and definition of terms, not inconsistent with this chapter, to be utilized in the gaming operations.

(b) Procedures, forms and, where appropriate, formula for or with respect to:

- (1) Hold percentages and calculations thereof;
- (2) Revenue drop;
- (3) Expense and overhead schedules;
- (4) Complementary services;
- (5) Salary arrangements; and
- (6) Personnel practices.

(c) Job descriptions and the system of organizing personnel and chain of command authority such as to establish diversity of responsibility among employees engaged in casino operations and identification of primary and secondary supervisory positions for areas of responsibility, which areas shall not be so extensive as to be impractical for an individual to supervise effectively.

(d) Procedures for the conduct and playing of games.

(e) Procedures within a cashier's cage for the receipt, storage and disbursal of chips and cash, the cashing of checks, the redemption of chips and the recording of all transactions pertaining to gaming operations.

(f) Procedures for the collection and security of moneys at the gaming tables and other places in the casino where games are conducted.

(g) Procedures and forms for the transfer of chips to and from the gaming tables and other places in the casino where games are conducted from and to a cashier's cage.

(h) Procedures for the transfer of moneys from the gaming tables and other places in the casino where games are conducted to other areas of the casino for counting.

(i) Procedures and forms for the transfer of moneys or chips from and to any gaming area.

(j) Procedures and security for the counting and recording of revenue.

(k) Procedures and security for the transfer of moneys to and from a bank and from and to the casino.

(l) Procedures for the security, storage and recording of chips utilized in the gaming operations.

(m) Procedures and standards for the maintenance, security and storage of any gaming equipment.

(n) Procedures for the payment and recording of winnings associated with any games where such winnings are paid by cash or check.

(o) Procedures for the issue of chip purchase vouchers and the recording of transactions in connection therewith.

(p) Procedures for the cashing and recording of check transactions.

**TITLE 10: LOCAL LAWS**  
**DIVISION 2: SECOND SENATORIAL DISTRICT (TINIAN, ETC.)**

- (q) Procedures for the establishment and use of deposit advance accounts.
- (r) Procedures for the use and maintenance of security and surveillance facilities, including catwalk systems and closed circuit television systems.
- (s) Procedures governing the utilization of security personnel within the casino.
- (t) Procedures for the control of keys used or for use in casino operations.

**Source:** Tinian Local Initiative 1, § 73.