

## EVALUATION OF VIDEO SURVEILLANCE RECORDING INSTRUCTIONS (SFN 19857)

This form is used to evaluate a sample video recording submitted by an organization or by a vendor on behalf of an organization for approval of satisfactory video surveillance for a twenty-one table or a paddlewheel and paddlewheel table. The top portion of the form must be completed by the organization or the vendor and must accompany the video surveillance recording for each table submitted for evaluation.

1. City – Enter the location of the site.
2. Vendor – Enter the name of the approved vendor which sold or provided the equipment to the organization. If an organization purchased or acquired their own equipment, the vendor name may be recorded as “Internal”.
3. Reason for Evaluation – Check the box(es) that reflects why the recording is being submitted for review.

New Site – applies to video surveillance for table activity at a site that was not previously evaluated for the organization. This includes a newly acquired site by an organization, or a current site that achieved the level of table activity requiring video surveillance. A sample video recording for each table must be submitted whether the organization purchased new equipment for the site or procured equipment from a previous organization conducting at the site.

Relocated Table – applies to video surveillance for a table that was previously approved and has been moved to a new location within the site.

Added Table – applies to video surveillance for a table that has been added to the site and was not previously submitted for approval.

New Equipment – applies to video surveillance for table activity due to an organization replacing a camera or DVR unit.

Resubmission – applies to video surveillance for a table required to have another recording submitted by an organization or vendor due to the disapproval of a previous sample recording for the table.

Other – if none of the reasons apply, include an explanation for the video surveillance submission.

### **VIDEO SURVEILLANCE RECORDING CRITERIA**

To expedite the approval process, the sample video surveillance recording submission should meet the following criteria:

#### **General:**

- Video recording should include 15 – 30 minutes of activity. The recording can be from actual play or staged activity for demonstration purposes. If staged activity is used, the lighting conditions from when actual play would occur should be replicated.
- A recording may be submitted on a flash drive, DVD, or CD-ROM. **The video player that is available with the recording software must also be included with the submission.**
- Paper currency of different denominations must be placed face down in the inner table area perpendicular to the chip tray when buying casino or betting chips.
- Activity must be recorded from the dealer’s or wheel operator’s perspective and in real time.

**Twenty-One:**

- The recording should include activity at each of the betting spaces on a table. Each chip denomination should be played on the table.
- The recorded activity should include such items as the exchange of currency for chips, splitting of cards, doubling down on bets, tip bets, payoffs, and collecting of lost wagers.
- If the recording is based on staged activity, the playing cards used must be the same kind of cards the organization uses at the site.

**Paddlewheel:**

- The recorded activity should include such items as the exchange of currency for betting chips; bets on different areas of the table; payoffs; and collecting of lost betting chips.
- The recording should include activity which shows several different colors of betting chips for a spin.
- The recording of the table play and the paddlewheel must be viewable simultaneously (either side by side or picture in picture).



**EVALUATION OF VIDEO SURVEILLANCE RECORDING**  
 NORTH DAKOTA OFFICE OF ATTORNEY GENERAL  
 GAMING DIVISION  
 SFN 19857 (11-2016)

Refer to instructions for video surveillance recording criteria

Organization		License No. G - _____		Site		City	
Organization Contact Person		Organization Email Address		Organization Phone No.		Game Type Twenty-One <input type="checkbox"/> Paddlewheel <input type="checkbox"/>	
Vendor		Vendor Email Address		Vendor Phone No.		Vendor Contact Person	
Date of Activity		Reason for Evaluation New Site <input type="checkbox"/> Relocated Table <input type="checkbox"/> Added Table <input type="checkbox"/> New Equipment <input type="checkbox"/> Resubmission <input type="checkbox"/> Other <input type="checkbox"/> (Explain: _____)					

ITEMS EVALUATED <i>(Attorney General Use Only)</i>		Acceptable	Not Acceptable	Does Not Apply
<b>General</b>	Location of imprinted time and date			
	Recorded in real time			
	Recorded from dealer's/wheel operator's perspective			
	Paddlewheel & paddlewheel table viewable simultaneously			
<b>Table / Paddlewheel</b>	Field of view of table activity - chip tray, all betting spots, face of dealing shoe, plunger, discard holder, table number & site identification			
	Adequate lighting - no glare/hot spots			
	Numbers and symbols on paddlewheel table			
	Winning number or symbol on paddlewheel			
<b>Chips</b>	Buy in of chips, value of chips broken down, various chip payoffs, & edge spots/colors of chips			
	Distinction of chips in tray			
	Pickup of lost wagers			
<b>Currency</b>	Plunging of currency			
	Numeric symbols			
	Picture of back side of currency			
<b>Cards</b>	Jumbo faced			
	Symbols 1-10, A, K, Q, J			
	Pip patterns			

Comments:

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**Video Surveillance System:**  Approved  Not Approved

Evaluator	Date	Control Number AG
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*This form must accompany the video submission*