

STANDARD INTERPRETATION No. 15-006

Supervision of Destruction of Sensitive Inventories

Relevant Standard(s):	5.7
Application:	All sectors
Issue:	
<p>Does "... under the supervision of security personnel and verified independently by staff from another department" mean that security personnel must be physically present during the destruction, or does the requirement contemplate the destruction being performed without security personnel being present but being presented with sign off documentation and records for verification and approval after the fact?</p>	
Response:	
<p>Supervision by security personnel is required for the destruction of sensitive inventories. This could be carried out in person or through another method. The level of supervision by security personnel will depend on the nature of the destruction process and the sensitive inventory being destroyed. Operators are expected to assess the risk and put the appropriate level of supervision in place to ensure that sensitive inventory is securely destroyed.</p>	
Relevant Standard Excerpt(s):	
<p>5.7 Security and surveillance shall be in place to protect the public and gaming-related assets and to record transactions.</p>	
Requirements – At a minimum:	
<ol style="list-style-type: none"> 1. Floor plans must show surveillance equipment positioning for each area including: <ol style="list-style-type: none"> a. location(s) of the lottery schemes (including the camera coverage for each); b. areas containing cash or cash equivalents such as cages, count rooms, armoured car pickups and deliveries; c. areas containing sensitive inventories; d. all entrances and exits (points of egress). 	
<p>Guidance: <i>The intent of Requirement 1(d) is to ensure that all points of access which directly or indirectly lead to the gaming floor or sensitive areas at a minimum have camera coverage or an alarm, which is actively monitored for unauthorized access.</i></p>	
<ol style="list-style-type: none"> 2. Surveillance plans must include activities that address the following: <ol style="list-style-type: none"> a. camera coverage and control systems for all lottery schemes; b. secure movement of cash, cash equivalents and sensitive inventories within the gaming site; c. interventions related to persons suspected of conducting illegal activities at the gaming site. 3. Any interruption of monitoring activities shall be immediately reported in accordance with the established notification matrix. 4. Continuous independent monitoring must be provided even if the premises is closed to the public. 	

5. Video/digital recordings shall be made and retained for a minimum period as specified by the Registrar.
 6. Destruction of sensitive inventories, whether performed on the premises or at another site, shall be conducted under the supervision of security and verified independently by staff from another department.
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This interpretation is provided for informational purposes only and does not constitute legal advice. The interpretation relates to a specific set of circumstances and the standards, laws and regulations in force at the time the interpretation was issued; however, it is not an exhaustive or definitive interpretation of the standard(s) referenced herein.

The AGCO has established the Standards Interpretation Protocol, which acts as a single point of contact for inquiries from the gaming industry related to the interpretation of the Standards. For more information, please contact the AGCO's Customer Service Department at 416 326-8700 (in the GTA) or 1 800 522-2876 (toll free in Ontario).