



## Ohio Administrative Code

### Rule 3772-11-24 Card and dice receipt, storage, and use.

Effective: [May 2, 2022](#)

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(A) Cards and dice must be stored in a secure storage area with access restricted to appropriate personnel. The storage area for used cards and dice must be separate from the storage area for new cards and dice.

(B) An inventory ledger must be maintained for all card and dice storage areas. The ledger must be updated whenever cards or dice are added or removed from the storage area and whenever cards or dice are canceled or destroyed. The ledgers must be reconciled daily and at a minimum include the following:

- (1) The current balance of cards and dice of each type on hand in the storage areas;
- (2) All transactions of cards or dice added or removed from the storage area;
- (3) All transactions of cards or dice canceled or destroyed;
- (4) The date and time of each transaction; and
- (5) The signature of each licensed employee involved with each transaction.

(C) When cards or dice are received for use in the casino facility the following requirements must be completed by at least two licensed employees, one of which must be from the table games department and the other from the security or accounting department:

- (1) The packages must be inspected for proper quantity and any obvious damage;
- (2) The cards or dice must be recorded in the inventory ledgers. Any discrepancies in the invoice or packing list or any defects found must be reported upon discovery to a gaming agent on duty; and



(3) The boxes must be placed in secured storage.

(D) Each day a table games supervisor, in the presence of a security department employee and after notification to surveillance, must transport cards and dice to the gaming floor and distribute the cards and dice to the table games supervisors as necessary.

(E) Any movement of cards or dice between table game pits after being delivered to the gaming floor must be made by a table games supervisor and require a security escort after notifying surveillance.

(F) The casino operator's internal controls must include procedures for changing cards after periods of use.

(G) Cards and dice are unsuitable for use and must be removed from play if there is any indication of tampering, flaws, scratches, marks, or other defects that might affect the integrity of the game. Unsuitable cards or dice identified by the casino operator must be reported to a gaming agent on duty and surveillance.

(H) If a single card is damaged and is therefore unsuitable for use on a game using multiple decks of cards, a single card may be replaced. The replacement must be conducted according to the following requirements:

(1) Surveillance is notified of the replacement;

(2) The single card is replaced from a designated replacement deck kept locked in the pit stand; and

(3) The replacement deck is used only once, is made whole with the insertion of the affected card, and is immediately sealed and placed into either the cancellation or destruction process required by this chapter.

(I) If a card is damaged and therefore unsuitable for use on a game using a single deck the entire deck must be replaced.



(J) At the end of each gaming day or at any other times as may be necessary, a table games supervisor other than the person who originally inspected the dice must visually inspect each die for evidence of tampering.

(K) As necessary, cards and dice must be removed from the gaming floor by security. Security will notify surveillance and transport the used cards and dice to a secured storage area to be canceled or destroyed.

(L) Used cards and dice shall be transported secured in transparent sealed bags that are designed so any tampering after they are sealed is evident. The transparent bags should include the following information:

(1) The date and time of removal from play;

(2) The table number; and

(3) The signature of the employees removing the cards or dice from play.

(M) A physical inventory of all cards and dice both in storage and in play at the casino facility must be conducted by employees with no incompatible functions with discrepancies reported to the commission gaming agent on duty.