



Know your limit, play within it.

November 25, 2013

Log # 332870

To: All Licensees and Grant Recipients

Re: Terms and conditions of Licensees & Grant Recipients:
Reporting by Licensees and Grant Recipients
Section 86(2), *Gaming Control Act*

This memorandum outlines the reporting requirements for Licensees and Grant Recipients in relation to allegations of wrongdoing.

The Gaming Policy and Enforcement Branch (GPEB) is responsible for the overall integrity of gaming and horse racing in British Columbia, as outlined in Section 23 of the *Gaming Control Act*.

Section 86(2) of the *Gaming Control Act* requires Licensees to notify the General Manager, GPEB, immediately, about any conduct, activity or incident occurring in connection with a lottery scheme or horse racing that may be considered contrary to the *Criminal Code of Canada*, the *Gaming Control Act* or any Regulations under the *Act*. This includes, but is not limited to:

- a) Cheating at play (including collusion between players or individuals);
- b) Thefts (including thefts affecting the integrity of the game, theft from the house, or by the gaming worker);
- c) Fraud (including using or attempting to use stolen or forged credit cards, bank cards, or electronic payments);
- d) Money laundering (including suspicious currency transactions, or suspicious electronic fund transfers);
- e) Loan sharking;
- f) Robbery;
- g) Assault;
- h) Threats against, or intimidation of players or licensees;
- i) Unauthorized lottery schemes;
- j) Persons legally prohibited;
- k) Unregistered gaming service providers; and
- l) Minors unlawfully participating in gaming events.

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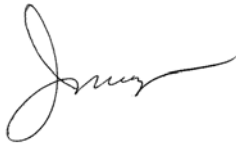
The General Manager may attach conditions to a grant under section 41(3) of the Gaming Control Act. Section 1.2 of GPEB's Guidelines for Applying for a Community Gaming Grant requires grant recipients to notify GPEB Investigations and Regional Operations, Gaming Enforcement, without delay, about any conduct, activity or incident that may be considered contrary to the Criminal Code of Canada, the *Gaming Control Act* or Gaming Control Regulations, or that may affect the integrity of gaming.

The Investigations and Regional Operations Division, GPEB, will continue to provide guidelines and procedures for reporting integrity issues.

Licenses and Grant Recipients should follow the reporting procedure found in Appendix A.

Your understanding and cooperation is appreciated.

Sincerely,

A handwritten signature in black ink, appearing to read 'John Mazure', with a long, sweeping horizontal stroke extending to the right.

John Mazure
General Manager and Assistant Deputy Minister

pc: Ursula Cowland, Executive Director, Licensing and Grants
Len Meilleur, Executive Director, Registration and Certification
Terri Van Sleuwen, Executive Director, Audit and Compliance
Larry Vander Graaf, Executive Director, Investigations and Regional Operations

Reporting Procedures for Licensees and Grant Recipients to the Gaming Policy and Enforcement Branch

APPENDIX A

SECTION 1

1.0 Overview

The Gaming Policy and Enforcement Branch (GPEB) regulates the gaming industry in British Columbia. Its mandate is to ensure that gaming in the Province is conducted and managed with integrity, and that the interests of the public are protected.

1.1 Purpose

The purpose of this document is to provide Licensees and Grant Recipients guidance on the form of reporting to the GPEB of any real or suspected conduct, activity, or incident that affects the integrity of gaming or horse racing that involves a licensee, grant recipient, registered gaming service provider, or registered gaming worker

SECTION 2

2.0 Legislative Authority

- Section 86(2) of the *Gaming Control Act* requires a Licensee to notify GPEB, without delay, about any conduct, activity or incident occurring in connection with a lottery scheme or horse racing that may be considered contrary to the *Criminal Code* of Canada, or British Columbia's *Gaming Control Act*, or Gaming Control Regulations.
- Section 39(3) of the *Gaming Control Act* requires every licensee, when required in writing by the general manager, to provide the general manager with reports and information for the purposes of determining compliance under the Act.

SECTION 3

3.0 Reporting Procedures for Licensees and Grant Recipients

3.1 Licensees and Grant Recipients

- Licensees and Grant Recipients must immediately advise of any real or suspected conduct, or activity, that may be considered contrary to the *Criminal Code* of Canada, or British Columbia's *Gaming Control Act*, or any matter that may affect the integrity of gaming directly to the GPEB Investigations and Regional Operations **HOT LINE at 1-877-660-8850**.

3.2 Reporting Format

- Licensees and Grant Recipients are required to report their name, location, contact phone number or email address, license number or grant application number and the nature of the incident by leaving the details on the **HOT LINE at 1-877-660-8850** or by directly contacting a GPEB Regional Office listed below.

Lower Mainland Regional Office

408 – 4603 Kingsway Ave

Burnaby BC V5H 4M4

604-660-5010

Email: SGGPEB86ReportingLMD@gov.bc.ca

Prince George Regional Office

211 – 1577 7th Ave

Prince George BC V2L 3P5

250-612-4122

Email: SGGPEB86ReportingNorthern@gov.bc.ca

Kelowna Regional Office

200 – 1517 Water St

Kelowna BC V1Y 1J8

250-861-7363

Email: SGGPEB86ReportingInterior@gov.bc.ca

Vancouver Island Regional Office

3rd Floor, 910 Government St

Victoria BC V8W 1X3

250-356-5248

Email: SGGPEB86ReportingVanIsland@gov.bc.ca