

GAMING COMMISSION
REGULATIONS

FOR VISITORS ACCESS TO
SENSITIVE AREAS OF

THE GAMING FACILITY

Coyote Valley Gaming Commission
Coyote Valley Band of Pomo Indians

Chapter 17

VISITORS' ACCESS

Sections:

- 17.010 Purpose.
- 17.020 Policy.
- 17.030 Definition.
- 17.040 Procedure.
- 17.050 Forms.

Section 17.010. Purpose. The purpose of this Chapter is to set forth consistent guidelines and procedures for the control and accountability of persons visiting the Gaming Facility for personal or business purposes and who will generally be allowed to access all but sensitive areas of the Gaming Facility.

Section 17.020. Policy. It shall be regulatory policy that any visitor, whether on official business or not, who will be allowed access to non-public areas without constant escort from Security, Casino Management or Gaming Commission personnel, shall be required to check in with the Security Officer on duty and be

issued and wear in a prominent location, a visitors badge.

Section 17.030. Definitions. The following terms shall have the following meanings:

- a) Visitor: Any person who will be allowed unescorted access to non-public areas whether to conduct official business or not.
- b) Non-Public areas: Any offices, storage areas, kitchen, delivery or any other "back of house" area where the public is not otherwise allowed unrestricted or unescorted access.
- c) Sensitive area: Vault, count rooms, surveillance room, cashier cages, accounting rooms, rooms where gaming equipment or supplies are stored, and rooms where on-line systems or computer equipment which contain any financial records, disks or tapes are located.
- d) Escort: To be in the constant presence of a Casino Management personnel, Security personnel, or Gaming Commission personnel

during entire time on
Gaming Facility premises.

Section 17.040. Procedure.

- a) Any visitor at the Gaming Facility who requires unescorted access to non-public areas to conduct business of any nature, or to simply visit, tour or meet with Casino Management or Gaming Commission personnel, shall first check in with Security and be issued a visitor's badge. Such badge shall be worn in plain view at chest level at all times while the visitor is on the Gaming Facility premises.
- b) A member of Casino Management, Security or Gaming Commission personnel shall escort the visitor to the Main Cage. Upon arrival at the Security Office, the Security Officer shall request a piece of identification from the visitor, preferably a photo I.D. such as a driver's license.
- c) The Security Officer shall then fill out the visitor's I.D. log book, which shall require at a minimum the following information.

1. The date and time the visitor's I.D. badge is issued.
2. The I.D. number of the badge.
3. The name of the Security Officer issuing badge.
4. The name of visitor.
5. The reason or nature of visit or business.
6. The date and time badge is returned (this information is to be filled out by officer who receives badge when returned).
7. The name of officer receiving badge when returned by visitor (same as "6" above).

Section 17.050 Forms.

- a) Attached as Exhibit "A" is a copy of the typical page in the visitor's I.D. log book.
- b) Attached as Exhibit "B" is a photo of the of visitor I.D. badge that will be used.

CERTIFICATION

The foregoing Regulations were adopted at a special meeting of the Coyote Valley Gaming Commission held on February 1, 2006, by the following vote:

AYES: 3
NOES: 0
ABSTAIN: 0
ABSENT: 2

Chairman of the Coyote
Valley

Gaming Commission
ATTESTED:

Secretary of the Coyote Valley
Gaming Commission

