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STATE OF NEVADA
GAMING CONTROL BOARD

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December 23, 2002

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To: Gaming Work Permit Issuing Agencies
Gaming Licensees
Interested Parties

Please find enclosed a copy of the amendments to Nevada Gaming Commission Regulation 5 (NGC Reg. 5) adopted by the Commission at its meeting held on December 19, 2002. The amendments were promulgated pursuant to enactment of Assembly Bill 466 during the regular session of the 2001 Legislature. In accordance with the provisions of the bill, which amended NRS 463.335, the Commission was obligated to adopt regulations on or before January 1, 2003, to:

- a. Facilitate uniform procedures for the issuance of work permits by counties and cities;
- b. Establish uniform criteria for denial by a county or city licensing authority of an application for a work permit; and
- c. Provide for the creation and maintenance of a system of records that contain information regarding the current place of employment of each person who possesses a valid work permit.

The newly adopted regulations are responsive to the underlying purpose of the recently passed statutory provisions: to enable gaming employees to be issued a work permit that makes them eligible for gaming employment throughout the State. The intent is to allow gaming employees to change their employment in the gaming industry without having to renew their work permit or obtain a new work permit every time they go to work for a different licensee, which may or may not be in a different local jurisdiction. The actuality of a work permit that will be valid for gaming employment statewide necessitates uniformity in the issuance procedures and denial criteria that will be performed and applied by the local jurisdictions.

The new law enabling the issuance of statewide permits and the corresponding regulations do not interfere with the local jurisdictions' ability to issue gaming work permits, nor the longstanding practice of local jurisdictions processing gaming work permit applications. Instead, work permit applications will primarily continue to be filed with city and county agencies, and will only be filed directly with the State Gaming Control Board as a last resort by applicants who reside in local jurisdictions which do not require work permits and decline to issue them.

The amendments to NRS 463.335 and the newly adopted regulations are effective January 1, 2003, with one exception: NGC Reg. 5.101(2) (which establishes the standard information that will appear on respective statewide gaming work permits) becomes effective July 1, 2003. Regional workshops will be held on the implementation of the new regulations for the issuing agencies, gaming licensees, and interested parties, shortly after the first of the year, as follows:

Las Vegas

Wednesday, January 15, 2003
Grant Sawyer Building
555 E. Washington Ave., Suite 2600

Carson City

Wednesday, January 22, 2003
Gaming Control Board Office
1919 E. College Parkway

Work Permit Issuing Agencies: 9:00 a.m.
Licensees/Interested Parties: 1:00 p.m.

In the meantime, since every work permit issued on or after January 1, 2003, and every valid work permit presently held by a gaming employee, will be a "statewide gaming work permit," the following notable provisions contained in the amended law and/or newly adopted regulations are highlighted for your information and attention:

As of January 1, 2003,

- The fee charged for a gaming work permit may not exceed the actual cost related to processing the application (to include fingerprint submittals) and under no circumstances may be more than \$75. Gaming licensees are encouraged to contact the local gaming work permit issuing agency(ies) in your area relative to the fees they will impose so you may accurately relate to your employees and prospective employees the cost they will incur to obtain a work permit.
- Each gaming work permit applicant must be fingerprinted and a complete set of the applicant's fingerprints must be forwarded to each the central repository for Nevada records of criminal history and the FBI. The fingerprint cards must bear the applicable Gaming Control Board ORI number so that the results of the inquiries made based upon the applicant's fingerprints will be received by the appropriate office of the Board's Enforcement Division.
- Gaming work permits issued on or after January 1, 2003, will be valid for a period of five years (unless otherwise objected, suspended, or revoked) counting from the applicant's birthday nearest the date of issuance.
- **Current gaming employees are not required to get a new work permit as of the first of the year to replace their present permit.** Gaming work permits issued prior to January 1, 2003, will expire on the expiration date set forth on the work permit (unless otherwise suspended or revoked). Consequently, be advised, it will be typical for licensees to have gaming employees working with valid work permits that vary in appearance due to the fact that respective permits will have been issued by different agencies in the State. Additionally, even after the minimum standards regarding the content of work permits become effective July 1, 2003, there will still be variations in appearance and form pursuant to exceptions approved by the Chairman of the Board.
- Gaming licensees will be required to file a quarterly report with the Board identifying employees who have terminated employment during the preceding quarter. (NGC Reg. 5.101(6))
- Gaming work permit applications will be of a form as prescribed by the Chairman of the Board, unless otherwise approved. (The new standard work permit application

form is being finalized. In the meantime, this correspondence serves as approval for agencies to continue to use the application form they are currently using until further notice.)

- **Licensing authorities are obligated to follow the uniform screening process specified by NGC Reg. 5.103(1); apply the standard criteria for the denial of a gaming work permit application (NGC Reg. 5.103(2)); and suspend the gaming work permit application process if the applicant has outstanding warrant for his/her arrest, or it is determined that the applicant is not in compliance with a court order for child support (NGC Reg. 5.103(5) and (6)).**
- Gaming employees will be required to file a Change of Employment Notice with the Board within ten days of changing or adding places of gaming employment. The Change of Employment Notice form prescribed by the Chairman of the Board is attached and is intended to be reproduced for use. Gaming licensees are obligated to inform hired employees of the necessity to file a Change of Employment Notice and are required to verify that such notices are filed. (NGC Reg. 5.107(1) and (3))
- Change of Employment Notices will be filed directly with the Board unless the local jurisdiction in which the gaming employee works requires such a notice to be filed with it, in which case the notice will be filed with the local licensing authority and then forwarded to the Board by the local authority. (NGC Reg. 5.107(2))
- No fee may be charged for the filing of a Change of Employment Notice. (NGC Reg. 5.107(6))

Additionally, it should be noted, while independent agents who reside in Nevada must hold a valid gaming work permit to serve in such a capacity, consistent with State law, independent agents who are not residents of Nevada and have registered with the Board in accordance with the applicable regulations are not required to hold a gaming work permit.

Developing proposed regulations for the Commission's consideration was a cooperative effort with invaluable input from local licensing authorities, gaming licensees, and interested parties. It is with the same spirit of cooperation that the Board looks forward to working with the local entities and licensees to implement the subject regulations.

Should you have any questions regarding the newly adopted regulations governing statewide gaming work permits, or the scheduled workshops, please contact the State Gaming Control Board Enforcement Division Office in your jurisdiction.

Sincerely,

Dennis K. Neilander
Chairman, State Gaming Control Board