



Liquor and Gaming
Authority of Manitoba

GAMING INTEGRITY

ELECTRONIC GAMING DEVICE DISPOSAL REQUIREMENTS

Under the terms and conditions of approval for electronic gaming devices (EGD), the gaming device upon which the game is operated, must be licensed by the Liquor and Gaming Authority of Manitoba (LGA). This requirement applies to all EGDs purchased, leased or provided by a licensed gaming supplier to the Manitoba Liquor and Lotteries Corporation (MLLC), if gaming is to be operated upon it.

LGA licensing of EGDs ensures accountability upon the yearly count of gaming devices in the Province of Manitoba. The yearly count provides a method for the LGA to confirm that all EGDs have been licensed. This yearly confirmation is performed by the LGA to ensure licensing records are accurate.

The following requirements provide regulatory guidance for disposal of licensed EGDs and maintenance of records. Refer to the LGA Gaming Integrity Requirements for Shipping of EGDs for all other scenarios. The LGA reserves the right to modify these requirements at any time.

For the purposes of gaming device disposal, an LGA licensed electronic gaming device (EGD), no matter what condition, is considered licensed until physically disposed of. The MLLC and/or the gaming operator are responsible to determine the most appropriate disposal method and expenses incurred.

Once licensed, the MLLC is responsible to ensure continued integrity of the EGD until disposed of.

Maintenance of Records

It is MLLC and the gaming operator's responsibility to maintain sufficient records for all EGDs. Records must be maintained for the receipt, storage, implementation, and disposal to ensure EGDs are counted, monitored, tracked and accounted for.

Disposal

1. One of the following methods must be met to dispose of an EGD. The EGD must either be;
 - a. sold to a gaming entity(registered gaming supplier), outside the Province.
When an EGD is sold to a gaming entity outside of the province, it is based on the condition that the EGD must never re-enter the Province of Manitoba.
 - b. returned to the manufacturer (leased games). MLLC must re-apply to have the EGD licensed, if the EGD re-enters the Province of Manitoba.
 - d. physically destroyed

2. The LGA Gaming Integrity department is to be notified when EGDs are scheduled to be disposed of and the shipment date.
3. As the EGDs are being loaded on the trailer for shipment, verification must be performed by assigned MLLC/VLD staff. This verification can be performed by either preparing a listing of each EGD as they are loaded OR confirmed by verifying the serial numbers against an already-prepared listing as they are loaded.
- 4.1 A completed application is to be submitted along with the supporting documentation by MLLC/gaming operator. All applicable areas of the form must be completed to ensure the application can be processed.
- 4.2 If more than one EGD is being disposed of, the following information may be provided as an attachment:
 - how the EGDs were disposed of (method used)
 - the date that the EGD(s) left the possession of the MLLC/gaming operator
 - the premises where the EGDs were used
 - serial number(s)
 - if being returned back to the supplier or sold to a licensed gaming supplier the supplier's name and information is to be provided
 - proof of disposal
5. Proof of disposal must be provided with the application by MLLC whether MLLC Security personnel attend or not.

EGDs continue to be licensed until the MLLC provides all required supporting documentation. A disposal notice will be sent to advise the MLLC and gaming operator when the EGD(s) is considered disposed of by the LGA.

Physical Destruction

- 6.1 Every EGD shipped to the destruction facility must be destroyed. MLLC is responsible for ensuring the physical destruction of all EGDs has taken place. Once the EGDs are physically destroyed; a listing of all EGDs, by serial number, must be provided to MLLC with a certificate of destruction from the service provider. Once this listing has been received by MLLC; MLLC verification against the list of EGDs shipped to the provider is required.
- 6.2 Once the listing is verified, the service provider's listing and certificate of destruction is to be provided to LGA Gaming Integrity.
- 7.1 When EGDs are being destroyed or sold to another gaming entity, the shipping document must also provide that all LGA approved firmware contained in the EGDs have been removed and retained, shipped in a separate shipment, or erased.

- 7.2 Some manufacturers request that the all firmware is removed from the EGD and returned to the manufacturer. MLLC is responsible for contacting all manufacturers for instructions on the firmware contained in the EGDs.

8. Certain manufacturers request the identification plates (model, serial number etc.) be returned to them upon destruction. MLLC is responsible for contacting the manufacturer for instructions on return of the ID plate. If the ID plate is returned to MLLC upon destruction of the EGDs and there is a discrepancy in the amount, based on the EGDs that were sent to the facility for destruction; MLLC must notify the LGA Gaming Integrity department.