INITIAL SYSTEM AND TICKETING TESTING CRITERIA

This attachment is a summary of the criteria licensees must meet during their initial testing of a slot monitoring system and related modules, such as Ticketing. This summary is not intended to replace the Internal Control Minimum Procedures (ICMP), but is a supplement to the ICMP. Licensees must be knowledgeable of the requirements for testing slot monitoring systems and related modules as prescribed in the ICMP and the Gaming Regulations.

It is each licensee's responsibility to evaluate its testing processes and results in determining if the system test is successful. Listed below are criteria to assist a licensee in determining if and when its test is successful.

Initial System Testing Criteria

1. Soft meters must be read for each drop during the test period for the following meters:
    - Coin in
    - Coin out
    - Drop
    - Total Handpay (includes jackpots and accumulated credits)
    - Total bill validator or individual bill validator by denomination

2. Meter Comparison Reports (MCRs) must be completed for the above stated meters.
    - The MCRs are completed for each drop until the accuracy requirement stated in the ICMP is attained.

3. Prepare the following statistical reports both manually (using the soft meters) and through system generation (reflecting the system meters) for each drop of the test period:
    - Drop Report
    - Jackpot Report
    - Hold Report
    - Monthly Slot Revenue Summary Report

4. Prepare a written reconciliation for **each** system report to the corresponding manual report. The manual and system generated reports should agree to each other upon comparison.

5. Complete and submit the system questionnaire to the Division prior to commencing the test. Update the system questionnaire as needed throughout the test.

6. Complete and maintain the system log throughout the test.

7. Develop and implement a back-up and recovery plan. This plan must be in writing. Ensure all appropriate staff are knowledgeable of the plan.

Ticket Module Testing Criteria

1. Soft meters must be read for each drop during the test period for the following meters:
    - Ticket-in
    - Ticket-out
    - Total Handpay (includes jackpot and accumulated credits) *see Note below*

    Note - The licensee must determine if the ticketing module of the system impacts the Jackpot Report. The Jackpot Report must only include jackpot and accumulated credit events. Ticketing information must not be comingled on the Jackpot Report. With some systems, some report areas include ticketing information either directly on the Report or in the formula to obtain the jackpot meter amounts or in the jackpot actual amounts reflected on the Report. If the Report the licensee is using reports ticketing information on the Jackpot Report, the licensee must contact the manufacturer or report developer to have the ticketing information removed from the Report; otherwise, the licensee must manually prepare the Jackpot Report.

    If the Jackpot Report the licensee is using includes ticketing information (e.g., the accumulated credit meter increments for both accumulated credits and ticket out events) and utilizes a formula to back out the ticketing information to arrive at just the jackpot meter incrementation, additional testing of the Jackpot Report must occur. The soft jackpot meter is recorded for each TITO device for each drop. The soft meter incrementation is compared to the metered jackpot amount reflected on the Jackpot Report. This can be accomplished utilizing a MCR. This testing is performed for 4-drop periods and until 100% accurate by machine.

2. MCRs must be completed for the above stated meters.
    - The MCRs are completed for each drop until the accuracy requirement stated in the ICMP is attained. *See Note above regarding the jackpot meter*

3. Prepare the following statistical reports both manually (using soft meters) and through system generation (reflecting system meters) for each drop of the test period:
    - Comparison of Ticket In Meter to Tickets Redeemed by Device
    - Comparison of Ticket Out Meter to Tickets Issued by Device

4. Prepare a written reconciliation for **each** system report to the corresponding manual report. The manual and system generated reports should agree to each other upon comparison.

5. Complete and submit the system questionnaire to the Division prior to commencing the test. Update the system questionnaire as needed throughout the test period.

6. Maintain problem logs in each area impacted by Ticketing. Report all problems noted during the week to the Audit Manager at the local Division of Gaming office throughout the test period.

7. Develop and implement a back-up and recovery plan. This plan must be in writing. Ensure all appropriate staff are knowledgeable of the plan.

Completion of System Testing

Once the licensee has determined it has successfully performed testing (met all accuracy requirements and performed all of the required testing per ICMP), the "System Testing Acknowledgment Form Letter" along with all electronic attachments listed in the letter (see letter on the Division's web site at www.revenue.state.co.us/Gaming/home.asp) are submitted to the local Division office to the attention of the Audit Manager.

If the licensee is testing the initial system and the ticketing module simultaneously, the Acknowledgment Letter and attachments for all components are submitted together under one letter. The licensee can choose to test the initial system and the ticketing module in phases. If the licensee chooses to test in phases, the initial system test must occur first prior to the ticketing module. The licensee cannot submit the Acknowledgment Letter for the ticketing module prior to submitting the Acknowledgment Letter for the initial system.

Upon **successful completion** of the system test, as attested to in the Acknowledgment letter, the licensee can discontinue the following:

- Recording soft meters each drop period.
- Preparing manual reports.
- Weekly reporting of the problem log to the Division (applies to Ticketing testing). However, the log must continue to be maintained and available for the Division's review.

Upon **successful completion** of the system test, as attested to in the Acknowledgment letter, the licensee must continue to do the following:

- Record the soft meters in conjunction with the last drop of the month.
- Perform new machine testing (as outlined in the ICMP) for all new machines added to the floor or subsequently Ticket-enabled.
- Continue recording any problem with the system on the problem logs.
- Report any significant problems identified with the system to the Audit Manager of the local Division of Gaming office immediately.