

**24 NCAC 06A .0405 ADMINISTRATIVE AND ACCOUNTING PROCEDURES**

The Operator's Internal Controls shall include a detailed narrative description of the administrative and accounting procedures designed to satisfy the requirements of these Rules, including:

- (1) Administrative controls and procedures designed to ensure that activities and transactions of the Operator are started and completed in accordance with the applicable policy or procedure.
- (2) Accounting controls, as detailed in Rules in this Section and Section .0700 of this Subchapter, which include, as their primary objectives:
  - (a) processes for recording the collection of Wagers, payment of Wagers, and cancellation of Wagers issued in accordance with generally accepted accounting principles; and
  - (b) requirements for an annual financial audit.
- (3) Reporting controls which shall include policies and procedures for the timely reporting of standard financial and statistical reports and information in accordance with these Rules.
- (4) Access controls which include, as their primary objective, the safeguarding of company assets to include safeguards in the form of organizational safeguards.
- (5) Provisions to ensure that Internal Controls related to:
  - (a) Responsible Gaming Plans comply with Section .0600 of this Subchapter;
  - (b) Wagering Accounts comply with Section .0700 of this Subchapter; and
  - (c) Wagering Facilities comply with Section .0800 of this Subchapter.
- (6) All other applicable policies and procedures required pursuant to these Rules.

*History Note: Authority G.S. 18C-114(a)(14);  
Previously adopted as Rule 1D-005;  
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