

Tanzania

Gaming Act

Gaming Regulations, 2003

Government Notice 385 of 2003

Legislation as at 21 November 2003

Note: There are **outstanding amendments** that have not yet been applied:
Government Notice 278 of 2009, Government Notice 401 of 2010, Government Notice 478S of 2022,
Government Notice 638 of 2022.

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PDF created on 23 October 2025 at 20:21.

Collection last checked for updates: 31 July 2002.

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Gaming Regulations, 2003 (Government Notice 385 of 2003)

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Tanzania
Gaming Act
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[Published in Gazette of the United Republic of Tanzania on 21 November 2003](#)

Assented to on 9 November 2003

Commenced on 21 November 2003

[This is the version of this document as it was from 21 November 2003 to 13 August 2009.]

[Made under Section [85](#)]

Part I – Preliminary provisions

1. Citation and application

- (1) These Regulations may be cited as the Gaming Regulations, 2003.
- (2) These Regulations shall apply in respect of all gaming activities conducted in Mainland Tanzania.

2. Interpretation

- (1) In these Regulations the words and terms used shall have similar meaning assigned to them under the Gaming Act, 2003.
- (2) Without prejudice to sub-regulation [\(1\)](#)—

“**Act**” means the Gaming Act, 2003;

“**bankroll**” means a total amount of cash and cash equivalent maintained at the licensed premises or immediately accessible from amount on deposit at licensee's financial institution;

“**casino**” means premises used for gaming purposes where the public have access to play various games of chance notably table games, slot machines and others;

“**conversion**” means a change in a gaming machine from one pre-approved configuration to another pre-approved configuration or from one approved model of play to another approved model;

“**chi-squared test**” means a procedure to detect random selection process that determines the game outcome of each play of a game; it also means an analysis of a sum of the squares of the difference between the expected results and the observed results;

“**chip**” or “chips” means a non-metal or partly metal representative of value, redeemable for cash, and issued and sold by a licensee for use at the licensee's licensed premises;

“**family member**” means father, mother, brothers, sisters and children of employees and directors of the Board;

“**game outcome**” means the final result of wager;

“**minimum requirements**” means conditions required by the Act and Regulations for a person to qualify for grant of a licence;

“**minor**” means a person under the apparent age of 18 years;

“**national security**” means places restricted for use by general public referred in the National Security Act, 1970;

“**person**” means a natural person or a body corporate, association or registered society as the case may be;

“**private lottery**” means any lottery in which only such class of persons as are specified in the licence issued in respect thereof are allowed to participate;

“**promotional budget**” means a budget provided by a promoter of promotional lottery for the purposes of disbursement of advertising costs and awards;

“**public lottery**” means any lottery in which any member of the public may participate;

“**stake**” means a sum of money or thing of value risked or hazarded on any gaming activity;

“**suitable company**” means a private or public company incorporated under the law for the time being relating to companies;

“**suitability**” or “suitable” in relation to the running of National lottery, means a person who has been found to be suitable and capable to run the national lottery;

“**support licence**” means a licence granted under Section 26(1)(g) of the Act;

“**supervisor**” means a person appointed under Regulation [108](#);

“**token**” means a metal or other representative of value redeemable for cash and issued and sold by licensee for use in slot machines.

[Act. No. 4 of 2003]

Part II – General conditions to all licensed operations

3. Qualifications in respect of issuance of gaming licence

In considering whether a person is suitable for purposes of issuing any licence pursuant to the Act, no person shall be issued with a gaming licence unless that person—

- (a) has never been denied a gaming licence by this or other jurisdiction;
- (b) has never had a gaming licence suspended or revoked in this or other jurisdiction;
- (c) has never withdrawn an application for any the gaming licence anywhere for whatever reasons;
- (d) possesses gaming premises that are deemed suitable by the Board;
- (e) complies with all the provisions of the Act and these Regulations;
- (f) has not been convicted of any criminal offence involving fraud or dishonesty; and
- (g) has proof of adequate financing available to pay all obligations and to provide for adequate working capital to finance the gaming operations.

4. Applications and application fees

- (1) Any application for any type of license shall be submitted to the Board in the form and manner prescribed in the Act.
- (2) All applications for gaming licences shall be accompanied by a non-refundable application fees as specified in the First Schedule to these Regulations.
- (3) The application forms shall be accompanied and supplemented by such documents and information as may be specified in the Act and these Regulations.

- (4) Failure to supply the information requested within twenty one days after the request has been made by the Board constitutes grounds for delaying consideration of the application.
- (5) Application for renewal of any licence issued under the Act shall be submitted in the form and manner prescribed in these Regulations.

5. Withdrawal of application

- (1) A request for withdrawal of an application may be made at any time prior to finalization of the application by the Board by filing a written request to withdraw the application.
- (2) The Board may, in its discretion, deny or grant the request with or without prejudice.
- (3) Where a request for withdrawal is granted with prejudice, the applicant shall not be eligible to reapply until after the expiration of one year from the date of such withdrawal.

6. Duration for Approval

- (1) Subject to sub regulation (2), the Board shall within thirty days from the date of receipt of an application approve or disapprove any application for a gaming licence.
- (2) Where the Board fails to approve or disapprove application within time-stipulated in sub regulation (1), it shall notify the applicant of the delay and the need to extend time for processing the application.

7. Investigations and investigation costs

- (1) One receipt of an application, under Regulation [4\(1\)](#) the Board shall make such investigations or require the submission of such declaration or further information as it may deem necessary in order to enable it examine the application.
- (2) Any person who submits documents to the Board in connection with any investigation or inquiry shall keep a complete and detailed record of all such documents.
- (3) Once submitted, the documents shall become part of the Board's property and shall be deemed to be confidential.
- (4) All applicants for licences, except support employees licences, shall pay for investigation costs as determined by the Board.
- (5) In addition to investigation costs, all applicants shall pay to the Board the following actual costs incurred in conducting the background investigations—
 - (i) Transportation and its related costs.
 - (ii) Significant office expenses and other related expenses until the conclusion of the investigation.
- (6) Before any investigation is conducted, each applicant shall deposit to the Board such amount of money as may be sufficient for that purpose.
- (7) When a deposit balance approaches zero, or is forecasted to reach zero due to anticipated or known expenses which will be incurred in the future, the Board may request a further deposit of an amount sufficient to cover the anticipated expenses.
- (8) Until receipt of further deposit, investigation of the application may be suspended.
- (9) Where an applicant disputes any investigative charges, or the necessity for further deposits, the applicant may request relief from the Board, by a declaratory order or other appropriate motion, regarding the matters in dispute.

- (10) Within ninety days of the conclusion of the investigation, any deposit balance shall be returned to the applicant accompanied by a statement of costs drawn upon deposit.
- (11) No license shall be issued until payment for the full amount of any negative deposit balance has been received from the applicant.
- (12) An investigation shall be concluded upon the issuance by the Board of an initial order concerning the grant or denial of the licence.

8. False statements

- (1) The Board shall refuse to grant a gaming licence to any applicant who makes any false statement of material fact knowing it to be false, or omits to state in any application any material fact which is required to be stated therein or omits to state a material fact necessary to make the facts stated. Such conduct may also form the basis for criminal charges against the applicant.
- (2) It is the duty of an applicant to ensure that all information in an application is true and complete as at the date on which the Board considers and decides it and should anything stated in an application change subsequent to its being lodged with the Board and prior to the application being considered and decided by the Board, the applicant shall be obliged forthwith to notify the Board in writing of such changes and of the effect thereof on the application.

9. Notice of hearing

The Board may issue a written notice to all applicants for gaming licence indicating time and place when their applications shall come before the Board for consideration and applicants may attend such meetings.

10. Refusal to grant a licence

- (1) Subject to section 16 of the Act, the Board may refuse to grant a licence where it is satisfied that the applicant is not suitable for the conduct of the gaming activity in respect of which an application has been made.
- (2) Notwithstanding sub-regulation (1) the Board may refuse to grant application for licence if it is satisfied that the applicant has failed to comply with conditions in respect of which application has been made in which case the Board shall in writing notify the applicant stating the reason for refusing to grant the licence.

11. Temporary licence with conditions or for a limited period

- (1) The Board may in its sole discretion issue a temporary License for up to six months pending the outcome of application for a licence.
- (2) A temporary licence may only be issued where the Board is satisfied that the investigation of the applicant conducted and the application in its entirety, indicate that the application—
 - (a) meets all requirements;
 - (b) do not present any danger to public or to the reputation of gaming in this country;
 - (c) further investigation most likely will not uncover any derogatory information about the applicant; and
 - (d) issuance of temporary license is of economic necessity to the licensee and is just under the circumstances.
- (3) The Board may substitute a temporary license by a full licence where all investigations into the application-are complete and that it is satisfied that the holder of a temporary license qualified to hold a full license.

- (4) Where the Board substitutes a temporary licence by a full licence, the date of issuance of the full licence shall be deemed to be that of the temporary licence.
- (5) A temporary licence may expire on its own accord, or it may be suspended or revoked under the same terms and conditions as a full licence.

12. Approval and grant of licence

The Board shall grant a licence to any application that meets all the requirements specified in the Act and these Regulations, including payment of all fees and costs.

13. Display of licence and surrender of same on suspension or cancellation

- (1) Every licence issued by the Board under the Act shall during the period of its validity, be prominently displayed by the licensee at his principal place of business, if any in a part thereof of which the public have access, and a copy thereof shall be similarly displayed at each branch by the licensee.
- (2) On notification to a licensee of cancellation or suspension of his licence the licensee shall forthwith surrender the licence to the Board.

14. Licence fee

There shall be paid licence fees to every application granted under the Act as prescribed in the First Schedule to these Regulations.

15. Monthly gaming levy

In addition to the gaming tax prescribed in the Act, all licensees specified in the First Schedule to these Regulations, shall pay a monthly gaming levy at the rate prescribed thereto.

16. Duplicate Licence

- (1) Upon loss or destruction of any licence issued by the Board, application for a duplicate shall be made in the form approved by the Board as specified in the Second Schedule to these Regulations.
- (2) The application under sub-regulation (1) shall be accompanied by a statement signed by a licensee which details the circumstances under which the licence was lost or destroyed and a certification to the effect that such licence was, in fact, lost or destroyed, shall be attached to the application.
- (3) A destroyed licence shall be surrendered to the Board upon issuance or denial of a duplicate licence.
- (4) Where a lost licence has been found it shall be surrendered immediately to the Board.

17. Monitoring of conduct of licensee, generally

- (1) A gaming licence shall be considered and treated as a revocable privilege and no holder thereof shall be deemed to have acquired any vested rights therein or there under.
- (2) The burden of proving the licensee's qualification to hold any licence shall rest at all times on the licensee.
- (3) The Board shall at all time have the duty to monitor the conduct of all licensees to ensure that licences are not held by unsuitable person.

18. Licensee to notify Board of changes in address etc.

- (1) A licensee shall, within seven days of any change in the name, address or location of a business to which his licence relates, or any change that affects his interest as an owner, director, partner, agent, manager or servant in that business, notify the Board in writing of the changes.
- (2) An application for a change of a location in respect of slot machine business shall be submitted before the Board for approval upon payment of fees prescribed in the First Schedule.
- (3) A licensee shall give notice in writing to the Board of his intention to close down his business, within seven days of closure and shall surrender his licence to the Board.
- (4) A licensee who for a period of fourteen days or more, is not engaged in business to which his license relates shall, at the expiry of that period, immediately so notify the Board in writing and shall within seven days of recommencement of that business similarly notify the Board of recommencement.
- (5) For the purposes of sub-regulation (1) the licensee shall file a report to the Board of any issuance or transference of any share representing five percent or more of the interest in the company to any person on the proposed action, which report shall request the approval of the Board. The transferee shall file all necessary applications for licensure as an owner of the company.

19. Unsuitable gaming premises

The Board shall not grant gaming licence for casino, slot machines and bingo halls if the Board deems that the place or location for which the licence is sought is unsuitable for the conduct of gaming activities. Without limiting the generality of the foregoing, the following places or locations shall be deemed unsuitable—

- (a) places of immediate vicinity of any school, places of worship, hospitals and national security;
- (b) places of immediate vicinity of residential areas;
- (c) places allowing minor clientele; and
- (d) places difficult to police.

20. Gaming premises

- (1) The Board shall approve all premises where gaming activities are to be conducted.
- (2) In the event of the premises not wholly owned by the applicant, the applicant shall furnish the Board with particulars of the name and address of the owner or owners of such premises, a copy of all agreements the applicant are entitled to possession of the premises, and shall furnish any such other information as the Board may require.
- (3) In cases where the premises are wholly or partly owned by the applicant, the applicant shall furnish the Board with complete information pertaining to the interest held by any person other than the applicant, including interest held under any mortgage, deed of trust, bonds or debentures, pledge of corporate shares, voting trust agreement, or other device whatever, together with any such other information as the Board may require.
- (4) Every licensee shall furnish the Board with complete information pertaining to any change of ownership of the premises of any change of interest in the premises where the licensed gaming activity is operated at least thirty days prior to the date of such change or, if the licensee is not party to the transaction effecting such change of ownership, then information shall be furnished immediately upon acquiring knowledge of such change of ownership or any contemplated change of ownership.

21. Safety requirement

Any applicant for a gaming licence involving gaming premises shall file with the Board, as part of its application a certification of compliance approved by the relevant authorities in matters relating to fire, health and building safety.

22. Register of licence holders

Any person may, upon payment of a fee prescribed in the First Schedule to these Regulations, inspect and take extracts from the Register of gaming licensees.

Part III – Casino operations**23. Application and grant of casino licence**

- (1) Application for a casino licence shall be submitted to the Board in an appropriate form in duplicate as specified in the First Schedule to the Act.
- (2) Where the Board is satisfied that the application meets all the requirements specified in the Act and these Regulations, it shall issue to the applicant a casino licence specified in the First Schedule to the Act.

24. Premises

- (1) Any application for a casino license shall include a drawing to scale of the building and each floor thereof in which gaming shall be conducted.
- (2) Each application shall include a diagram of the proposed licensed premises on each floor within the building and no gaming shall be conducted outside of the licensed premises.
- (3) All slot machines and gaming tables offered for use by the public, shall be located within the licensed premises.

25. Organisation structure

A casino licensee shall develop and implement: an organisation structure that provides for;

- (a) a system of personnel and chain of command that permits management and supervisory personnel to be held accountable for actions or omissions within their areas of responsibility;
- (b) the separation of incompatible functions so that no employee is in a position both to commit an error or to perpetrate a fraud and to conceal the error or fraud in the normal course of his duties;
- (c) primary and secondary supervisory position which permit the authorization or supervision of necessary transactions at all relevant times; and
- (d) areas of responsibility which are not so extensive as to be impractical for one person to monitor.

26. Department and supervisory positions

- (1) In addition to satisfying Regulation [25](#), casino's organizational structure and system of internal control shall, at a minimum, include departments and supervisory positions each of which is required to co-operate with, and yet perform independently of all other departments and supervisors.
- (2) For the purpose of these Regulations mandatory departments shall be—
 - (a) surveillance department;

- (b) internal audit department;
- (c) table and slots department;
- (d) security department;
- (e) personnel department;
- (f) accounting department; and
- (g) cage department.

27. Submission of job compendium

- (1) Each casino licensee and an applicant for a casino licence shall, prepare and maintain a job compendium detailing job descriptions and lines of authority for personnel engaged in the operation of casino.
- (2) Unless otherwise directed by the Board, a job compendium shall be submitted to the Board for approval at least thirty days prior the projected commencement of business or soon thereafter as the Board may direct.
- (3) Each job compendium shall contain the following details—
 - (a) a list of position title and job description of holders of such titles;
 - (b) an organization structure for each department or division as the case may be, illustrating by position title, direct and indirect lines of authority within the department or division; and
 - (c) a description of each employee position title as listed in the organization structure.
- (4) No casino licensee shall commence gaming operations unless and until job compendium has been approved by the Board.
- (5) Any change to the job compendium shall be submitted to the Board for approval fourteen days prior to effect such changes.

28. Employees licences

- (1) The following employees of a casino licensee shall be classified as key employees for the purposes of these Regulations:
 - (a) the senior management of the licensee;
 - (b) where the licensee is a trust, partnership or corporate body, every director and officer;
 - (c) any individual who has an authority to supervise or direct a shift of each gaming or security activity, including but not limiting to the supervision or direction of the entire pit operation, gaming machines or other gaming operation and any persons having authority to supervise or direct such persons;
 - (d) any individual having authority or the responsibility to manage one or more of the departments specified in sub-regulation 26(2); and
 - (e) any job position or individual who, upon written notification by the Board is considered to be a key position or employee for purposes of this Regulation;
- (2) For the purposes of paragraph (e) above, the Board shall not be restricted by the title of the job performed but shall consider the functions and responsibility of the person or position involved in making its decision as to key employee status.

29. Employment of key employees

A licensee shall not employ key employee until such time as a prospective employee has applied for and been granted such licence as a key employee by the Board.

30. Termination of key employee

A licensee shall within fourteen days of termination of the employment of a key employee notify the Board in writing of such termination and the reasons thereof.

31. Support employees

(1) For the purposes, of this Regulation support employees shall include the following

- (a) table inspector;
- (b) dealer/croupier;
- (c) cashier;
- (d) change attendant;
- (e) host;
- (f) floor attendant;
- (g) security attendant;
- (h) gaming machine attendant;
- (i) gaming machine technician;
- (j) surveillance personnel;
- (k) internal audit personnel; and
- (l) accounting personnel.

(2) Notwithstanding sub regulation (1), the Board may, by writing, notify the licensee of any occupation that it considers to be a support for the purposes of these Regulations.

32. Employment of support employee

Subject to Regulation [31](#), a licensee shall not employ a support employee in a casino until such time as a prospective employee has applied and been granted a licence as support employee by the Board.

33. Termination of support employee

A licensee shall within fourteen days of termination of the employment of the support employee notify the Board in writing of such termination and the reasons thereof.

34. Inspection of licence

Every key or support employee shall keep his licence issued by the Board available for inspection at all times when such person is on duty.

35. Temporary licenses

- (1) Where application for licence has been made and the Board is satisfied that—
 - (a) the operation of the licensee's business will be seriously prejudiced or disadvantaged by a delay in the employment of the applicant; and;
 - (b) the commencement of the employment of the applicant will not prejudice the integrity and proper operation of the licensee's business;the Board may issue the applicant with temporary licence pending the outcome of application for a full licence.
- (2) Where the applicant licence by the holder of a temporary licence is denied by the Board, the licensee by whom such a person is employed shall terminate the employment forthwith.

36. Suspension or revocation of licence

Where an employee applied for a licence in terms of these Regulations—

- (a) has his licence revoked by the Board, the licensee by whom such a person is employed shall terminate the employment of that person;
- (b) has his licence suspended by the Board, the licensee by whom such a person is employed shall suspend employment of such person for a period of suspension to be determined by the Board.

37. Stakes and prizes for table games

- (1) The minimum and maximum stakes allowed as may be determined by the Board and the prizes payable in respect of winning wages applicable to every game shall at all times be displayed on the table or in conspicuous place immediately adjacent thereto.
- (2) Payoff schedules or award cards must accurately state actual payoff or awards applicable to the particular game and shall not be worded in such a manner as to mislead the public. Any misleading or deceptive act by the licensee shall constitute an offence.

38. Stakes and prizes for slot machines

- (1) Stakes and prizes that may be allowed for use shall be determined by the Board.
- (2) Slot machines exposed for play in a Casino must have a theoretical and demonstrable return to public of not less than eighty per cent.
- (3) All winning combinations together with the corresponding prizes must be clearly displayed on every slot machine exposed for play except that in the case of video slot machine for the foregoing requirement will be satisfied if the player at all times made aware that award cards are applicable to each individual game are readily accessible and will be displayed in video screen of the machine upon the initiation of a command by the player.

39. Approval of chips and tokens

- (1) A licensee shall not issue chips or tokens or sell or redeem chips or tokens unless the specifications of the chips or tokens have been approved in writing by the Board.
- (2) A licensee shall not issue chips or tokens or sell or redeem chips or tokens that are modifications of chips or tokens previously approved by the Board unless the modifications have been approved by the Board.

- (3) Applications for approval of chips, tokens, and modifications to previously approved chips or tokens shall be in appropriate form provided by the Board and specified in Second Schedule to these Regulations.
- (4) An application for approval shall include the following in addition to other information that the Board may require—
 - (a) an exact drawing of each side and the edge of the proposed chip or token, drawn to actual size or drawn in scale to larger than actual size showing the measurements of the proposed chip or token in each dimension;
 - (b) written specifications for the proposed chips or tokens;
 - (c) the name and address of the manufacturer; and
 - (d) the licensee's intended use for the proposed chips or tokens.
- (5) Where the Board is satisfied that the proposed chips or tokens conform to the requirements of this Regulation, it shall notify the licensee in writing.
- (6) The licensee shall submit a sample of the proposed chips or tokens in final manufactured form to the Board so that if it is satisfied that the sample conforms to the requirements of this Regulation the Board shall proceed to approve the proposed chips or tokens and notify the licensee in writing.
- (7) The Board may retain the sample of such chips and tokens.

40. Chips and tokens specifications size and colour

- (1) Chips and tokens shall be designed, manufactured and constructed in such a way that it can prevent counterfeiting of the same and shall not resemble any current or past coinage or currency of Tanzania or any other country.
- (2) In addition to other specifications that the Board may approve, the following shall feature on the chip or token—
 - (a) the name of the issuing casino shall be inscribed on each side of a chip or metal token or printed on each side of the chip or token;
 - (b) the town or city in which the casino is located inscribed on one side of the chip or metal token or printed on the chip or token; and
 - (c) the word "Tanzania" inscribed immediately after the name of the town or city in which the casino is located;
 - (d) the value of the chip or token inscribed on each side of a chip or metal token or printed on each side of a chip or token.
- (3) A chip shall be designed so that when stacked with chips and metal tokens of other denominations and viewed on closed-circuit black-and-white television, the denomination of the chip may be distinguished from that of the other chips and metal tokens in the stack.
- (4) Chips must be round in shape, a minimum of 39 mm in diameter and a maximum of 45 mm in diameter.
- (5) Each denomination of chips shall be denoted by different primary colour from every other denomination of value chip. The primary colour to be used by each casino licensee for each denomination of value shall be:
 - (a) shs. 500 chip shall be predominantly "purple";
 - (b) shs. 1,000 chip shall be predominantly "green";
 - (c) shs. 2,000 chip shall be predominantly "yellow";

- (d) shs. 5,000 chip shall be predominantly “red”;
 - (e) shs. 10,000 chip shall be predominantly “dark brown”;
 - (f) shs. 25,000 chip shall be predominantly “silver”;
 - (g) shs. 50,000 chip shall be predominantly “blue”; and
 - (h) shs. 100,000 chip shall be predominantly “gold”.
- (6) Metal or semi-metal tokens shall be round in shape and may be designed in different denominations as approved by the Board.
- (7) Metal tokens shall not be manufactured from materials possessing sufficient magnetic properties to allow it to be accepted by a coin mechanism other than that of a slot machine.

41. Receipt and storage of cards

When cards decks are received for use in a casino, they shall be stored in a locked cabinet that is located in a secured location to be approved by the Board.

42. Physical characteristics or cards

- (1) The back, of each card in the deck shall be identical and no card shall contain any marking, symbol or design that will enable a person to know the identity of any element printed on the face of the card or that will in any way differentiate the back of the card from any other card in the deck.
- (2) The back of all cards in the deck shall be designed so as to diminish far as possible the ability of any person to place concealed markings thereon.
- (3) The design to be placed on the back of the cards used by a casino licensee shall contain the casino name of the licensee and shall be submitted to the Board for approval prior to use of such cards in gaming activity.
- (4) Each deck of cards shall be packaged separately and shall contain a seal affixed to the open of such package.
- (5) In addition to satisfying the requirement of this Regulation, the cards used by the casino licensee at poker shall be visually distinguishable from cards used by a casino licensee to play any other table game.

43. Destruction of cards

- (1) The destruction of cards shall be made by shredding and shall take place in a secured location the physical characteristics of which shall be approved by the Board.
- (2) The destruction shall not be performed sooner than thirty days after the cards have been removed from use.

44. Requirement for surveillance system in casino

- (1) Every licensee shall install, maintain and operate at all times the surveillance system comprised of cameras, monitors, video tape recorders, digital recorders and the video printer that provides the coverage approved by the Board.
- (2) The surveillance system shall include date and time generators that display on each video tape recording the date and time of recorded events and the displayed date and time shall not obstruct the recorded view.
- (3) All equipment that may be used to monitor and record views obtained by surveillance system shall be and remain located in the room Used exclusively for casino surveillance purposes and

the entrance to the surveillance shall be located away from the view of casino employees and the general public.

45. Board official to have access to surveillance installations

The Board and its officials shall at all times be provided immediate access to the surveillance room and other surveillance areas.

46. Surveillance system to run uninterrupted

- (1) The surveillance system and equipment shall be directly and securely wired in a way to prevent tempering and an auxiliary power source shall be available and capable of providing uninterrupted power to the surveillance system in the event of a power loss and provide sufficient lighting to operate the surveillance system.
- (2) Each surveillance camera located in public areas shall be placed behind the smoked glass dome, a one way mirror or other similar material which conceals the camera from view.
- (3) Where there is malfunction of surveillance system or any equipment, shall be repaired within 24 hours of the malfunction. The licensee shall be required to maintain a written log schedule of any and all surveillance system equipment malfunctions and the Board shall have access thereto.

47. Areas for mandatory coverage

- (1) The surveillance system shall monitor and record clear unobstructed views of all areas and transactions within the following—
 - (a) the hard count room and any area where uncounted coins are stored during the drop and count process, including walls, door, scales, wrapping machines, coins sorters, vaults, safes and general work surfaces;
 - (b) the soft count room, including walls, doors, drop boxes, vaults, safes and counting surfaces that must possess the audio visual to monitor clear and unobstructed views;
 - (c) the casino cage including customer windows, employees windows, cash drawers, vaults, safes counter, chip storage and fill windows;
 - (d) all table games and card room areas with sufficient clarity to permit identification of all dealers, patrons, spectators and pit personnel;
 - (e) all table games or card table surfaces including table bank trays with sufficient clarity to permit identification of all chips, cash dices and card values, and the outcome of the game;
 - (f) all roulette tables and wheels shall be recorded so as to permit views of both the table and the wheel at one monitor screen;
 - (g) all drop boxes and table numbers;
 - (h) all areas that contain slot machines with sufficient clarity to identify all patrons, employees, slot change booths, cash drawers, counter tops, counting machines, customer windows and employee windows; and
 - (i) all areas of security office wherein any persons may be detained, questioned, interviewed or interrogated by casino security officers.

48. Duration for record storage

- (1) All recorded video tapes shall be securely kept or stored for the following duration:—
 - (a) soft and hard count room for a minimum of thirty days; and
 - (b) remainder of the casino for fifteen days.

- (2) Notwithstanding the provisions of sub-regulation (1) the licensee shall retain all tapes of problems and incidents for ninety days.

49. Bankroll requirements

- (1) Every casino shall maintain in such manner and amount as the Board may approve or require cash or cash equivalent in an amount sufficient to reasonably protect the licensee's patrons against defaults in gaming debts owed by the licensees.
- (2) Each casino shall use the forms prescribed in the Second Schedule to these Regulations to submit financial information to the Board for computation of the bankroll requirements.
- (3) The financial information shall be submitted to the Board monthly along with inventory of cash and cash equivalents on hand.

50. Progressive casino games

- (1) Each licensee conducting a progressive jackpot system shall have a meter that shows the amount of the progressive jackpot displayed conspicuously at or near the game to which the jackpot applies.
- (2) A licensee shall not reduce the amount displayed on the progressive jackpot meter or otherwise reduce or eliminate progressive jackpot unless a player wins that jackpot.

Part IV – Slot machines operations

51. Application and grant of slot machines licence

- (1) An application for a slot machine or route operation licence shall be submitted to the Board in an appropriate form in duplicate as specified in the First Schedule to the Act.
- (2) Where the Board is satisfied that the application meets all the requirements specified in the Act and these Regulations, it shall issue to the applicant a slot machine or route operations licence specified in the First Schedule to the Act.

52. Premises

- (1) Any application for a slot machine or route operation licence shall include details of premises intended for use and shall be subject to approval of the Board.
- (2) Where the premises are not owned by the licensee, the licensee shall enter into a written agreement with the owner of the approved gaming premises, to place the gaming machines for play at the approved gaming premises, such agreement shall be submitted to the Board notification.

53. Authorised activities

The holder of slot machine licence shall be authorised to own physically, place and operate slot machines in the approved premises.

54. Employees licences

- (1) The following employees of a slot machine licensee shall be classified as key employees for the purposes of these Regulations—
 - (a) the senior management of the licensee;
 - (b) where the licensee is a trust, partnership or corporate body, every director and officer;
 - (c) any individual who has been specifically represented to the Board by the licensee thereof as being important or necessary to the operation of the licensee; and

- (d) any job position or individual who, upon written notification by the Board is considered to be a key employee for the purposes of these Regulations.
- (2) For purposes of paragraph (d) above, the Board shall not be restricted by the title of the job performed but shall consider the functions and responsibilities of the person or position involved in making its decision as to key employee status.

55. Employment of key employee

A licensee shall not employ a key employee until such time as the prospective employee has applied for and been granted such a licence.

56. Termination of key employee

A licensee shall within fourteen days of termination of the employment of a key employee notify the Board in writing of such termination and the reasons thereof.

57. Support employee

- (1) For the purposes of this Regulation, support employee shall include but not limited to—
 - (a) counters;
 - (b) collectors;
 - (c) counting personnel; and
 - (d) slot machine technicians.
- (2) Any other occupation that upon written notification by the Board is considered to be a support employee for the purposes of this Regulation.

58. Employment of support employee

A licensee shall not employ a support employee until such time when a prospective employee has applied and been granted such licence by the Board.

59. Termination of support employee

A licensee shall within fourteen days of termination of the employment of the support employee notify the Board in writing of such termination and the reasons thereof.

60. Inspection of licences

Every key or support employee shall keep his licence issued by the Board available for inspection at all times when such person is on duty.

61. Temporary licence

- (1) Where application for licence has been made and the Board is satisfied that—
 - (a) the operation of the licensee's business will be seriously prejudiced or disadvantaged by a delay in the employment of the applicant; and
 - (b) the commencement of the employment of the applicant will not prejudice the integrity and proper operation of the licensee's business, the Board may issue the applicant with a temporary licence pending the outcome of such applicant's application for a full licence.
- (2) Where the application for a licence by the holder of a temporary licence is denied by the Board, the licensee by whom such a person is employed shall terminate the employment forthwith.

62. Suspension or revocation of licence

Where an employee required to be licensed in terms of these Regulations—

- (a) has his licence revoked by the Board, the licensee by whom such a person is employed shall terminate the employment of that person in any capacity in which he is required to be so licensed;
- (b) has his licence suspended by the Board, the licensee by whom such a person is employed shall suspend employment of such person in any capacity in which he is required to be so licensed for a period of suspension determined by the Board.

63. Maximum stakes

- (1) The value of a token allowed to be hazarded in any slot machine offered for play in route operation shall not exceed shillings two hundred.
- (2) Notwithstanding the requirements of the sub-regulation (1) the maximum amount that may be charged in total to enable a person to play all pay lines of a game on a slot machine shall depend upon individual machine.

64. Prizes to be displayed

All winning combinations together with corresponding prizes shall be clearly displayed on every slot machine exposed for play.

65. Return to public

Slot machines exposed for play in route operations shall have a theoretical and demonstrable return to the public of not less than seventy five per cent.

66. Approval for alteration

A licensee shall not alter the operation of a registered slot machine without the prior approval of the Board.

67. Slot machines in places selling liquor

- (1) The Board may authorize the use of not more than two slot machines in places selling liquor.
- (2) Application for operating slot machines in places selling liquor shall be submitted in duplicate in the forms specified in the Second Schedule to these Regulations.

Part V – Gaming machines and devices**68. Approval and registration of gaming machines or devices**

- (1) No gaming machine or devices shall be used in gaming activities by any licensee without prior written approval and registration thereof of the Board.
- (2) A licensee shall keep records in respect of slot machines contemplated in sub-regulation (1) as determined by the Board, including, but not limited to, manufacturer, date of purchase, machine serial number, model number and the Board approval references.
- (3) No manufacturer, supplier or distributor of any gaming machine or devices shall trade in Tanzania without prior written approval of the Board.
- (4) Any licensee who uses or permits the use of un authorised gaming machine or devices shall be guilty of an offence.

69. Application for manufacturer, seller or distributor

- (1) Application for manufacturer, distributor or seller certificate or licence as the case may be shall be made to the Board in an appropriate form in duplicate as specified in the First Schedule to the Act.
- (2) In addition to other particulars as may be required in sub-regulation (1) above a complete, comprehensive and technically accurate description and explanation in both technical and literal language of the manner in which the machine operates free of any misrepresentation shall be submitted to the Board.

70. Minimum standards for gaming machines

- (1) All gaming machines submitted for approval shall:
 - (a) theoretically payout a mathematically or empirically demonstrable percentage of all amounts wagered which must not be less than eighty percent for casino slot machine and seventy-five percent for slot machine in shops or places selling liquor;
 - (b) use a random selection process to determine the game outcome of each play of a game which meets ninety nine percent confidence limits using a standard chi-squared test for goodness of fit such that—
 - (i) each possible permutation or combination of game elements which provide winning or losing game outcomes must be available for random selection at the initiation of each play;
 - (ii) for gaming machines that are representative of live gambling games, the mathematical probability of a symbol or element appearing in a game outcome must be equal to the mathematical probability of that symbol or element occurring in the live gambling game but, for other gaming machines, the mathematical probability of a symbol appearing in a position in any game outcome must remain constant;
 - (iii) the selection process shall not be capable of producing produce detectable patterns of game elements or detectable dependency upon any previous game outcome, the amount wagered, or upon the style or method of play.
 - (c) display on accurate representation of the game outcome and after selection of the game outcome, the gaming device must not make a variable secondary decision which affects the result shown to the player;
 - (d) display rules of play and pay off schedule;
 - (e) not automatically alter pay-tables or any function of the device based on internal computation of the hold percentages;
 - (f) meet the technical standards prescribed in relation to technical standards for gaming machines including—
 - (i) electricity interference immunity;
 - (ii) coin acceptor and receiver;
 - (iii) hopper;
 - (iv) physical security;
 - (v) communication with associated gaming machines;
 - (vi) error conditions;
 - (vii) control program requirements;
 - (viii) safety;

- (ix) changes to pay out percentage;
 - (x) accounting of inappropriate coin- ins;
 - (xi) pay outs from the hopper;
 - (xii) hard and soft meters;
 - (xiii) credit play requirements; and
 - (xiv) award cards.
- (2) Notwithstanding the requirements of sub-regulation (1), the Board shall inspect the gaming machines in respect of the following:
- (a) machine and player safety: that electrical parts and design principals of the gaming device may not subject a player to any physical hazards;
 - (b) environmental effects and game integrity: that the gaming machine shall not be subjected to outside influences to affect game fairness to the player or create cheating opportunities;
 - (c) tower light: that the gaming machine shall have a light located conspicuously on top of it that automatically illuminates when a player has won an amount or is redeeming credits that the machine can not pay or an error condition has occurred;
 - (d) the logic door and logic area: that the gaming machine shall have its logic area at a locked cabinet area;
 - (e) coin and currency compartments: that the coin and currency compartments shall be locked separately from the main cabinet area;
 - (f) program memory, RAM and Non-Volatile Devices: that is to be used to store programme memory; and
 - (g) contents of critical memory: that gaming machine shall have critical memory to store all data considered vital to the continuation of operation.

71. Board to evaluate new gaming machines

- (1) The Board may require transportation of not more than two working models of a new gaming machines for review and inspection.
- (2) The Board may, subject to payment of inspection and investigation costs by the manufacturer, dismantle models and electronic components in order to fully evaluate the machine.

72. Approval of new gaming machines

After completing the evaluation of the new gaming machine, the Board may approve the new gaming machine.

73. Approval to modify gaming machine

- (1) All modifications to gaming machines may only be made by licensed persons upon written notification to the Board, at least fourteen days prior to the modification being made.
- (2) The notification shall include:
 - (a) a complete; comprehensive and technically accurate description and explanation of the modification in Both technical and literal language free of misrepresentation; and
 - (b) a declaration to the effect that to the Best of the manufacturer's knowledge, the gaming machine as modified; meets the standards of the Board specified in Regulations [70](#).

- (3) The Board shall notify the licensee in writing of its decision to approve or disapprove the modification.

74. Conventions

- (1) Any conventions on gaming machines shall only be performed by certified person to perform maintenance on gaming machines.
- (2) A person licensed to perform maintenance on gaming machines shall maintain complete and accurate records of all such conversions.

75. Duplication of programme storage media

- (1) No person other than certified manufacturer, casino and slot machines licensee shall duplicate the contents of gaming machine program storage media.
- (2) The procedure for performance of duplication shall be contained in the casino and slot machines licensees' internal control manual as approved by the Board.

76. Marketing registration and distribution of gaming machines

- (1) Except as otherwise provided in sub-regulation (2), a manufacturer or distributor shall not distribute a gaming machine unless the machine has—
 - (a) the machine's unique serial number, permanently stamped or graved in lettering not smaller than fifty millimeters on the metal frame or other permanent component of the machine and on a removable plate attached to the cabinet of the machine which will allow easy review by the Board without opening of any part of the machine; and
 - (b) the Board approval number or, if the machine has been modified since the date when it was initially approved, the modification approval number affixed on all program storage media placed in the machine.
- (2) Each manufacturer or distributor shall keep a written list of the date of each distribution, the serial numbers of the machines and the Board's approval number, or if the machine has been modified since initial approval of the machine, the manufacturer or distributor shall also keep a written list of the modification approval number, the name and address of the person to whom the gaming machines have been distributed, and shall provide such list to the Board on request.

77. Approval to sell or dispose of gaming machines

A licensee other than a manufacturer or a distributor, shall not dispose of gaming machines without the prior written approval of the Board unless the machines are sold or delivered to the licensee's affiliated companies; a certified manufacturer or licensed distributor, in which case approval is deemed granted provided that details of the machines being shipped or distributed are given to and verified by the Board.

78. Maintenance of gaming machines

- (1) A licensee shall not alter the operation of approved gaming machines. Only maintenance on gaming machines by persons licensed to do so by the Board may be allowed.
- (2) Each licensee shall maintain in a suitable condition gaming machines available to the public for play.
- (3) No person shall make changes or repairs to gaming machine parts which are likely to affect the game outcome unless the changes or repairs are specifically authorized by the Board.
- (4) For the purposes of complying with the preceding provisions, each licensee shall keep a written list of repairs made including the name of the person making such repairs to gaming machines offered

for play to the public that require a replacement of parts that affect the game outcome and shall make the list available for inspection by the Board on request.

79. Approval of new games

- (1) A licensee shall not offer a new game for play unless the gaming machines have been certified and approved by the Board.
- (2) Notwithstanding sub-regulation (1), the Board may at its discretion give temporary approval for the use of a new game subject to its hardware being certified by the Board.

80. Game variation

- (1) An application in writing for approval of new games variations and field trial shall be made to the Board in such forms and processed in such manner as the Board may specify in the Second Schedule to these Regulations. The application shall include additional information as the Board may require.

Part VI – Accounting records and returns

81. Accounting records

- (1) Each licensee, shall keep accurate, complete legible and permanent records of all transactions pertaining to all gaming activities in such a manner as the Board shall approve.
- (2) Each licensee of casino, slot machine operations, bingo, distributor, operator of national lotteries and other lotteries shall keep general accounting record on a double entry system of accounting maintaining detailed supporting subsidiary records including the records required either by the minimum standards for internal control system or by the licensee's system of internal control.
- (3) Where a licensee fails to keep records to calculate gross gaming revenue or any other applicable fees or levies, the Board may compute and determine the amount of levies upon the basis of an audit conducted or the basis of any information within the Board's possession or upon statistical analysis.

82. Audited financial statements

- (1) Each licensee shall in order to comply with sub-regulation (3), after the end of each financial year, prepare annual financial statements in accordance with Tanzania Financial Accounting Standards.
- (2) Each licensee shall engage an independent Accountant and Auditor registered with the National Board of Accountants and Auditors who shall audit the annual statements in accordance with generally accepted auditing standards.
- (3) Each licensee shall submit to the Board three copies of the audited annual financial statements and any reports communicating the results of the audit including management audit report not later than 180 days after the close of the licensee's financial year.
- (4) The Board may require additional information or documents from either the licensee or the auditor of the licensee regarding the financial statements or the services performed by the auditor.

83. Board's audit procedures

- (1) The Board shall conduct periodic performance audits or reviews of the books and records of licensees.
- (2) At the conclusion of each audit, the audit unit of the Board shall review the result of the audit with the licensee. The licensee may, within ten days of the review, submit written reasons why the results of the audit should not be accepted. The Board shall consider the submission prior to its determination.

84. Monthly returns and remittance

- (1) In Addition to the tax payable under the Act, there shall be paid by each licensee gaming levy on every licensed gaming activity determined by the Board as prescribed in the First Schedule to these Regulations.
- (2) The returns and remittances prescribed in the Act and this Regulation shall be submitted to the Board not later than the due date specified in the Act.
- (3) The copies of monthly returns forms on gaming tax collected by the Commissioner shall be submitted to the Board within seven days after such tax has been paid.

85. False or misleading financial statements

A licensee who submits a financial statement knowingly to be false or misleading shall be guilty of an offence and upon conviction shall be liable to a fine not exceeding shillings one million or to an imprisonment to a term not less than one year or to both.

Part VII – Lotteries operations**86. Application and grant of national lottery licence**

- (1) Every application for a licence to run the national lottery shall be submitted to the Board in an appropriate form in duplicate as specified in the First Schedule to the Act.
- (2) The Board shall, where it is satisfied that the applicant meets the requirements under the Act and has the required expertise and necessary financial and other resources to conduct the national lottery, shall issue to the applicant a national lottery licence specified in the First Schedule to the Act.
- (3) The licence issued under sub-regulation (2) above shall include terms and conditions as the Board may determine.
- (4) There shall be paid by a licensee in respect of the licence appropriate fee prescribed in the First Schedule to these Regulations.
- (5) The licensee of the national lottery and other licensees of lotteries promoted as part of the national lottery shall pay to the Board a monthly levy at the rate of two per cent of the gross sales and royalty at the rate of three per cent.

87. Licensing bodies promote lotteries

- (1) The Board may appoint and grant a licence to a body corporate to promote certain lotteries as part of the national lottery.
- (2) Where a licensee is granted a licence under Section 41(1) of the Act and sub-regulation (1) above, the licensee shall enter into an agreement with the licensee under Section 41(3) of the Act which shall be approved by the Board.

88. Variation condition licence

The Board may vary the licence granted under Section 41 of the Act on any condition except the following:

- (a) condition relating to the duration of the licence; and
- (b) condition demanding the licensee to obtain consent of the Board.

89. Grounds revocation licence

In addition to the provisions of Regulation 3, the licence granted under Section 41 of the Act may be revoked by the Board on the following grounds:

- (a) where a licensee is no longer a fit and proper person to conduct the national lottery, whether because of insolvency, liquidation or for any other valid reason;
- (b) where a condition contained in the licence has been materially contravened;
- (c) where any information given by the licensee, any person who in any way controls the licensee or an agent or representative of the licensee to the Board is materially false;
- (d) Where any person managing the business or any part of the business of the licensee is not a fit and proper person to do so-whether because of insolvency, liquidation, incarceration in a prison or other institution or for any other relevant reason unless the licensee immediately takes steps to effectively disassociate himself from that person;
- (e) where the licensee has failed to take adequate steps to prevent the commission of fraud by its employees, agents, representatives or by players in the national lottery after having been alerted to or becoming aware of conditions conducive to the commission of fraud, or to instances of fraud or dishonesty;
- (f) where the licensee, any of its employees, agents or representative prevents the Board or any person designated by it from exercising its functions and powers under the Act and these Regulations;
- (g) where the licensee or any of its employees repeatedly and knowingly sell tickets or award or pay prizes to any person in contravention of terms and conditions of the licence; and
- (h) where an application has been made to the High Court for the sequestration or liquidation as the case may be, of the licensee or a person who in anyway controls the licensee.

90. Pool betting business

- (1) The Board may authorise any person to engage in betting business on application provided that such person acts as an agent appointed in writing by an operator of totalisator or any pool betting scheme and a copy of such appointment shall be submitted to the Board for authentication.
- (2) The application shall be made in an appropriate form in duplicate as specified in the Second Schedule to these Regulations.

91. Promotion Bingo

- (1) Application for a licence to operate Bingo in gaming premises shall be submitted to the Board in an appropriate form in duplicate as specified in the Second Schedule to these Regulations.
- (2) Where the Board is satisfied that the application meets all the requirements specified in the Act and these Regulations it shall issue to the applicant a licence to operate Bingo in a hall or in a gaming premises specified in the Second Schedule to these Regulations.
- (3) Bingo licensee under sub-regulation (2) above shall be required at any bingo event to pay not less than seventy five per cent of the total amounts staked by players as prizes.

92. Televised Bingo

For the purposes of these Regulations, Televised Bingo shall be treated as a lottery promoted commercially under the national lottery licence or a licence granted as part of the national lottery in accordance to Section 41(3) of the Act.

93. Prize fund or return to players

Prize fund for any lottery promoted as a national lottery or part thereof shall not be less than fifty per cent of the total amount staked by the players.

94. Promotional lottery

- (1) A promotional lottery shall be lawful if conducted solely for promoting product or service awareness or for marketing purposes. An application for a promotional lottery shall be submitted to the Board in an appropriate form in duplicate as specified in the First Schedule to the Act.
- (2) There shall be no sale of tickets or coupons in respect of the lottery contemplated in sub-regulation (1) but participation to such lottery shall be by usually or ordinarily sale of a service or product of which shall constitute a right to the consumer to compete for the prizes offered.
- (3) Where the Board is satisfied with the application, it shall grant the applicant with a licence on payment of fees prescribed in the First Schedule to these Regulations.

95. Other types lotteries

The Board shall authorise promotion of different types of lotteries on application in appropriate form specified in the First Schedule to the Act whose fees shall be prescribed in the First Schedule to these Regulations.

96. Protection of punters against defaults

- (1) Each licensee of any type of lottery shall be required to maintain in such a manner and amount as the Board may approve such amount of cash as may be sufficient to reasonably protect the punters against defaults in payment of prizes.
- (2) The licensee shall use the forms prescribed in the Second Schedule to these Regulations to submit to the Board information regarding the ability to pay for the prizes.

97. Inspection of lottery draw

Every draw of a lottery authorised by the Board shall be supervised by a person nominated by the Director General to represent the Board in that behalf.

Part VIII – Management of the Board**98. Meetings**

- (1) For the purposes of administrative arrangements of the Gaming Board of Tanzania, the Board shall carry out its business including holding and conducting of its meetings in accordance with the provisions of this Part.
- (2) The Board shall meet for the discharge of its functions as often as business requires and in any case the Board shall meet at least once in three months.
- (3) The Chairperson shall convene a meeting upon receipt of a request in writing in that behalf signed by at least three members of the Board not less than seven days notice of such meeting shall be given to all members of the Board.
- (4) The Chairperson shall preside at all meetings of the Board and in his absence members present shall elect one member to preside at the meeting.

- (5) Any ordinary meeting of the Board shall be convened by the Chairperson and the notice specifying the place, date and time of the meeting shall be sent to each member at his usual place of business or residence not less than fourteen days before the date of such meeting.
- (6) A special meeting may be convened for reasons other than the manner prescribed in sub-regulation (3) for such meetings a notice of seven days shall be issued to all members in the way given in sub-regulation (5).
- (7) The Board may invite any person who is not a member to participate in deliberations of the Board, but such person shall not be entitled to vote.

99. Proxy

Where a Board member appointed pursuant to Section 5(1)(b)(i) and (ii) of the Act is unable for any reason to attend a meeting of the Board, he may in writing, nominate another person in his place for the purpose of that meeting.

100. Quorum and procedures of the meetings

- (1) The quorum at any meeting of the Board shall be three members.
- (2) At any meeting of the Board a decision of the majority of the members present and voting shall be deemed to be a decision of the Board.
- (3) In case of an equality of votes the chairperson shall have a casting vote in addition to his deliberative vote.
- (4) The Board shall cause to be kept in proper form, minutes of all the proceeding of each meeting and shall be confirmed by the Board at the next meeting duly signed by the chairperson.

101. Declaration of interests by members

- (1) A member of the Board who has any personal interest in any transaction or matter before the Board shall disclose the nature of his interest to the Board and if it is a contract he shall be disqualified from taking part in the deliberation of the Board with respect to that transaction or matter and in any other case, the Board shall decide whether the nature of interest might prejudice the consideration of the matter.
- (2) For the purposes of ensuring public confidence, no member of the Board or any officer of the Board including his immediate family member, shall during his tenure or employment be allowed to play or take part in any gaming activity in Tanzania except for a promotional gaming activity.

102. Resolution of the Board

A resolution of the Board on any decision shall be effected when signed by all the members present at the meeting.

103. Circular resolution

- (1) Notwithstanding the provisions of Regulation 101, where the Chairman so directs, a decision may be made by the Board by circulation of the relevant papers among all members and the expression in writing of their views.
- (2) Any member shall be entitled to require that any such decision shall be deferred until the subject matter is considered at a meeting of the Board.

104. Resignation

- (1) Any member of the Board may at any time resign by giving a notice in writing to the Minister; and from the date specified in the notice or, if no date is so specified, from the date of the receipt of the notice by the Minister, he shall cease to be a member.
- (2) Where any member ceases to be a member on any reason before the expiration of his term of office, the Minister shall appoint another person in his place and the person so appointed shall hold office for the remainder of the term of office of his predecessor.

105. Seal of the Board

- (1) There shall be a common seal of the Board which shall be of such shape, size and form as the Board may determine.
- (2) All deeds, contracts or agreements to which the seal is affixed shall be authenticated either by the Director General (or his delegate) and one Board member or by any two members as the Board may determine.

106. Orders, declaration etc.

All orders, regulations, directions, notices or documents made or issued by the Board shall be signed by—

- (a) The Director General; or
- (b) Any other officer of the Board or other officer of the Board authorised in writing by the Director General in that behalf.

Part IX – Miscellaneous**107. Internal controls**

- (1) Each licensee shall establish administrative and accounting procedures for the purposes of determining the licensee's liability for taxes and levies prescribed under the Act and for the purposes of ensuring proper conduct of the licensee's gaming business. The procedures shall be designed to reasonably ensure that:
 - (a) assets are safeguarded;
 - (b) financial records are accurate and reliable;
 - (c) transactions are performed only in accordance with management's general or specific authorization;
 - (d) transactions are recorded adequately to permit proper reporting of gaming revenue and of fees and taxes, and to maintain accountability for assets; and
 - (e) recorded accountability for assets is compared with actual assets at reasonable intervals and appropriate action is taken with respect to any discrepancies.
- (2) Each licensee and each applicant for a licence shall describe, in such manner as the Board may approve or require, its administrative and accounting procedures in detail in a written system of internal control and submit a copy thereof to the Board for approval prior to implementation of the system.

108. Appointment of a supervisor

- (1) Where the Board is satisfied that the continuation of a gaming activity is likely to endanger public health, safety, morals, good order and general welfare of the players or an identification of a failure to pay winners prizes the Board shall require a licensee to surrender the licence to the Board.
- (2) Notwithstanding sub-regulation (1), the Board may where it deems appropriate; the suspension of a licence may have possible adverse economic impact of gaming operations upon specific Community, may appoint a supervisor to conduct gaming activities operations with specific terms and conditions to be issued by the Board.

109. List of excluded persons

- (1) The Board may establish a list of persons who are to be excluded or rejected from licensed premises specified in the list and prohibited from partaking in such premises specified in the list.
- (2) The criteria to be applied by the Board for inclusion of persons upon such list are:
 - (a) contravention or conspiracy to contravene the provisions of the Act and its Regulations;
 - (b) disagreeable behaviour in any licensed premises or notorious or disagreeable reputation;
 - (c) it is desirable in the interest of public order, public morals of fair play; and
 - (d) any court order prohibiting such person from entering any or specific licensed premises.

110. Distribution and contents of the list

The list shall be open to public for inspection during the normal office hours of the Board and shall be distributed to:

- (a) the Gaming Board;
- (b) every licensed gaming premises within the country; and
- (c) all other jurisdictions involved in gaming activities.

111. Application for amusement machine permit

- (1) Application for permit to place and operate amusement machines on approved premises shall be submitted to the Board for approval in an appropriate form in duplicate as specified in the Second Schedule to these Regulations.
- (2) A permit fee under sub-regulation (1) shall be paid by the applicant as specified in the First Schedule to these Regulations.

112. Disputes settlements

- (1) All disputes between the licensee and a player of any gaming activity arising from the implementation of the Act and these Regulations shall be submitted to the Board fourteen days after such event has occurred.
- (2) The Board shall determine the dispute submitted before it within thirty days after the date the Board first received such dispute and inform both parties of its decision.
- (3) Within fourteen days after the date of receipt of the written decision of the Board, any of the parties may file a petition with the Board requesting a hearing to reconsider the decision.
- (4) The petition shall set forth the basis of the request for consideration.

- (5) Where no petition is filed within the time prescribed in subregulation (3) the decision of the Board shall be deemed final and not subject to reconsideration by the Board.

113. Undesirable advertisements

- (1) Any advertisement for any gaming activity may be scrutinised by the Board and where the Board is satisfied that such advertisement is undesirable, the licensee shall be required to withdraw such advertisement.
- (2) For the purposes of these Regulations, undesirable advertisement includes:
- (a) offensive advertisement; and
 - (b) misleading advertisement.

114. Board to be notified of death or disability of licensee

- (1) In the event of the death or judicially established disability of a licensee to carry on gaming activities, his next of kin, personal representative, executor or guardian shall notify the Board immediately of such death or disability.
- (2) The Board may, in its discretion, issue a temporary licence to the executor or guardian or relative of the deceased or disabled person, pending action on application for a licence by the successor in the interest of the deceased or disabled person.

Schedule

Forms

[Editorial note: The forms have not been reproduced.]