

## Chapter 13

### Labor Organization Licensing Regulations (Gaming Enterprise)

Regulation # R400-04:GC-13

#### Section 1. Purpose; Authority; Definitions

1-1. *Purpose.* The purpose of this regulation is to set forth the licensing requirements for labor organizations engaged in organizing employees working for the gaming enterprise of the Little River Band of Ottawa Indians.

1-2. *Authority.* These regulations are promulgated pursuant to the Article XVI, section 16.07(b) of the Fair Employment Practices Law of the Little River Band of Ottawa Indians.

1-3. *Labor Organization* shall mean any organization working for the purpose of bargaining over hours of employment, rates of pay, working conditions, grievances, or other terms or conditions of employment, which engages in organizing, including solicitation for union membership.

1-4. *Local* shall mean the local affiliate, chapter, or other sub-unit of any labor organization.

1-5. *Designated Individual* shall mean an officer, agent, principal, employee, or individual performing any of the following functions on behalf of a labor organization with respect to employees of any gaming enterprise of the Tribe:

- a. soliciting employees for union membership;
- b. adjusting grievances for or negotiating or administering the wages, hours, working conditions of employees;
- c. soliciting, collecting, or receiving any dues, assessments, levies, fines, contributions, or other charges from employees;
- d. supervising, directing or controlling other officers, agents, or employees of a labor organization in performing the functions listed in subsections a-c.

1-6. *Gaming Commission* shall mean any Tribal Gaming Regulatory Authority or Regulatory agency created by Tribal law.

1-7. *Gaming Enterprise* shall mean any gaming facility of the Little River Band of Ottawa Indians, operating pursuant to the Indian Gaming Regulatory Act, including any related hotel or restaurant services.

1-8. *Indian Gaming Regulatory Act* shall mean 25 U.S.C. §§ 2701-2721.

1-9. *Tribe* shall mean the Little River Band of Ottawa Indians.

Gaming Commission Approved: July 24, 2008.

Gaming Commission Resolution No. #GC08-0724-21.

Tribal Council Approved: August 6, 2008

Tribal Council Resolution No. #08-0806-273

Gaming Commission Revisions Approved: February 23, 2010

Gaming Commission Resolution No. #GC10-0223-03

Tribal Council Revisions Approved: March 17, 2010

Tribal Council Resolution No. #10-0317-86

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## **Section 2. License Application Requirements**

Every labor organization or its Local shall complete a license application, issued by the Gaming Commission, which shall include the following information:

- 2-1. The labor organization's name, address, and telephone number.
- 2-2. The name and address of any international labor organization with which it directly or indirectly maintains an affiliation or relationship.
- 2-3. All of the following information for any and all Designated Individuals and other personnel of the Local:
  - a. The individual's full name and any know alias or nickname;
  - b. The individual's business address and telephone number;
  - c. The individual's title or other designation in the local labor organization;
  - d. A brief description of the individuals duties and activities; and
  - e. The individual's compensation, including salary, allowances, reimbursed expenses, and other direct or indirect disbursements.
- 2-4. All of the following additional information for any and all Designated Individuals:
  - a. The individual's home address and telephone number;
  - b. The individual's date and place of birth;
  - c. The individual's social security number;
  - d. The date he/she was hired by or first consulted with or advised the labor organization; and
  - e. A detailed description of the following:
    1. The individual's duties and activities.
    2. Whether he/she performed the same or similar activities previously on a labor organization's behalf; and
    3. The individual's prior employment or occupational history;
  - f. Excluding minor traffic offenses, a detailed description of the following:
    1. The individual's convictions, including any conviction that was expunged or set aside, sealed by court order, or for which he/she received a pardon; and
    2. Any criminal offense for which he/she was charged or indicted, but not convicted;
  - g. Whether he/she was ever denied a business, liquor, gaming, or professional license or had such a license revoked.
  - h. Whether a court or governmental agency determined the individual unsuitable to be affiliated with a labor organization and the details of that determination.
  - i. Whether the individual was ever subpoenaed as a witness before a grand jury, legislative committee, administrative body, crime commission, or similar agency and the details relating to that subpoena.
  - j. A photograph of the individual taken within the previous 60 days.

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k. For the labor organization's first filing, a complete set of the individual's fingerprints to be used in conducting a criminal background investigation in accordance with Section 4-2 below.

l. A written certification under oath by the labor organization president, secretary, treasurer, or chief official that the information provided under this subsection is complete and accurate. The Gaming Commission shall prescribe the form for this certification.

m. An executed "Authorization to Release Information" to allow the Gaming Commission to conduct a background investigation as described in Section 4-2 below.

2-5. If information required under subsection 2-1 thru 2-4 for a designated individual changes after submission of an application or if the labor organization gains or assigns a designated individual after submission of an application, the labor organization shall provide the Gaming Commission with that new information or the information, photograph, and fingerprints required for the new designated individual within 21 days.

### **Section 3. Disqualifications**

3-1. Upon finding, on a preponderance of the evidence, that grounds for disqualification under subsection 3-2 exist, the Gaming Commission may disqualify any officer, agent, or principal employee of a labor organization from performing any of the following:

- a. Soliciting employees for union membership;
- b. Adjusting grievances for or negotiating or administering the wage, hours, working conditions of casino gaming employees;
- c. Soliciting, collecting, or receiving from casino gaming employees any dues, assessments, levies, fines, contributions, or other charges within this state for or on behalf of the labor organization; and
- d. Supervising, directing, or controlling other officers, agents, or employees of the labor organization in performing functions described in subsection a-c.

3-2. An individual may be disqualified from serving as a Designated Individual if any of the following apply:

- a. He/she has been convicted of or entered a plea of guilty or no contest to a gambling-related offense, fraud or misrepresentation; or
- b. He/she has been convicted of or entered a plea of guilty or no contest to any offense not specified in paragraph (a) within the immediately preceding five years; this provision shall not apply if that person has been pardoned by the Governor of the State where the conviction occurred.
- c. He/she has knowingly and willfully provided materially false and misleading statements or information to the regulatory agency or refused to respond to questions asked by the regulatory agency.
- d. He/she has been determined by the regulatory agency to have participated in organized crime or unlawful gambling or whose prior activities, criminal records, reputation, habits, and/or associations pose a threat to the public interest or to the

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effective regulation and control of gaming, or create or enhance the dangers of unsuitable, unfair, or illegal practices, methods and activities in the conduct of gaming.  
e. He/she is on parole following release from incarceration and has not yet successfully completed one full year (365 days) of parole.

3-3. Each officer, agent, or principal employee shall report all information described in subsection 3-2 concerning him/her to the Gaming Commission.

3-4. The Gaming Commission shall give written notice to the labor organization of individuals who are disqualified, stating the grounds for the disqualification and describing any supporting evidence in the Gaming Commission's possession. Within 14 days after receiving the written notice of disqualification, the labor organization may file with the Gaming Commission a written request for a hearing, which shall take place promptly. The Gaming Commission shall conduct the hearing in conformity with its regulation and procedures. A labor organization aggrieved by a final disqualification has the right to appeal to the Tribal Court.

3-5. Not later than January 31 of each calendar year a labor organization shall provide the Gaming Commission with a sworn statement that no disqualified individual served as a Designated Individual or performed any functions described in subsection 1-5 and/or 3-1 of these Regulations.

#### **Section 4. Investigations**

4-1. The Gaming Commission shall have authority to investigate any labor organization, local, or any Designated Individual, or any other agent, officer, or representative of any labor organization or local for the purpose of confirming the moral character and suitability of the organization or individual.

4-2. The Gaming Commission's authority to investigate under this Section shall include interviewing individuals in person or by telephone and conducting a criminal background investigation sufficient to make a determination under Section 4-1.

a. The criminal background investigation of each Designated Individual applying for a Labor Organization License shall be conducted. The Gaming Commission shall submit impressions of the applicant's fingerprints, taken under Section 2-4 (k), to the Federal Bureau of Investigation Criminal Information Center or and any other law enforcement agency(ies) that the Gaming Commission deems appropriate in requesting a criminal history report.

b. If the criminal history provided by applicant, or obtained in initial phase of the background investigation identify incidents which may disqualify the applicant as a result of his habits, reputation or associations, the Gaming Commission shall endeavor to obtain copies of police reports, court records or other information to determine specific details relative to such criminal offenses or charges.

c. The Gaming Commission may contract with private, municipal, state, and/or

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federal investigation agencies to perform the required background and/or criminal history investigations.

d. All information received/obtained by the Gaming Commission during the course of any criminal background investigation shall remain confidential and shall not be disclosed unless authorized by law or in writing.

4-3. Refusal of any Designated Individual or any other agent, officer, or representative of any labor organization or local to cooperate in any investigation of the Gaming Commission may constitute grounds for disqualification under Section 3.

### **Section 5. Application Fee**

5-1. Every application for a license under this Chapter shall be accompanied by a non-refundable license fee in the amount of Five Hundred Dollars (\$500.00).

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## MEMORANDUM

### **NEUTRAL ELECTION OFFICIAL DUTIES WITH RESPECT TO ELECTIONS**

#### **I. GENERALLY**

The Neutral Election Official will be responsible for overseeing the card check and voting processes in connection with any Band-Union Election Procedures Agreement (the "Agreement") entered into pursuant to Article XVI of the Fair Employment Practices Law of the Little River Band of Ottawa Indians (hereafter the "Tribe"). This responsibility should be undertaken in a manner which best ensures: (1) the proper enfranchisement of eligible participants; (2) a voting environment free of coercion or intimidation; and (3) the accurate reflection of employee choice concerning union representation.

#### **II. CARD CHECK**

##### **A. Requisite Showing of Proof**

The Election Official will be responsible for checking employee signatures on authorization cards to determine if the requisite number of properly signed authorization cards were submitted by the Union in accordance with the Agreement.

##### **B. Signature Checking**

A list of public employees in the bargaining unit that is the subject of the Agreement will be provided to the Election Official along with the Union submitted authorization cards. Also provided will be employment forms, maintained by the appropriate Human Resources Department ("Human Resources"), containing employee signatures. The Election Official will confirm:

- that each authorization card signature is authentic
- that the number of signed cards is sufficient to meet the minimum requirement for the Tribe to schedule a representation election under the terms of the Agreement (the "minimum requirement").

If there is a question about the authenticity of a signature, the Election Official will be supplied additional documents, by Human Resources, with the employee's signature. If confirmation cannot be made, the card will not count towards the required showing of support. If the card is necessary for the Union to satisfy the minimum requirement, its authenticity will be determined either by agreement of the parties or pursuant to the parties' Dispute Resolution process.

**C. Card Retention**

The Election Official will retain the authorization cards until such time as the relevance of the cards is no longer meaningful. This means the disposition of the representation issue has concluded, along with any dispute resolution proceeding which has a potential bearing on the outcome. Cards should be returned to the Union at that time, with the exception of any card that did not count due to lack of verifiable signature. Any such card shall be retained by the Election Official.

**III. VOTING PROCESS**

**A. Confirming Accuracy of the List**

Prior to the start of the polling process, Management and the Union shall meet to discuss the eligibility of voters; namely, whether to add or delete anyone from the List of Eligible Voters.

**B. Eligibility Issues**

To the extent there is a question about whether an individual should be allowed to vote, in the absence of an agreement by Management and the Union over any individual's eligibility, such individual shall only be permitted to vote by Challenged Ballot. The Election Official must make sure the ballot of a Challenged voter is not mixed in with the rest of the ballots, but is placed in an envelope marked "Challenged" prior to being inserted in the ballot box.

**The Polling Process**

- (1) During the polling period, after eligible voters enter the voting area they should form a single file line. (If they gather and crowd the table in an unorderly manner, ask them to form a line).
- (2) No politicking or campaigning is allowed. There should be no discussions about which way to vote.
- (3) Ask the public employee to state his/her full name. Relying upon the two (2) Election Observers in attendance, confirm that the individual is who they say they are, putting a check (✓) next to their name.
- (4) The Observers should likewise put checks next to the individual's name. (Using different color pens will avoid any confusion about whether both Observers checked the individual's name.)
- (5) Hand the individual one ballot, directing them to the voting booth where they can vote. Tell them they should mark either box, then fold their

ballot and put it in the "Ballot Box". Tell them not to sign or otherwise mark their ballot except as directed.

- (6) If the voter is someone whose eligibility is in doubt based on preliminary discussions with the parties their ballot must be placed in an envelope marked "Challenged". The individual's name should be put on the envelope before being put in the Ballot Box.
- (7) Any person who attempts to vote whose name is not on the Voter Eligibility List should have their ballot be placed in a Challenged Ballot envelope before being inserted in the Ballot Box. The individual's name should be written on the outside of the envelope.

### **Counting the Ballots**

- (1) After the final polling period has concluded, wait until representatives from Management and the Union are both present to watch the Ballot Box being opened.
- (2) Once all parties are present, open the Ballot Box, then divide the ballots into two piles, a "yes" pile and a "no" pile. Then count each pile, entering the tally on the "Poll Results" form. No one but the Election Official may touch a ballot. No Challenged Ballot should be opened.
- (3) If there is any doubt about whether a voter marked a ballot, Management and the Union should be advised and a discussion held to ascertain if the voter's intent is reasonably discernible. Failure of the sides to agree will mean the Ballot will be held aside and retained separately by the Election Official pending the final tally.
- (4) If the election outcome would not be affected by the acceptance or rejection of one or more of the Challenged Ballots and/or one or more questionably marked ballots, the results will be confirmed without including the uncounted Ballots in the tally. If the outcome would be affected by the uncounted ballots the uncounted ballots will be kept by the Election Official. The validity of any uncounted ballot(s) will be decided by the Dispute Resolution process set forth in the parties' Agreement.
- (5) Sign the "Poll Results" (a form is attached) after filling in the results. All Ballots counted or uncounted should be retained by the Election Official.



**NEUTRAL ELECTION OFFICIAL  
LITTLE RIVER BAND OF OTTAWA INDIANS**

Poll Results:  
Official tally of Votes

On \_\_\_\_\_, at

\_\_\_\_\_  
Manistee, Michigan

Upon being duly sworn and deposed, this officer says:

1. My name is David M. Peterson and I am the duly appointed and serving Neutral Election Official for Little River Band of Ottawa Indians.

2. I have conducted the election for union representation by \_\_\_\_\_ [name of Labor Organization] held \_\_\_\_\_, 200\_,  
at \_\_\_\_\_.

3. I have accurately counted and tallied the ballots as follows:

\_\_\_\_\_ Yes votes

\_\_\_\_\_ No votes

\_\_\_\_\_ Challenged ballots

4. The following observers hereby confirm the above tally.

\_\_\_\_\_  
Management Observer

\_\_\_\_\_  
Union Observer

I hereby certify that the above vote tally is true and accurate.

\_\_\_\_\_  
David M. Peterson

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_, 200\_.

\_\_\_\_\_  
Notary Public, \_\_\_\_\_ County Michigan  
Acting in \_\_\_\_\_ County  
My Commission Expires: \_\_\_\_\_

### ACKNOWLEDGMENT

The undersigned hereby acknowledges receipt of the above tally and that each party has seven (7) days from today to file any objection or claim of violation of the agreement in writing to David M. Peterson, Neutral Election Official, at 26680 CR 352, Lawton, Michigan 49065, with copies to the other party and the basis of the objection or claim.

Date and time:

For \_\_\_\_\_  
[Name of Public Employer]

Date and time:

For \_\_\_\_\_  
[Name of Labor Organization]

**NEUTRAL ELECTION OFFICIAL**

**Official Tally of Votes**  
**on**  
**October 16, 2008, at Little River Casino Resort**  
**Manistee, Michigan**

Upon being duly sworn and deposed, this officer says:

1. My name is David M. Peterson and I am the duly appointed and serving Neutral Election Official pursuant to the Agreement between Little River Band of Ottawa Indians and United Steel Workers.

2. I have conducted the election for union representation held October 16, 2008, at the Little River Casino Resort.

3. I have accurately counted and tallied the ballots as follows:

39 Yes votes  
17 No votes  
-0- Challenged ballots  
-0- Spoiled ballots

4. The following observers hereby confirm the above tally.

Steven Miller  
Management Observer  
Steven Miller

Don Branson, Sr.  
Union Observer  
Don Branson, Sr.

I hereby certify that the above vote tally is true and accurate.

David M. Peterson

David M. Peterson  
Neutral Election Official

Subscribed and sworn to before me this 16<sup>th</sup> day of October, 2008.

Susan K. Little  
Notary Public, MANISTEE County, Michigan  
Acting in MANISTEE County  
My Commission Expires: 1-23-13

**ACKNOWLEDGMENT**

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Date and time: Oct. 16, 2008

Date and time: Oct. 16, 2008

Peter R. Kraft  
For Little River Casino Resort

William L. Laney, JR.  
For United Steel Workers  
William L. Laney, JR.

# NEUTRAL ELECTION OFFICIAL

## Official Tally of Votes on March 5, 2009, at Little River Casino Resort Manistee, Michigan

Upon being duly sworn and deposed, this official says:

1. My name is David M. Peterson and I am the duly appointed and serving Neutral Election Official pursuant to the Election Procedure Agreement between Little River Band of Ottawa Indians and United Steel Workers.

2. I have conducted the election for union representation held March 5, 2009, at the Little River Casino Resort.

3. I have accurately counted and tallied the ballots as follows:

9 Yes votes

0 No votes

       Challenged ballots

       Spoiled ballots

Do you want to be represented by the  
United Steel Workers International Union  
for purposes of collective bargaining?

4. The following observers hereby confirm the above tally.

Christina Biers  
Management Observer  
Christina Exo-Biers

Robert Fisher  
Union Observer  
Robert Fisher

I hereby certify that the above vote tally is true and accurate.

David M. Peterson  
David M. Peterson  
Neutral Election Official

Subscribed and sworn to before me this 5<sup>th</sup> day of March, 2009

SUSAN R. LITTLE  
NOTARY PUBLIC - STATE OF MICHIGAN  
COUNTY OF MANISTEE  
My Commission Expires 1-23-13  
Acting in the County of Manistee

Susan R. Little  
Notary Public, Manistee County, Michigan  
Acting in Manistee County  
My Commission Expires: 1-23-13

### ACKNOWLEDGMENT

The undersigned hereby acknowledges receipt of the above tally and that each party has seven (7) days from today to file any objection or claim of violation of the agreement in writing to David M. Peterson, Neutral Election Official, at 26680 CR 352, Lawton, Michigan 49065, with copies to the other party and the basis of the objection or claim.

Date and time: March 5, 2009 11:10 AM

Lynn Moore  
For Little River Casino Resort

Date and time: March 5, 2009 11:16 AM

William J. Laney Jr.  
For United Steel Workers  
William Laney Jr.

**NEUTRAL ELECTION OFFICIAL**

**Official Tally of Votes**  
**on**  
**May 26, 2009, at Little River Casino Resort**  
**Manistee, Michigan**

Upon being duly sworn and deposed, this official says:

1. My name is David M. Peterson and I am the duly appointed and serving Neutral Election Official pursuant to the Election Procedure Agreement between Little River Band of Ottawa Indians and United Steel Workers dated April 30, 2009.

2. I have conducted the election for union representation held May 26, 2009, at the Little River Casino Resort.

3. I have accurately counted and tallied the ballots as follows:

<u>93</u>	Yes votes
<u>67</u>	No votes
<u>4</u>	Challenged ballots
_____	Spoiled ballots

Do you want to be represented by the  
 United Steel Workers International Union  
 for purposes of collective bargaining?

4. The following observers hereby confirm the above tally.

[Signature]  
 Management Observer

\_\_\_\_\_  
 Union Observer

I hereby certify that the above vote tally is true and accurate.

David M. Peterson  
 David M. Peterson  
 Neutral Election Official

Subscribed and sworn to before me this 26<sup>th</sup> day of May, 2009

[Signature]  
 Notary Public, Manistee County, Michigan  
 Acting in Manistee County  
 My Commission Expires: 1-23-13

**ACKNOWLEDGMENT**

The undersigned hereby acknowledges receipt of the above tally and that each party has seven (7) days from today to file any objection or claim of violation of the agreement in writing to David M. Peterson, Neutral Election Official, at 26680 CR 352, Lawton, Michigan 49065, with copies to the other party and the basis of the objection or claim.

Date and time: May 26, 2009 4:33 pm

C. G. Champagne  
 For Little River Casino Resort

Date and time: May 26, 2009 4:33 pm

William L. Loney  
 For United Steel Workers

# NEUTRAL ELECTION OFFICIAL

## Official Tally of Votes on August 5, 2009, at Little River Casino Resort Manistee, Michigan

Upon being duly sworn and deposed, this official says:

1. My name is David M. Peterson and I am the duly appointed and serving Neutral Election Official pursuant to the Election Procedure Agreements between Little River Band of Ottawa Indians and United Steel Workers.

2. I have conducted the election for union representation held August 5, 2009, at the Little River Casino Resort.

3. I have accurately counted and tallied the ballots as follows:

58 Yes votes

38 No votes

\_\_\_\_\_ Challenged ballots

\_\_\_\_\_ Spoiled ballots

Do you want to be represented by the  
United Steel Workers International Union  
for purposes of collective bargaining?

4. The following observers hereby confirm the above tally.

Kristy Davis  
Kristy Davis  
Sara Ecker  
Sara Ecker  
Management Observers

Karen Stammen  
Karen Stammen  
Beverly Kawalec  
Beverly Kawalec  
Union Observers

I hereby certify that the above vote tally is true and accurate.

David M. Peterson  
David M. Peterson  
Neutral Election Official

Subscribed and sworn to before me this 5<sup>th</sup> day of August, 2009

Susan K. Lytle  
Notary Public, Manistee County, Michigan  
Acting in Manistee County  
My Commission Expires: 1-23-13

### ACKNOWLEDGMENT

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Date and time: August 5, 2009 4:21 pm

C. A. Champagne  
For Little River Casino Resort

Date and time: August 5, 2009 4:21 pm

William L. Haney  
For United Steel Workers

NEUTRAL ELECTION OFFICIAL

Official Tally of Votes  
on  
August 4, 2010, at Little River Casino Resort  
Manistee, Michigan

Upon being duly sworn and deposed, this official says:

1. My name is David M. Peterson and I am the duly appointed and serving Neutral Election Official pursuant to the Election Procedure Agreements between Little River Band of Ottawa Indians and United Steel Workers.

2. I have conducted the election for decertification of the United Steel Workers as bargaining agent for the Hotel/Facilities Unit on August 4, 2010, at the Little River Casino Resort.

3. I have accurately counted and tallied the ballots as follows:

60 Yes votes

74 No votes

1 Challenged ballots

- 0 - Spoiled ballots

> Do you want to continue to be represented by the United Steel Workers International Union for purposes of collective bargaining?

4. The following observers hereby confirm the above tally.

Mildred Ramsey  
Mildred Ramsey  
Management Observers

Trudy Thomas  
Trudy Thomas  
Union Observers

I hereby certify that the above vote tally is true and accurate.

David M. Peterson  
David M. Peterson  
Neutral Election Official

Subscribed and sworn to before me this 4<sup>th</sup> day of August, 2010

SUSAN K. LYTLE  
NOTARY PUBLIC - STATE OF MICHIGAN  
COUNTY OF MANISTEE  
My Commission Expires 1-23-13  
Acting in the County of Manistee

Susan K. Lytle  
Notary Public, Manistee County, Michigan  
Acting in Manistee County  
My Commission Expires: 1-23-13

ACKNOWLEDGMENT

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Date and time: August 4, 2010 4:43 pm

C.A. Champagne  
For Little River Casino Resort

Date and time: August 4, 2010 4:43 pm

William F. Loney  
For United Steel Workers

**NEUTRAL ELECTION OFFICIAL**

**Official Tally of Votes  
on  
February 17, 2011, at Little River Casino Resort  
Manistee, Michigan**

Upon being duly sworn and deposed, this official says:

1. My name is David M. Peterson and I am the duly appointed and serving Neutral Election Official pursuant to the Election Procedure Agreements between Little River Band of Ottawa Indians and United Steel Workers.

2. I have conducted the election for decertification of the United Steel Workers as bargaining agent for the Cage, Players Club and River Guides Unit on February 17, 2011, at the Little River Casino Resort.

3. I have accurately counted and tallied the ballots as follows:

<u>49</u>	Yes votes	}	Do you want to continue to be represented by the United Steel Workers International Union for purposes of collective bargaining?
<u>37</u>	No votes		
<u>2</u>	Challenged ballots		
_____	Spoiled ballots		(resolved before count)

4. The following observers hereby confirm the above tally.

Tammy Gilbert  
Tammy Gilbert  
Management Observer

Beverly Kowalec  
Beverly Kowalec  
Union Observer

I hereby certify that the above vote tally is true and accurate.

David M. Peterson  
David M. Peterson  
Neutral Election Official

Subscribed and sworn to before me this 17<sup>th</sup> day of February, 2011.

SUSAN K. LYTLE  
NOTARY PUBLIC - STATE OF MICHIGAN  
COUNTY OF MANISTEE  
My Commission Expires 1-23-13  
Acting in the County of Manistee

Susan K. Lytle  
Notary Public, Manistee County, Michigan  
Acting in Manistee County  
My Commission Expires: 1-23-13

**ACKNOWLEDGMENT**

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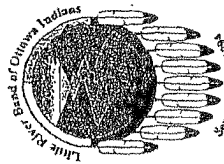
Date and time: February 17, 2011 4:18 pm

C.A. Champagne  
For Little River Casino Resort  
S.A. Champagne

Date and time: February 17, 2011 4:18 pm

Brad Smoyer  
For United Steel Workers  
Brad Smoyer





Little River Band of Ottawa Indians  
Gaming Commission

A TRIBAL LABOR ORGANIZATION LICENSE IS HEREBY ISSUED TO:

UNITED STEEL, PAPER AND FORESTRY, RUBBER, MANUFACTURING, ENERGY, ALLIED  
INDUSTRIAL AND SERVICE WORKERS INTERNATIONAL UNION, AFL-CIO, CLC

The Little River Band of Ottawa Indians Gaming Commission hereby issues this Tribal Labor Organization  
License to the above named organization in accordance with Tribal law and the regulations of the Little River  
Band of Ottawa Indians Gaming Commission.

License Number: # 001

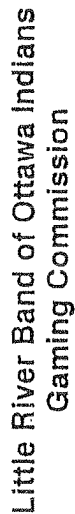
Effective Date: 08/26/08

License Type: Labor Organization

Expiration Date: 08/26/09

  
Authorized Signature

NOTICE: 1) the right of the above-named organization to be present and conduct business within the territorial jurisdiction of the Little River Band of Ottawa Indians (the "Tribe") is a privilege, subject to the consent and regulatory authority of the Tribe; 2) the consent of the Tribe to allow the above-named organization to be present and conduct business within the territory jurisdiction of the Tribe is conditioned upon such labor organization's consent to be subject to the laws of the Tribe and its regulatory authority, including Chapter 800, Title 3, Article XVI of the Tribal Code; 3) in consideration of the Tribe's consent to such labor organization's conduct of business within the territorial jurisdiction of the Tribe, such labor organization agrees to (A) comply with all rules, regulations, and laws of the Tribe, (B) submit to the jurisdiction of the Tribe, including its Tribal Court, and (C) pay an annual business license fee in the amount of \$500.00; 4) such labor organization agrees that a license issued by the Tribe for conducting business within the territorial jurisdiction of the Tribe may be revoked by the Tribe at any time, with or without hearing, for any failure to comply with the laws of the Tribe. The above-named organization may engage in business only through the designated individuals listed in its license application in accordance with the regulations of the Gaming Commission.



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Little River Band of Ottawa Indians  
Gaming Commission

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**GAMING ORDINANCE**  
**Ordinance # 10-400-01**

**Article I. Purpose; Findings**

1.01. *Purpose.* The Little River Band of Ottawa Indians, acting through its Tribal Council in the exercise of its inherent sovereign power to enact ordinances, regulate the commercial enterprises of the Tribe, and otherwise safeguard and provide for the health, safety, and welfare of the members of the Tribe, hereby establishes this Ordinance for the purpose of authorizing and comprehensively and preemptively regulating the terms and conditions under which Class II and Class III gaming may be conducted on the lands of the Tribe.

1.02. *Findings.* The Tribal Council of the Little River Band of Ottawa Indians finds that:

a. The Constitution of the Little River Band of Ottawa Indians delegates to the Tribal Council the responsibility to "...exercise the inherent powers of the Little River Band of Ottawa Indians by establishing laws through the enactment of ordinances and adoption of resolutions not inconsistent with this Constitution:

1. to govern the conduct of members of the Little River Band of Ottawa Indians and other persons within its jurisdiction.

2. to promote, protect and provide for public health, peace, morals, education and general welfare of the Little River Band of Ottawa Indians and its members[.]”

Article IV, Section 7(a).

b. The Constitution delegates to the Tribal Council the power and responsibility to manage all Tribal funds and direct how those funds may be used; Article IV, Section 7(i)(2).

c. Article V, Section 4(a)(8), authorizes the Tribal Ogema to manage the economic affairs, enterprises, property and other interests of the Tribe, consistent with ordinances and resolutions enacted by the Tribal Council.

**Article II. Adoption; Amendment; Repeal; Severability**

2.01. *Adoption.* This ordinance is adopted by the Tribal Council through:

a. Resolution # 97-0115-01 which adopted the original ordinance;

b. Resolution # 99-0325-01 which re-codified and amended the ordinance;

c. Resolution # 00-1218-01 which further amended the ordinance; and

d. Resolution # 02-0508-08 which repealed ordinance # 97-400-01 and replaced it with ordinance # 02-400-01.

e. Resolution # 05-0323-121 which deleted references to management contractors, and made numbering clarifications among other amendments.

f. Resolution #07-0912-494 which repealed Gaming Ordinance #02-400-01 and adopted Gaming Ordinance #07-400-01, amending the ordinance to clarify and define gaming and non-gaming activities arising out of the growth of the gaming enterprise effective upon receipt of approval by the National Indian Gaming Commission.

g. Resolution #10-1006-330, correcting technical deficiencies identified by the National

Indian Gaming Commission among other amendments, renumbering the ordinance, and authorizing resubmission to the National Indian Gaming Commission.

h. Resolution #11-0119-017, acknowledging receipt of approval of the National Indian Gaming Commission and providing that the Ordinance is effective as of January 20, 2011.

2.02. *Amendment*. This Ordinance may be amended from time to time in accordance with the procedures set forth in the Administrative Procedures Act – Ordinance.

2.03 *Repeal*. This Ordinance may be repealed in accordance with the procedures set forth in the administrative Procedures Act – Ordinance.

2.04 *Short Title*. This Ordinance may be cited as the Gaming Ordinance.

2.05. *Severability*. If any provision of this ordinance or its application to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of this ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are severable.

### **Article III. Definitions**

3.01. *General*. In this ordinance, except where otherwise specifically provided or the context otherwise requires, the following terms and expressions shall have the following meanings. The word “shall” is always mandatory and not merely advisory.

3.02. *Automated teller machines* means machines that dispense currency prompted by a customer’s own credit or debit card that are not affixed to any gaming device and are not considered gaming devices.

3.03. *Class I Gaming* means social games solely for prizes of minimal value or traditional forms of Indian gaming engaged in by individuals as a part of, or in connection with, Tribal ceremonies or celebrations.

3.04. *Class II Gaming* shall mean Class II gaming as defined in IGRA.

3.05. *Class III Gaming* means all forms of gaming that are not Class I gaming or Class II gaming

3.06. *Coin sorter* and/or *Cash counter* is mechanical equipment the purpose of which is to count and display the value of coin or currency.

3.07. *Compact* shall mean a Tribal-State Compact concerning Class III gaming approved or deemed approved by the Secretary of the Interior and published in the Federal Register pursuant to 25 U.S.C. §2710(d).

3.08. *Complimentary Service or Item* means a service or item provided at no cost or at a reduced cost to a customer.

3.09. *Employee* means any individual employed by a gaming enterprise. Employees may be either gaming employees or non-gaming employees.

3.10. *Gaming employee* means a Key Employee or Primary Management Official, and includes individuals employed in one of the following capacities:

- a. the person(s) having management responsibility for a management contract;
- b. any person who has authority to hire and fire employees;
- c. any person who has authority to set up working policy for a gaming activity in the

gaming enterprise;

d. the chief financial officer or other person who has financial management responsibility;

e. any person whose job description falls within the following areas: finance; information technology; security; gaming operations; and marketing.

f. if not otherwise included, any person whose total cash compensation is in excess of \$50,000.

3.11. *Gaming* means Class II and Class III gaming authorized by this Ordinance, the Compact, and as may be further authorized under IGRA.

3.12. *Gaming Activities* means a process, action, or procedure that touches on gaming, on the presentation of a game or on interactive gaming devices aimed at the general public, and includes, by way of example and not limitation, table games, slot machines, cash handling derived from gaming, vault, security, accounting systems, and information systems.

3.13. *Gaming employee license* means a license issued to a gaming employee, including individuals hired by or contracted within an employment position with the gaming enterprise. Gaming employee licenses are classified as Primary Management Official licenses and Key employee licenses.

3.14. *Gaming Enterprise* shall mean any commercial enterprise of the Tribe authorized to engage in gaming, and all ancillary commercial activities within the gaming (facility(ies) and other improvements constructed for the conduct of gaming

3.15. *Gaming device* shall mean a microprocessor-controlled electronic device which allows a player to play games of chance, some of which are affected by skill, which device is activated by the insertion of a coin, currency, tokens, tickets, or by the use of credit, and which awards game credits, cash tokens, replays or a receipt that can be redeemed by the player. For any of the foregoing, the game play may be displayed by video facsimile or mechanical rotating reels whereby the software of the device predetermines the stop positions and the presence, or lack thereof, of a winning combination and payout, if any.

3.16. *Gaming equipment or supplies* shall mean any equipment or mechanical, electromechanical or electronic contrivance, component or machine used in connection with gaming; any game that would not otherwise be classified as a gaming device, including, but not limited to, dice and playing cards; equipment which affects the proper reporting of gaming revenue; computerized systems for monitoring gaming devices; and devices for weighing or counting money.

3.17. *Gaming Facility* shall mean the building, buildings, or structures, wherein gaming is permitted, performed, conducted, or operated, and associated or adjacent real property owned by the Tribe.

3.18. *Gaming rules* means the Tribal laws and regulations and federal laws and regulations regarding gaming activities, including by way of example the Gaming Ordinance, the Compact, and the Indian Gaming Regulatory Act.

3.19. *Gaming Service* means any goods or services which directly relate to the conduct of gaming, security, or surveillance at a gaming enterprise, including without limitation, providers of casino credit reporting services, casino surveillance systems or services, and suppliers, service providers or repairers of any gaming equipment or supplies, computerized gaming monitoring

systems, drop boxes, bill exchangers, and credit voucher machines. No contract may be broken up into parts for the purpose of avoiding this definition or any requirement of licensure or certification required by this Ordinance.

3.20. *Gaming Vendors* shall mean any vendors providing gaming services or concessions, gaming equipment or supplies.

3.21. *General Manager* means the highest level employee of the gaming enterprise.

3.22. *IGRA* shall mean the Indian Gaming Regulatory Act of 1988, 25 U.S.C. 2701 et seq, as amended from time to time.

3.23. *Immediate family* means, with respect to the person under consideration, persons residing in the same household.

3.24. *Key employee* shall mean any employee that is:

- a. not required to have a Primary Management Official license; and
- b. any employee not issued a Non-Gaming employee license.

3.25. *License* shall mean any official and revocable authorization granted for a limited period of time by the regulatory agency pursuant to this Ordinance to an applicant to conduct business or employment in any gaming facility. There are three types of licenses: facility license, vendor license, and employee license.

3.26. *National Indian Gaming Commission* shall mean the Commission established pursuant to IGRA.

3.27. *Net Revenues* shall mean gross gaming revenues of an Indian gaming operation less --

- a. Amounts paid out as, or paid for, prizes; and
- b. Total gaming-related operating expenses, excluding management fees.

3.28. *Non-gaming employee* means an individual not required to be licensed as a Key employee or Primary Management Official as approved by the regulatory agency.

3.29. *Non-Gaming Vendor* means any vendor providing goods and services to the gaming enterprise, other than gaming services or gaming equipment and supplies, in any given twelve month period.

3.30. *Primary Management Official* shall mean an employee who meets the following qualifications:

- a. Any person who has authority:
  1. To hire and fire employees; or
  2. To set up working policy for any gaming activity; or
- b. The chief financial officer or other person who has financial management responsibility.
- c. Any person having management responsibility for a management contract.

3.31. *Primary management official license* means a license issued to a Primary Management Official, including individuals hired by or contracted within an employment position with the gaming enterprise.

3.32. *Regulatory Agency* shall mean the Little River Band of Ottawa Indians Gaming Commission, created by Ordinance Number 04-400-04, or such other Gaming regulatory body created by Ordinance.



3.33. *Indian Lands* means all lands now or in the future held in trust by the United States for the benefit of the Tribe acquired by or for the Tribe, or such other lands upon which gaming may lawfully be conducted pursuant to IGRA.

3.34. *Secretary* shall mean the Secretary of the United States Department of the Interior or his/her designee.

3.35. *Service Vendor* shall mean any vendor providing goods, services or concessions to any gaming enterprise, other than gaming services or gaming equipment and supplies, in an amount less than \$50,000.00 in any given twelve month period.

3.36. *State* shall mean the State of Michigan.

3.37. *Tribal Court* shall mean the Tribal Court and Tribal Court of Appeals of the Little River Band of Ottawa Indians and all other tribal judicial forums now or hereinafter established by the Tribe.

3.38. *Tribe* shall mean the Little River Band of Ottawa Indians.

3.39. *Vendor* means a person or business entity selling goods, concessions, or services to a gaming enterprise.

3.40. *Tribal Member* shall mean an individual enrolled in the Little River Band of Ottawa Indians.

#### **Article IV. Classes of Gaming Authorized**

4.01. *Class II Gaming Authorized.* Class II gaming is hereby authorized.

4.02. *Class III Gaming Authorized.* Class III gaming is also authorized.

4.03. *Class II and/or Class III License Required.* Class II and Class III gaming authorized by this Ordinance shall be conducted only by persons or entities which have obtained a valid gaming facility license issued by the regulatory agency pursuant to criteria set forth in this Ordinance and regulations adopted pursuant to and consistent with this Ordinance.

4.04. *Gaming Age Minimum.* No person under age 21 may gamble in a gaming enterprise authorized under this Ordinance.

#### **Article V. Tribal Ownership Required**

5.01. *Sole Proprietary Interest Required.* The Tribe shall have the sole proprietary interest in, and responsibility for, the conduct of any gaming enterprises authorized by this ordinance.

5.02. *Private/Individual Ownership Prohibited.* No individual, partnership, corporation or entity of any kind shall own in whole or in part any Class II or Class III gaming enterprise authorized or regulated by this Ordinance.

5.03. *Management Contracts Authorized.* Nothing in this ordinance shall preclude the Tribe from entering into management contracts as authorized under IGRA.

#### **Article VI. Use of Gaming Revenue**

6.01. *Permitted Uses.* Net revenues from Class II and Class III gaming shall be used only for the following purposes:

- a. to fund tribal government operations and programs;



- b. to provide for the general welfare of the Tribe and its members;
- c. to promote tribal economic development;
- d. to donate to charitable organizations;
- e. to help fund operations of local governmental agencies.

#### **Article VII. Audit Required; Report to National Indian Gaming Commission**

7.01. *Annual Audit.* The regulatory agency shall conduct or have conducted an independent audit of all gaming enterprises on an annual basis and shall submit the resulting audit reports to the Tribal Council and the National Indian Gaming Commission.

7.02. *Audit to Include Contracts for Gaming Services, Equipment or Supplies.* All contracts for gaming services, gaming equipment or supplies shall be specifically included within the scope of the audit, provided, that the regulatory agency or the Tribal Council may require that contracts for gaming services, gaming equipment or supplies which are less than \$25,000.00 annually be included in the scope of the audit if inclusion is deemed necessary to protect the public interest in the integrity of the operation of the gaming enterprise.

7.03. *Record-keeping Requirements.* Each gaming enterprise conducting Class II or Class III gaming shall keep accounting records on a double entry system of accounting, maintaining detailed, supporting, and subsidiary records which can be identified to each gaming facility. Gaming enterprises subject to this provision shall maintain the following records for not less than five years:

- a. Revenues, expenses, assets, liabilities and equity for the location at which Class II or Class III gaming is conducted;
- b. Daily cash transactions for each Class II or Class III game at the location at which gaming is conducted, including but not limited to transactions relating to each gaming table bank, game drop box and gaming room bank;
- c. All markers, IOUs, returned checks, hold checks or other similar credit instruments;
- d. Individual and statistical game records (except card games) to reflect statistical drop and statistical win; for electronic, computer, or other technologically assisted games, analytic reports which show the total amount of cash wagered and the total amount of prizes won;
- e. Contracts, correspondence and other transaction documents relating to all vendors;
- f. Records of all gaming enforcement activities;
- g. Audits prepared by or on behalf of the Tribe; and
- h. Personnel information on all employees, including rotation sheets, hours worked, employee profiles and background checks.

#### **Article VIII. Licensing**

8.01. *Licenses Required.* The regulatory agency, consistent with IGRA, the Compact, and this Ordinance, shall ensure that the following minimum groups are licensed. Provided that, the regulatory agency may develop additional licensing requirements or background information requirements within regulations that meet or exceed the requirements set forth in IGRA, the Compact or this Ordinance.

- a. Gaming facilities.
- b. Employees of a gaming enterprise.
- c. Vendors.

8.02. *Gaming Facility.* No person shall conduct Class II or Class III gaming within the jurisdiction of the Tribe unless such gaming is conducted at a facility licensed by the regulatory agency as set forth in Article IX.

8.03. *Employees of a Gaming Enterprise.* No person shall be employed in any gaming enterprise in any capacity, including but not limited to consultants, independent contractors, and contracted employees, within the jurisdiction of the Tribe unless licensed by the regulatory agency as set forth in Article X.

8.04. *Vendor.* No vendor shall contract with any gaming enterprise within the jurisdiction of the Tribe unless licensed by the regulatory agency in accordance with Article XI.

8.05. *Temporary Licenses.* The regulatory agency shall issue regulations that authorize the use of temporary licenses. Temporary licenses shall only be issued to an applicant after the completion of an application for a license and following a preliminary review period, during which time the regulatory agency shall perform a credit check and a background check. Temporary licenses shall be valid for no longer than thirty (30) days from the date of issuance. A temporary license may be rescinded prior to the conclusion of the thirty (30) day period if the applicant has been determined unsuitable for licensure under applicable gaming rules. Notice of rescission of a temporary license shall be presented to the applicant and the gaming enterprise.

#### **Article IX. Gaming Facility Licenses**

9.01. *License Required.* As set forth in Section 8.02, no person shall conduct Class II or Class III gaming activities within the jurisdiction of the Tribe unless such gaming activity is conducted at a gaming facility licensed by the regulatory agency. No license may be issued for any gaming facility that is owned or operated by any person other than the Tribe. If a gaming activity is proposed in more than one building at the site of any gaming enterprise, a separate gaming facility license shall be required for each building or location where Class II or Class III gaming is conducted under this ordinance.

9.02. *Types of Licenses.* The Tribe may issue each of the following types of gaming facility licenses.

- a. *Class II Operations in a Gaming Facility.* This license shall be required of all gaming enterprises operating one or more Class II gaming activities in each gaming facility.

- b. *Class III Operations in a Gaming Facility.* This license shall be required for all gaming enterprises operating any gaming other than Class I or Class II gaming in each gaming facility. A Class III gaming license includes the operation of Class I or Class II gaming when so noted on the license application and on the issued license.

9.03. *Gaming Facility Application Procedures.* In order to obtain a gaming facility license, the gaming enterprise requesting such license shall submit an application on the form provided by the regulatory agency. The applicant shall include all of the following information:

- a. A description of the gaming activity proposed, including, but not limited to:

1. the type of gaming proposed, along with all instructions, procedures, internal controls, and other documents related to the proposed gaming;
  2. the maximum number and types of gaming equipment and gaming devices expected to be in the gaming facility at any one time;
  3. the number and types of gaming equipment and gaming devices expected to be in use when the gaming facility first opens; and
  4. the days and hours of operation proposed.
- b. A description of the gaming facility proposed, including the layout of the gaming equipment and gaming devices and the surveillance systems within the gaming facility.
  - c. The location proposed for such gaming facility.
  - d. A description of the security, police, fire protection, environmental, health, safety, and other public safety services to be available in the proposed gaming facility and to the patrons of such gaming facility.
  - e. A description of the accounting procedures as required in Section 7.03 in each gaming facility.
  - f. The name, address, title, and a job description which includes the duties and responsibilities of each employee who will be employed at the proposed gaming facility.
- 9.04. *Threshold Criteria Which a Gaming Facility Must Meet.* In addition to the information required in the gaming facility license application, any applicant for a Class II or Class III gaming facility license must provide documentation that the gaming enterprise and proposed gaming facility will meet the following threshold criteria:
- a. The proposed gaming facility is to be located on Indian lands, and if the lands are acquired after October, 17, 1988, they must be eligible for gaming under a specific provision of 25 U.S.C. § 2719.
  - b. The proposed gaming activity is to be played as Class II or Class III gaming as defined by this Ordinance and IGRA.
  - c. The gaming enterprise and proposed gaming facility is authorized by a Tribal Council resolution.
  - d. The Tribe or one of its subdivisions will have the sole proprietary interest and the Tribe will have the exclusive responsibility for the conduct of any gaming activity.
  - e. The Tribal Council resolution authorizing the gaming enterprise and proposed gaming facility provides that:
    1. The revenues of the gaming enterprise shall be audited annually and copies of those audits will be provided to the regulatory agency, Tribal Council and the National Indian Gaming Commission.
    2. The gaming enterprise shall comply with all Internal Revenue Service reporting and filing requirements.
    3. All of the net revenues of the gaming enterprise shall be used for the purposes stated in Article VI.
    4. All gaming and non-gaming vendor contracts shall be subject to the annual audit.

5. The construction or maintenance of the gaming facility and the operation of the proposed gaming facility shall be conducted in a manner that adequately protects the environment health and safety of the general public or employees.
6. Any management contract between the Tribe and a principal has been approved by the Tribal Council and the National Indian Gaming Commission.
7. The gaming enterprise shall pay to the National Indian Gaming Commission such fees as federal law may require.
8. In the event that Class III Gaming is proposed, such gaming meets all other criteria established by the Compact, federal and tribal laws and regulations.
9. The gaming enterprise shall comply with Tribal, Federal and State revenue laws relating to gaming and non-gaming activities and shall collect, report and remit all taxes required under such laws.
10. The gaming enterprise shall comply with the duties imposed upon casinos by Title 31 of the United States Code.

9.05. *Gaming Facility License Application Procedures.*

a. Upon receipt of a complete application for a gaming facility license for any Class II or Class III gaming facility, the regulatory agency shall:

1. Review the proposed gaming facility application to ensure that all threshold criteria required by this ordinance shall be met.
2. Ensure that all employees of the gaming enterprise possess a valid and current employee license.
3. Ensure that the gaming enterprise has provided the regulatory agency with a list of all individuals employed by the gaming enterprise.
4. Review and approve the accounting procedures to be used in the gaming enterprise, or as may be necessary at the gaming facility if more than one gaming facility is licensed by the regulatory agency.
5. Review and approve the layout of the games and surveillance systems for the gaming facility, including any instructions, procedures, internal controls or other documents related to the layout of games and any instructions, policies, procedures, internal controls or other documents related to surveillance systems.
6. Review and approve the plan for the protection of public safety and the physical security of patrons of the gaming facility.
7. Review all aspects of the proposed gaming facility to ensure that it will be in compliance with the provisions of the Compact, federal and tribal laws and regulations.

b. The regulatory agency shall approve the gaming facility application within forty-five (45) days following the receipt of a complete application unless the regulatory agency believes, based upon reasonable evidence, that gaming will be operated at the proposed gaming facility in violation of tribal, federal or other applicable law or the terms and conditions of the Compact.

c. If the regulatory agency denies an application for a gaming facility license, the

regulatory agency shall promptly notify the applicant of the specific reasons for such denial and a description of any corrective actions which the regulatory agency determines will cure the deficiencies which resulted in denial of the application.

9.06. *License Application Fees.* The license application and renewal fee shall be as set forth in the Gross Gaming Revenue Tax Ordinance.

9.07. *Terms of License.* A Class II and Class III gaming facility license shall be valid for a period of twenty-four (24) months from the date of issuance.

9.08. *Posting of Licenses.* The gaming facility license must be posted in a conspicuous location at all times on the premises of each gaming facility. If the gaming enterprise conducts gaming at more than one location, the gaming enterprise must obtain and post a separate license for each gaming facility.

9.09. *Gaming Facility License Renewals.*

a. Each gaming facility license must be renewed biennially. A renewal fee shall be required for each Class II or Class III gaming facility license in accordance with the Section 9.06.

b. In order to obtain a renewal of a license, the gaming enterprise shall submit a written renewal application to the regulatory agency on the form provided by the regulatory agency. No renewal application shall be approved until the Annual Reports required by Section 9.10 have been filed.

c. All renewal applications submitted shall be approved within forty-five (45) days or less unless the regulatory agency believes, based on reasonable evidence, that the gaming enterprise has been or will be operated in violation of tribal, federal or other applicable law or the terms and conditions of the Compact.

d. If the regulatory agency denies a renewal application for a gaming facility license, the regulatory agency shall, within seven calendar days, notify the applicant of the specific reasons for such denial and a description of any corrective actions that the regulatory agency determines will cure the deficiencies which resulted in denial of the application.

9.10. *Annual Reports.* Each gaming enterprise which possesses a Class II or Class III gaming facility license must file an Annual Report with the regulatory agency and the Tribal Council between the 15<sup>th</sup> and the last day of June of each year which shall include, at a minimum, the following information:

a. The name, address and telephone number of the gaming enterprise and gaming facility;

b. The names, addresses and titles of all of the current general managers of the gaming enterprise and at each gaming facility;

c. A description of the gaming activities of the gaming enterprise for each gaming facility, including, but not limited to:

1. the number and type of games and gaming devices operated which shall include all Class II gaming activities expected to be conducted by the gaming enterprise;

2. the number of days and hours of operation; and

3. the total gross sales during the reporting period(s).

d. A written copy of any changes anticipated or proposed in the gaming activities of the

gaming enterprise for each gaming facility, including any changes in its instructions, procedures, policies, internal controls, rules, health, environmental, public safety/security plan, layout of the games or surveillance systems, or other documents related to activities in the gaming facility or of the gaming enterprise;

e. The name, address, title, and a job description that includes the duties and responsibilities of each employee of the gaming enterprise at each gaming facility;

f. The name and addresses of the person who will be designated as a contact person for service of process, notice and other official correspondence from the regulatory agency over the next license period for each gaming facility;

g. A statement of any changes in the duties or designation of the primary management officials and key employees who will operate the gaming enterprise over the next license period;

h. A sworn statement that the gaming enterprise has complied with all federal and tribal laws relating to the health, safety and welfare of the public and employees along with copies of any controlling policies;

h. Written proof that the gaming enterprise has paid to the National Indian Gaming Commission such fees as federal law may require it to pay and will continue to do so;

i. A sworn statement that the gaming enterprise has complied with the Internal Revenue Codes and regulations, including written notice of customer winnings, and a statement that the gaming enterprise shall continue to obey all tribal and federal laws and shall hold the regulatory agency and the Tribe harmless for failure to do so;

j. A verified copy of the last annual audited financial report following the end of the gaming enterprise's last fiscal year;

k. The number of full-time equivalent people, on an annualized basis, employed by the gaming enterprise at each gaming facility during the past twelve (12) months, together with a projection of the number of full-time equivalent people who are expected to be employed during the next license period;

l. The total gross revenue of the gaming enterprise attributable directly or indirectly to gaming activity over the preceding twelve (12) months;

m. A sworn statement that the gaming enterprise and all of its employees continue to consent to Tribal Court jurisdiction and service of process in all matters arising from the conduct of gaming activity. The required sworn statement shall be provided based on the consent given by applicants as per Section 10.04(p).

n. A sworn statement that the gaming enterprise has complied with the Bank Secrecy Act of the United States Code.

## **Article X. Employee Licensing**

10.01. *General - Types of Employees; License Requirements.* There are two categories of employees at a gaming enterprise - non-gaming and gaming. Individuals under the age of 21 may be hired only in a non-gaming employee capacity

10.02 *Non-Gaming Employees.* All persons who are not gaming employees but are employed by

at any gaming facility, must obtain a non-gaming license from the regulatory agency before commencing employment. Such licenses may be issued upon a determination by the regulatory agency that the employee is not a threat to the effective regulation of gaming and creates no risk or enhances no danger of unfair or illegal practices, methods or activities in the conduct of gaming. All applicants for a non-gaming license shall provide such information that the regulatory agency requires under this Ordinance.

a. *General.* An applicant for a non-gaming employee license may be approved upon a determination by the regulatory agency that the individual will not create a risk of injury or loss to the person or property of guests of the gaming enterprise or the assets of the gaming enterprise and that the individual is not a threat to the effective regulation of gaming activities, including the absence of all disqualifying circumstances described in subsection (b) below. In reaching its determination, the regulatory agency will consider the criminal history, habits and reputation of the applicant in light of the particular position the applicant is applying for.

b. *Specific Disqualifying Circumstances.* An applicant shall not be eligible for a non-gaming employee license if the application or background investigation confirms that the applicant:

1. Is under the age of (18); or
2. Has been convicted of or entered a plea of guilty or no contest to a gambling-related offense, or to an adult felony charge of theft, fraud, or misrepresentation within the preceding three (3) years, except if that person has been pardoned by the Governor of the State where the conviction occurred or, if a tribal member, the regulatory agency has determined that the person has been rehabilitated, and is not likely to engage in future criminal or offensive actions; or
3. Has been convicted of or entered a plea of guilty or no contest to any criminal offense involving threats or acts of violence where the individual was charged as an adult, within the immediately preceding three (3) years; except if that person has been pardoned by the Governor of the State where the conviction occurred or, if a tribal member, the regulatory agency has determined that the person has been rehabilitated, and is not likely to engage in future criminal or offensive actions; or
4. Has been convicted of participating in organized crime or unlawful gambling; or
5. Has knowingly and willfully provided materially false and misleading statements or information to the regulatory agency or has refused to respond to questions asked by the regulatory agency specifically related to the person's eligibility to obtain or retain a license; or
6. Has been convicted of any offense related to criminal sexual conduct where the perpetrator was convicted as an adult at the time the crime was committed, and/or is registered in any jurisdiction's list of sexual offenders.

c. *Non-Gaming Employees Clearly Distinguishable.* Non-Gaming employees shall be clearly identifiable and distinguished from gaming employees by badges.

10.03. *Gaming Employees.* Employees of the gaming enterprise who perform gaming activities as part of their defined job descriptions are considered gaming employees.

a. *General.* Gaming employees may be transferred, promoted, or otherwise moved to a non-gaming employee position in accordance with the gaming enterprise's employment policies. Upon acceptance of the position and on no later than his or her first day of employment as a non-gaming employee, the gaming employee shall be required to relinquish his or her gaming license to the regulatory agency and obtain a non-gaming license. The gaming enterprise shall be required to maintain a list of gaming employees, their positions, and a copy of all job descriptions on file with the regulatory agency. Voluntary relinquishment of a gaming license will not preclude the regulatory agency from addressing license issues that occurred during the time the licensee held a gaming license.

b. *Specific Disqualifying Circumstances.* The regulatory agency shall not grant a license to any applicant for a gaming employee license who:

1. Is a member of the Tribal Council, the Ogema, a Judge or Appellate Judge on the Tribal Court, the prosecutor or a law enforcement officer of the Tribe. This subsection shall not apply to members of the Tribal Council or a Tribal Ogema sitting on a Gaming Enterprise Board of Directors or any subsequent Board established by Tribal law to provide oversight to a Gaming Enterprise.
2. Is under the age of 21; or
3. Has been convicted of or entered a plea of guilty or no contest to a gambling-related offense, fraud or misrepresentation. The terms "fraud or misrepresentation" shall mean a criminal offense committed in Michigan or any other jurisdiction, involving theft, fraud or misrepresentation, which is a felony or would be a felony if committed in Michigan, and which was committed as an adult or prosecuted as an adult offense, and which has not been effectively removed from the employee's criminal record by executive pardon, state court order, or operation of law; or
4. Has been convicted of or entered a plea of guilty or no contest to any offense not specified in paragraph (3) within the immediately preceding five years; this provision shall not apply if that person has been pardoned by the Governor of the State where the conviction occurred or, if a Tribal member, has been determined by the regulatory agency to be a person who is not likely again to engage in any offensive or criminal course of conduct and the public good does not require that the applicant be denied a gaming employee license. The term "any offense" shall mean any criminal offense not described in paragraph (3), whether committed in Michigan or any other jurisdiction, that is, or would be, a crime under the provisions of the Michigan Penal Code, Act 328 of the Public Acts of 1931, as amended, or the controlled substances provisions of the Public Health Code, Act No. 368 of the Public Acts of 1978, as amended or any other criminal offense not included within the scope of paragraph (3); or



5. Is determined by the regulatory agency to have participated in organized crime or unlawful gambling or whose prior activities, criminal records, reputation, habits, and/or associations pose a threat to the public interest or to the effective regulation and control of gaming, or create or enhance the dangers of unsuitable, unfair, or illegal practices, methods and activities in the conduct of gaming or to the carrying on of the business and financial arrangements incidental to the conduct of gaming; or
6. Has knowingly and willfully provided materially false and misleading statements or information to the regulatory agency or refused to respond to questions asked by the regulatory agency specifically related to the person's eligibility to obtain or retain a license; or
7. Has been convicted of any offense related to sexual crimes or criminal sexual conduct where the perpetrator was convicted as an adult at the time the crime was committed, and/or is registered in any jurisdiction's list of sexual offenders; or

10.04. *Application for an Employee License.* The regulatory agency shall require each potential employee to submit an application to the regulatory agency on the form and in the manner required by the regulatory agency. The application shall clearly identify whether the applicant is applying for a gaming or non-gaming license. The application shall include all of the following information:

- a. Full name, other names used (oral or written), social security number(s), birth date, place of birth, citizenship, gender, and all languages (spoken or written);
- b. Currently and for the previous five years:
  1. business and employment positions held,
  2. ownership interests in those businesses,
  3. business and residence addresses; and
  4. driver's license numbers;
- c. The names and current addresses of at least three personal references;
- d. Current business and residence telephone numbers;
- e. A description of any existing and previous gaming or other business relationships with any Indian tribe;
- f. A description of any existing and previous business relationships with the gaming industry generally, including ownership interests in those businesses;
- g. The name and address of any licensing or regulatory agency with which the person has filed an application for a license or permit related to gaming, the current status of the application, and whether or not such license or permit was granted.
- h. A list of all felony charges and dispositions against the applicant, if any, and for each felony for which there is ongoing prosecution or a conviction, the charge, the name and address of the court involved, and the date and disposition if any.
- i. A list of all misdemeanor charges and dispositions against the applicant, if any, (excluding traffic violations for which incarceration was not a possible punishment), and for each misdemeanor conviction or ongoing misdemeanor prosecution within 10 years of

the date of the application, the name and address of the court involved and the date and disposition, if any

j. For each criminal charge, whether or not there is a conviction, if such criminal charge was within 10 years of the date of the application and is not otherwise listed pursuant to paragraph (h) or (i) of this section, the criminal charge, the name and address of the court involved, and the date and disposition;

k. The name and address of any licensing or regulatory agency with which the person has filed an application for a business or occupational license or permit, whether or not such license or permit was granted;

l. Two current photographs;

m. A list of all professional or business licenses the applicant has applied for, whether or not those licenses were granted and the name, address and phone number of the regulatory agency involved;

n. A sworn statement that to the best of his knowledge the applicant or any member of his immediate family does not have a past or current financial interest, other than a salary interest, in any gaming enterprise anywhere. If the applicant has an immediate family member or member of his or her household who has such a relationship, the applicant shall fully disclose his name and the nature of the relationship;

o. Written permission giving the regulatory agency the right to investigate the applicant's background, including his criminal records, civil and criminal judgments and credit history;

p. Each application shall be accompanied by a sworn statement that the applicant will submit to the jurisdiction of the Tribe and the Tribal Court, if employed;

q. For all applications for licenses for all employees, fingerprints obtained on fingerprint impression cards taken by the regulatory agency, Tribal law enforcement agency, or the Federal Bureau of Investigation, consistent with procedures adopted by the regulatory agency according to 25 C.F.R. 522.2(h);

r. Other information required by the regulatory agency rules or regulations.

s. For all applications for licenses for general managers or other primary management officials, a complete financial statement and/or income tax records showing all sources of income for the previous three years, and assets, liabilities, and net worth as of the date of the application.

#### 10.05. *Application Forms - Notices.*

a. *Privacy Act Notice.* The following notice shall be placed on the application form for an employee license so that it can be read before that form is filled out by an applicant:

"In compliance with the Privacy Act of 1974, the following information is provided:

Solicitation of the information on this form is authorized by 25 U.S.C. 2701 et seq. The purpose of the requested information is to determine the eligibility of individuals to be granted a license. The information will be used by the Tribe's regulatory agency and the National Indian Gaming Commission members and staff who have need for the information in the performance of their official duties. The information may be disclosed

to appropriate Federal, Tribal, State, local, or foreign law enforcement and regulatory agencies when relevant to civil, criminal or regulatory investigations or prosecutions or when pursuant to a requirement by a tribe or the National Indian Gaming Commission in connection with the issuance or revocation of a gaming license, or investigations of activities while associated with a tribe or a gaming operation. Failure to consent to the disclosures indicated in this notice will result in a tribe's being unable to license you in a primary management official or key employee or non-gaming position. The disclosure of your Social Security Number (SSN) is voluntary. However, failure to supply a SSN may result in errors in processing your application."

b. *False Statements Notice.* The following notice shall be placed on the application form for a gaming employee license so that it can be read before that form is filled out by an applicant:

"A false statement on any part of your license application may be grounds for denying a license or the suspension or revocation of a license. Also, you may be punished by fine or imprisonment (U.S. Code, title 18, section 1001)."

10.06. *Burden of Proof on Employee License Applicants.* It is the determination of the Tribe that the public interest in the integrity of gaming is such that the burden of proof to establish fitness or eligibility to obtain or maintain a gaming employee license shall be upon the applicant or licensee, as the case may be.

10.07. *Background Investigation.* The regulatory agency shall conduct, or cause to be conducted, an investigation sufficient to make a determination under this Article of all employee license applicants. In conducting a background investigation, the regulatory agency shall keep confidential the identity of each person interviewed in the course of the investigation and shall maintain in a confidential manner the information obtained. Such information may be released to the Tribal Court in the event of an appeal of a licensing decision. The background investigation shall consist of at least the following:

a. The regulatory agency shall contact each reference provided in the application and verify the accuracy of the other information presented and prepare a report of their findings for the regulatory agency.

b. The criminal background of each applicant for a license shall be investigated by obtaining information concerning the applicant from law enforcement where the applicant has resided and submitting impressions of the applicant's fingerprints, taken under Section 10.04 (q), to the Federal Bureau of Investigation Criminal Information Center, and any other law enforcement agency(ies) that the regulatory agency deems appropriate, requesting a criminal history report. The vital information which may be provided to identify the applicant may include: the applicant's full name, any other names used by the applicant, date and place of birth, citizenship, driver's license numbers, social security number, and a physical description.

c. With respect to applicants for a Primary Management Official's application for a gaming employee license, the regulatory agency shall also investigate and verify the accuracy of financial information provided by the applicant by contacting banks, other

financial institutions or other sources as deemed necessary. The regulatory agency shall also obtain a credit bureau report on the applicant which will be updated annually.

d. The regulatory agency shall attempt to complete the background investigation described in this section within 30 days following receipt of a complete application.

e. The regulatory agency may contract with private, municipal, state, and/or federal investigation agencies to perform the required background and/or criminal history investigations.

10.08. *Eligibility Determination.* The regulatory agency shall review a person's prior activities, criminal records, if any, reputation, habits, and associations to make a finding concerning the eligibility of an applicant to receive an employee license. If the regulatory agency determines that employment of, or contract with, a person poses a threat to the public interest or to the effective regulation of gaming, or creates or enhances dangers of unsuitable, unfair, or illegal practices and methods and activities in the conduct of gaming, it will not grant that individual a license.

10.09. *Action on Applications for an Employee License*

a. Within 15 days following the completion of the background investigation(s) described in this Article, the regulatory agency shall review the application, the results of background investigation, the criminal history reports, and financial report, if required, to determine if the applicant qualifies for the license applied for.

b. If the regulatory agency determines that an applicant qualifies on a preliminary basis pursuant to Section 8.05 for the issuance of a license, then the regulatory agency may issue a temporary license to the applicant. A temporary license shall not be valid for more than 30 (thirty) days from the date of issuance.

c. Before issuing a license to a Primary Management Official or to a Key employee, the regulatory agency shall forward to the National Indian Gaming Commission an investigative report on each background investigation. An investigative report shall include all of the following:

1. Steps taken in conducting a background investigation;
2. Results obtained;
3. Conclusions reached; and
4. The basis for those conclusions.

The regulatory agency shall submit, with the investigative report, a copy of the regulatory agency's eligibility determination and notify the National Indian Gaming Commission of the regulatory agency's intention to issue the applicant a license and request that the agency review the application and investigative report pursuant to IGRA.

d. The regulatory agency may grant final approval of a license application submitted under this subsection only after any of the following has occurred:

1. The regulatory agency has received notice from the National Indian Gaming Commission that it has no objection to the issuance of the license; or
2. Thirty days have elapsed since the National Indian Gaming Commission was notified of the regulatory agency's intent to issue the license and the National Indian Gaming Commission has not responded; or

3. The National Indian Gaming Commission timely objected to the issuance of the license, the regulatory agency has reconsidered the application in light of the objections received and has determined that the applicant may be licensed notwithstanding those objections.
- e. The regulatory agency shall promptly notify the applicant that the application is approved and shall issue the employee license. If a temporary license was previously issued, the effective date of the license shall be the date the temporary license was issued.
- f. The gaming enterprise shall not employ as an employee a person who has not received either a temporary or a regular employee license.
- g. If the regulatory agency denies an application for a license under this Article, the regulatory agency shall, within seven calendar days, notify the applicant that the application was denied and specify the reasons, including information concerning any criminal conviction(s), which prompted the denial. The notice to each applicant shall also inform the applicant of the applicant's right to request a hearing and appeal provided in Article XII.
- h. If a license is not issued to an applicant, the regulatory agency:
1. Shall notify the National Indian Gaming Commission;
  2. May forward copies of its eligibility determination and investigative report (if any) to the National Indian Gaming Commission for inclusion in the Indian Gaming Individuals Records System; and
  3. Shall notify the gaming enterprise.
- i. With respect to employees, the regulatory agency shall retain reports (if any) of background investigations for inspection by the National Indian Gaming Commission or his or her designee for no less than five years from the date of termination of employment or denial of a license.
- 10.10. *Licensing Period.* Any employee's license issued pursuant to this Article, other than a temporary license, shall be effective for a period of one year from the date of issuance and shall contain the licensee's photograph and shall state on its face the name of the employee, the gaming facility at which the employee is licensed to work, the type of license, the date that the license became effective and the date that it expires.
- 10.11. *Renewals.* It is the responsibility of holders of an employee licenses to file renewal applications in accordance with the regulatory agency's notifications and regulations. A holder of an employee license shall apply to the regulatory agency for a renewal before the current license has expired as directed by the regulatory agency and is required to update all information contained in the original and any subsequent renewal application(s). Notification will be sent to the gaming enterprise upon completion of the renewal process. Under all circumstances, an employee is required to obtain a valid license prior to the expiration of any current license.
- 10.12. *Requirement to Produce License Upon Request.* Any person receiving an employee license must carry that license upon his or her person during all working hours and must produce that license upon request.

## **Article XI. Vendor License**

11.01. *General - Types of Licenses.* All vendors contracting with the gaming enterprise are required to be licensed. These licenses shall be broken into the following categories – gaming vendors, non-gaming vendors, and service vendors. The regulatory agency shall be required to develop a vendor license inquiry form which would tend to identify the type of license required and cause to be forwarded an application for that license to the vendor.

11.02. *Service Vendor Permits.* Vendors contemplating less than \$50,000 of business with the gaming enterprise and who enter into contracts not related to a gaming service or gaming equipment or supplies, are required to maintain a service vendor permit. The regulatory agency shall define processes in regulations which set forth how the amount of business conducted with the gaming enterprise will be calculated. The regulatory agency shall create application forms which tend to identify appropriate levels of information from which to issue a service vendor permit.

11.03. *Non-Gaming Vendors License.* Vendors contemplating \$50,000 or greater of business with the gaming enterprise during the fiscal year, and who enter into contracts not related to a gaming service or gaming equipment or supplies, are required to maintain a non-gaming vendor's license. Non-gaming vendors shall be required to fill out the same form required for a gaming vendor's license, provided that, the regulatory agency shall clearly identify the level of background investigation that will be conducted. The regulatory agency may identify specific exceptions to the background investigation for vendors which conduct business activities in highly regulated areas such that the presentation of a permit, license or other document is sufficient to identify that a background investigation is unnecessary; provided that, the qualifications for any exceptions shall be clearly identified in regulations.

11.04. *Gaming Vendors License.* Vendors contemplating any business with the gaming enterprise that contains any element, which includes the supply of gaming services, equipment, or supplies regardless of value or proportion of the contract, are required to maintain a gaming vendor's license. The regulatory agency shall identify appropriate levels of information and releases necessary to assure the integrity of the vendor in supplying gaming services or gaming equipment or supplies.

## **Article XII. Denial/Suspension/Revocation of License; Right to Appeal**

12.01. *Applicability.* This Article shall apply to the denial, suspension or revocation of any license issued by the regulatory agency under Article X or XI of this Ordinance, except actions taken under Section 11.02.

12.02. *Hearing upon Denial of License.* Any applicant who is denied a license applied for under this Ordinance may request a hearing before the regulatory agency by written request submitted within fourteen (14) days following receipt of notice of the action by the regulatory agency.

a. Within 21 days following receipt of a notice requesting a hearing, the regulatory agency shall afford the applicant an opportunity to appear and be heard before the regulatory agency, in person or with a representative or legal counsel, and to submit such evidence as the applicant deems relevant in the matter. The regulatory agency may receive evidence from the applicant or licensee, the Tribe, any gaming regulatory agency, or any person or entity that the regulatory agency deems relevant to the matter.

b. The regulatory agency shall either affirm or reconsider its decision to deny the license within seven (7) days following hearing.

12.03. *Suspension or Revocation of License.*

a. If, after issuance of a license, the regulatory agency receives and verifies information that a person licensed under this Ordinance has violated or been charged with a violation of any criminal law that disqualifies the licensee from holding a license, any provision of this Ordinance, or any Regulation promulgated under this Ordinance, or is otherwise not eligible for a license, the regulatory agency shall conduct an investigation to determine whether revocation proceedings should be initiated.

b. The person's license shall be suspended and revocation proceedings shall be initiated if:

1. The licensee has been convicted of or pled guilty or no contest to any criminal offense that disqualifies the licensee from holding a license under applicable law or the Tribal-State Compact.

2. The information came to the regulatory agency by notification from the NIGC pursuant to 25 CFR 558.5.

3. The licensee has been charged with any criminal offense related to gambling, fraud, theft, or other activities arising during the course of employment.

c. The person's license may be suspended for not more than seven (7) days pending completion of an investigation by the regulatory agency to determine whether any of the following have occurred:

1. The licensee has violated any gaming rule as defined in this Ordinance.

2. The licensee has engaged in conduct that poses a threat to the integrity of the gaming activities; the health or safety of the general public or employees at the gaming enterprise; or the assets of the Tribe.

3. The licensee knowingly and substantially made a materially false and misleading statement in a license application.

4. The licensee has participated in unauthorized gaming activity whether or not regulated by this Ordinance.

5. The licensee has knowingly and substantially refused to comply with any lawful order of the regulatory agency, the Tribal Court or the National Indian Gaming Commission.

12.04. *Right to Hearing Before the Regulatory Agency.* In any case governed by Section 12.03(a) above, and in all cases where the regulatory agency determines that a revocation is warranted under section 12.03(b), the regulatory agency shall notify the licensee of the proposed revocation of the license. The notification shall be served upon the licensee and shall state the legal basis for the revocation and any evidence the regulatory agency relied upon in making its determination. The licensee shall be informed of the date and time set for the hearing, and of the licensee's right to offer sworn oral and documentary evidence to rebut the regulatory agency's determination. Any hearing scheduled in accordance with this Section shall be held within seven (7) business days from the date of the letter. After the hearing, the regulatory agency shall either (a) revoke; (b) reinstate the license; or (c) reinstate the license with conditions or limitations.

12.05. *Appeal to the Tribal Court.* Any decision of the regulatory agency to revoke a license pursuant to this Ordinance may be appealed to the Tribal Court by the applicant or licensee within 14 days of the date of receipt of the regulatory agency's decision.

a. In all appeals before the Tribal Court, there shall be deference given by the Tribal Court to the determination of the regulatory agency as the agency charged with responsibility for interpreting its own regulations. The Tribal Court does not have authority to grant injunctive relief authorizing a return to work pending any appeal. The Tribal Court review of regulatory agency hearing determinations is limited to interpretation and application of law or regulation. The decision of the Tribal Court shall be final.

12.06. *Notice to NIGC of Revocation.* The regulatory agency shall notify the National Indian Gaming Commission of any decision to revoke a license.

### **Article XIII. Customer Complaints**

13.01. *Resolution of Disputes between the Gaming Public and the Gaming Enterprise.* Disputes between a customer and a gaming enterprise shall be resolved as follows:

- a. The customer shall have the opportunity to present his/her complaint, verbally or in writing, to the general manager of the gaming enterprise or a person designated by the general manager to resolve complaints by customers.
- b. If the complaint is not resolved under paragraph (a) to the satisfaction of the customer, he/she may file a written complaint with the regulatory agency. The regulatory agency shall provide the customer with a complaint form that requires sufficient information to conduct an investigation.
- c. The regulatory agency shall have processes in place, through regulations, to review and, if necessary, hold hearings in regards to customer complaints.

### **Article XIV. Tribal Government Employees and Gaming Regulatory Agency Members and Employees Prohibited from Gaming**

14.01. *Prohibition Against Participation in Gaming Activities at the Gaming Enterprises.* This Article shall identify individuals who shall be prohibited from participating in gaming activities at the gaming enterprises. Such prohibition is limited to Class III gaming activities, and does not extend to conference, training, dining, hotel and other non-gaming activities.

14.02. *Gaming Enterprise Board of Directors Prohibited.* All members of the Gaming Enterprise Board are prohibited from engaging in gaming activities.

14.03. *Tribal Government Employees Prohibited.* Individuals that hold the following positions are prohibited from participating in gaming activities. The position names shall be for the purposes of identification and shall include any reasonably related position title that may be created in the future.

- a. All attorneys within the Legislative Legal Department.
- e. All attorneys within the Executive Legal Department.
- c. Chief Financial Officer and Controller.
- d. Comptroller General, auditors and Internal Audit Department support staff.
- e. Public Safety Department, officers and support staff.



14.04. *Prohibition on Regulatory Agency Personnel Participating in Gaming Activities.* No member of a regulatory agency or employee of a regulatory agency may participate in any gaming activity at any Little River Band of Ottawa Indians gaming enterprise unless as part of a job related duty.

**Article XV. Gaming Enterprise Employee Prohibitions and Limitations to Participation in Gaming Activities**

15.01. *Gaming Enterprise Employees Prohibited.* The following employment positions are prohibited from participating in gaming activities. The position names shall be for the purposes of identification and shall include any reasonably related position title that may be created in the future.

- a. All Primary Management Officials.
- b. Chief Financial Officer, Controller and Revenue Audit staff.
- c. All Security Department staff.
- d. All Management Information Services or other networking/computer service office or personnel.
- e. All gaming employees as defined in Section 3.10.

**Article XVI. Prohibitions on Participating in Gaming Activities.**

16.01. *Elected Officials.* Elected Officials eligible to participate in gaming activities shall not be eligible to participate in the following:

- a. Promotional activities or give-aways;
- b. Tournaments; and
- c. Class III Table Games.

16.02. *Non-Gaming Enterprise Employees.* Non-Gaming Enterprise Employees eligible to participate in gaming activities shall not be eligible to participate in the following:

- a. Promotional activities or give-aways;
- b. Tournaments; and
- c. Class III Table games.

16.03. *Limitation on Hours of Gaming Activities.* Participation in No non-gaming enterprise employee shall participate in gaming activities within two (2) hours of the beginning of his/her shift or within two (2) hours after the end of his/her shift.

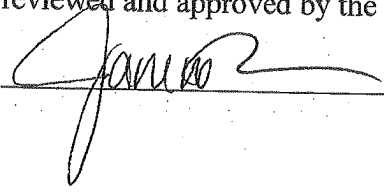
16.04. *Complimentary Services and Goods.* Elected Officials and Non-Gaming Enterprise Employees eligible to participate in gaming activities shall neither accept complimentary services or items nor accrue complimentary value with their play.

16.05. *Point Redemption Awards.* Elected Officials and Non-Gaming Enterprise Employees eligible to participate in gaming activities shall accrue Point Redemption Awards solely based on their gaming play. Accrued points shall be redeemable only at non-gaming retail outlets located at the Gaming Enterprise.

16.06. *Regulations Required.* The Gaming Commission shall issue Regulations consistent with this Article to govern the conduct of elected officials and non-gaming enterprise employees who are eligible to participate in gaming activities. Any Regulations issued shall require approval by Tribal Council.

**CERTIFICATION**

I, Janine M. Sam, Tribal Council Recorder, do hereby certify that this is a true and correct copy of the Gaming Ordinance approved for authorization by Tribal Council on January 19, 2011 and reviewed and approved by the National Indian Gaming Commission on January 5, 2011.



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