

PERMIT CONDITIONS FOR OPERATING FRUIT MACHINES

(with effect from 1 November 2020)

GENERAL REQUIREMENTS

1. The permit holder shall at all times comply with the permit conditions unless otherwise approved by the Permit Officer in writing.
2. The permit holder shall ensure that the following criteria applicable to the permit holder for the grant of the permit remain complied with during the term of this permit:
 - i. The society must be registered with the Registrar of Societies or other relevant authority or otherwise established pursuant to any written law;
 - ii. The society's constitution must not prohibit gambling or private lotteries permitted under the Private Lotteries Act 2011;
 - iii. The society must have at least 500 members on its register (which is to be audited according to the Permit Officer's requirements) for at least one year prior to the application for a permit; and
 - iv. The society must offer a wide range of substantive social and recreational offerings such that the operation of Fruit Machines, if approved, would form only an ancillary part of the society's social and recreational offerings.
3. During the term of the permit, the society must continue to offer a wide range of substantive social and recreational offerings such that the operation of Fruit Machines forms only an ancillary part of the society's social and recreational offerings.
4. The permit holder shall ensure the total number of Fruit Machines in the Fruit Machine Room does not exceed the number approved by the Permit Officer for that Fruit Machine Room and notified to the permit holder.
5. The permit holder shall ensure that there are at least two other recreational facilities in operation in the clubhouse during the operating hours of the Fruit Machine Room in that clubhouse.
6. The permit holder shall ensure that no commission either in money or money's-worth including by way of free tickets or chances shall be payable in respect of the sales of tickets or chances.
- 6A. (a) Subject to this sub-paragraph (a), the permit holder shall occupy, operate and manage the entire premises and all the facilities of the clubhouse where the Fruit Machine Room is located. In the event that the permit holder
 - (i) leases out and allows another party to operate and/or manage any part of the premises or any of the facilities of the clubhouse; or
 - (ii) appoints any person that is not its employee to operate and manage any part of the premises or any of the facilities of the clubhouse;

such arrangement in (i) and/or (ii) shall not extend to the entire premises and all the facilities of the clubhouse

(b) for the purpose of (a) above, the “entire premises and all the facilities of the clubhouse” refers to:

- (i) every other recreational facility in the clubhouse; and
- (ii) every other part of the clubhouse;

other than the Fruit Machine Room. For the avoidance of doubt, the occupation, operation and management of the Fruit Machine Room in the clubhouse shall at all times be directly under the permit holder.

FRUIT MACHINE ROOM

7. The permit holder shall display the permit prominently in the Fruit Machine Room in a location clearly visible to any person upon entering the Fruit Machine Room.
8. The permit holder shall ensure that all Fruit Machine related activities and transactions take place within the Fruit Machine Room only. These activities and transactions include but are not limited to purchases and topping up of gaming tokens, claims of winnings, and cashing of winnings at the cashier counter(s) and the use of the Fruit Machines for gaming purposes.
9. The permit holder shall prominently display a notice stating “For Members Only” and “Persons under the age of 21 are not allowed in the Fruit Machine Room” outside the entrance of the Fruit Machine Room.
10. The permit holder shall ensure that the operating hours of the Fruit Machine Room shall not extend beyond 1000hrs – 2300hrs on any day, unless approved by the Permit Officer in writing.
11. The permit holder shall not allow any member to enter or remain in the Fruit Machine Room outside of the operating hours set out in Condition 10.
12. The permit holder shall ensure that the interior of the Fruit Machine Room and the Fruit Machines are at all times not visible to persons outside the Fruit Machine Room.
13. (a) The permit holder shall ensure that only Fruit Machines, that meet the requirements stipulated by the Permit Officer (including any technical standards imposed by the Permit Officer), are installed and used in the Fruit Machine Room.

(b) The permit holder shall, prior to the use of any newly installed Fruit Machine, provide such declaration as the Permit Officer may require confirming that such newly installed Fruit Machine complies with the requirements and standards stipulated by the Permit Officer.

(c) The Permit Officer, may from time to time, add, vary or cancel such requirements and technical standards by notice on this website: [mha.gov.sg/private lotteries](http://mha.gov.sg/private%20lotteries)

(d) Unless otherwise permitted by the Permit Officer, the permit holder shall comply with any additional, varied or modified requirements and technical standards within 14 days of their publication on the website referred above.
- 13A. Only system(s), hardware, devices and software that are approved by the Permit Officer may be connected or integrated with the Fruit Machines.
14. The permit holder shall ensure that no amusement machines, whether coin or disc operated, including but not limited to pin-tables and shooting galleries, are placed or installed in the Fruit Machine Room.

15. (a) The permit holder shall not install, replace, remove or modify or permit the installation, replacement, removal or modification of any Fruit Machine (including the hardware, game software, system software and related parts of such machines) in the Fruit Machine Room without the prior written approval of the Permit Officer, save for the following installations, replacements, removals and modifications:
- (i) Changes to the Return-To-Player (RTP) value for each Fruit Machine;
 - (ii) Changes to the denomination for play for each Fruit Machine;
 - (iii) Changes to the machine numbers internally assigned by the society to each Fruit Machine;
 - (iv) One-for-One exchange of Fruit Machines from the Fruit Machine Room of one clubhouse of the society to the Fruit Machine Room of another clubhouse of the society

(b) The permit holder shall notify the Permit Officer of the installations, replacements, removals and modifications referred to in (i) to (iv) of paragraph (a) at least 14 days prior to such installation, replacement, removal and modification

16. (a) The permit holder shall be responsible for the security of all Fruit Machines that are in the control or possession of the permit holder or the society, and shall prevent unauthorised access to such Fruit Machines.

(b) Without prejudice to paragraph (a), the permit holder shall ensure that all Fruit Machines removed from the Fruit Machine Room are stored in a secure environment and kept out of sight and access of the society's members and the general public.

(c) The permit holder shall ensure that all Fruit Machines in the control or possession of the permit holder are disposed according to the manner and procedure specified in Condition 16A when the Fruit Machines are no longer required by the society for its Fruit Machine operations or in the event the permit is cancelled or not renewed.

- 16A.(a) This Condition specifies the manner and procedure to be adopted by the permit holder when disposing the Fruit Machines. The permitted methods for disposing Fruit Machines are (i) destruction; (ii) transfer to a vendor for export or sale to an approved purchaser; (iii) export by permit holder; and (iv) sale by permit holder to an approved purchaser

For the purpose of this Condition 16A, "approved purchaser" means a person with a valid permit under the Private Lotteries Act for the conduct or promotion of a Private Lottery involving Fruit Machines, or such other person approved by the Permit Officer

(b) Destruction

- (i) The permit holder shall ensure that the Fruit Machine and its component parts are destroyed to the extent that it is not possible to reassemble or reuse any of the component parts or the Fruit Machine.

(c) Transfer to a vendor

- (i) The permit holder shall ensure that the Fruit Machine and its component parts are transferred to a vendor for export or subsequent sale to an approved purchaser. The permit holder shall obtain the approval of the Permit Officer prior to the transfer to a vendor for export or subsequent sale
- (ii) The export out of Singapore or the subsequent sale must be completed within three months from the date of approval by the Permit Officer for the transfer of the Fruit Machine to the vendor for export or subsequent sale to an approved purchaser. For the purpose of this paragraph 16A(c)(ii), the Fruit Machine must be physically transferred to the approved purchaser when the sale is completed.

(d) Export by permit holder

- (i) The permit holder shall ensure that the Fruit Machine and its component parts are exported out of Singapore within three months from the date of approval by the Permit Officer for the export of the Fruit Machine.

(e) Sale to an approved purchaser

- (i) The permit holder shall ensure that the Fruit Machine and its component parts are sold and delivered to an approved purchaser. The sale and delivery of the Fruit Machine must be completed within three months from the date of approval by the Permit Officer for the sale of the Fruit Machine.

17. (a) The permit holder shall ensure that cash payment is the only payment method accepted in the Fruit Machine Room for the purchase and topping up of Fruit Machine gaming token(s).

(b) The permit holder shall ensure that each Fruit Machine accepts only the Fruit Machine gaming token purchased and topped up in the Fruit Machine Room to which the permit relates or the Fruit Machine Rooms in the other clubhouses of the same society; or cash.

18. (a) The permit holder shall not operate or provide or allow the use of electronic fund transfer point of sales (EFTPOS) terminals in the Fruit Machine Room to effect payment for or topping up of gaming token(s) in the Fruit Machine Room.

(b) The permit holder shall not provide facilities for or allow the use of credit cards and debit cards to effect payment for or topping up of gaming token(s) in the Fruit Machine Room.

(c) The permit holder shall not allow or provide in the Fruit Machine Room any facility or service for the withdrawal of cash from any bank account.

19. The permit holder shall not install and operate and shall not allow the installation, use and operation of, any ATM in the Fruit Machine Room.

20. The permit holder shall not install and operate, and shall not allow the installation, use and operation of, any ATM that is visible from the Fruit Machine room or that is visible from the entrance of the Fruit Machine Room unless approved by the Permit Officer in writing.
21. The permit holder shall not install and operate, and shall not allow the installation, use and operation of, any electronic fund transfer point of sales (EFTPOS) terminals that is visible from the Fruit Machine Room or that is visible from the entrance of the Fruit Machine Room unless approved by the Permit Officer in writing.

REGISTRATION

22. (a) The permit holder shall maintain a record of all persons (including members) that visit the Fruit Machine Room. Such records shall include each person's particulars and the date and time of his/her entry and exit from a Fruit Machine Room.

- (b) The particulars of the member to be recorded shall minimally include his/her name, date of birth, NRIC or relevant unique identification number, membership number and membership expiry date.

- (c) The particulars of persons (other than members) to be recorded shall minimally include his/her name, date of birth, NRIC or relevant unique identification number.

- (d) Such records may be in electronic or physical form.

CCTV SYSTEM

23. The permit holder shall install, operate and maintain a CCTV system to provide continuous recording of the activities carried out in the Fruit Machine Room that the permit relates to. The recording shall be for 24 hours every day. The permit holder shall keep the CCTV footage for a period of at least 90 days from the date of the recording.
24. The permit holder shall ensure that the CCTV system is installed at a location and angle suitable for the capture of the following activities:
 - i. the recording of particulars of persons entering the Fruit Machine Room pursuant to Condition 22;
 - ii. the checking of the exclusion status of members entering the Fruit Machine Room pursuant to Condition 35;
 - iii. the entry and exit of persons into and out of the Fruit Machine Room, including the face of the persons entering or exiting the Fruit Machine Room with sufficient clarity for the identification of such persons;
 - iv. the transactions carried out at the cashier counter; and
 - v. the gaming activities carried out at the gaming area of the Fruit Machine Room.
25. The permit holder shall ensure that the CCTV system referred to in Condition 23 meets the following minimum specifications:
 - i. records colour images at the resolution of HD 1080p: 1920x1080 pixels or its equivalent;
 - ii. records at 12 frames per second;
 - iii. stores all recorded CCTV images for at least 90 days from time of recording; and
 - iv. supports the exporting of recorded CCTV images via a USB port in the following formats *.avi (Microsoft), *.mov (Apple QuickTime), *.mp4 (MPEG), or such format as approved by the Permit Officer in writing.
26. The permit holder shall ensure that the CCTV system (including all the cameras) is in working condition at all times.
27. (a) In the event that the CCTV system of the Fruit Machine Room is not able to monitor and record the activities specified in Condition 24(i) to (iii) in the manner required by that Condition, the permit holder shall not allow any person to enter the Fruit Machine Room, save for employees of the permit holder/society for the purpose of their service, duty and function, and the contractor appointed to repair the CCTV system;

(b) In the event that the CCTV system of the Fruit Machine Room is not able to monitor and record the activities specified in Condition 24(iv) in the manner required by that Condition, the permit holder shall ensure that the transactions that the permit holder/society usually conducts at the cashier counter will not be carried out at the counter or in the Fruit Machine Room until the CCTV system of the Fruit Machine Room is able to monitor and record the activities specified in Condition 24(iv) in the manner required by that Condition;

(c) In the event that the CCTV system of the Fruit Machine Room is not able to monitor and record the activities specified in Condition 24(v) in the manner required by that Condition, the permit holder shall not allow the Fruit Machine Room to be open for operation and shall not allow any person to enter or remain in the Fruit Machine Room, save for employees of the permit holder/society for the purpose of their service, duty and function, and the contractor appointed to repair the CCTV system.

28. The permit holder shall, immediately upon request by the Permit Officer, provide a copy of any recorded image or video recording from the CCTV system.

SOCIAL SAFEGUARDS

29. The permit holder shall not allow any betting on credit in the Fruit Machine Room.
30. The permit holder shall not allow or grant free bets, rebates or loyalty rewards, in the form of money or money's worth or in any form, in connection with the gaming activities in the Fruit Machine Room.
31. (a) The permit holder shall not engage in or allow any promotion or advertising of the Fruit Machines and/or the Fruit Machine Room in any form, manner or means.

(b) For the avoidance of doubt, the permit holder shall not engage in or allow any promotion or advertising activity related to Fruit Machines and/or the Fruit Machine Room by way of posters, banners, publications, online content, social media, email, telecommunication systems or messaging systems.
32. Condition 32 is not in use.
33. (a) Subject to paragraphs (b) and (c), the permit holder shall only permit members of the society to enter and/or remain in the Fruit Machine Room.

(b) A person who is a member of the society but whose membership term is for a limited duration shall be treated as a member for the purpose of (a) only if the period of membership granted to that person, at the time of membership commenced, is at least one year.

(c) The permit holder shall ensure that employees and service providers of the society who are involved in or oversee the installation, replacement, removal, modification or maintenance of the Fruit Machines, do not engage in any gaming activity while in the Fruit Machine Room.
34. The permit holder shall not allow any of its members' guests to enter and/or remain in the Fruit Machine Room.
35. The permit holder shall establish, implement and operate a self-exclusion scheme that will allow a person on that scheme to be excluded from all Fruit Machine Rooms operating under a permit issued by the Permit Officer regardless whether the person is a member of the society or body operating the Fruit Machine Room. Such self-exclusion scheme shall be facilitated by the National Council on Problem Gambling (NCPG) and the permit holder shall comply with the terms imposed by NCPG unless otherwise approved by the Permit Officer in writing.
36. The permit holder must obtain the written consent from each member accessing the Fruit Machine Room for the permit holder and/or the society to verify with NCPG whether the member is the subject of the self-exclusion scheme as described in Condition 35 and/or a NCPG Relevant Exclusion, and for NCPG to release such information to the permit holder and/or society at the point of his entry into the Fruit Machine Room.

37 (a) The permit holder shall not allow any of the following to enter, remain in or take part in any gaming in, the Fruit Machine Room:

- i. a person who is the subject of the self-exclusion scheme as described in Condition 35;
- ii. a person who is the subject of a NCPG Relevant Exclusion;
- iii. a person who does not provide the consent to the permit holder to conduct the verifications referred to in Condition 36; or
- iv. a person below the age of 21 years

(b) Paragraph (a) shall not apply to the following:

- i. persons approved by the Permit Officer in writing; and
- ii. employees and service providers of the society and/or the permit holder who need to enter and remain in the Fruit Machine Room for the purpose of their service, duty and function provided that they do not engage in any gaming activity while in the Fruit Machine Room and they remain in the Fruit Machine Room for so long only as is required for the performance of their service, duty and function.

37A (a) The permit holder shall verify whether each person entering the Fruit Machine Room is a person within the described in Condition 37(a)(i) or 37(a)(ii).

(b) The permit holder shall carry out such verification using the computer system, network, software and facilities specified by NCPG (collectively, the NCPG System).

(c) The permit holder is not required to carry out the verification using the NCPG System during the Relevant Declaration Period provided the permit holder complies with the requirements of the Relevant Declaration System.

(d) The Relevant Declaration System:

- i. The permit holder must obtain from a person who seeks to enter the Fruit Machine Room during a Relevant Declaration Period a Relevant Declaration.
- ii. The permit holder must retain the Relevant Declaration of the person together with a record of the person's entry into the Fruit Machine Room.
- iii. A new Relevant Declaration must be obtained for each Relevant Declaration Period.

(e) In this Condition 37A,

“Relevant Declaration” means a written declaration by the person to the permit holder that the person is not the subject of:-

- i. the self-exclusion scheme described in Condition 35(a); and
- ii. a NCPG Relevant Exclusion; and

“Relevant Declaration Period” means any period of time that the Permit Officer notifies the permit holder in writing that the Relevant Declaration System may be used.

USE OF REVENUES FROM OPERATION OF FRUIT MACHINES

38. No profit shall accrue to any individual person from the conduct of such lottery.
39. Upon the dissolution of the society, all the money remaining from the sums accruing from the operation of fruit machines up to date of dissolution of the society shall be donated to a charitable organisation or otherwise disposed of in a manner approved by the Permit Officer.
40. The permit holder shall ensure that Condition 39 is stated in the Constitution of the society.

INFORMATION PROVISION

41. The permit holder shall retain all information and data pertaining to the following for a period of five (5) years from the date of the transaction or event (unless otherwise stated):
 - i. gaming transactions on Fruit Machines;
 - ii. financial transactions pertaining to the operation and management of the Fruit Machine Room;
 - iii. information of a person's entry to and exit from the Fruit Machine Room and the related particulars described in Condition 22; and
 - iv. members' particulars for a period of five years after the person ceases to be a member.
42. The permit holder shall ensure that all such information and data referred to in Condition 41 are accurate and complete and retained in a manner that is secure and tamper proof.
43. The permit holder shall provide all information and data pertaining to the operation of the Fruit Machine Room and Fruit Machines, including but not limited to fruit machine transactions, fruit machine logs, entry records, members' information and financial transactions, upon the request by the Permit Officer or Assistant Permit Officers for the purpose of ascertaining whether the permit holder and the society has complied with these Conditions and the Act.
44. The permit holder shall ensure that the information submitted to the Permit Officer for the application of this permit remain accurate and complete during the period of this permit. Any proposals or changes that may result in such information ceasing to be true or complete shall be notified to the Permit Officer in writing at least two (2) weeks before such proposals or changes are implemented or take effect.

AUDIT & INSPECTION

45. (a) The society shall permit any police officer, the Permit Officer or such officers authorised by the Permit Officer to enter and inspect the clubhouse, including the Fruit Machine Room, at all times for the purpose of ascertaining whether the permit conditions are complied with.
- (b) The society shall provide such assistance and cooperation as may be necessary for the purpose of such inspection.
46. (a) The permit holder shall facilitate any audit or review initiated by the Permit Officer from time to time. The society shall bear the costs of such an audit or review.
- (b) Such audit or review may include the audit of the accounts, operations and activities of the society. Such audit or review shall be for the purpose of assessing:
- a. the compliance by the permit holder and the society of these Conditions and the Act; and
 - b. continued eligibility of the society or the permit holder to the grant of the Permit.
- (c) The Permit Officer may carry out such audit or review on his own, through officers appointed by him, through external auditors engaged by him or through external auditors that the Permit Officer directs the society to engage. The cost of such audit or review, whether carried out by the Permit Officer or by external auditors engaged by the Permit Officer or the society, shall be borne by the society.
- (d) The society shall provide the Permit Officer, the officers appointed by the Permit Officer and any external auditors engaged pursuant to this Paragraph with full access to all accounts, records, documents, premises as may be necessary for the audit and shall provide reasonable cooperation and assistance in connection with the audits.

FINANCIAL REPORTING

47. (a) The permit holder shall open and maintain a separate bank account for the revenues accruing from the operation of Fruit Machines in the Fruit Machine Room.

(b) The permit holder shall maintain proper accounting records in respect of the said bank account. Such accounting records should include the revenues and expenditure charged to the bank account.

(c) When requested by the Permit Officer, the permit holder shall consolidate all the bank accounts in relation to each Fruit Machine Room operated by the society into one bank account and maintain the accounting record required in paragraph (b) in relation to the consolidated bank account.

(d) The permit holder shall, when requested by the Permit Officer, provide the Permit Officer access to such accounting records required to be maintained under this Condition, and provide the Permit Officer with copies of such records.

DEFINITIONS

In these Conditions, unless the context otherwise requires:-

“ATM” means automated teller machines and includes any machine that dispenses cash to a person, whether on credit or otherwise.

“clubhouse” means the premises occupied or owned by the society where the Fruit Machine Room is located.

“Fruit Machine Room” means the room or location to which the permit relates.

“gaming token” means any token(s) or credits, in any shape or form, used in the place of money for the purpose of gaming on the Fruit Machine in the Fruit Machine Room and includes any gaming credit, voucher or other instrument that has a fixed dollar wagering value.

“NCPG Relevant Exclusion” means:

- i. a family exclusion order made under section 162 or 165C of the Casino Control Act (CCA);
- ii. an exclusion from the casinos by law under section 165A(1)(a) and (b) of the CCA; or
- iii. an exclusion order made under section 165 or 165C of the CCA.

“society” means the registered society that is (directly or through others) operating the Fruit Machines in the Fruit Machine Room.