

## **PROCESS OF AMENDING REGULATIONS OF THE GAMING SITE REGULATORY MANUALS**

1. Operators, Service Providers and/or other concerned PAGCOR departments/units (e.g., CMED, IAD, etc.) shall submit a petition for changes to regulations of the Gaming Site Regulatory Manuals to GLDD using the Petition for Amendment/s to the Gaming Site Regulatory Manual form.
2. GLDD shall acknowledge proposals with the proper date stamped on the date received section.
3. Within fifteen (15) days of receipt of the proposal, GLDD shall schedule a forum to afford the Operators and/or other concerned parties the opportunity to present statements, arguments or contentions in writing with or without the opportunity to present the same orally.
4. Upon evaluation of all presented arguments/documents, GLDD shall proceed as follows:
  - a) If the proposed amendment is “acceptable”, GLDD shall effect said amendment by revising the concerned regulation in accordance with the proposal taking note to append the revision date in the body of the concerned regulation;
    - 1) If the proposed amendment involves merely clarification of the current regulations, GLDD shall effect such amendment in the Gaming Site Regulatory Manual/s by using an amendment circular.
    - 2) If the proposed amendment deviates from or is a new regulation, GLDD shall seek the PAGCOR Board of Directors’ approval before effecting such amendment in the Gaming Site Regulatory Manual/s. GLDD shall issue an amendment circular covering the amendment.
  - b) If the proposed amendment is found “unacceptable”, the proposal shall be denied.
5. The final decision shall be officially communicated to all parties concerned.