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OFFICE OF LIQUOR AND GAMING REGULATION

LIQUOR ACT 1992

SECTION 183AA

NOTICE FOR PRODUCTION OF DOCUMENTS

N.B. Pursuant to section 183AA(3) of the Liquor Act 1992, a person must not, without reasonable excuse, fail to comply with a requirement made under section 183AA(1) to produce the named documents. A failure to comply with a requirement is an offence under the Liquor Act 1992, with a maximum penalty of 50 penalty units.

However, pursuant to section 183AA(4) of the Liquor Act 1992, it is a reasonable excuse for a person to fail to produce a document, other than a document required to be kept by the person under the Liquor Act 1992, if producing the document might tend to incriminate the person.

Pursuant to section 183AA(5) of the Liquor Act 1992, an investigator may examine the documents produced pursuant to this Notice and:

- a) make copies of, or take extracts from, the document; or
- b) if the investigator considers, on reasonable grounds, it is necessary to remove the document to examine or copy it, remove the document from the person's possession or control.

Pursuant to section 231A(1) of the Liquor Act 1992, a person must not give a document for the Liquor Act 1992 containing information the person knows is false, misleading or incomplete in a material particular. A maximum penalty of 100 penalty units or six months imprisonment may be imposed by a Court for this offence.

However, section 231A(1) of the Liquor Act 1992 does not apply to a person who, when giving the document, informs the person to whom the document is given, to the best of his or her ability, how it is false, misleading or incomplete, and if the person giving the document has, or can reasonably obtain, the correct information, he or she gives the correct information.

ACKNOWLEDGMENT OF RECEIPT OF APPOINTMENT CONFIRMATION

Please return by post to:

The Executive Director
Office of Liquor and Gaming Regulation
Locked Bag 180
City East QLD 4002

or

Email: melissa.caddies@justice.qld.gov.au

Fax: 3237 9713

Attention: Melissa Caddies

Name of Club: MOUNT ISA IRISH ASSOCIATION FRIENDLY SOCIETY LTD - 39719

I hereby acknowledge;

1. Receipt of your letter confirming an appointment for an audit of the club's gaming machine records to take place on 29 October 2020 at 12:30.
2. The records listed in your letter will be available for review; and
3. The Gaming Nominee and an appropriate member of the management committee will be present at the audit.

Comments:

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(Signature of Authorised Executive Officer)

Checklist:

- Please ensure that the requested documentation, as detailed on page 2, is attached.
- Please clearly mark this documentation to the attention of Melissa Caddies.

File Ref: 187773
Contact: Melissa Caddies
Telephone: 4758 5709

THE SECRETARY
MOUNT ISA IRISH ASSOCIATION FRIENDLY SOCIETY LTD
PO BOX 248
MOUNT ISA QLD 4825

To Sir/Madam

Re: Charitable & Non Profit Gaming Audit - Mount Isa Irish Association Friendly Society Ltd.

Further to the telephone conversation on 23 October 2020 between an Inspector from this office and Bernard Gillic, confirmation of appointment details of the upcoming audit are as follows:

Date: 29 October 2020
Time: 12:30
Place: Mount Isa Irish Association Friendly Society Ltd

The audit is expected to take approximately two (2) hours.

The objective of the Audit is to assess the level of compliance with the *Charitable and Non-Profit Gaming Act 1999 (the Act)*, the *Charitable and Non-Profit Gaming Regulation 1999 (the Regulation)* and the *Charitable and Non-Profit Gaming Rule 1999 (the Rule)*. This will involve a review of records maintained in respect of games conducted by your organisation.

Persons required to be in attendance:

An elected member of the management committee familiar with your organisation's charitable and non-profit gaming and general financial, operational and administrative matters.

Records to be made available at the Audit are as follows and should cover at least the last 12 months:

- Receipt books
- Cash book
- Bank statements and Deposit books
- Cheque book/butts
- Ticket register
- Bingo records

- Details of any ticket sellers
- Copies of advertisements
- Copies of relevant contracts and agreements
- Any other relevant documents
- Minutes from the last AGM, including any associated attachments eg Treasurer's Report, Secretary's Report and Record of Attendance
- Minutes of all Committee and any Special general meetings
- The names of all current employees and their employment type i.e. full time, part time, casual or voluntary.

Please complete the attached Acknowledgment Form and forward to this office by 09 November 2020. (Form will be collected on Thursday if applicable)

If you require any further information in relation to this matter, please contact Melissa Caddies, Senior Compliance Officer, OLGR, Department of Justice and Attorney-General on 4758 5709 or at melissa.caddies@justice.qld.gov.au.

Yours sincerely



for
MICHAEL SARQUIS
Executive Director
29/10/2020

**ACKNOWLEDGEMENT OF RECEIPT OF APPOINTMENT
CONFIRMATION**

Please return via post, email or fax.

Post:

The Executive Director
Office of Liquor and Gaming Regulation
Locked Bag 180
CITY EAST QLD 4002

Email: melissa.caddies@justice.qld.gov.au

Fax: 07 3237 9713

Attention: Melissa Caddies

File Reference: 187773

Name of Association: MOUNT ISA IRISH ASSOCIATION FRIENDLY
SOCIETY LTD

Receipt of your letter confirming an appointment for the conduct of an Audit of Charitable and Non-Profit gaming records to take place on 29 October 2020 at 12:30 is hereby acknowledged.

Comments:

(Signature of Member of Management Committee)

Our reference: 187773
Contact officer: Melissa Caddies
Contact telephone: 4758 5709

THE SECRETARY
MOUNT ISA IRISH ASSOCIATION FRIENDLY SOCIETY LTD
PO BOX 248
MOUNT ISA QLD 4825

To Sir/Madam

**Re: Gaming Machine Inspection
Mount Isa Irish Association Friendly Society Ltd (the club)**

On 29 October 2020 an Inspector from the Office of Liquor and Gaming Regulation (OLGR) attended the club's licensed premises to assess if the club is compliant with gaming machine legislation.

During the visit no significant non-conformity was identified.

The officer reviewed only a sample of the club's records. It is important that the club performs its own regular reviews to ensure ongoing compliance. The Monthly Self Assessment Checklist (Form 75B) is useful for this purpose.

The officer also reviewed aspects of the Queensland Responsible Gambling Code of Practice (Code of Practice) which represents industry's strategy and demonstrates the clubs commitment to responsible gambling. There were no concerns in relation to the Code of Practice noted during this inspection.

If you require any further information in relation to this matter, please contact Melissa Caddies, Senior Compliance Officer, OLGR, Department of Justice and Attorney-General on 4758 5709 or at melissa.caddies@justice.qld.gov.au.

Yours sincerely

Melissa Caddies
Senior Compliance Officer
18/11/2020

Cc: Bernard Leo Gillic (Gaming Nominee)

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