

# Employee

## TERMS AND CONDITIONS

### 1 Licence Period

The licence period expires on the date indicated on the licence certificate or upon termination of employment unless the employee is advised otherwise.

Licensed employees must comply with any policy which the Liquor and Gaming Authority of Manitoba (LGA) may issue or authorize.

### 2 Notification

Licensed employees must notify the LGA, in writing, of any of the following:

- change of name, address or telephone number;
- suspension or cancellation of any gaming licence issued to that employee by any other jurisdiction; or,
- any matter or event which the licensee can reasonably assume to be consequential to the LGA.

### 3 Consequential Event

Consequential events include but are not limited to the following:

- any employee behaviour which relates to the employee's honesty and integrity;
- any disciplinary action by the employer which relates to the employee's honesty and integrity;
- any instance of non-compliance with the employer's policies which calls into question the employee's honesty and integrity;
- any information involving the employee in any charge associated with any offence under the *Criminal Code (Canada)*, or other legislation or regulatory enforcement action;
- any information involving the employee in any charge under any federal or provincial legislation which relates to the employee's honesty and integrity; or,
- any information involving the employee in any other regulatory enforcement action which relates to the employee's honesty and integrity.

### 4 Identification

Effective the first date of employment, all employees working in operational areas are required to clearly display the photo identification issued by their employer as proof of LGA licensing. Senior Managers and employees working in non-operational areas must have this photo identification card available for inspection, if requested, but are not required to display it on their person.

