Administrative Directive
Specifications/Video Recording Methods

General:

All retail and fraternal locations shall be equipped with appropriate camera and recording equipment suitable to provide the required viewing/recording of machines/players.

Performance Specifications:

a. Video Cameras: One (1) or more cameras shall be securely mounted and arranged to view all machines/players and transmit the visual image(s) to a recording device. Placement of camera(s) subject to review and approval by the authorized representative of the West Virginia Lottery Commission.

b. Recording Equipment Methods: On premises tape or digital recording equipment shall be used to archive a minimum of sixty (60) days recording activity. As a minimum, recording equipment shall capture and retain one (1) frame picture per second, per camera, twenty-four (24) hours a day, seven (7) days a week for the sixty (60) day period. Motion sensing or event-triggering recording apparatus shall not be recognized as acceptable for compliance. Each frame picture shall be one hundred percent (100%) independently recorded; recordings of scene refreshment changes of less than one hundred percent (100%) are not acceptable.

Power Failure/Restoration: Upon resumption of commercial power, following an outage, the system shall automatically return to operation/recording mode.

c. Picture Quality: Each recorded picture frame shall be formatted in a minimum horizontal resolution of 330 vertical lines or 512H x 484V pixels.

d. Pictures shall be available for direct-playback viewing.

Signal Requirements: Video camera(s) output(s) shall be sufficient to produce a minimum signal level of eight-tenths (.8) volts peak-to-peak when measured under lowest lighting conditions in the monitored area.

John C. Musgrave
Director

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