

Title	Coordinate on-course betting using a betting system administration terminal		
Level	4	Credits	12

Purpose	<p>This unit standard is for people employed by the New Zealand Racing Board who operate an on-course betting administration terminal.</p> <p>People credited with this unit standard are able to, as an on-course controller: prepare for on-course betting; operate the betting system administration terminal on race day; provide and update betting information during the race meeting; describe events that may impact on the running of the race meeting, emergency procedures, and alternative methods of dividend payout; and identify, restrict, and recover inappropriate cash losses during race meetings.</p>
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Classification	Equine > Racing Operations
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Available grade	Achieved
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Guidance Information

- 1 Reference
New Zealand Racing Board, *On-Course Operations Manual*. The latest version of this manual is available from the Venue Services division of the New Zealand Racing Board, PO Box 38899, Wellington Mail Centre, Lower Hutt 5045.
- 2 Definitions
Betting system procedures – the written or oral procedures for operation of the betting system in use on race day and which must meet the requirements of the *On-Course Operations Manual*.
TAB® is a registered brand of the New Zealand Racing Board and is referred to in this unit standard as TAB.

Outcomes and performance criteria

Outcome 1

Prepare for on-course betting.

Performance criteria

- 1.1 Review of the track plan identifies race day specific requirements.
- Range includes but is not limited to – scale of operation, number of people involved, promotions on the day, number of betting terminals required, number of televisions, number of marquees, location of temporary facilities.
- 1.2 Data communication is established in accordance with the *On-Course Operations Manual*.
- 1.3 Teletext and video channels are set up and programmed to be consistent with other local and overseas races in accordance with the *On-Course Operations Manual*.
- 1.4 Betting system administration terminal is prepared in accordance with the *On-Course Operations Manual*.

Outcome 2

Operate the betting system administration terminal on race day.

Performance criteria

- 2.1 The race meeting is opened and closed for selling in accordance with betting system procedures.
- 2.2 Each race is closed for selling at jump in accordance with betting system procedures.
- 2.3 Sponsors messages are updated in accordance with betting system procedures.
- 2.4 Racing information is entered or updated as directed by race club officials in accordance with betting system procedures.
- Range includes but is not limited to – placings for dividend calculation, late scratchings and reinstatements, official weather and track information, changes to official race start times, jockey or driver updates, greyhound weight changes, race enquiry.
- 2.5 The races are paid as directed by race club officials in accordance with betting system procedures.
- 2.6 Own betting system operator errors are identified and resolved in accordance with betting system procedures.
- Range reinstate incorrectly scratched runner, re-open race, correct results that are wrongly entered.

- 2.7 The procedures for, and implications of, race enquiries are described, and results are actioned in accordance with betting system procedures.

Outcome 3

Provide and update betting information during the race meeting.

Performance criteria

- 3.1 Reports and race lists are printed as requested by the race club officials or TAB staff in accordance with betting system procedures.
- 3.2 Full placing information from first to last place is inputted into the betting system and actioned according to betting system procedures.

Outcome 4

Describe events that may impact on the running of the race meeting, emergency procedures, and alternative methods of dividend payout.

Performance criteria

- 4.1 Events that may impact on running of the race meeting are described in terms of the race day and betting system procedures to follow.
- Range includes but is not limited to – protests, start delays.
- 4.2 Charges and expenses are inputted into betting system in accordance with the *On-Course Operations Manual*.
- 4.3 Inquiries are received, prioritised and resolved in accordance with the *On-Course Operations Manual* and race day procedures.
- Range includes but is not limited to enquiries from – tote staff, events team, trackside team, promotions personnel, judicial panel, race day stewards.
- 4.4 Race replays and radio frequency reticulation (RFR) are monitored, and action taken as required in accordance with the *On-Course Operations Manual*.
- 4.5 Procedures to follow in the event of emergency are described in accordance with the *On-Course Operations Manual* and race day procedures.
- Range fire, natural disaster, power failure.
- 4.6 Alternative methods of dividend payment are described in accordance with the *On-Course Operations Manual*.
- Range evidence is required for at least two methods excluding cash.

Outcome 5

Identify, restrict, and recover inappropriate cash losses during race meetings.

Performance criteria

5.1 Printouts are provided to substantiate totalisator operator errors, or unpaid or lost tickets in accordance with betting system procedures.

5.2 Bet anomalies are actioned in accordance with betting system procedures.

Range includes but is not limited to – cancel unwanted bets, enter stops on unpaid or lost tickets.

5.3 Large sell warnings activated by the betting system are set, and transactions are verified in accordance with betting system procedures.

Range sells, pays, deposit tickets.

This unit standard is expiring. Assessment against the standard must take place by the last date for assessment set out below.

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	20 November 2009	31 December 2022
Revision	2	19 November 2010	31 December 2022
Review	3	27 May 2021	31 December 2022

Consent and Moderation Requirements (CMR) reference	0018
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.