

Blackjack Training Forms and Checklists

Forty-Five Controlled Forms and Thirty-Four Operational Checklists

Six-Deck Shoe Blackjack • Dealer Stands on Soft 17 (S17)

Document control	Controlled entry
Status	Management-controlled model
Version	1.0
Operational use	Requires property and jurisdiction approval
Rule standard	Dealer stands on all 17 totals, including soft 17

Management must decide and approve all program durations, class sizes, passing scores, financial examples, floor-practice limits, and jurisdiction-specific requirements before use.

Document Control

Field	Controlled entry
Document title	Blackjack Training Forms and Checklists
Document number	BJ-TRN-006
Version	1.0 management-controlled model
Effective date	[MANAGEMENT TO APPROVE]
Review date	[MANAGEMENT TO APPROVE]
Owner	Table Games Training / Operations
Approved by	[INSERT APPROVING AUTHORITY]
Distribution	Controlled internal training document

Approval Page

Role	Name	Decision	Signature / e-acknowledgement	Date
Training School Manager		Approve / Return		
Table Games Director		Approve / Return		
Compliance / Legal		Approve / Conditions		
Casino Manager		Final approval		

Revision History

Version	Date	Change	Author	Approver
1.0	[DATE]	Initial S17 model	[NAME]	[NAME]

Form Control Instructions

- Assign property form numbers and versions.
- Protect student privacy.
- Use e-acknowledgement where permitted.
- Do not close critical remediation without evidence.
- Retain records for the approved period.

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 1: Candidate Application

Control field		Entry	
Form number		BJ-TRN-F01	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Candidate Application	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 2: Candidate Interview

Control field		Entry	
Form number		BJ-TRN-F02	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Candidate Interview	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 3: Entrance Mathematics Assessment

Control field		Entry	
Form number		BJ-TRN-F03	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Entrance Mathematics Assessment	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 4: Manual Dexterity Assessment

Control field		Entry	
Form number		BJ-TRN-F04	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Manual Dexterity Assessment	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 5: Candidate Selection Decision

Control field		Entry	
Form number		BJ-TRN-F05	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Candidate Selection Decision	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 6: Student Orientation Acknowledgement

Control field		Entry	
Form number		BJ-TRN-F06	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Student Orientation Acknowledgement	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 7: Attendance Register

Control field		Entry	
Form number		BJ-TRN-F07	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Attendance Register	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 8: Daily Training Record

Control field		Entry	
Form number		BJ-TRN-F08	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Daily Training Record	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 9: Daily Student Performance Record

Control field		Entry	
Form number		BJ-TRN-F09	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Daily Student Performance Record	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 10: Weekly Trainer Evaluation

Control field		Entry	
Form number		BJ-TRN-F10	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Weekly Trainer Evaluation	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 11: Hand-Total Assessment

Control field		Entry	
Form number		BJ-TRN-F11	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Hand-Total Assessment	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 12: Payout Calculation Assessment

Control field		Entry	
Form number		BJ-TRN-F12	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Payout Calculation Assessment	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 13: Chip-Handling Assessment

Control field		Entry	
Form number		BJ-TRN-F13	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Chip-Handling Assessment	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 14: Card-Handling Assessment

Control field		Entry	
Form number		BJ-TRN-F14	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Card-Handling Assessment	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 15: Shuffle Assessment

Control field		Entry	
Form number		BJ-TRN-F15	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Shuffle Assessment	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 16: Initial-Deal Assessment

Control field		Entry	
Form number		BJ-TRN-F16	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Initial-Deal Assessment	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 17: Player-Decision Assessment

Control field		Entry	
Form number		BJ-TRN-F17	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Player-Decision Assessment	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 18: Dealer-Hand Assessment

Control field		Entry	
Form number		BJ-TRN-F18	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Dealer-Hand Assessment	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 19: Full-Game Practical Assessment

Control field		Entry	
Form number		BJ-TRN-F19	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Full-Game Practical Assessment	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 20: Buy-In and Chip-Transaction Assessment

Control field		Entry	
Form number		BJ-TRN-F20	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Buy-In and Chip-Transaction Assessment	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 21: Table-Opening Assessment

Control field		Entry	
Form number		BJ-TRN-F21	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Table-Opening Assessment	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 22: Table-Closing Assessment

Control field		Entry	
Form number		BJ-TRN-F22	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Table-Closing Assessment	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 23: Irregularity Response Assessment

Control field		Entry	
Form number		BJ-TRN-F23	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Irregularity Response Assessment	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 24: Guest-Service Role-Play Assessment

Control field		Entry	
Form number		BJ-TRN-F24	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Guest-Service Role-Play Assessment	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 25: Game-Protection Awareness Assessment

Control field		Entry	
Form number		BJ-TRN-F25	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Game-Protection Awareness Assessment	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 26: AML Awareness Assessment

Control field		Entry	
Form number		BJ-TRN-F26	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		AML Awareness Assessment	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 27: Responsible-Gaming Assessment

Control field		Entry	
Form number		BJ-TRN-F27	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Responsible-Gaming Assessment	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 28: Player-Rating Assessment

Control field		Entry	
Form number		BJ-TRN-F28	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Player-Rating Assessment	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 29: Fill and Credit Assessment

Control field		Entry	
Form number		BJ-TRN-F29	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Fill and Credit Assessment	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 30: Remediation Plan

Control field		Entry	
Form number		BJ-TRN-F30	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Remediation Plan	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 31: Reassessment Record

Control field		Entry	
Form number		BJ-TRN-F31	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Reassessment Record	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 32: Final Written Examination Record

Control field		Entry	
Form number		BJ-TRN-F32	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Final Written Examination Record	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 33: Final Practical Examination Record

Control field		Entry	
Form number		BJ-TRN-F33	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Final Practical Examination Record	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 34: Trainer Recommendation

Control field		Entry	
Form number		BJ-TRN-F34	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Trainer Recommendation	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 35: Certification Panel Decision

Control field		Entry	
Form number		BJ-TRN-F35	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Certification Panel Decision	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 36: Student Appeal

Control field		Entry	
Form number		BJ-TRN-F36	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Student Appeal	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 37: Supervised Floor-Practice Record

Control field		Entry	
Form number		BJ-TRN-F37	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Supervised Floor-Practice Record	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 38: Thirty-Day Review

Control field		Entry	
Form number		BJ-TRN-F38	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Thirty-Day Review	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 39: Sixty-Day Review

Control field		Entry	
Form number		BJ-TRN-F39	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Sixty-Day Review	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 40: Final Probation Review

Control field		Entry	
Form number		BJ-TRN-F40	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Final Probation Review	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 41: Trainer Competency Assessment

Control field		Entry	
Form number		BJ-TRN-F41	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Trainer Competency Assessment	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 42: Training Equipment Register

Control field		Entry	
Form number		BJ-TRN-F42	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Training Equipment Register	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 43: Training Room Opening Checklist

Control field		Entry	
Form number		BJ-TRN-F43	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Training Room Opening Checklist	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 44: Training Room Closing Checklist

Control field		Entry	
Form number		BJ-TRN-F44	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Training Room Closing Checklist	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Form 45: Curriculum Change Approval

Control field		Entry	
Form number		BJ-TRN-F45	
Student / candidate name			
Student ID			
Date and time			
Trainer / assessor			
Module / stage		Curriculum Change Approval	
Privacy classification		Internal / restricted as applicable	
Assessment / record item	Evidence or entry		Rating / decision
Purpose and scope			
Observed facts/performance			
Source/evidence reference			
Score/competency			
Critical failure			Yes / No
Feedback			
Corrective action			
Owner			
Deadline			
Closure/effectiveness evidence			
Acknowledgement	Name	Signature / e- acknowledgement	Date
Student/candidate			
Trainer/assessor			
Management where required			

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Operational Checklists

Checklist 1: School opening

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

Checklist 2: School closing

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

Checklist 3: First day

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Done	Control point	Notes / evidence
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

Checklist 4: Candidate entry

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

Checklist 5: Equipment setup

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

Checklist 6: Dealer appearance

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Done	Control point	Notes / evidence
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

Checklist 7: Chip handling

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

Checklist 8: Card handling

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Checklist 9: Hand totals

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

Checklist 10: Initial deal

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

Checklist 11: Hit and stand

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Done	Control point	Notes / evidence
☐	Record exceptions, owner, deadline and closure evidence.	

Checklist 12: Double down

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

Checklist 13: Split hands

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

Checklist 14: Split aces

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Done	Control point	Notes / evidence
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

Checklist 15: Insurance

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

Checklist 16: Dealer hand

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	
☐	Draw soft 16 or less and stand on all 17 totals, including soft 17.	
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Checklist 17: Payouts

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	
☐	Collect losers before paying winners.	
☐	Verify 1:1, 3:2, 2:1, double and split settlements.	

Checklist 18: Buy-ins

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

Checklist 19: Shuffle

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Done	Control point	Notes / evidence
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

Checklist 20: Table opening

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

Checklist 21: Table closing

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

Checklist 22: Irregularities

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Done	Control point	Notes / evidence
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

Checklist 23: Guest disputes

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

Checklist 24: Game protection

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Checklist 25: Player rating

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

Checklist 26: Fills and credits

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

Checklist 27: AML awareness

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Done	Control point	Notes / evidence
☐	Record exceptions, owner, deadline and closure evidence.	

Checklist 28: Responsible gaming

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

Checklist 29: Final written exam

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

Checklist 30: Final practical exam

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Done	Control point	Notes / evidence
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

Checklist 31: Remediation

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

Checklist 32: Certification

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

Checklist 33: Supervised floor practice

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.

Done	Control point	Notes / evidence
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

Checklist 34: Trainer quality review

Done	Control point	Notes / evidence
☐	Confirm approved rule/version and lesson plan.	
☐	Verify required equipment and records.	
☐	Complete task in approved sequence.	
☐	Protect cards, chips, cash, wagers, records and personal data.	
☐	Call supervisor/trainer when beyond authority.	
☐	Record exceptions, owner, deadline and closure evidence.	

MANAGEMENT CONTROL: All monetary amounts and program thresholds are model values. Casino management must decide, approve and replace them before operational use.