



**GOLF ONTARIO**

**Group Pace of Play Manual**



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## INTRODUCTION TO GOLF ONTARIO'S GROUP PACE OF PLAY POLICY

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The purpose of the Golf Ontario Group Pace of Play (POP) Policy is to transfer the responsibility for pace of play from Referees to players. Since first being implemented in BC in 2000, group policies have proven to significantly improve the pace of play at competitions by reducing the time required to play a round of golf.

The POP Policy utilizes four timing stations to record the length of time it takes a group to play. Timing checkpoints are established on holes 9 and 18 in addition to two other holes (often holes 4 or 5 and holes 13 or 14). A group that misses a required checkpoint time AND is out of position with respect to the group ahead of them will be issued a warning. After receiving a warning, should the group miss a subsequent checkpoint time AND is out of position with respect to the group in front of them, they are liable to penalty under the POP Policy. A group that has a legitimate reason (as defined in the policy) for missing their time is exonerated from penalty. A warning cannot be appealed.

While the POP Policy may not be a perfect solution to reducing slow play, it has had a very strong positive affect by reducing the time required to play a round of golf and therefore reducing the amount of time required to conduct a competition. It has also enjoyed strong support from a large majority of players by more easily identifying and penalizing those players actually responsible for slow play.

The following documents have been created to assist staff, volunteers, referees and players understand and implement the POP Policy. Any questions should be directed to Golf Ontario's Manager of Competitions.

## **GROUP PACE OF PLAY – HOW IT WORKS**

### **(SUMMARY FOR GOLF ONTARIO STAFF, VOLUNTEERS AND PLAYERS)**

- The Committee will designate four (4) holes on the course as checkpoint holes (e.g. #4, #9, #13, #18). A Checkpoint Official will be stationed at each checkpoint hole to monitor and indicate (if needed) a group's position on the course.
- Timing clocks will be located on all checkpoint holes.
- Each group will be given a maximum allotted time in which to play 4 or 5 holes within each of the four (4) checkpoints. The time expected to complete holes will be reflected on the player(s) scorecards. Each group will be required to complete each checkpoint hole within their maximum time expected or within 14 minutes (14:59) of the group ahead.
- The first group has missed a checkpoint if the flagstick is not replaced in the hole after the last player's ball is holed and/or if the last player makes a stroke with the flagstick in the hole, as soon as his/her ball is holed AND the ball is removed from the hole (flag in time) by the time expected on a checkpoint hole. The first group becomes a following group when it makes the turn in a split tee start tournament and catches up to the last group off the other tee.
- A following group has missed a checkpoint if the flagstick is not replaced in the hole after the last player's ball is holed and/or if the last player makes a stroke with the flagstick in the hole, as soon as his/her ball is holed AND the ball is removed from the hole, before the expected time on a checkpoint hole AND is more than 14 minutes (14:59) after the group ahead replaced the flagstick.
- When a group misses a checkpoint, each player in the group is warned; if they miss a second checkpoint each player is notified the group is liable to a penalty of one stroke. The Checkpoint Official must inform each of the players in the following group that the group ahead missed the checkpoint.
- If a group successfully clears each of their first 3 checkpoints, but makes no effort to remain in position and misses the 4<sup>th</sup> checkpoint, each player in the group is liable to a penalty of one stroke.
- When a group has been notified of a missed checkpoint, the group is expected to regain its position by the next checkpoint.
- Any group that is **out of position** may be monitored by a Referee. A Referee, when monitoring a group, may individually time strokes made by a player(s) and record actions made by a player(s) between strokes. A time exceeding **40 seconds** to play a stroke may be considered excessive if the group becomes liable to penalty.
- If a group has received a warning, a player concerned about a non-responsive (slow) fellow-player(s) in the group should request a Referee to monitor them in case the group is or becomes liable to penalty under these guidelines.
- A player may inquire about the group's status at any time.
- A Referee will not advise a group that it has regained its position on the course, i.e. the players will not be told that they are no longer being monitored.
- Players in a group who are liable to penalty will be met in the scoring area by the Pace of Play Referee to determine whether a penalty will be assessed.
- If a penalty has been assessed, the player(s) may request a review before signing and returning their scorecard(s).
- A player is not entitled to request a review of the first missed checkpoint. i.e., the hole in which he or she received a warning.
- Penalties will be applied to the checkpoint hole where the breach occurred.

## **STANDARD OPERATING PROCEDURES**

- The Group Pace of Play Policy will be provided to all players with their registration packages.
- Checkpoint procedures beginning with practice rounds are as follows:
  - Pace of Play signage will be placed on the course.
  - Clocks will be placed at checkpoints and on the course to assist the players in monitoring their pace of play.
- When a group misses a checkpoint time the Checkpoint Official must inform the following group that the group ahead missed a checkpoint and ask them to keep up. The Pace of Play Referee will verify to make sure that this has been done.
- The Pace of Play Referee will relay information regarding missed checkpoints to the Referees and flag in times and relevant information should be monitored by the officials
- The championship Tournament Director, with the Pace of Play Referee if feasible, will provide a training session for the Checkpoint Officials. More time should be spent with those volunteers who indicate they have little experience.

## **KEY POINTS**

- A group in position, that has a long ruling and/or extensive search for balls on a checkpoint hole will be exempt from penalty if the group is unable to complete that hole in time solely because of the ruling or ball search. This does not apply to the 1<sup>st</sup> missed checkpoint hole as this is a warning only and not a penalty situation.
- A group with an injured or ill player would be exempt from penalty if the injury or illness was the sole reason for not making the checkpoint time (See Rule 5.6a).
- It is generally not appropriate to time players if a warning has not been issued, as a warning (1<sup>st</sup> missed checkpoint) is not reviewable. As such, any bad timings prior to a warning would not be applicable to a 2<sup>nd</sup> missed checkpoint hole. If a group or player asks a Referee to time their group, this could be noted; however, all the players in the group shall be informed of such a request and that they are being timed.
- A warning can only be rescinded if the Checkpoint Official has made a clerical error.
- For a group that has been in position for most of their round, but finds they are in jeopardy of penalty due to the accelerated play of the group ahead, consideration of the reason for their delay and the time in which they played the segment of holes should be considered.

Circumstances will vary and each Committee will have to determine what to do based on the Interpretations – Golf Ontario Group Pace of Play (see page 28)

# GOLF ONTARIO PACE OF PLAY POLICY

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## GROUP PACE OF PLAY POLICY

The Rules of Golf require that a player must play without unreasonable delay (Rule 5.6a). Rule 5.6b(3) states in part: “To encourage and enforce prompt play, the Committee should adopt a Local Rule setting Pace of Play Policy. This Policy may set a minimum time to complete a round, a hole or a series of holes and a stroke, and it may set penalties for not following this Policy”. In accordance with Rule 5.6b(3), Golf Ontario has adopted the following Pace of Play Policy.

### STROKE PLAY CHAMPIONSHIPS & QUALIFYING ROUNDS (GROUP PACE OF PLAY)

#### **Allotted Time**

Each group is allotted a specific amount of time to complete a group of holes and the round at a pace in accordance with the applicable course's Pace of Play Time Chart. A Pace of Play Time Chart will be established at each course. When a group falls out of position, regardless of the reason, it must regain its position. Time for ball searches, rulings, and walking time between holes is also included in the allotted time.

**Checkpoints:** Four (championships) or Two (qualifying rounds) checkpoints will be designated throughout the course.

Normally completion of holes # 4, # 9, #13 and # 18 will be the designated checkpoints for championships. Completion of holes # 9 and # 18 will be the designated checkpoints for qualifying rounds.

Play of a checkpoint is deemed completed when all players in the group have completed play of the hole and the flagstick has been replaced in the hole after the last player's ball is holed and/or if the last player makes a stroke with the flagstick in the hole, as soon as his/her ball is holed AND the ball is removed from the hole.

**Note:** If a group or player incurs a penalty, the penalty will be applied to the checkpoint hole where the breach occurred.

#### **Definition of “Out of Position”**

**First Group:** The first group (off the 1<sup>st</sup> and 10<sup>th</sup> holes, both morning and afternoon) to start will be considered ***out of position*** if, at any time during the round, they exceed the time allotted to complete a checkpoint, as detailed on the applicable course's Pace of Play Time Chart. This also includes a first group after a Starter's Time.

**Note:** In the event of a split-tee draw (starting on both holes #1 and #10), the first group to start off each tee (#1 and #10) becomes a “following group” when they are delayed by the last group to start from the opposite tee.

**Following Groups:** A following group is out of position if it:

- A. takes more than the ***time expected*** to complete a checkpoint **AND**
- B. completes play of a checkpoint more than 14 minutes (14:59) after the preceding group completed play of that hole.

Time charts outlining the time per hole, including the finish times for the checkpoint holes, are given on the hole location sheets and scorecards.

#### **Penalties**

When a group is out of position at any checkpoint, all the players in the group are liable to the following schedule of penalties, pending final determination of whether a breach or breaches of these guidelines have occurred:



- 1<sup>st</sup> missed checkpoint – warning (qualifying rounds and championships)
- 2<sup>nd</sup> missed checkpoint – liable to a 1 stroke penalty (qualifying rounds and championships)
- 3<sup>rd</sup> missed checkpoint – liable to an additional 2 stroke penalty (championships only)
- 4<sup>th</sup> missed checkpoint – liable to disqualification (championships only)

**Note:** If a group has not received a warning at a previous checkpoint hole, but is out of position at the final checkpoint, each player in the group is liable to a penalty of one stroke if no effort was made by the players to complete their round within the time expected for the final checkpoint.

**Note:** In circumstances where the Committee deems fit, the penalties under Rule 5.6a may still apply.

## **MATCH PLAY CHAMPIONSHIPS (INDIVIDUAL PACE OF PLAY)**

### **Allotted Time**

Please refer to the Golf Ontario Pace of Play Time Chart, which is available for all players at each event.

### **Definition of “Out of Position”**

The first match to start will be considered out of position if, at any time during the round it exceeds the time allotted to play, as detailed on the applicable course’s Pace of Play Time Chart (Time Par). Subsequent matches will be considered out of position if, at any time during the round, they (a) exceed the allotted time to play and (b) arrive at the teeing area of a hole that is open and free of play.

### **Monitoring of Matches**

A match that is out of position will be so informed by the Committee. However, the Committee reserves the right to time any match that the Committee deems is out of position, whether or not the match has been informed.

### **Timing**

The timing of a player’s stroke will begin when it is the player’s turn to play without interference or distraction. Any time spent determining yardages will count as time taken for the next stroke. On the putting green, timing will begin after a player has been allowed a reasonable amount of time to mark, lift, clean and replace his/her ball, repair damage and remove loose impediments on the line of play. Any player in a match which is out of position shall be penalized for unreasonable delay of play if, during the round, he or she twice takes 40 seconds or more to play a stroke.

An extra 10 seconds (for a total of 50 seconds) will be allowed for:

1. the first player to make a stroke from the teeing area;
2. the first player to make a second stroke on a par-4 or par-5 hole (when attempting to reach the putting green);
3. the first player to make a third stroke on a par-5 hole; or
4. the first player to make a stroke on the putting green

If a match, which is out of position, regains its position, timing of players will cease. Timing may recommence if the match subsequently falls out of position, in which case any recorded timing exceeding 40 seconds anytime during the round will be carried over throughout the round. Such matches out of position will not be notified of monitoring and timing unless asked by the player(s).

Unreasonable delay of play can also occur between strokes (such as by walking too slowly) and between the play of two holes.

### **Penalties**

Any player in a match out of position who exceeds 40 seconds to play a stroke on two occasions will be informed as soon as practicable that the player has lost the hole at which the second excess time was recorded. If the player in question exceeds 40 seconds to play a stroke on two more occasions while the

match remains or has again become out of position (a total of four), the player will be informed as soon as practicable that he or she has been disqualified.

## **SHOTGUN STARTS (INDIVIDUAL PACE OF PLAY)**

### **Allotted Time**

Please refer to the Golf Ontario Pace of Play Time Chart, which is available for all players at each event.

### **Definition of “Out of Position”**

Any group will be considered out of position if it (a) is taking more than the allotted time to play and (b) reaches the teeing area of a par-3 hole and the preceding group has cleared the next tee; reaches the teeing area of a par-4 hole and the putting green is clear or reaches the teeing area of a par-5 hole when the preceding group is on the putting green. Both (a) and (b) must apply for a group to be out of position.

### **Monitoring of Groups**

A group that is out of position will be so informed by the Committee. However, the Committee reserves the right to time any group that the Committee deems is out of position, whether or not the group has been informed.

### **Timing**

If a group is out of position, it may be monitored or timed for failing to comply with the Pace of Play guideline. When a group is out of position each player in the group is expected to make any stroke within 40 seconds after timing of the player's stroke begins.

Other than on the putting green, the timing of a player's stroke will begin when he or she has had reasonable opportunity to reach his/her ball, it is his/her turn to play and can play without interference or distraction. Time spent determining yardage will count as time taken for the next stroke.

On the putting green, timing will begin after a player has been allowed a reasonable amount of time to lift, clean and replace his/her ball and repair damage and remove loose impediments on the line of play. Time spent looking at the line of play from beyond the hole and/or behind the ball will count as part of the time taken for the next stroke.

**NOTE:** A player is permitted 40 seconds to make a stroke. An extra 10 seconds (for a total of 50 seconds) will be allowed for:

1. the first player to make a stroke from the teeing area;
2. the first player to make a second stroke on a par-4 or par-5 hole (when attempting to reach the putting green);
3. the first player to make a third stroke on a par-5 hole; or
4. the first player to make a stroke on the putting green

**NOTE:** The Committee reserves the right, at any time, to time a group when the Committee deems it necessary. Players should also be aware that the Committee may assess a “bad time” to a player in a group which is out of position if the player makes no effort to help his group get back in position. An example of this would be a player who unreasonably delays play between strokes.

### **Penalties**

The following are the penalties, in sequence, for any player in a group being timed who takes more than the allotted time to play a stroke after timing of the player's stroke begins:

- One bad timing exceeding the allotted time — warning
- A second bad timing — 1 stroke penalty,
- A third bad timing — Additional 2 stroke penalty
- A fourth bad timing — Disqualification

**NOTE:** If the group in question regains its proper position, any previous timings of more than the allotted time will be carried over for the remainder of that round in the event that group requires additional monitoring. Any group with a player(s) who has a bad time will be notified if the group requires additional monitoring and time during the round

### **APPEALS FOR ALL FORMS OF PLAY**

Slow play penalties may be appealed to the Tournament Appeals Committee. The appeal must be **in writing** and must be based on facts relevant to the reason Pace of Play was not maintained. The decision of the Tournament Appeals Committee will be final. If a player in question does not appeal immediately upon conclusion of his or her round, any penalties shall stand.

For qualifying rounds, all appeals must be made **in writing** and returned to a Referee before leaving the course.

# **PACE OF PLAY REFEREE - GUIDELINES AND RESPONSIBILITIES**

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The Pace of Play Referee is designated by the Tournament Rules Chair or the Tournament Director. The Pace of Play Referee has the responsibility to ensure that the pace of play for the tournament, as established by the Tournament Rules Chair, is adhered to and that any group or player in breach of the pace of play will be penalized in accordance with the Golf Ontario Group Pace of Play Policy. The Pace of Play Referee also serves as a Referee for other rules matters.

## **OVERVIEW**

Checkpoints will be established on four holes. Checkpoint Officials will be responsible for timing groups and filling out timing sheets, giving “warnings” or reading a “liable for penalty script” to the group out of position and then relaying this information to the Pace of Play Referee and other Checkpoint Officials. The Pace of Play Referee will be available to assist the Checkpoint Officials on the course and be aware of all “warnings” and “liable to penalty” situations. He or she must meet all groups that are liable to penalty, prior to them submitting their scorecards, to determine if a penalty is applicable and to assess penalties. He or she must gather pertinent information as a review may be requested. The Pace of Play Referee is also responsible for making a post-tournament report to the Tournament Rules Chair. (See report template – Report – Group Pace of Play Summary on page 35).

## **SPECIFIC DUTIES AND RESPONSIBILITIES OF THE PACE OF PLAY REFEREE**

### **■ PRE-TOURNAMENT**

- Study Group Pace of Play Manual.
- Meet Checkpoint Officials, and if possible, train or be involved in their training session. Ensure the Checkpoint Officials become familiar with radios/clocks/timing sheets.
- Make sure the daily schedule for the Checkpoint Officials is completed and communicated.
- Determine with Golf Ontario Tournament Director how starters will handle delays on the 1<sup>st</sup> and 10<sup>th</sup> tee (i.e. make up lost time or add time and communicate this information to the Checkpoint Officials during training).

### **■ DURING THE TOURNAMENT**

- Check that all timing sheets are correct (compare timing sheets to Raguzzi sheets); glitches can happen and ensure clocks are synchronized and radio equipment (set to the proper channel) is ready for the Checkpoint Officials.
- On Day 1, arrange to be at the first checkpoint hole for the first few groups. Make sure Checkpoint Officials understand & know the procedure. Do the same for 2<sup>nd</sup> and remaining checkpoints. If there is a crossover, try to have another Referee do the same on the other nine. As replacements for Checkpoint Officials arrive at their timing stations, ask the previous Checkpoint Official to remain for a few groups to help their replacement. Do the same for any new Checkpoint Officials on following days.
- Checkpoint Officials will report any missed checkpoint to the Pace of Play Referee and other Checkpoint Officials who must confirm receipt of the radio announcement.
- The Pace of Play Referee must ensure that all Checkpoint Officials acknowledge (confirm receipt of radio announcement) and will relay the information to the Referees. (the Pace of Play Referee may want to summarize warnings and related data on the Worksheet – Pace of Play Referee Warning Summary - see page 33)
- The Pace of Play Referee must verify with the Checkpoint Official that the following group has been told that the group ahead missed their checkpoint and asked them to keep up.

- Once a warning has been issued, the Referees should, when possible, monitor the group that is out of position as they move through their zone:
  - Monitoring by Referees should include taking notes (using the Worksheet – Group Observation When Warning Issued) of any searches, rulings, spectator interference or other observations about the group (including the general readiness or tardiness of the players on the teeing area, putting green and between strokes). Where possible, it is helpful if individual players can be timed, including “flag in” times. Where timing occurs, all players in the group should be timed to the extent possible. In notes, individual players in the group should be identified by shirt color, etc. if their names are not known.
  - Referees should be advised that monitoring does not take precedent over their work in making rulings.
- All groups, which are “liable for penalty”, must be met at the scoring tent by the Pace of Play Referee. Based on the facts gathered from Checkpoint Officials, Referees, and his/her own observations as they pertain to the Group Pace of Play Manual and Interpretations, the Pace of Play Referee shall decide whether or not the group will be assessed a penalty or it will be explained to them why they will not receive a penalty. This should be discussed with the Tournament Rules Chair, if time permits, as he or she should be aware of any possible reviews.
- Although desirable to speak to players before they enter the tent, if reporters, cameras, large galleries are present, it is better to speak to the players inside the scoring tent.

Advise the players to record any penalties on the appropriate hole or holes.

- If a penalty is assessed and the group wishes to request a review, the Pace of Play Referee will explain to them the three reasons why a penalty would not have been assessed and that these situations do not apply in their case:
  1. Group was delayed by the Committee;
  2. Group was delayed by circumstances beyond their control;
  3. Group was delayed by another player in their group.
- If they still wish to have a review, the Tournament Rules Chair must be contacted. At any time, if a group or individual is overly aggressive or belligerent, let them know they have the right to a review and let the Appeals Committee deal with it.
- When a group is in a penalty situation, the Pace of Play Referee must make sure the Scorers do not accept their cards until he or she arrives. This may occur when two situations must be dealt with at the same time by the Pace of Play Referee.
- If a penalty is given to a group or player(s), the Pace of Play Referee will be responsible for documenting the facts of the situation and providing collected data to the members of the Appeals Committee in the case of a review. (see Review Worksheet on page 19).

## ■ WHAT TO DO IF A CHECKPOINT OFFICIAL FAILS TO ADVISE A GROUP OF A MISSED CHECKPOINT

Situations arise, for various reasons, when a Checkpoint Official will fail to advise an out of position group of a warning, or that they are liable to a penalty. The various reasons include lack of attention, distractions, training issues, equipment failure, etc.

When this does occur, the question arises as to how and when it should be rectified since, in most situations, the group has left the next teeing area and the Checkpoint Official is not in a position to advise the group.

The decision on how to proceed should be made by the Pace of Play Referee based on the circumstances. The Tournament Rules Chair and the Tournament Director should be advised.

In these situations, the Pace of Play Referee or designate (who should be a Referee) should advise the group of the particular Pace of Play Policy breach as soon as possible. In most cases, this can be carried out somewhere on the 1<sup>st</sup> or 2<sup>nd</sup> following holes.

If it is the first missed checkpoint, they should be advised that they have received their official warning and will be required to meet their next checkpoint or be liable to a penalty and if they have missed more than one checkpoint, that they may be liable to additional penalties.

When a group is on the 3<sup>rd</sup>, 4<sup>th</sup> or 5<sup>th</sup> hole following a checkpoint they should be advised that they missed the checkpoint but, because they were not advised on time, they will not be receiving either a warning or notice of being liable to a penalty with respect to the prior checkpoint, but that a warning and/or liability for penalties will apply for the balance of checkpoints.

In most cases, this type of situation will occur at a checkpoint where a warning is required, as the Pace of Play Referee or other Referees will likely be monitoring groups that have already received a warning.

## ■ POST-TOURNAMENT

The Pace of Play Referee must complete and submit to the Tournament Rules Chair the Report - Group Pace of Play Summary found on page 35 of the Group Pace of Play Manual.

The Pace of Play Referee must make sure the Golf Ontario Tournament Director has a copy of all the timing sheets for the entire championship for future reference.

# CLARIFICATION ON GROUP PACE OF PLAY PENALTIES

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## (INFORMATION FOR STAFF / TOURNAMENT RULES CHAIR / TOURNAMENT RULES COMMITTEE)

When a group is out of position at any checkpoint the players in the group are liable to penalty under these guidelines. Players in a group, who after receiving a warning, miss one or more checkpoints will be liable to penalty according to the following schedule of penalties, pending final determination of whether a breach or breaches of these guidelines have occurred:

Checkpoints will be on completion (flagstick in the hole) of the, 4<sup>th</sup>, 9<sup>th</sup>, 13<sup>th</sup> and 18<sup>th</sup> holes.

- 1<sup>st</sup> missed checkpoint – warning\*(qualifying rounds and championships)
- 2<sup>nd</sup> missed checkpoint – liable to a 1-stroke penalty (qualifying rounds and championships)
- 3<sup>rd</sup> missed checkpoint – liable to the general Penalty - an additional 2-stroke penalty (championships only)
- 4<sup>th</sup> missed checkpoint – liable to disqualification (championships only)

\*If a group has not been issued a warning at any previous checkpoints but is out of position at the 4<sup>th</sup> checkpoint, each player in the group is liable to a one-stroke if no effort was made by the players to complete their round within the time expected for the final checkpoint. (Note: Officials, see I”D” Interpretations of the Pace of Play Guidelines).

## HOW IT WORKS (E.G., 8:00 STARTING TIME)

### ■ GROUP A

- Missed checkpoint on 4<sup>th</sup> hole – flagstick in the hole at 9:06, target 9:00 and the previous group finished at 8:50. Warning issued.
- Missed checkpoint on 9<sup>th</sup> hole – flagstick in the hole at 10:23, target 10:13, and the previous group finished at 10:03. Liable to a 1-stroke penalty.
- Missed checkpoint on 14<sup>th</sup> hole – flagstick in the hole at 11:30, target 11:17, and the previous group finished at 11:07. Liable to an additional 2-stroke penalty, for a total of 3 penalty strokes.
- Missed checkpoint on 18<sup>th</sup> hole – flagstick in the hole at 12:45, target 12:30, and the previous group finished at 12:20. Liable to disqualification.

### ■ GROUP B

- Made the checkpoint on 4<sup>th</sup> hole;
- Missed the checkpoint on 9<sup>th</sup> hole. Warning issued;
- Made the checkpoint on the 13<sup>th</sup> hole;
- Missed the checkpoint on the 18<sup>th</sup> hole. Liable to a 1-stroke penalty.

### ■ GROUP C

- Missed the checkpoint on the 4<sup>th</sup> hole. Warning issued;
- Made the checkpoint on the 9<sup>th</sup> hole;
- Missed the checkpoint on the 13<sup>th</sup> hole. Liable to a 1-stroke penalty;
- Made the checkpoint on the 18<sup>th</sup> hole.

### ■ GROUP D

- Made the checkpoint on the 4<sup>th</sup> hole;
- Missed the checkpoint on the 9<sup>th</sup> hole. Warning Issued;
- Missed the checkpoint on the 14<sup>th</sup> hole. Liable to a 1-stroke penalty;
- Missed the checkpoint on the 18<sup>th</sup> hole. Liable to an additional 2-stroke penalty for a total of 3 penalty strokes for the round.

#### ■ **GROUP E**

- Made first three checkpoints;
- Missed the checkpoint on the 18<sup>th</sup> hole. Liable to a 1-stroke penalty.
- If a group clears the 3<sup>rd</sup> checkpoint and has not missed any other checkpoints, but is out of position at the 4<sup>th</sup> checkpoint, each player in the group is liable to a one stroke penalty if no effort was made by the players to complete their round within the allotted time for the final checkpoint.

### **FINAL DETERMINATION REGARDING BREACH / REVIEW PROCESS - CLARIFICATION**

Before returning his/her scorecard, a player may request a review of a missed checkpoint on a hole, which he or she is “liable for penalty”, by the Appeals Committee. A player is not entitled to request a review of a missed checkpoint on the hole in which he or she was first issued a warning. A ruling of no breach will be determined only if:

- a) The player was delayed by the Committee; or
- b) The player was delayed by a circumstance beyond control of the player or the group; or
- c) The player was delayed by another player in the group; and it was impossible or impracticable for the player to meet his checkpoint time solely as a result of the delay.

#### ■ **EXAMPLES**

1. If a group was issued a warning and missed a subsequent checkpoint and a player has a successful review of the “liable for penalty” checkpoint, he or she incurs no penalty.
2. If a group was issued a warning and misses two subsequent checkpoints and a player has one successful review of a “liable for penalty” checkpoint, he or she incurs a 1-stroke penalty.
3. If a group was issued a warning and misses three subsequent checkpoints and a player has one successful review of a “liable for penalty” checkpoint, he or she incurs a total of 3 penalty strokes (1-stroke penalty + an additional 2-stroke penalty).
4. If a group is in position through the first three checkpoints but misses the 4<sup>th</sup> checkpoint, the Pace of Play Referee must decide if the players made an effort to complete their round within the time expected for the final checkpoint.

**NOTE:** A player is not entitled to request a review of the first missed checkpoint. i.e., the hole in which he or she received a warning.

### **REVIEW PROCESS**

- Application of the penalty and review will only occur in the scoring area, not on the course during the round.
- After gathering information from the players, Checkpoint Officials and Referees, a final determination regarding a breach will be decided by the Pace of Play Referee.



- If the Pace of Play Referee has any doubt whether a group/player is liable of a breach, the matter should be referred to the Appeals Committee (i.e., review process).
- A review will be successful if there is evidence that the player was delayed solely by the Committee (a lengthy ruling or ball search on a checkpoint hole, other than on the hole which the group was issued a warning, will result in an automatic successful review for all three players – although automatic, it will only be considered in the scoring area).
- A player's review will be successful if another player in the group was non-responsive and delayed the group (e.g., made little or no effort to assist in regaining their position or took an excessive amount of time in playing two or more strokes when the group is out of position, was not ready to play when it was his turn and/or did not walk briskly between strokes) after the group received a warning.
- The Referees should assist the Pace of Play Referee by making observations and gathering data (time individual players, take notes, etc.) on groups which have received a warning (See Worksheet – Group Observations When Warning Issued – Page 33).

# REVIEW INSTRUCTIONS

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## (For Appeals Committee use Only)

**Timing information should be gathered by the Pace of Play Referee as soon as possible after being notified that a missed checkpoint has occurred.**

**The Appeals Committee will be established by the Tournament Director**

The Interpretations of the Pace of Play Guidelines should be used as guidance in determining the outcome of a review.

If a group is liable for a penalty, before returning his/her scorecard, a player may request a review of a missed checkpoint by the Appeals Committee. A player is not entitled to request a review of the first missed checkpoint, i.e., the hole in which he or she received a warning. A ruling of no breach will be determined only if:

- a) The player was delayed by the Committee; or
- b) The player was delayed by a circumstance beyond control of the player or the group; or
- c) The player was delayed by another player in the group and it was impossible or impracticable for the player to meet his/her checkpoint time solely as a result of the delay.

## PLAYERS APPEAL PROCESS

### MEETING WITH PLAYERS IN SCORING AREA

1. The Pace of Play Referee will be meeting players who are liable to penalties in the scoring area.
2. If a review is requested, the players should sign their scorecards after applying the applicable penalties at the appropriate holes.
3. Provide the players with an appeals form and advise them that the appeal must be in writing on the appeals form.
4. Discuss how the review process will be handled and inform the players that it will be a group review only:
  - a) The Appeals Committee will review their written appeal
  - b) The Appeals Committee will meet privately to discuss and vote on the review.
  - c) Players will be notified of the outcome by email
  - d) If the review is successful, the player's scorecards will be adjusted by the Committee
5. Ask players if they understand and/or if they would like a review of the pace of play guidelines.
6. Circumstances necessary for a review to be considered. It is important to remind players that poor play is not an excuse and shall not be addressed in the review process as such issues are taken into account in the time allotted established by the Committee.

A review will only be considered if:

- you were delayed by the Committee;
- or you were delayed by circumstances beyond your control;
- or you were delayed by another player in this group;
- or under special circumstances related to missing the 4<sup>th</sup> checkpoint only, it was impossible or impracticable for you to meet your checkpoint time solely as a result of the delay.

## GROUP PACE OF PLAY – REVIEW WORKSHEET

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### PRE-MEETING INFORMATION

Championship: \_\_\_\_\_

Scheduled starting time: \_\_\_\_\_ Actual starting time: \_\_\_\_\_ Round: \_\_\_\_\_

### GROUPS TIMING DATA AT CHECKPOINTS

Checkpoint Hole #	Expected Time)	Actual Time (Flag in hole)	Minutes over expected time	Clock time of group ahead	Total minutes behind group ahead
1 <sup>st</sup>					
2 <sup>nd</sup>					
3 <sup>rd</sup>					
4 <sup>th</sup>					

Did the group have any long rulings? If so where (hole #'s)? How much time did the ruling(s) take (if applicable, include travel time)

Which Referee gave these rulings?

Did a Referee monitor the group? If so, who and where?

Referee's notes – timing data, group's attempt to reach a checkpoint on time. On which hole did the group fall behind?

# CHECKLIST FOR GOLF ONTARIO STAFF AND TOURNAMENT DIRECTOR

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## **PRE-TOURNAMENT**

Recruitment of volunteers that can commit for entire/most of the tournament, so that on-field training is not necessary every day).

## **IMPLEMENTATION AT TOURNAMENT SITE**

### **Complete Hole Location and Timing Spreadsheet**

- Determine time par (Discuss with Tournament Rules Chair)
- Establish checkpoint holes (Discuss with Tournament Rules Chair)

### **Conduct training session with Checkpoint Officials**

- Allow extra time for inexperienced volunteers
- Update Checkpoint Official Training Package with actual times and checkpoint holes
- Print updated Checkpoint Official Training Package
- Organize timing clocks and Group Pace of Play clipboards in the tournament office for pick-up
- Advise Checkpoint Officials that Timing Tents if any, are not to be moved

**Brief and script starters to emphasize group pace of play to players**

## **UPDATE AND PRINT DOCUMENTS FOR ALL PLAYERS AND TOURNAMENT OFFICIALS**

### ■ **PLAYERS**

- Group Pace of Play Policy
- Reminder to Players "Pace of play – How you can help!"

### ■ **REFEREES**

- Group Pace of Play Policy
- Group Pace of Play Guidelines Summary
- Clarification on Group Pace of Play Penalties
- *Raguzzi* Sheets
- Monitoring of Groups - Guidelines
- Worksheet – Group Observations When Warning Issued

### ■ **TOURNAMENT RULES COMMITTEE**

- Pace of Play Policy
- Group Pace of Play Guidelines Summary
- Clarification on Group Pace of Play Penalties
- Interpretations - Golf Ontario Group Pace of Play
- Review Checklist - Rules Committee
- Reminder for Tournament Rules Chair

### ■ **CHECKPOINT OFFICIALS**

- Pace of Play Checkpoint Official Training Package
- Pace of Play Checkpoint Official's Script
- Pace of Play Checkpoint Official's Instructions

## GUIDELINES FOR ESTABLISHING CHECKPOINT STATIONS AND MAXIMUM ALLOTTED TIMES

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Keeping in mind that overall, we are aiming for rounds of approximately 4:30, a good starting point to determine maximum allotted time for each hole is 13 minutes for par 3s, 15 minutes for par 4s, and 17 minutes for par 5s.

When establishing the maximum allotted time, the Committee should physically walk the course and time walks from green to tee to ensure groups are given the appropriate amount of time to play the hole.

	Par 3	Par 4	Par 5
Groups of Three	13 minutes	15 minutes	17 minutes
Groups of Two	11 minutes	13 minutes	15 minutes

### ■ Do

Always have checkpoints on holes #9 and #18; two additional checkpoints should be established at holes #4 or #5 and #13 or #14, depending on the course.

Examine every possible avenue to create the fairest possible maximum allowable time to complete each hole. We want to create the appropriate allotted amount of time and not an easy one that compromises our guidelines. When establishing the allotted time, the Committee should, when necessary, physically walk the course and time walks from green to tee to ensure groups are given the appropriate amount of time to play the hole

Have the checkpoint official on a checkpoint hole stationed near the putting green so that he or she is able to see the group when they exit the putting green and the group can see the official as well.

### CHECKPOINT SETUP:

Do use easy Par-3 holes as checkpoints. This will give groups an opportunity to make up time on a checkpoint hole.

Do try to make checkpoint holes equidistant from one another. This will allow for consistency throughout the golf course. Four (4) checkpoint holes are ideal for clock placement. Remember that the final hole played will serve as the last checkpoint hole.

### ■ WHAT TO AVOID:

- **Avoid** establishing checkpoints on difficult Par 3's or on holes which will be problematic to the players

# CHECKPOINT OFFICIAL TRAINING

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## (INFORMATION FOR TIMING/MONITORING GROUPS)

### **GENERAL INSTRUCTIONS**

1. **BE CONSISTENT.** It is very important to log accurately the time that a group completes the hole since this time could also affect a following group.
2. Do not interact with the players unless required to do so within the Pace of Play guidelines or the players initiate the conversation.
3. Monitor each group's play on the hole you are timing. If a Referee is not with the group you may need to call for a Referee, or assist with the search for a ball (Please ensure player's want assistance before beginning to search). You must be in position to record every group's time when the flagstick is replaced in the hole after the last player's ball is holed and/or if the last player makes a stroke with the flagstick in the hole, as soon as his/her ball is holed AND the ball is removed from the hole (flag in time)
4. If players want to know how they are doing on their time, give them the actual time.
5. Make sure clocks are visible to the players when they exit the putting green.
6. Approach the players who are out of position as soon as possible after they complete a checkpoint hole and ensure each player is given the appropriate "missed checkpoint" information.
7. Know your primary/nearest point of contact for assistance: Pace of Play Referee, Tournament Staff, Referees,
8. If you know a group may be in breach of the pace of play guidelines, monitor its play from the tee, fairway and putting green. How the players managed their time on that hole will be helpful information for the Rules Committee. Do not assist with ball searches if it is clear the player does not want to find the ball. Take notes on the back of the recording sheets provided.
9. Report all missed checkpoint breaches of the pace of play guidelines to the Pace of Play Referee over the radio – see script provided.
10. If a group misses a checkpoint, you must ensure that all players in the group are notified.
11. Make sure all other Checkpoint Officials acknowledge hearing your announcements and that you acknowledge all announcements from other officials.
12. Notify the following group that the group ahead missed the checkpoint and ask them to keep up.

**Prior to your shift**, pick up the following in the Golf Ontario Tournament Office:

- Radio
- Pace of Play Clipboard (Instructions for Timing/Monitoring; Script, Recording Sheets)
- Clock
- Arrive 30 minutes prior to your shift to ensure you have the proper documentation and allow enough time to get out to your checkpoint.
- Please return your radio, clipboard and clock after your shift.

<b><i>Thank you for volunteering your time. It is greatly appreciated!</i></b>
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## PROCEDURE/SCRIPTS FOR CHECKPOINT OFFICIALS

1. Record timing information on checkpoint sheets.
2. **If a group misses** a checkpoint, inform **ALL** players.
3. Please contact the Golf Ontario Pace of Play Referee for Radio Announcement, wait for a response and then inform him or her of which group and the timing information.
4. **Notify the following group that the group ahead missed the checkpoint and ask them to keep up.**
5. After a missed checkpoint has been confirmed by the Pace of Play Referee, other Checkpoint officials should acknowledge that they heard the information.
6. Contact the Pace of Play Referee if you believe there is a possibility of a group who has not missed any prior checkpoints, but could miss the 4<sup>th</sup> checkpoint.

Checkpoint Missed	Statement to the ALL Players	Radio Announcement
1	"This is the 1 <sup>st</sup> check-point you have missed; "This is your official warning."	<i>This is (your name) at the Hole # ____ check-point. The (starting time) group off (#1 or #10 tee) received a warning.</i> The group was ____ minutes over their expected time and ____ minutes behind the group in front of them.
2	"This is the 2 <sup>nd</sup> check-point you have missed; you are all liable to a one-stroke penalty."	<i>This is (your name) at the Hole # ____ check-point. The players in the (starting time) group off (#1 or #10 tee) were notified that they have missed the 2<sup>nd</sup> check-point.</i> The group was ____ minutes over their expected time and ____ minutes behind the group in front of them
3	"This is the 3 <sup>rd</sup> check-point you have missed; you are all liable to an additional two-stroke penalty."	<i>This is (your name) at the Hole # ____ check-point. The players in the (starting time) group off (#1 or #10 tee) were notified that they have missed the 3<sup>rd</sup> check-point</i> The group was ____ minutes over their expected time and ____ minutes behind the group in front of them
4	"This is the 4 <sup>th</sup> check-point you have missed; you are all liable to disqualification."	<i>Notify Pace of Play Referee</i>

### MISCELLANEOUS:

- If a group asks about their pace – please only give times (e.g. you were over/under your time expected by \_\_\_\_ minutes and \_\_\_\_ minutes behind the group ahead. Expressions such as "fine" or "close" should not be used.
- If a player debates the penalty of warning, then please advise them that they may do so in the scoring tent following their round."



# Pace of Play Tracking Sheet

## Men's Amateur - 1st Round (4th Hole)

Tee Time	Actual Start	Starting Hole	Players	Hole 4 Finish Time		Actual Time (Hole Complete Time)	Time Behind Group Ahead	First Breach	Second Breach	Third Breach
				Required Finish	Adjusted Time					
8:00 AM	8:00	1	Hoppe, Lee, Rutgers	8:59	8:59	8:55	0			
8:10 AM	8:10	1	McInnis, Fitzsimmons, Jovanov	9:09	9:09	9:08	13			
8:20 AM	8:21	1	Dumontelle, Kelly, Kings	9:19	9:20	9:21	13			
8:30 AM	8:30	1	Greenside, Geiser, Dalziel	9:29	9:29	9:30	9			
8:40 AM	8:45	1	Tsang, Bunker, Dinner	9:39	9:44	9:48	18	x		
8:50 AM		1	Purdom, Mirrlees, Cowan	9:49						
9:00 AM		1	Dagneau, Mayhew, Rigg	9:59						
9:10 AM		1	Wadsworth, Willis, Keogh	10:09						
9:20 AM		1	Jewett, Rutherford, Holmes	10:19						
9:30 AM		1	DiFrancesco, Rank, Atherton	10:29						
9:40 AM		1	Irvine, McGrath, Britton	10:39						
9:50 AM	9:55	1	Young, Poulos, Beck	10:49	10:54	10:58	13			
8:00 AM	8:00	10	Chinner, Drewery, Lang	11:16	11:16	11:15	17			
8:10 AM	8:10	10	Pope-Ferguson, Arci, St-Germain	11:26	11:26	11:34	19	x	x	
8:20 AM		10	Sauerbrei, Crampton, Ion Young	11:36						
8:30 AM		10	Tyers, Dyck, McDannold	11:46						
8:40 AM		10	Henderson, Denning, Forbes	11:56						
8:50 AM		10	Vance, Frauts, Lahey	12:06						
9:00 AM		10	Mitchell, Rinker, Shaw	12:16						
9:10 AM		10	Lavoie, Pfanzelt, Stubbs	12:26						
9:20 AM		10	Schmidt, Petras, Ward	12:36						
9:30 AM		10	Savard, Steffler, McCracken	12:46						
9:40 AM		10	Crampton, Rutgers, Paradis	12:56						
9:50 AM		10	Curtis, Agnew, Ross	1:06						

## MONITORING OF GROUPS WHEN GROUP PACE OF PLAY IS IN EFFECT - GUIDELINES

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A group that has been given a warning for failure to comply with the pace of play guidelines may be monitored by a Referee. Referees monitoring such a group should **observe** the group to see if it is making a **substantial effort** to regain its position. Any observation, **including flag in times**, should be noted (see Worksheet - Group Observations When Warning Issued – Page 32) as this will be helpful information for the Pace of Play Referee and the Appeals Committee should there be an appeal.

If possible, monitoring should begin as the group arrives at the teeing area and the Referee should note:

- the time to put the first ball into play;
- if the players are going to their next shot without delay;
- if they are getting their yardages before it is their turn to play;
- if they are ready to play when it is their turn;
- if there are any ball searches – please note the time it took for ball searches and/or drive back;
- if there are any rulings – again, note the time it took to give ruling;
- if feasible, flag in times must be noted;
- etc.

## PLAYERS – HOW YOU CAN HELP WITH PACE OF PLAY!

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1. Check your scorecard for the time expected for each hole.
2. Be aware of your position with regard to the group ahead of you.
3. If you feel that your group is losing ground, tell the other players in your group.
4. If your group is behind – pick up the pace – play ready golf. The Rules recommend that a stroke take no more than 40 seconds.
5. Follow the flight of all tee shots, not just your own.
6. Play a provisional ball if you think your ball may be lost outside a penalty area or may be out of bounds.
7. Help others look for their ball if you already know the location of yours.
8. Determine your yardage (find a yardage marker before you reach your ball) and make your club selection before it is your turn to play. Very often, you can do this while others are playing, without disruption.
9. Be ready to play as soon as it is your turn to play - play within 40 seconds.
10. If the player whose turn it is to play is not ready – and you are – go ahead if you can do so safely – play ready golf.
11. On the putting green, without disturbance to others, repair damage, remove loose impediments and line up your putt while others are playing.
12. Finish short tap in putts right away. Is it really necessary to mark and align a short tap in putt?
13. Move off the green as soon as all players in your group have holed out and mark scorecards at or on the way to the next tee.
14. Your caddie's pace is your pace. Make sure he or she keeps up with you.
15. When you arrive at a Timing Station, check the clock to see how well you are keeping up to the pace of play
16. If you follow these guidelines, **your pace of play will improve**

# INTERPRETATIONS OF THE PACE OF PLAY GUIDELINES

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## **GENERAL**

The following Interpretations illustrate specific examples and miscellaneous situations.

## **FINAL DETERMINATION REGARDING BREACH / REVIEW PROCESS**

Before returning his/her scorecard, a player who is assessed a penalty may request a review by the Tournament Rules Committee to determine if he or she has incurred a penalty under these guidelines. A player is not entitled to request a review of the first missed checkpoint, i.e. the hole in which he or she received a warning. The Tournament Rules Committee will determine that a player who has been found to be out of position is not in breach of these guidelines only if:

**“A Interpretations”** the player was delayed by the Committee; or

**“B Interpretations”** the player was delayed by a circumstance beyond control of the player or the group; or

**“C Interpretations”** the player was delayed by another player in the group; and it was impossible or impracticable for the player to meet his checkpoint time solely as a result of the delay.

**“D Interpretations”** \*4<sup>th</sup> checkpoint application

## **“A” INTERPRETATIONS**

### **(PLAYER WAS DELAYED BY THE COMMITTEE)**

**A-1** A group received a warning at the first checkpoint hole but is in position going to the 9<sup>th</sup> hole. A player in the group encounters a ruling on the 9<sup>th</sup> hole and the group is now out of position and over time at the checkpoint.

The Checkpoint Official should indicate to the group that they are liable to a penalty of one stroke. The Pace of Play Referee must determine if the sole reason the group missing the checkpoint was due to the ruling. If the ruling was the sole cause of their delay, then no penalty is warranted for missing the 9<sup>th</sup> hole checkpoint. However, if the ruling only took 2 minutes and the group was 5 minutes over their target time, the guidelines have been breached and a penalty is applicable.

**A-2** A group has a lengthy ruling (more than 5 minutes) on a checkpoint hole, which is the sole cause of the group missing their checkpoint time. As per the POP policy the group receives a warning.

After receiving a warning, the group is responsible for making every effort to regain their position by the next checkpoint hole and maintaining that position for the remainder of their round.

However, there may be situations where it might be unreasonable to expect a group to make up that time by the next checkpoint. It is reasonable to expect that in order to regain their position; they should complete play of each of the final holes in equal to or faster than 1 minute less per hole than the allotted time

In such circumstances, it would be justifiable not to penalize the group for missing the next checkpoint only.

- A-3** Examples of when a player or group may be delayed by the Committee and the expected checkpoint and finish times could be adjusted:
- The maintenance staff must squeegee the putting green or blow debris from the putting green, and players are held up for more than a few minutes in the fairway before playing their approach shots.
  - A player is involved in a long ruling (more than a few minutes) or the players must wait for a Referee to arrive at the scene of a ruling.
  - The Committee has suspended play.
- A-4** A lead group making the turn cannot play because they had to wait on the 10<sup>th</sup> or 1<sup>st</sup> tee for the last groups starting, is not reason to adjust the expected checkpoint times or finish times, as the lead group becomes a following group in such circumstances

## **“B” INTERPRETATIONS**

### **(PLAYER WAS DELAYED BY CIRCUMSTANCES BEYOND CONTROL OF THE PLAYER OR THE GROUP)**

- B-1** If a player becomes ill or has an injury, causing his group to be late to checkpoint, the player should be allowed time to recover (without undue delay). If the group misses its next checkpoint and it is their first missed checkpoint, the warning should be applied. If the group misses a subsequent checkpoint and becomes liable to a penalty, the injury recovery time should be taken into consideration. The group should not be penalized because they wouldn't have missed the checkpoint if it were not for the injury recovery time. The time chart should be adjusted for all groups affected, due to the extent of the delay.
- B-2/1** The first group to start during a split-tee draw is over the expected pace because it had to wait on either the 10<sup>th</sup> or 1<sup>st</sup> tee when making the turn due to the last groups starting.
- Each group is allowed the allotted amount of time to play each nine holes. The Pace of Play Referee should make note of such delays. The first group to make the turn in a split-tee draw becomes a “following group”. Therefore, the group must complete each hole within 14 minutes (14:59) of the group ahead.
- B-2/2** The same first group was out of position through its first two checkpoint holes. During play of its second nine holes, the group is forced to wait due to the play of the group ahead.
- When the group missed their first checkpoint hole, they received a warning. As such, the group is liable to penalty for delaying play when they missed a subsequent checkpoint. The group must complete each hole within 14 minutes (14:59) of the group ahead. The fact that the group was subsequently delayed is irrelevant with regard to the prior missed checkpoints.
- B-3** Due to poor weather conditions, the allotted time set by the Committee is not adequate.

As a rule, the allotted pace of play should not be modified by the Committee during the round. However, if the pace of play is inappropriate for the weather conditions, the Tournament Rules Committee would be justified in cancelling the Group Pace of Play term of competition for that round. Any penalties incurred to that point would be reversed.

- B-4** A group receives a warning on a checkpoint hole and arrives at the last checkpoint hole. They cannot play due to spectators causing interference or distraction.

If the group missed their checkpoint time solely due to the delay caused by the spectators, no penalty should be issued.

## **“C” INTERPRETATIONS**

### **(PLAYER WAS DELAYED BY ANOTHER PLAYER IN THE GROUP)**

- C-1** In some situations, players are unwilling to identify a slower player. If the Tournament Rules Committee has identified the inefficient (slow) player(s) in the group, which is the sole cause of the group missing a checkpoint, but the players will not point out the slow player, the Pace of Play Referee has the right to do so and apply the appropriate penalty only to the slow player.

- C-2** A group misses a checkpoint and receives a warning. They miss a subsequent checkpoint and are liable to penalty. However, from observations, none of the players appear to be the sole cause of the slow play. In the scoring area, one of the players, who is not playing particularly well, elects to take responsibility for the slow play, so the other players aren't penalized.

If through information obtained by observations by Referees, the Pace of Play Referee determined that none of the players was the sole cause of the slow play, nor were any of the players making a concerted effort to regain their position, the Pace of Play Referee should penalize all players in the group.

- C-3** In a group, two of the players play reasonably fast, but one player is having problems and not playing particularly fast, all players in the group liable to penalties.

A player, regardless of ability or how fast he or she plays, is responsible for making sure his/her group is playing at the allotted time laid down by the Committee. These guidelines are set up for players to play at a reasonable pace and to make them aware of their responsibility for the group's pace rate. The two players that are ready to play and are playing at a reasonable pace, have the right to a review if one player is not responsive and continually delays play. If the Appeals Committee deems that one player has held up the group, that player would solely incur the pace of play penalty.

## **“D” INTERPRETATIONS**

### **(4TH CHECKPOINT)**

The purpose of the 4<sup>th</sup> Checkpoint language (\*) is to prevent groups from purposely delaying play because they know there will be no consequences. The Pace of Play Referee must carefully evaluate the circumstances when a group successfully clears the first three checkpoints and then misses the 4<sup>th</sup> checkpoint.

Only if a group makes no effort to maintain its position with the group ahead or makes little or no effort to complete its round within its allotted time should the players in the group incur the penalty. However, in this situation, poor play in the last few holes is not, of itself, a reason to impose a penalty. Specific liberalized time frames are not given here, as each case must be considered on its own merits. Circumstances that may warrant a successful review for a breach of the 4<sup>th</sup> checkpoint include:

- D-1/1** Group B is held up throughout the round by the group ahead (Group A). Group A realizes its pace has been slow and plays the last few holes at a much faster pace, leaving Group B with more than a 14 minute gap. Group B cannot close that gap due to quality of play issues.

A successful review should be granted, provided if, through observation/inquiry, the group made an effort to regain their position.

- D-1/2** Group B is held up throughout the round by the group ahead (Group A). Group A realizes its pace has been slow and plays the last few holes at a much faster pace, leaving Group B with more than a 14 minute gap. Group B does not close the gap but there is no obvious reason.

If there were no rules issues on the checkpoint hole or other circumstances outlined in the guidelines and it is determined through observation/inquiry, that the group made no effort to regain their position a penalty should be assessed.

- D-2** Group B is in position and waiting on the group ahead (Group A), who is playing very slowly through the first nine holes. Group A receives a warning and begins to play exceptionally fast. Group B is informed of Group A's warning, has a lost ball on the 3<sup>rd</sup> checkpoint hole which causes Group B to receive a warning. Group B plays the final group of holes within the time allotted to play each hole but finishes more than 14 minutes behind Group A.

The Pace of Play policy requires that, after a group receives a warning, they must regain and maintain their position. However, in the rare circumstance when a preceding group, which has fallen out of position, receives a warning and subsequently plays their final holes exceptionally fast, it may be unrealistic for the following group to keep up to the preceding group's accelerated pace. In such a circumstance, some latitude should be given to the following group.

In the case outlined above, it is reasonable to expect that in order to regain their position. They should complete play of each of the final holes in equal to or faster than 1 minute less per hole than the allotted time. For example, if Group B had 4 holes remaining to play, they must complete those holes 4 minutes or more under the allotted time to play, to be deemed to be "making an effort" to regain their position. Otherwise, they would be subject to penalty.

- D-3** The majority of groups are in good position through the first three checkpoints, but due to the difficulty of the last several holes the majority of groups in the field cannot complete the round within their allotted time and in position with the group ahead.

The Committee may have erred when establishing the expected time for those difficult holes and should not apply delay penalties at the 4<sup>th</sup> checkpoint (or the 2<sup>nd</sup> checkpoint for those starting on the 10<sup>th</sup> hole) and adjust the expected time. A successful review should be granted.

## **MISCELLANEOUS INTERPRETATIONS**

- M-1** A group incurs a checkpoint violation on its first two checkpoint holes (liable to penalty) and finishes its last checkpoint on time and in position. The group requests that the missed checkpoint penalty is not justified because it finished under time on their last two checkpoint holes.

The group is liable to penalty unless one of the four (4) review reasons applies. The group delayed play through its first two checkpoint holes and is therefore liable to penalty.

- M-2** A very loud, vocal player becomes aggressively argumentative and tries to intimidate the Pace of Play Referee.

Loudness should have no effect on the review of a missed checkpoint. Stay calm and let the player know he or she has a right to review and call for the Tournament Rules Committee to handle the situation.

- M-3** A group receives a warning through its first checkpoint hole. On the 8<sup>th</sup> hole, the group is in position on the tee but has two lost balls and searches 5 minutes for each ball. Upon completing the 9<sup>th</sup> hole, they miss their second checkpoint. Whether or not a review is successful depends on the facts of the situation.

Did the group use the full 3 minutes to search? Did they use the full 3 minutes for each ball? Did the players return to the tee or did they play provisional balls before going forward?

It is not reasonable to expect a group to make up 6 minutes in one hole. As such, if information gathered from the players or a Referees confirms the situation and it is determined that the group made an effort to get back into position by the next hole, the review should be successful.

- M-4** The players lost 2 balls on the 2<sup>nd</sup> and 3<sup>rd</sup> holes and were never able to make up their position in the field.

Whether the penalties are imposed can depend on what the players did to get back into position. The players are liable to penalty as they had one hole to make up time before the first checkpoint, 6 holes to make up their time before reaching the 2<sup>nd</sup> checkpoint and 9 more holes before completing the round (3<sup>rd</sup> and 4<sup>th</sup> checkpoints). As such, none of the penalties should be waived.



# WORKSHEET — GROUP OBSERVATIONS WHEN WARNING ISSUED

Referee: \_\_\_\_\_ Zone (holes) \_\_\_\_\_

Group # \_\_\_\_\_ Time: \_\_\_\_\_ Starting off on # 1 \_\_\_\_\_ #10 \_\_\_\_\_

Player 1
Player 2
Player 3

## Flag in times

1	2	3	4	5	6	7	8	9
10	11	12	13	14	15	16	17	18

## Comments


Player:

Hole #	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
1 <sup>st</sup> Stroke																		
2 <sup>nd</sup> Stroke																		
3 <sup>rd</sup> Stroke																		
4 <sup>th</sup> Stroke																		
1 <sup>st</sup> Putt																		
2 <sup>nd</sup> Putt																		

Player:

Hole #	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
1 <sup>st</sup> Stroke																		
2 <sup>nd</sup> Stroke																		
3 <sup>rd</sup> Stroke																		
4 <sup>th</sup> Stroke																		
1 <sup>st</sup> Putt																		
2 <sup>nd</sup> Putt																		

Player:

Hole #	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
1 <sup>st</sup> Stroke																		
2 <sup>nd</sup> Stroke																		
3 <sup>rd</sup> Stroke																		
4 <sup>th</sup> Stroke																		
1 <sup>st</sup> Putt																		
2 <sup>nd</sup> Putt																		

## WORKSHEET – PACE OF PLAY REFEREE WARNING SUMMARY

[illegible]

# WORKSHEET – PACE OF PLAY REFEREE WORKSHEET “WIMPY”

POPR Worksheet				4				9				13				18				Breaches		
Tee Time	Start Hole	Players	Adj + min	Req End	Adj End	Act End	Time Behind	Req End	Adj End	Act End	Time Behind	Req End	Adj End	Act End	Time Behind	Req End	Adj End	Act End	Time Behind	1st	2nd	3rd
7:30 AM	1	Rodrigues, Reid		8:32				9:47				10:52				12:10						
7:40 AM	1	Burke, Chun		8:42				9:57				11:02				12:20						
7:50 AM	1	Zhang, Huo, Sawyer		8:52				10:07				11:12				12:30						
8:00 AM	1	Brown, McMurray, Friyia		9:02				10:17				11:22				12:40						
8:10 AM	1	Kew, Barber, Anghelescu		9:12				10:27				11:32				12:50						
8:20 AM	1	Bharkhada, Li, MacKinnon		9:22				10:37				11:42				1:00						
8:30 AM	1	Miron, Leone, Piggott		9:32				10:47				11:52				1:10						
8:40 AM	1	Simoneau, Wen, Stasiuk		9:42				10:57				12:02				1:20						
8:50 AM	1	Koselek, Lehman, Stanford		9:52				11:07				12:12				1:30						
9:00 AM	1	Mccallum, Dove, Tathgur		10:02				11:17				12:22				1:40						
9:10 AM	1	Giles, Rooke, Rutledge		10:12				11:27				12:32				1:50						
9:20 AM	1	Garner, Chang, Zulian		10:22				11:37				12:42				2:00						

## REPORT – GROUP PACE OF PLAY SUMMARY


(To be completed by the Pace of Play Referee and submitted to Tournament Rules Chair to be included in their report)

Championship:	Dates:
Tournament Rules Chair:	Host Club:
Tournament Director:	No. of Timing Officials:
Pace of Play Referee:	

### GENERAL COMMENTS

Weather:			
Time Par		Starter's Gap: <input type="radio"/> Yes <input type="radio"/> No	
Cross-Over:	<input type="radio"/> Yes <input type="radio"/> No	Delays in Starting: <input type="radio"/> Yes <input type="radio"/> No Reason:	
Suspension of Play	<input type="radio"/> Yes <input type="radio"/> No	Total Time Play Suspended: Reason:	

### SUMMARY OF WARNINGS ISSUED:

	ROUND 1 AM / PM		ROUND 2 AM / PM		ROUND 3 AM / PM		ROUND 4 AM / PM	
 1st Breach								
2 <sup>nd</sup> Breach								
3 <sup>rd</sup> Breach								
Liable to penalty								
Penalties Assessed								
Appeals								
Finish Time #1 (first group)								
#10								
Finish Time #1 (last group)								
#10								
Committee Decision								
OVERALL COMMENTS								

SIGNATURE:

DATE:

**TO BE SUBMITTED TO THE TOURNAMENT RULES CHAIR**

