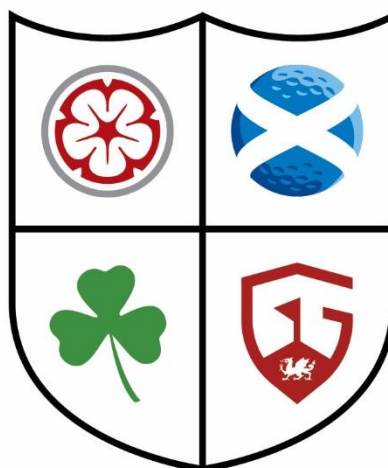


# CONGU UNIFIED HANDICAPPING SYSTEM

2016 – 2019 including Rules of Golf 2019



**CONGU**<sup>®</sup>  
THE COUNCIL OF NATIONAL GOLF UNIONS



**CONGU®**

**Unified Handicapping System**

**2016 – 2019**

**Effective 1 January 2016**

**Updated for 2019**

*(supersedes all previous versions)*

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*Cover photograph – Fairhaven Golf Club*

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**FOREWORD**

CONGU® has recently announced changes to the UHS system which will come into force on the 1<sup>st</sup> January 2018. In view of the proposed introduction of the World Handicap System (WHS) these changes have been kept to a minimum. They also take into account some of the options likely to be adopted in the WHS.

The Manual has been updated with all the new changes and can be seen on the CONGU website. Again due to WHS, CONGU will not be issuing hard copies of the manual but pages/chapters can be downloaded and printed individually as the manual is in PDF format.

The full list of changes can be seen on the website but the principle changes include:

- **Retirement of Club and disability handicaps:** As a result of their low impact, these have been replaced by a new Category 5 for men and Category 6 for both men and women providing a maximum handicap of 54 for all golfers. After 1<sup>st</sup> January 2018, handicap committees will be able to increase handicaps above the current limits of 28.0 and 36.0.
- **Non Qualifying Scores:** Consideration of non qualifying scores need no longer be limited to the annual review, however all adjustments must still be carried out in accordance with Clause 23.
- **Supplementary Scores:** To encourage players to submit sufficient scores in order to produce a handicap that reasonably reflects their golfing ability, a player may now submit an unlimited number of supplementary scores in a calendar year instead of the current limit of 10. The current restriction for Category 1 players will remain.
- **Mixed Tee Competitions:** A single CSS will be prepared for two or more competitions played on the same day. All scores will be entered into a single competition, the CSS calculated and then the software will allow the results to be separated for each group of competitors.

There are 17 changes in total but the ones listed above are the main ones. Of the others, many are clarifications and confirmations. A full list can be seen on the website. Any queries should be addressed to your national union, whose address can be seen on the website.

**Bob Carrick**  
**CONGU® - Chairman**



## HOW TO USE THE MANUAL

### Gender

Throughout the manual, reference to the masculine gender includes the feminine. Text and numbers enclosed in square brackets [ ] apply to women only.

### Manual Contents

The Contents pages list the principal elements of the CONGU® Unified Handicapping System and provide an outline as to how the manual is structured. Most of the time it should be possible to identify a relevant section simply by reference to the Contents page. In addition, an index is provided at the end of this manual (pages 104-113) directing readers to the required Clause, Decision or Appendix.

### Know the Definitions

Whenever a word or expression is used that is included within the Definitions section, the word or expression is printed in italics. A good knowledge of the defined terms is necessary for the correct application and interpretation of the CONGU® Unified Handicapping System.

### Understand the Words

The CONGU® Unified Handicapping System is written in a deliberate fashion. The reader should be aware of and understand the following differences in word use:

may	= option / discretion
should	= recommendation
must / shall / directs	= instruction / responsibility

### Supplementary Information

In order to provide enhanced explanation and understanding, the rules and regulations have been supplemented, where appropriate, by advisory text or questions and answers. Such supplementary information is contained in the shaded boxes.

### Directions and Delegations

There are a number of clauses in the CONGU® Unified Handicapping System that each *Union* has to interpret and provide direction for *Area Authorities* and member clubs, including delegation of authority where appropriate. The clause numbers of such discretions, directions and delegations are shaded for ease of identification e.g. 9.3

The directions for each of the GB&I countries are shown following each clause. *Overseas Affiliates* should make their own directions for these clauses, where appropriate.

### Guidance on the system operation

Additional information on the operation of the system is given on the CONGU® website, [www.congu.com](http://www.congu.com) and on the websites of the Home Unions within GB&I. Golfers with queries on the operation of the CONGU® Unified Handicapping System should seek help from their club handicap secretaries or club administrators in the first instance. *Affiliated Clubs* should follow the guidance of their own Home Union and send enquiries either directly to that *Union* or, if so directed, to their *Area Authority*.

## PRINCIPAL CHANGES INTRODUCED IN THE 2016 REVISION

### General

#### Definitions

Definitions have been introduced for:

- Away Club, CONGU® Club Handicap, Competition Handicap, CONGU® Disability Golf Handicap (change of name), Continuous Handicap Review, Designated Nine-Hole Course, Exceptional Scoring Reduction, Local Rule, Overseas Affiliate; Single CSS Adjustment.

#### System Changes

- **Dates:** The handicap year to follow the calendar year, 1 January to 31 December.
- **Preferred Lies:** Each *Union/Association* has discretion to adopt a preferred lie period within its jurisdiction.
- **Competition Handicaps:** All *Unions/Associations* are required to use the 'c' handicap status annotation.
- **Four-Ball Better Ball Handicap Allowance:** Increased from 75% to 90% for both stroke play and match play.
- **CSS Calculation:** *Category 4* players are now included for both men and women.
- **Three letter identifiers:** Have been restructured and a definitive list has been included in the manual.
- **Initial Handicap Allotment:** A new algorithm introduced in line with the *Annual Review* algorithm. A handicap may be allotted up to a limit of 54.
- **Handicaps for Golfers with Disabilities:** There is now no distinction for Golfers with Disabilities – their handicaps will be managed in exactly the same manner as all CONGU® Handicaps.
- **Re-activation of handicap:** If a player leaves a club with a 'c' handicap, this status will remain valid for the year of resignation and for the full following calendar year, should a player join another affiliated club.
- **Re-instatement of handicap status:** The re-instatement of a 'c' status handicap requires the return of 3 qualifying scores. These can be nine-hole scores, 18 hole scores and can include supplementary scores.
- **Qualifying nine-hole score recording:** Playing better than or to the buffer zone still requires 18 points to be added to achieve a similar 18-hole outcome and for players within their buffer zones or better this points total continues to be recorded on the handicap record. For handicap purposes only, however, players returning a score outside the buffer zone have their points total doubled on their handicap record to avoid the occurrence of anomalies within the *Annual Review* process.
- **Exceptional Scoring Reductions:** ESRs are no longer compounded and to lessen the severity of the reduction for those players averaging two exceptional scores of -5.5 or -6 the reduction table has been modified. Also nine-hole scores are included for ESR application purposes with 22 points being the trigger. The application of ESRs is mandatory if a Union adopts this procedure. (*ESRs continue to be inapplicable in Scotland.*)
- **Supplementary Scores:** Extensions introduced resulting in *Supplementary Scores* being:
  - allowed in Scotland for handicaps of 2.5 and above;
  - acceptable over nine holes for handicaps of *Category 2* and above;
  - allowed at all GB&I clubs of which the player is a *Member*;
  - unlimited in number of scores per year for those players with a handicap between the agreed maximum handicap (28 for men and 36 for women) and 54.
- **Annual Review:** There is a new standard report.



## PRINCIPAL CHANGES INTRODUCED IN THE 2016 REVISION - Continued

- **Continuous Handicap Review:** There is now a computer-generated report which flags players with 7 consecutive 0.1 handicap increases. *Handicap Committees* are recommended to review the performance of such players giving due consideration to applying a handicap increase.
- **Suspension and Loss of Handicap:** As per clause 26.1 now handicaps can be restored within 12 months of the date the handicap was lost or suspended as opposed to 6 months in the previous manual.

### Decisions

- **Decision 1(a)** has been revised to reflect the discretion of the *Unions* regarding the preferred lie period.
- **Decision 1(n)** has been revised to include the need for contingency arrangements in the event of computer failure.
- **Decision 2(c)** has been withdrawn as its text has been incorporated in the main body of the manual within Clauses 7 and 8.
- **Decision 3(a)** has been withdrawn. Its content has been incorporated into Clause 18.
- **Decision 6(a)** has been revised to show an example using 90% handicap allowance

### Changes introduced for 2018

- **Definitions:** Add Buffer Zones for 9-hole competitions for completeness
- **Qualifying Competitions:** Consideration of non-qualifying scores should not be restricted to the Annual Review only
- **CSS Calculation:** Clarify that non-‘c’ handicaps are not to be considered when calculating the CSS.
- **UHS Compliance List:** Confirm that **Ireland** have the authority to adjust handicaps after non-qualifying competitions
- **CSS Calculation:** Buffer Zone or Better calculation to use the Stableford Adjusted Score for Medal Competitions to bring into line with Stableford/Par/Bogey competitions.
- **Initial Handicap Allotment:** The formula was missing a ‘)’ making it incorrect – corrected.
- **Retirement of Club and Disability Handicaps:** These have been removed from the system, recognising their low impact, and Category 5 for Men and Category 6 for Men and Women introduced, providing for a maximum handicap of 54.0 for all golfers.
- **Supplementary Scores:** Relaxation of rules – no restriction on number per year, no restriction on number per week.
- **CSS Calculation:** Clarification of the introduction of Category 4 Men into the calculation.
- **Mixed Tee Competitions:** Reinforcement of the One CSS Adjustment Calculation
- **Definitions:** Add initial cards submitted for handicap allotment into the definition of Qualifying Score.
- **Handicap Allowances:** Further clarification on the treatment of Plus handicaps.
- **Teeing Ground:** Definition moved from Decision 7(a) to Appendix A for clarity.
- **9-Hole Competitions:** Introduce the option of 9-hole Medal Competitions and Open 9-Hole Competitions. Clarify treatment of handicap allowances for mixed tee 9-hole competitions.
- **Disqualified Scores:** Clarify the treatment of use of DMD where first use of a banned function is now a 2-shot penalty.
- **Handicap Adjustments:** Confirm the order of application when mixed tees are involved.
- **Handicap Adjustments:** Confirm that the adherence to Appendix M for handicap reviews is mandatory, not optional.

Amendments to the Manual

10th January 2018

- Clarification on treatment of Multi-Tee events - sections 18.9 – 18.12 (*Page 42*)
- Additional dispensation for Category 1 players to submit supplementary scores when they commence the year without a Competition handicap – section 21.4(d) (*Page 48*)
- **Appendix F:** Greensomes Allowance based on Playing handicap (*Page 75*)
- **Appendix L:** Amended to include the correct reference regarding the Supplementary Score procedure (*Page 87*)

14<sup>th</sup> March 2018

- **Club, Disability and Junior Handicaps:** Remove all references from the Index (*Pages 109-118*)
- **Decision 2f:** Introduced to advise on situations where a players single score submission will count for 2 separate competitions on the same day. (*Page 105*)
- **Decision 2g:** Introduced to rule that an individual competition played in conjunction with a 4BBB cannot be qualifying for handicap purposes. (*Page 105*)
- **Course Measurement (Appendix A):** Reinforce that when measuring the length of a hole it must be carried out commencing from Tee to Green, not Green to Tee. (*Page 62*)
- **Continuous Handicap Review – Ireland:** Reinforce that for Ireland, any increase of handicap implemented as a result of the Continuous Handicap Review must be sanctioned by the Area Authority. (*Page 56*)
- **Local Rule for Cleaning and Replacing the Ball – Decision 1c:** If a club introduces a local rule to allow the cleaning and replacing of the ball under the Rules of Golf Appendix I, Part A, 3(c), scores may only count for handicap adjustment if the area defined is restricted to closely mown areas only. If defined as 'through the green' it will render the score/competition as non-qualifying. (*Page 100*)

1<sup>st</sup> August 2018

- **Initial Handicap Scores:** Confirm that these are to be entered into the Computer for calculation of initial handicap and stored on the handicap record/CDH (*Page 36*)
- **Always calculate Gross and Nett Differentials:** Ensure a Gross and Nett Differential is calculated even when no scores are entered (*Pages 27, 81 & 95*)
- **Reword directions for 9-hole competition:** Confirm the approach which targets 36 points for handicap adjustment purposes (*Clause 22.6, Page 49*)

19th September 2018

- **Responsibilities of the Club, Responsibilities of the Player:** Amended to include the responsibility of the player to provide their previous clubs and handicap history before a handicap is allocated or transferred. (*Clause 6, Page 23 and Clause 8, Page 26*)

1<sup>st</sup> December 2018

- **Abandoned Competitions where no scores have been submitted** – New decision 1(q) – *Page 105*
- **Players who do not commence the second or subsequent round of a multi-round competition** – New decision 4(b) – *Page 108*
- **Continuous Handicap Review** – previous assistance document now incorporated as Appendix Q - *Page 97*
- **How to Manage Mixed Tee Scratch Competitions** – Appendix O – *Page 90*

- **Rules of Golf update 2019**

- References to Conditions of Competition changed to Terms of Competition throughout the manual.
- References to old documents (e.g. references to Appendices of the old rules of golf amended to Committee Procedures) replaced with the new equivalents.
- **Maximum Score Per Hole Format** – Added into the manual – Clause 17 – Page 41
- **Practice on the Course** – manual amended to take account of Rule 5 allowing practice on the course after the last competition round of the day has completed. A supplementary score can be submitted under such circumstances – Clause 21 – Page 50
- **Disqualified Scores** – References to rule numbers changed to reflect the new rules. Also use of Alternative to Stroke and Distance local rule used in Qualifying Competition has been added. Appendix P – Page 96
- **Clean and Replace Ball in the General Area** – Decision amended to allow a qualifying competition to be played with a local rule allowing Clean and **R**eplace ball in the general area – Decision 1(c) – Page 104



# **PART ONE**

## **INTRODUCTION**

1. Purpose/Operation
2. Definitions

## 1. PURPOSE / OPERATION

The purpose of the CONGU® Unified Handicapping System (from now on referred to as the 'UHS') is to enable golfers of differing abilities, men and women alike, to compete on a fair and equitable basis.

This is achieved by:

- establishing for each golf course, based on effective playing length and playing difficulty, an 18-hole *Standard Scratch Score* that is the mark against which handicaps are allocated and adjusted;
- taking account of the influence on scoring of course and weather conditions on the day of the competition by calculation of a *Competition Scratch Score*. This calculation can result in movement of the *Standard Scratch Score* upwards or downwards depending on the performance of the participants relative to the *Standard Scratch Score*;
- applying adjustments to handicaps related to tees used, and respective *Standard Scratch Score* and course par to enable men and women to compete on an equitable basis;
- for handicap purposes only, limiting the maximum score that can be recorded on any hole by application of the Stableford / Nett Double Bogey adjustment in order to make handicaps more representative of a player's potential ability;
- adjusting handicaps, upwards or downwards where appropriate at the completion of each round of a qualifying competition; and
- reviewing handicaps annually, or at shorter intervals in exceptional circumstances, to ensure that handicaps are reflective of current ability.

It is recognised that handicapping, due to the nature of the game of golf with its varying playing conditions, is not an exact science. **A high level of uniformity can be achieved, however, if all parties honour their obligations by observing the spirit and intent of the system.**

The UHS is based on the following fundamental premises:

- every player will endeavour to make the best score he can at each hole in every qualifying round he plays and will report all such rounds for handicap purposes;
- every golf club or handicapping authority will, whenever possible run stroke play competitions as qualifying competitions, calculate a *Competition Scratch Score* and make all handicap adjustments strictly in accordance with the system; and
- every player will return a sufficient number of qualifying scores to provide reasonable evidence of his current ability.

It is against the spirit and intent of the system to adjust the Terms of Competition deliberately, so that it is rendered non-qualifying on a technicality.

*Unions* have a duty to ensure that *Affiliated Clubs* discharge their responsibilities in full. Sanctions may be taken against any party that does not observe either the spirit or intent of the system. Any player who fails to act with integrity and carry out the responsibilities imposed by the UHS shall not be entitled to a CONGU® Handicap.

The UHS is administered, reviewed and developed as necessary by the Council of National Golf Unions Limited (CONGU®)

Handicapping within the UHS is delegated to *Affiliated Clubs* subject to the overall jurisdiction of the *Union*.

The following terms are registered trademarks of the Council of National Golf Unions Limited: CONGU®, CONGU® Unified Handicapping System and CONGU® Handicap.



## 2. DEFINITIONS

Whenever a word or expression is used which is defined within the following definitions the word or expression is printed in *italics*.

### ***Affiliated Club***

An *Affiliated Club* is a club affiliated to a *Union* or *Area Authority* which pays to the *Union* and/or *Area Authority* a specified annual per capita fee in respect of each eligible *Member*.

### ***Alternate Day Competition***

An *Alternate Day Competition* is a *Qualifying Competition* that allows players unable to play on the main competition date e.g. due to work commitments to participate in the same competition, on an alternate date(s). A separate *Competition Scratch Score* is calculated for each day of an *Alternate Day Competition*.

### ***Annual Review***

The *Annual Review* is a process whereby the *Handicap Committee* is required to consider the playing performance of all *Members* over the preceding year in relation to their current handicap and make any adjustment considered appropriate.

### ***Area Authority***

An *Area Authority* is any authority appointed by a *Union* to act on behalf of that *Union* for the purposes of the *UHS* within a specified geographic region e.g. County, (District Executives/ Provincial Councils in *Ireland*).

### ***Away Club***

A player's *Away Club* is an *Affiliated Club* of which a player is a *Member* but which does not administer the player's handicap.

### ***Buffer Zone***

A score is within a player's *Buffer Zone* when a *Nett Differential* is within the following bands for his *Handicap Category*:

	18 Hole	9 Hole
<i>Category 1</i>	0 to +1	36
<i>Category 2</i>	0 to +2	35-36
<i>Category 3</i>	0 to +3	35-36
<i>Category 4</i>	0 to +4	34-36
<i>Category 5</i>	0 to +5	34-36
<i>Category 6</i>	0 to +6	34-36

When a player's score is within his *Buffer Zone* his *Exact Handicap* remains unchanged.

### ***Central Database of Handicaps ('CDH')***

A *CDH* is a central database of handicapping information collected electronically from *Affiliated Clubs* when they close down *Qualifying Competitions*. This information is made available for reference by individual players, *Affiliated Clubs* and tournament organising bodies on the internet in accordance with the *CDH* specifications laid down by the *Unions*. There are English, Irish and Scottish/Welsh *CDH* versions in operation within GB&I to assist with the automatic return of away scores to the *Home Clubs* of *Members*.

### ***Central Database of Handicaps ID Number ('CDH ID Number')***

A *CDH ID Number* is a unique number allocated by a *Union* to a *Member* that allows him to be registered and recognised for handicapping purposes within his respective *Union's CDH*.

### ***Competition Play Conditions***

*Competition Play Conditions* prevail during Stroke Play, Par/Bogey and Stableford competitions over 18 holes and for competitions played over a *Designated Nine-Hole Course* under the *Rules of Golf* from *Competition Tees*. *Competition Play Conditions* shall not prevail when the length

of the course played varies by more than 100 yards (91 metres) from the length of the *Measured Course*.

**Note 1:** Special rules apply when the length of a *Measured Course* has been temporarily reduced or increased – see Clause 13.

**Note 2:** Special rules apply to Nine-Hole *Qualifying Competitions* – see Clause 22.

### **Competition Scratch Score (CSS)**

The *Competition Scratch Score* is the scratch score of the day as determined by applying Clause 18 together with Appendix B.

### **Competition Tee**

A *Competition Tee* is the teeing ground, as defined in the *Rules of Golf*, the front of which should normally be placed no more than 10 yards (9 metres) in front of, or behind, the relevant *Distance Point*. See also Decision 7(a).

**Note:** Special Rules apply when the length of a *Measured Course* has been temporarily reduced or increased - see Clause 13.

### **CONGU® Handicap**

A *CONGU® Handicap* is a handicap allotted and adjusted by the *Home Club* of a *Member* in accordance with the requirements of the *UHS*. A *CONGU® Handicap* must only be allotted to a *Member* of an *Affiliated Club*. Any other handicap is not a *CONGU® Handicap*. The upper limit is 54.0 for both men and women.

### **Competition Handicap**

A *Competition Handicap* is a *CONGU® Handicap* of a player who has returned at least three *Qualifying Scores* in the current or previous calendar year. Such a handicap is annotated with a 'c' symbol after the numeric value of the handicap. Clubs may use the possession of a 'c' status handicap as a qualification for entry to competitions.

### **Continuous Handicap Review**

The *Continuous Handicap Review* is the process detailed in Clause 23 (D) by which players whose performance suggests that they may be under-handicapped are identified during the course of a playing season for consideration by the *Handicap Committee* for an immediate handicap increase.

### **Differentials**

(1) The *Nett Differential* is the difference (+ or -) between the nett score returned by a player in a *Qualifying Competition* and the *Competition Scratch Score* after the application of Clause 19 when appropriate or the result of applying the conversion tables contained in Appendix D.

(2) The *Gross Differential* is the sum of the *Nett Differential* and the *Playing Handicap*.

### **Designated Nine-Hole Course**

A *Designated Nine-Hole Course* is a sequence of nine holes that has been rated by the *Union* of an *Affiliated Club* and for which the *Union* has granted a Standard Scratch Score for the playing of Nine-Hole *Qualifying Competitions* in accordance with Clause 22 and for the allotment of initial handicaps under Clause 16 and Appendix J.

### **Distance Point**

The *Distance Point* is the position of a permanent marker on a tee from which the length of the hole has been measured – see Decision 7(b).

### **Disqualified Score**

A *Disqualified Score* for handicap purposes is any score returned in a *Qualifying Competition*, or as a *Supplementary Score*, when the player has been disqualified by the Committee from the competition or round for a breach of the *Rules of Golf*. Depending upon the nature of the breach, the score, or adjusted score under Clause 19, may be within the *Buffer Zone* or qualify for a

handicap reduction. Otherwise an increase in *Exact Handicap* of 0.1 is applied - see Appendix P.

### Exceptional Scoring Reduction (ESR)

An *Exceptional Scoring Reduction (ESR)* is a reduction in a player's *Exact Handicap* that is applied over and above the decrease applied by the *UHS* when certain patterns of scoring are triggered by a combination of both the level and frequency of scores. *ESRs* are calculated in accordance with the provisions of Clause 23(c) and are applied by *Affiliated Clubs* at the discretion of each *Union*.

### General Play Adjustment

A *General Play Adjustment* is a change to a player's handicap, other than that resulting from participation in a *Qualifying Competition* that is actioned by the *Handicap Committee* in the period between *Annual Reviews* to take account of a significant change in playing performance.

### Handicaps

- (1) **Exact Handicap** – A player's *Exact Handicap* is his handicap to one decimal place, calculated in accordance with the provisions of the *UHS*.
- (2) **Playing Handicap** - A player's *Playing Handicap* is his *Exact Handicap* rounded to the nearest whole number (0.5 is rounded upwards).
- (3) **Competition Handicap Allowance** – The *Competition Handicap Allowance* is the CONGU® Handicap adjusted, where applicable, for the competition type, and the course and set of tees over which the competition is played.

### Handicapping Authority

The *Handicapping Authority* for a player is his *Home Club* subject to the overall jurisdiction of the *Union*.

### Handicap Categories

Handicaps are divided into the following *Categories*:

<i>Handicap Category</i>	<i>Exact Handicap</i>	<i>Playing Handicap</i>
1	Plus to 5.4	Plus to 5
2	5.5 to 12.4	6 to 12
3	12.5 to 20.4	13 to 20
4	20.5 to 28.4	21 to 28
5	28.5 to 36.4	29 to 36
6	36.5 to 54.0	37 to 54

### Handicap Committee

A *Handicap Committee* is the body appointed by an *Affiliated Club* to administer the *UHS* within the Club – see Clause 6.3

### Home Club

A player's *Home Club* is an *Affiliated Club* of which the player is a *Member*. If a player is a *Member* of more than one *Affiliated Club* he must nominate one as his *Home Club* and this club shall administer the player's handicap.

### Local Rule

This term has the same meaning as it does within the *Rules of Golf*.

### **Measured Course**

A *Measured Course* is any course of an *Affiliated Club* the measured length of which has been certified in accordance with the requirements of Clause 11 and for which a *Standard Scratch Score* has been allocated by its *Union*.

### **Member**

A *Member* is an amateur golfer who is eligible to compete throughout the year in all *Qualifying Competitions* arranged by his *Affiliated Club(s)* subject only to exclusion by virtue of one or more of the following:

- (a) restrictions imposed relating solely to the handicap of the players who may compete; or
- (b) restrictions imposed relating solely to the age or gender of the players who may compete; or
- (c) restrictions arising from category of club membership.

A *Member* must have the opportunity to compete in a reasonable number of *Qualifying Competitions* in a calendar year and to submit *Qualifying Scores* in accordance with Clause 21.

**Note:** Under this definition a *Member* as defined by the *UHS* is not necessarily a member as defined by the constitution or rules of his *Affiliated Club* or *Clubs*.

### **Non Qualifying Competition**

A *Non Qualifying Competition* is a competition when the requirements of a *Qualifying Competition* are not satisfied.

In exceptional circumstances only, or with the authority of the *Union*, the committee in charge of a competition may declare it a *Non Qualifying Competition* before play commences and must so advise competitors before they commence play.

### **Overseas Affiliate**

An *Overseas Affiliate* is an organisation/federation situated outside of GB&I and which has been granted permission by CONGU Ltd to use the *CONGU® UHS* within its jurisdiction. An *Overseas Affiliate* has the standing of a *Union* in terms of the roles and responsibilities within the *CONGU® UHS*.

### **Qualifying Competition**

A *Qualifying Competition* is any competition in which *Competition Play Conditions* prevail and for handicap adjustment and record purposes full handicap allowance is applied and a *Competition Scratch Score* is calculated, subject to restrictions and limitations contained in the *UHS* or imposed by a *Union* – see Clauses 4.1(g) and 17.2(f).

When the Terms of Competition impose handicap limits to establish a result it will be a *Qualifying Competition* provided full handicap allowance is applied for handicap adjustment and record purposes.

**Note:** A *Competition Scratch Score* is not calculated for a Nine-Hole *Qualifying Competition*.

### **Qualifying Score**

A *Qualifying Score* for handicap purposes is any score, including a 'No Return' or a score adjusted under Clause 19, returned in a *Qualifying Competition*, as a *Supplementary Score* or for initial handicap allotment.

### **Reduction Only**

A *Qualifying Competition* for *Reduction Only* is determined by the *Competition Scratch Score* calculation as specified in Clause 18.4 or by the abandonment of competitions as outlined in Clause 18.7. (The Committee in charge of a competition must not declare a *Qualifying Competition* to be for *Reduction Only*).

**Note:** A Committee does not have the authority to organise a competition in which handicaps can be reduced but not increased i.e. pre-determine that a competition is for handicap 'Reduction Only'.

### **Rules of Golf**

The *Rules of Golf* as approved by R&A Rules Limited and the United States Golf Association.

***Single CSS Adjustment***

The *Single CSS Adjustment* is the adjustment, detailed in Appendix B, which may be applied to the *Standard Scratch Score* to generate the *Competition Scratch Score* when *Qualifying Competitions* are played under the provisions of Appendix O.

***Standard Scratch Score (SSS)***

The *Standard Scratch Score* is the score allocated to an 18 hole golf course (two rounds of a nine-hole course) in accordance with the requirements of Clause 9.

***Supplementary Score***

A *Supplementary Score* is a score in compliance with the requirements of Clause 21, returned for handicapping purposes at an *Affiliated Club* of which the player is a *Member*, other than in a *Qualifying Competition*.

***UHS***

The '*UHS*' is the CONGU® Unified Handicapping System developed by the Council of National Golf Unions and applies to men and women who are *Members* of *Affiliated Clubs*.

***Union***

The *Unions/Associations* are the five national governing bodies, namely England Golf, Wales Golf, Golfing Union of Ireland, Irish Ladies' Golf Union Ltd and Scottish Golf Ltd.





## **PART TWO**

# **RIGHTS AND RESPONSIBILITIES**

3. Rights and Responsibilities of the Council of National Golf Unions
4. Rights and Responsibilities of the Union
5. Rights and Responsibilities of the Area Authority
6. Responsibilities of the Affiliated Club
7. Responsibilities of the Handicap Committee
8. Responsibilities of the Player

### 3. COUNCIL OF NATIONAL GOLF UNIONS LIMITED

The purpose of the Council of National Golf Unions Limited (CONGU®), in consultation with the constituent *Unions*, is to monitor, maintain and develop the *UHS* as, and when, necessary.

CONGU® shall:

- 3.1 Delegate the jurisdiction for the administration of the *UHS* within a country to the *Union*.
- 3.2 Monitor the application of the *UHS* to ensure that its purpose, spirit and intent are being observed by all parties.
- 3.3 Consider and make determinations on handicapping matters referred to it by *Unions* or other golfing bodies.
- 3.4 Promote knowledge and understanding of the *UHS* among *Affiliated Clubs* and their *Members*.
- 3.5 Conduct research in connection with the maintenance and development of the *UHS*.
- 3.6 Have the right to obtain information relating to handicapping from *Unions* at any time.
- 3.7 At its discretion settle any dispute, complaint or matter of interpretation regarding the application of the *UHS* referred to it by a *Union* that, after consideration, the *Union* has been unable to resolve. In such a circumstance the decision of the Council of National Golf Unions is final.

### 4. RIGHTS AND RESPONSIBILITIES OF THE UNION

CONGU® has delegated to the *Union* the responsibility to monitor and maintain the application of the *UHS* in all *Affiliated Clubs* under its jurisdiction.

- 4.1 The *Union* has overall jurisdiction over the administration of the *UHS* and may delegate any part of that jurisdiction to an *Area Authority*.  
To discharge its responsibilities the *Union* must:
  - (a) appoint a committee to administer the *UHS*;
  - (b) have policies for the administration of handicapping that are consistent with the fundamental principles and regulations of the *UHS* as outlined below and with the *Rules of Golf* as approved by R&A Rules Limited;
  - (c) have a policy to ensure that all *Affiliated Clubs* discharge their responsibilities under Clause 6.2;
  - (d) establish a procedure to adjudicate upon the provisions of Clause 24 and when required appoint a committee to perform the duties therein;
  - (e) specify the appeal procedure to be made available to *Members* dissatisfied with the determination made by the *Union* pursuant to Clauses 23 and 24;
  - (f) at its discretion, settle any dispute referred to it under the *UHS*, subject to Clause 3.7;
  - (g) establish within the *Union* conditions, restrictions and limitations to be imposed in respect of competitions deemed to be *Qualifying Competitions* and produce a list that must be reviewed and published annually – see also Clause 17.2(f);
  - (h) specify the obligations to be observed by clubs and players in respect of a National Handicap Database;
  - (i) conduct an annual audit of the handicap records of members of *Affiliated Clubs* with, as a minimum, a handicap of +1 [1] or better; and
  - (j) establish a *Competition Scratch Score* for each round of every *Qualifying Competition* it organises.

**England, Ireland, Scotland and Wales** make no delegations under this clause.

**Purpose of Audit As Required By Clause 4.1(i)**

The primary purpose of the audit of low handicap players is to provide assurance that handicap records have been maintained in accordance with the *UHS* and that 'Away' scores have been reported by Players as required by Clause 8.10. To facilitate the audit *Affiliated Clubs* may be required by the *Union* to return at the end of the competition season, the Handicap Record (as outlined in Appendix I) for all *Members* with, as a minimum requirement, a *Playing Handicap* of +1 [1] or better.

The audit is based on the comparison of these Handicap Records with the official scores from a wide range of scratch competitions.

Past experience has established that a number of players failed to report all scores recorded away from their *Home Club*. Regrettably, the majority of such omissions were scores that would have attracted an increase in handicap. The outcome is that players with scores omitted from their record have a handicap lower than that to which they are entitled. This can have an important bearing on entry into prestigious competitions. By auditing, *Unions* can better assure 'a level playing field' and not place those players who honour their obligations in full at a disadvantage.

Since auditing was introduced it is the experience of the *Unions* that compliance with the *UHS* requirements has improved very significantly.

An additional benefit of the audit is in the selection of teams and coaching squads where emerging talent is identified where not already known.

- 4.2 The *Union* has responsibility for the assessment and allocation of *Standard Scratch Scores* in accordance with the requirements of Clauses 9 and 12. In addition, it must:
  - (a) ensure that *Standard Scratch Scores* are re-assessed at prescribed intervals in accordance with the USGA licence agreement; and
  - (b) determine the manner by which temporary or provisional *Standard Scratch Scores* are allocated.
- 4.3 The *Union* has the right, at any time, to obtain information concerning a *Member's* handicap from an *Affiliated Club* or, at its discretion, directly from the *Member*.
- 4.4 When a player is a *Member* of more than one golf club and these clubs are affiliated to different *Unions*, a *Union* may request information in regard to handicapping matters from another *Union* or, with the prior approval of that *Union*, directly from the player or his *Affiliated Club*.
- 4.5 The *Union* has some discretionary powers.
  - (a) It may authorise *Home Clubs* to increase the handicaps of players in any of the *Categories* 2, 3, 4 [and 5] in accordance with Clause 23. When such authority has been given, the requirements of Clauses 23.3 and 23.4 that the increase shall be effected by the *Union* or *Area Authority* shall not apply. If the *Union* or *Area Authority* considers that handicaps have been unjustifiably increased it may require the *Home Club* to comply with all of the provisions of Clause 23.  
**England, Scotland and Wales** authorise *Home Clubs* to make increases under this clause. In **Ireland**, *Home clubs* are not so authorised; all proposed increases in handicaps must be submitted to the appropriate Provincial Council / District Executive.
  - (b) It may require a player to return to his *Home Club* information regarding scores in *Non-Qualifying Competitions* as provided by Clause 8.12.  
**Scotland** do not require players to report *Non-Qualifying* scores. **Ireland** requires players to return all scores in *Non-Qualifying Competitions* which have been played over a *Measured Course* to which the *Unions* have allotted a *Standard Scratch Score* and where *Competition Play Conditions* exist. This information is to be used by the *Handicap Committee* for immediate consideration/action in accordance with the provisions of Clause 23(B) with the exception of *Category 1* players. **Wales** and **England** require a player to return to his *Home Club* information regarding scores in *Non-Qualifying Competitions* in accordance with Clause 8.12. This information may be used by the *Handicap Committee* when conducting the *Annual Review* or any interim review in accordance with the provisions of Clause 23.
  - (c) It may restrict increases of *Exact Handicaps* to a maximum of 1.0 stroke in a calendar year as provided by Clause 20.10.

- 4.6 **Ireland** restricts increases of the lowest *Exact Handicap* to 1.0 stroke in a calendar year under this clause. **England**, **Scotland** and **Wales** make no restrictions under this clause. When an *Affiliated Club* is subject to formal insolvency procedures or ceases to trade a *Union* may take whatever steps it deems to be practicable and appropriate in the particular circumstances to assist *Members* in retaining their handicaps in the short-term or facilitating the transfer of handicaps to alternative *Affiliated Clubs*.

## 5. RIGHTS AND RESPONSIBILITIES OF THE AREA AUTHORITY

Any part of the overall jurisdiction of the *UHS* may be delegated by the *Union* to an *Area Authority*.

The *Area Authority*

- 5.1 Must administer the responsibilities delegated to it by the *Union* in accordance with the provisions of Clause 4.1.
- 5.2 Has the right to obtain information concerning handicaps from *Affiliated Clubs* at any time.
- 5.3 When required, must appoint committee(s) to perform the duties referred to in Clauses 23 and 24.
- 5.4 Must specify the appeal procedure to be made available to *Members* dissatisfied with the determination made by the *Area Authority* pursuant to Clauses 23 and 24.
- 5.5 Must establish a *Competition Scratch Score* for each round of every *Qualifying Competition* it organises.

## 6. RESPONSIBILITIES OF THE AFFILIATED CLUB

Handicapping within the *UHS* is delegated to *Affiliated Clubs* subject to the overall jurisdiction of the *Union*.

To facilitate full compliance with their responsibilities, clubs should conduct, on an annual basis, a self-audit using the *UHS* Compliance Checklist contained in Appendix L.

The *Affiliated Club* must

- 6.1 Act as the *Handicapping Authority* for all *Members* for whom it is the *Home Club* subject to the overall jurisdiction of the *Union*.
- 6.2 Ensure that the spirit and intent of the *UHS* is properly applied in the club. Failure by a club to comply with this requirement may lead to a *Union* withdrawing the club's right to act as a *Handicapping Authority* or imposing such conditions as the *Union* considers appropriate. (See Note below)
- 6.3 Appoint a *Handicap Committee* comprised of a minimum of three persons, the majority of whom must be *Members*.
- 6.4 Ensure that all handicaps are calculated in accordance with the *UHS* and issue, when requested, handicap certificates, which are required to specify a *CONGU® Handicap* thereon.
- 6.5 Ensure that, where handicaps are calculated and maintained by computer, the software used, is provided by an Independent Software Vendor (ISV) currently licensed by CONGU®.
- 6.6 The *Affiliated Club* must ensure it complies with Section Three, Parts 9-15, and in particular Part 11, of this manual and has a current Certificate of Course Measurement for each set of tees from which *Qualifying Competitions* are played. The club should also display prominently a *Standard Scratch Score* Certificate for each set of tees from which *Qualifying Competitions* are played.
- 6.7 Inform the *Union*, or *Area Authority* if so delegated, of course alterations, particularly length changes (increases and decreases) that may impact on the allotted *Standard Scratch Score*.
- 6.8 Ensure that all *Qualifying Competitions* are played from a *Measured Course* with due regard to the definition of a *Competition Tee*. The Terms of Competition should be clear and available to all competitors.

6.8/1

Terms of Competition

Rule 20 of the *Rules of Golf* states that 'The Committee (in charge of the competition) must establish the conditions under which a competition is to be played'. To assist Committees in the discharge of this responsibility The R&A has produced a document entitled *Committee Procedures*. Implementation of the advice contained therein should avoid unnecessary problems and disputes related to the running of a competition. Of particular relevance to the successful management of club competitions are the sections covering eligibility, entry, format, time of starting and groups, handicaps and the decision of ties.

It is the responsibility of the Committee to interpret the conditions they establish. Consequently the Terms Competition should be clear and precise, be made available to competitors and contain guidance as to what action should be taken when certain circumstances arise e.g. failure to enter the competition in the manner set out in the conditions.

Players' responsibilities are contained in the *Rules of Golf*

- 6.9 Appoint committees, as and when necessary, to perform the duties referred to in Clauses 23 and 24.
  - 6.10 Specify the appeal procedure to be made available to *Members* dissatisfied with the determination made by the club pursuant to Clauses 23 and 24.
  - 6.11 Retain handicap records, in electronic or hard copy, in respect of all present and past *Members* for not less than the current and previous two calendar years and retain all score cards until the end of the current handicap year. Handicap records for all *Members* must be returned to the *Union* or *Area Authority* should the club cease to be affiliated. It is advisable to retain at least 20 of the players' most recent scores. For those who play few qualifying rounds in a year, it may be necessary to keep hard copies of their scores for a number of years.
  - 6.12 Provide the *Union* with such information as the *Union* requires to maintain a National Handicap Database (CDH).
- Note:** It is the *Home Club*'s responsibility to ensure that handicaps are maintained in accordance with the rules laid down by the *UHS*. Any complaint regarding the application of the *UHS* must be made to the *Union*, or *Area Authority* if so delegated, which may carry out such investigation as it shall consider appropriate. If, following such an investigation, it is found that a *Home Club* is in breach of its responsibilities, the *Home Club* shall be directed by the *Union* or *Area Authority* to review all handicaps and must within three months from that direction report to the *Union* or *Area Authority* the manner in which matters have been rectified. Failure to resolve the matter satisfactorily would justify the *Union* disaffiliating the *Home Club*, or declaring that handicaps at that club are no longer CONGU® Handicaps.
- 6.13 In order that a new member is allocated an appropriate handicap it is essential that the club requests previous membership and handicap history of a prospective member as part of the new member application process.

Composition of the Handicap Committee

It is a requirement of the *UHS* that the *Handicap Committee* is comprised of a minimum of three persons with the majority being *Members*.

While club secretaries, club managers, administrators or club professionals in some clubs have a significant role to play in the administration and management of handicaps, an important element of the *UHS* is related to the application and conduct of the Review of Handicaps. 'Peer review' is necessary to administer Clause 23 as intended and this is best fulfilled through the knowledge that *Members* have of their fellow *Members*.

The members of the *Handicap Committee* need not necessarily be current members of the club committee. Continuity is important in order that the required knowledge of, and expertise in, the *UHS* is retained.

It is recommended that both genders are represented on any joint *Handicap Committee*.



## 7. RESPONSIBILITIES OF THE HANDICAP COMMITTEE

Subject to the overall jurisdiction of the *Union*, the *Handicap Committee* has specific responsibility for the allotment and maintenance of handicaps as delegated to *Affiliated Clubs*.

The *Handicap Committee* must

- 7.1 Allot and maintain handicaps of its *Members* in accordance with Clauses 16 and 20 of the *UHS*.
- 7.2 Maintain a record, manually or by computer, in which the names of competitors, on the day of the competition, must be entered prior to competing in a *Qualifying Competition* at the club.
- 7.3 Ensure, so far as possible, that all cards taken out in *Qualifying Competitions* are returned to the *Handicap Committee* including incomplete cards.
- 7.4 At the conclusion of each round of a *Qualifying Competition* calculate the *Competition Scratch Score* as required by Clause 18 and submit all finalised *Qualifying Scores* to the *CDH*, in accordance with Clause 6.12.
- 7.5 Display in a prominent position at the club all alterations to *Members' Playing Handicaps* immediately they are made.
- 7.6 Ensure that a record of *Members' current Exact Handicaps* and *Playing Handicaps* is available in a prominent position at the club.
- 7.7 When the club is a player's *Home Club* the *Handicap Committee* must
  - (a) maintain on his behalf a handicap record sheet which must include all the information shown in Appendix I, Specimen Player Handicap Record;
  - (b) ensure his scores are recorded as soon as practicable after completion of each *Qualifying Competition* at his *Home Club* or after the reporting of a *Qualifying Score* or *Supplementary Score* returned elsewhere, either by the Player or automatically via a *Union's CDH*, and that all *Exact Handicaps* are calculated in relation to scores recorded in chronological order. Once processed by the *Home Club*, all scores and associated handicap adjustments must be uploaded to the *Union's CDH*;
  - (c) keep his *Exact Handicap* up to date at all times;
  - (d) unless some other body has been appointed by the *Home Club* for this purpose, exercise the power to suspend handicaps contained in Clause 24;
  - (e) when a *Member* changes his *Home Club* send to the new *Home Club* a copy of the player's handicap record for the current year and previous two calendar years along with verification of the *Member's CDH ID Number*;
  - (f) specify the conditions which apply when a player wishes to obtain a handicap under the provisions of Clause 16;
  - (g) exercise the powers to adjust players' handicaps contained in Clause 23;
  - (h) as required by Clauses 23.5, 23.8, 23.15 and 23.18 advise players of changes made to their handicaps under the provisions of Clause 23. It is not sufficient to merely post these adjustments each player must be advised of them on an individual basis;
  - (i) prior to 1<sup>st</sup> March each year, or such earlier date as directed from time to time by the *Home Club's Union*, the *Handicap Committee* must undertake a review of the handicaps of all *Members* for whom the club is the *Home Club* and make such handicap adjustment as may be appropriate under the provisions of Clause 23 and Appendix M. **Ireland** directs that this should be completed by 31<sup>st</sup> December each year; and
  - (j) specify the manner by which 'away' *Qualifying Scores* must be reported by a *Member* to his *Home Club* – see Clause 8.10.
- 7.8 When the *Affiliated Club* is a player's *Away Club* the *Handicap Committee* must:
  - (a) ensure that scores returned in *Qualifying Competitions* are returned via the *Union's CDH* where applicable, as soon as practicable after completion of each round; and
  - (b) ensure that the club discharges its responsibilities under Clause 21.13 in respect of *Supplementary Scores* played by its *Away Members* over the club's course(s).

**Note 1:** Incomplete cards and 'no returns' have an effect on a player's handicap. The *Handicap Committee* would be justified in:

- (a) refusing to accept a card or record a 'no return' when the player has walked in after playing only a few holes;
- (b) not issuing cards to players where there is obviously insufficient light for them to complete their round;



(c) giving sympathetic consideration to players who have had to discontinue play for any reason considered to be reasonable by the organising committee.

*Affiliated Clubs* have the discretion under Clauses 23 and 24 of the *UHS* to deal with a player who persistently submits incomplete cards or makes 'no returns'..

**Note 2:** For new members of the *Handicap Committee* there is a Quick Guide for Handicap Secretaries that can be downloaded from the CONGU® website. There is also a Quick Guide for players which should be drawn to the attention of *Members*.

## 8. RESPONSIBILITIES OF THE PLAYER

**The *UHS* is based on the premise that a player will endeavour to make the best score he can at each hole in every qualifying round he plays and will report all such rounds for handicap purposes.**

Any player who fails to carry out any of the responsibilities imposed by the *UHS* is not entitled to a CONGU® *Handicap*.

The player must:

- 8.1 Have one *Exact Handicap* only which must be allotted and adjusted by his *Home Club* and produce, if so required, a current, validated CONGU® *Handicap Certificate* and/or valid *CDH ID Number*. The *Playing Handicap* calculated from this *Exact Handicap* shall apply elsewhere including other clubs of which the player is a *Member*.
- 8.2 If he is a *Member* of more than one *Affiliated Club*, select one as his *Home Club* for handicapping purposes and notify that club and the others of his choice and supply each away club his *Home Club CDH ID Number*.
  - (a) In **Ireland** a player's *Home Club* for handicapping purposes **must** be the club at which he competes most frequently.

For ease of handicap administration, it is recommended that in circumstances where a player is a *Member* of more than one *Affiliated Club*, he should select as his *Home Club*, the club at which he competes most frequently in *Qualifying Competitions*.

- 8.3 Not change his *Home Club* except by giving advance notice of the change which can take effect only at the end of a calendar year unless he has ceased to be a *Member* of his *Home Club* or both clubs agree to the change taking place at an earlier date.
- 8.4 Report to his *Home Club* the names of all other *Affiliated Clubs* of which he is, becomes, or ceases to be, a *Member* and report to all other *Affiliated Clubs* of which he is a *Member*:
  - (a) the name of his *Home Club* and any changes of *Home Club*; and
  - (b) his *Home Club CDH ID Number*, and
  - (c) alterations to his *Playing Handicap* made by his *Home Club*.
- 8.5 Prior to playing in any competition ascertain whether all appropriate reductions to *Playing Handicap* have been made or alternatively comply with the responsibilities set out in Clause 20.11.
- 8.6 Before commencing play on the day of a *Qualifying Competition* ensure that his entry has been registered in the competition record, manually or by computer in the manner required by the club or committee in charge of the competition.  
A player who fails to enter a *Qualifying Competition* in the required manner is deemed to have neither a score for the competition nor a score for handicap purposes.
- 8.7 Enter his current *Playing Handicap* on all cards returned in a *Qualifying Competition* even though the event may not be a handicap competition. This is required for the calculation of a *Competition Scratch Score*.
- 8.8 Ensure that all competition cards in *Qualifying Competitions*, whether or not complete, are returned to the organising committee, and make such computer entries as may be required – see Decisions, Dec.1(m) and Dec.1(n).

**Note:** It is expected that every player who enters a *Qualifying Competition* intends to complete the round.

8.9 When competing away from his *Home Club* produce, on request, a current CONGU® Handicap Certificate authenticated by his *Home Club* and/or a valid *CDH ID Number*. A *Member* playing in a *Nine-Hole Qualifying Competition* or returning a *Nine-Hole Supplementary Score* at his *Away club* is responsible for verifying that his correct *Exact Handicap* is applied in the calculation of *Competition Handicap Allowance*.

8.10 Report to his *Home Club* as soon as practicable all *Qualifying Scores* (including 'No Returns' and *Disqualified Scores* – see Appendix P) returned away from his *Home Club* advising the *Home Club* of the date of the *Qualifying Competition*, the venue, *Standard Scratch Score* and the *Competition Scratch Score* together with details specific to the competition format.

(a) After a *Stroke Play Qualifying Competition*, the gross score returned and any *Stableford / Nett Double Bogey Adjustment* applicable. See Clause 19.1 and the example referenced 19.1/1. The *Home Club* may require a copy of the scorecard to be returned to support the adjustment.

(b) After a *Par/Bogey Qualifying Competition*, the par of the course and the score versus par.

(c) After a *Stableford Qualifying Competition*, the par of the course and the number of points scored.

In **Ireland** see also Clause 8.12 and 20.11

**Note 1:** Players are reminded that failure to report all *Qualifying Scores* returned away from their *Home Clubs* (including 'No Returns' - see Blue Box 8.10/1 below - and *Disqualified Scores* – see Appendix P) as required by the *UHS* could lead to the suspension of offending players' handicaps under the provisions of Clause 24.

**Note 2:** In the event of a *Qualifying Competition* being declared abandoned or scores returned being determined by the provisions of Clause 18 to be for *Reduction Only*, the player must report the information required by Clause 8.10 to his *Home Club*.

**Note 3:** The fact that scores recorded by players competing in competitions away from their *Home Club* may be reported to their *Home Club* by the competition organisers, or through a *Centralised Database of Handicaps (CDH)*, does not remove the responsibility of individual players to ensure that all relevant scores are recorded in their *Player Handicap Record*.

**Note 4:** Elite players (i.e. those subject to annual audit by their *Union*) may be required to return specified overseas scores to their *Union* or may be directed by their *Union* to return specific overseas scores to their *Home Club* for inclusion directly into their handicap record.

8.11 Authorise, if so requested, his *Home Club* to provide the *Union* with such information as his *Union* shall reasonably require to maintain a national handicap database and also sign any relevant document which may be required to comply with or satisfy Data Protection legislation.

8.12 Provide to his *Home Club* information regarding scores in *Non-Qualifying Competitions* if so directed by a *Union* – see Clause 4.5(b).

**Ireland** directs that it is mandatory for both clubs and players to report to *Home Clubs* all *Non-Qualifying Scores* from Team and Society Golf played over a course for which the *Union* has allotted a *Standard Scratch score* together with notification of the relevant *SSS* – See also Clauses 4.5 (b) and Note to 23 (B). **England** and **Wales** direct players to return *Non Qualifying Scores* for the purposes of the *Annual Review* and other reviews. **Scotland** make no directions under this clause.

8.13 When joining a new club the player must provide details of previous club memberships and handicaps held whilst at those clubs.

Players should be aware of the significance of the *Stableford / Nett Double Bogey Adjustment*. This adjustment allows a player who has a 'bad' score on a hole(s) or does not complete a hole(s), for any reason, to continue to record a score on subsequent holes for handicap purposes. This sustains the golfing interest and at the same time provides valuable handicap information. See Clause 19.

8.5/1

Upward Self Adjustment of Playing Handicap

**Q.** *Prior to playing in any competition, I am required by Clause 8.5 to ascertain that all appropriate reductions to Playing Handicap have been made. As a player who keeps track of my Exact Handicap at all times why am I not allowed, by the same principle, to increase my handicap where appropriate?*

**A.** The *Rules of Golf* require that a player plays from the correct handicap. If a handicap is entered on the scorecard lower than the player's actual handicap, the score is acceptable for competition purposes. If the player plays from a handicap higher than that to which he is entitled he is disqualified. The self-reducing procedures set out in Clause 20.11 following the return of a score resulting in a handicap reduction are designed to remove the possibility of disqualification in a subsequent competition through playing from too high a handicap.

'Self-increasing', however, following the return of a score(s) above the *Buffer Zone* has a number of issues:

- the player does not always know precisely his *Exact Handicap*; and
- upward movement of the CSS can result in a change to the player's *Buffer Zone* that he may not be aware of, resulting in the player incorrectly increasing his handicap and possibly being in the embarrassing position of winning a prize to which he is not entitled.

Consequently to safeguard the player and preserve the integrity of handicapping, increases in handicap may only be made by a player's *Home Club* after scores have been duly reported and posted at the *Home Club* and / or on the *Union's CDH*.

8.10/1

Meaning and Usage of the Term 'No Return'

Strictly, a 'No Return' is the result of a player having commenced play in a *Qualifying Competition* either failing to return his scorecard to the Committee in charge of the competition or entering a 'no score' at each hole of a computer based score recording system.

However, in addition, a 'No Return' in common usage is applied to a return in a Medal Stroke Play competition in which the player has failed to record a score at one or more holes and consequently does not have a score in the Medal Stroke Play competition. Notwithstanding, such an incomplete card is used for handicap purposes by the application of Clause 19 to establish a *Nett Differential*.

The term 'No Return' is commonly abbreviated to NR.

These differing situations in regard to a NR are demonstrated in the specimen Player Handicap Record contained in Appendix I:

- In the Stroke Play competition dated 18/05, the player did not return his scorecard. A 'no score' was recorded at each hole and the identifier 'NC' is entered in the 'Gross Score' column. In such circumstances the score is treated as a Nett Double Bogey on each hole. Thus the Gross Differential is calculated as 36 plus handicap and Nett Differential is 36. The Adjusted Gross Score is recorded as CSS + 36 + handicap.
- In the Stroke Play competition dated 03/06, the player returned his card without a score recorded on one of the holes and again recorded a NR. On this occasion, however, an adjusted gross score could be calculated by applying Clause 19. The resulting *Nett Differential* was within his *Buffer Zone* and there was no increase in handicap.



## **PART THREE**

# **THE GOLF COURSE / STANDARD SCRATCH SCORE / COURSE RATING**

- 9. Standard Scratch Score
- 10. Establishing Par
- 11. Course Measurement
- 12. New Courses and Alterations to Existing Courses
- 13. Permitted Adjustments to a Measured Course
- 14. Tees
- 15. Preferred Lies

## 9. STANDARD SCRATCH SCORE

- 9.1 The *Standard Scratch Score* is the score that a scratch player is expected to return in normal mid-season course and weather conditions over a *Measured Course*.
- 9.2 The allocation of *Standard Scratch Scores* shall be the responsibility of the *Union*.
- 9.3 The *Standard Scratch Score* of courses under each *Union's* jurisdiction must be assessed in accordance with the USGA Course Rating System.

**Note:** A *Standard Scratch Score* determined by the Rating System of the EGU is valid until the golf course is re-assessed under the provisions of Clause 9.3.

The *Standard Scratch Score* (SSS) is a measure of the playing difficulty of a golf course under normal mid-season course and weather conditions. The USGA Course Rating System takes account of the measured length of a golf course together with factors that affect both the playing length and the playing difficulty (obstacle factors).

The factors that affect the effective playing length of a golf course are:

<i>Roll</i>	<i>Wind</i>	<i>Forced Lay-up</i>
<i>Dogleg</i>	<i>Elevation</i>	

The ten obstacle factors that determine the playing difficulty of a golf course are:

<i>Topography</i>	<i>Fairway</i>	<i>Green Target</i>
<i>Recoverability and Rough</i>	<i>Bunkers</i>	<i>Out of Bounds/Extreme Rough</i>
<i>Water Hazards</i>	<i>Trees</i>	<i>Green surface</i>
	<i>Psychological</i>	

Each hole on the golf course is evaluated on a scale 0-10 for each of the ten obstacles and account taken of the effective length correction factors e.g. the effective playing length of a fast running links course is quite different from that of a moorland course with soft fairways.

It is a requirement of the USGA Course Rating System that course raters are trained and team leaders tested before being accredited to determine course ratings.

To take account of course changes and evolution, established courses are required to be re-rated at prescribed intervals or in accordance with license agreements, where appropriate.

- 9.4 A temporary *Standard Scratch Score* may be allocated in such manner as a *Union* shall decide.
- 9.5 No course of less than 3,000 yards, or fewer than nine holes, shall be allocated a *Standard Scratch Score*. In **Ireland**, the minimum length is 4000 yards (3658 metres)
- 9.6 Courses between 3,000 and 4,000 yards may be allocated such *Standard Scratch Scores* as the *Union* shall determine. *Affiliated Clubs* should contact their *Union* for guidance.

Golf courses in the following categories are exempt from the above

- Courses of fewer than 3,000 yards allocated a *Standard Scratch Score* prior to 1 January 1993.
- Courses of fewer than nine holes allocated a *Standard Scratch Score* prior to 1 January 2000.

9.3/1

Par as a Basis for Handicapping

**Q.** Professional golf uses par as a measure of comparative playing performance. Why is the CONGU®UHS not based on par?

**A.** CONGU® does not consider that par provides a suitable basis for a reliable and robust handicap system. Par is a very crude measure of the playing difficulty of a golf course. Two courses having the same par may vary in length by many hundred yards. To illustrate how great this difference can be, consider two courses constructed in similar terrain:  
 Course A – Four Par 3 holes each 140 yards in length and fourteen Par 4 holes each 300 yards in length. Total course length 4760 yards. Par 68  
 Course B - Four Par 3 holes each 220 yards in length and fourteen Par 4 holes each 400 yards in length. Total course length 6480 yards. Par 68.

Assuming similar relative playing difficulties on each course, the scoring potential of a scratch golfer on the shorter course A would be quite different from that expected on the much longer Course B. Although each has a par of 68 the respective *Standard Scratch Scores* would be of the order of 63 and 71 respectively. It is obvious therefore, that par does not provide a viable basis for handicapping.

The above example is based on men's course lengths but similar principles apply to the par of ladies' courses.

10.

ESTABLISHING PAR

Par is used for Par/Bogey, and Stableford competitions. Par for each hole should be established by the club in relation to length and playing difficulty, within the following ranges:

	Men	Women
	Yards	Yards
Par 3	Up to 250	[Up to 210]
Par 4	220 – 500	[180 – 430]
Par 5	440-720	[370-620]
Par 6	660+	[560+]

For example, if a hole is 460 [415] yards in length, it may be allocated a par of 4 or 5 depending upon its playing difficulty.

The par figure for each hole should be printed alongside each hole on the card. The total of the par figures for each hole of a course will not necessarily coincide with the *Standard Scratch Score* of that course. The *Standard Scratch Score* must not be allocated amongst individual holes, but should be printed as a total on the card.

11.

COURSE MEASUREMENT

Course length is the predominant factor in the evaluation of *Standard Scratch Scores*. The accurate measurement of each hole is essential.

Measurement must be along the horizontal plane from the *Distance Point* to the centre of the green of each hole. It is a requirement that the actual *Distance Point* on each tee of a set of tees is marked by the installation of a permanent marker such as a small concrete block or post.

Measurement must be carried out by a person who is competent and experienced in the use of the appropriate measuring equipment and familiar with the requirements of Appendix A. To satisfy the requirement placed on the *Affiliated Club* by Clause 6.6, a certificate of measurement must be provided:

- showing details of the length of each hole and the total playing length of the course for each set of tees used, or intended to be used, for *Qualifying Competitions*; and
- recording the type of measuring device used to establish the measurement and its accuracy; and



(c) identifying any non-compliance, such as incorrectly sited permanent markers or the absence of such markers.

**Note:** The certificate of measurement must be retained by the *Affiliated Club* and made available to the representatives of the *Unions/Associations* on request e.g. for course rating purposes.

Subsequent alterations to the length of the course will require a certificate for only the altered hole or holes.

Appendix A outlines the manner and procedure by which golf courses must be measured to satisfy the requirements of this clause.

## 12. NEW COURSES AND ALTERATIONS TO EXISTING COURSES

The *Union* is responsible for all *Standard Scratch Scores* in the country over which it has jurisdiction.

**12.1** For a new course, a Form of Application must be submitted by the club either directly to the *Union* or, if so delegated, through its *Area Authority* to the *Union* who will allocate the *Standard Scratch Score*.

**12.2** When alterations have been carried out to a course which increase or decrease its length or which may affect the playing difficulty, the *Affiliated Club* must submit a Form of Application for reassessment of the *Standard Scratch Score(s)* either directly to the *Union* or through its *Area Authority* to the *Union* if so delegated.

**Note:** A Form of Application may be obtained from the *Union*.

**England** and **Ireland** delegate the authority to receive Forms of Application for new courses and for the reassessment of *Standard Scratch Scores* to their *Area Authorities*.

**Scotland** and **Wales** make no delegation under this clause.

## 13. PERMITTED ADJUSTMENT TO A MEASURED COURSE

Whilst each *Affiliated Club* must endeavour to maintain the length of its *Measured Course* for *Qualifying Competitions*, *Competition Play Conditions* nevertheless prevail when the length of a course has been reduced or increased in the following circumstances:

**13.1** When, to allow for the use of temporary, or alternative, tees and not more than two temporary greens:

- the length of a course has been reduced or increased by not more than 100 yards from the length of the *Measured Course*, the *Standard Scratch Score* remains unaltered;
- to allow work to proceed on course alterations it may be necessary to reduce or increase the playing length of the *Measured Course* by between 100 and 300 yards. In these circumstances, the club must reduce or increase as the case may be the *Standard Scratch Score* of the *Measured Course* temporarily by one stroke and report to the *Union*, or *Area Authority* if so delegated, such alteration and appropriate reasons. The club must also notify the *Union* or *Area Authority* when the course has been restored to its measured length and the official *Standard Scratch Score* re-instated.

**13.2** Any variations to the above must be referred for consideration to the *Union* or *Area Authority* if so delegated.

**Note:** The permitted course length adjustments specified in Clauses 13.1 and 13.2 that apply to courses of 18 holes are halved for *Nine-Hole Qualifying Competitions*.

**England** and **Ireland** delegate responsibility for receiving reports under this clause to their *Area Authorities*. **Scotland** and **Wales** makes no delegation under this clause.

## 14. TEES

All clubs with the requisite facilities should have a variety of *Competition Tees* of differing lengths with a measurement from the *Distance Point* on each and a separate *Standard Scratch Score*. Separate SSS ratings should be obtained for both men and women from whichever sets of tees each gender uses for competition and/or handicap purposes.

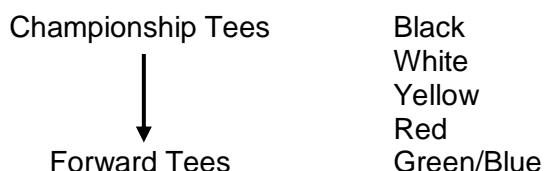


Committees should bear in mind the definition of Teeing Ground in the *Rules of Golf* which states: 'It is a rectangular area two club lengths in depth, the front and sides of which are defined by the outside limits of two tee markers.'

The tee markers should be placed in such a position that the player has the benefit of the full depth to which the definition entitles him.

**Note:** See also Decision 7(b).

To facilitate the use of the appropriate tees it is recommended that tee boxes or other objects in use to mark the teeing ground should be identified, for example:



**Note:** For many courses only some of the above options will be applicable.

#### Decisions relevant to Clause 14

7(a) Teeing Areas

7(b) *Distance Points and Measured Course*

## 15. PREFERRED LIES

The adoption of preferred lies, can allow *Qualifying Competitions* to be conducted under acceptable playing conditions. Clubs should, whenever practicable, play competitions as *Qualifying Competitions* during the preferred lie period. Reference should be made to Decisions 1(a) and 1(b) that have been formulated to promote and encourage *Qualifying Competitions* in the preferred lie period. When the club determines that conditions warrant the implementation of preferred lies within the preferred lie period, refer to Model Local Rule E-3 of the *Committee Procedures*.

When such conditions are widespread on the course, the Committee can choose to adopt a Local Rule for "preferred lies" (also known as "winter rules") to allow fair play or help protect the fairway. Such a Local Rule should be withdrawn as soon as conditions allow.

The use of this Local Rule outside the fairway in the general area is not recommended as it may result in a player receiving free relief from areas where a ball might otherwise be unplayable (such as in areas of bushes or trees).

When preferred lies are in operation the following points shall be taken into consideration:

15.1 Each *Union* shall give directions to its *Affiliated Clubs* defining the period during which preferred lies may be used, if required. *Competition Play Conditions* will apply notwithstanding the application of a *Local Rule* for preferred lies as a result of adverse conditions during this period (See Clause 15.3 below). The *Local Rule* may apply to specified holes only.

15.2 Outside the period specified in 15.1 *Competition Play Conditions* will only apply when preferred lies are in operation if the consent of the *Union* or *Area Authority* has been obtained.

**England** and **Ireland** delegate the granting of consent for preferred lies outside the specified period to their *Area Authorities*. **Scotland** and **Wales** make no delegation under this clause.

15.3 It is emphasised that preferred lies must apply only when a *Local Rule* has been made and published in accordance with Model Local Rule E-3 of the *Committee Procedures* as follows:

"When a player's ball lies in a part of the general area cut to fairway height or less [or identify a specific area such as 'on the fairway of the 6th hole'], the player may take free relief once by placing the original ball or another ball in and playing it from this relief area:

- Reference Point: Spot of the original ball.
- Size of Relief Area Measured from Reference Point: 6 inches from the reference point, but with these limits:
- Limits on Location of Relief Area:
  - Must not be nearer the hole than the reference point, and
  - Must be in the general area.

In proceeding under this Local Rule, the player must choose a spot to place the ball and use the procedures for replacing a ball under Rules 14.2b(2) and 14.2e.

Penalty for Playing Ball from a Wrong Place in Breach of Local Rule: General Penalty Under Rule 14.7a.

If a player incurs the general penalty for a breach of this Local Rule, no additional penalty under the Local Rule is applied'

**Note:** *Competition Play Conditions* will only apply when the specified area is within six inches (150 mm). See Clause 15.3

When a club considers that adverse conditions warrant an extension of the preferred lie period to all, or part, of the course, representations should be made by the Green Committee or other agreed body within the club to the *Union / Area Authority* (if delegated) they consider most appropriate. For the purpose of *Qualifying Competitions* the decision of that *Union* or *Area Authority*, if so delegated, should apply to all sections of the club thereafter. The provisions of Clause 15.3 apply.

To ensure a consistent judgement in regard to extension of the preferred lie period it is desirable that an official of the appropriate *Union* or *Area Authority* should conduct an on-course inspection, where practicable, before authorisation is granted.

#### Decisions relevant to Clause 15

- 1(a) Status of a competition when the use of fairway mats is obligatory
- 1(b) Status of a competition when artificially surfaced tees are in use
- 1(c) Status of a competition when a local rule allowing Clean and Place ball in the General Area is in operation
- 1(d) Status of a competition when competitors are required to lift a ball from the fairway and place in semi-rough.

## **PART FOUR**

# **HANDICAPPING**

- 16. Allotment of Handicaps
- 17 .Qualifying Scores/Qualifying Competitions
- 18. Competition Scratch Score
- 19. Stableford/Nett Double Bogey Adjustment
- 20. Alterations of Handicaps
- 21. Supplementary Scores
- 22. Nine-Hole Qualifying Competitions
- 23. Review of Handicaps
- 24. Suspension and Loss of Handicap
- 25. Status of Handicap
- 26. Regaining a Handicap

The *UHS* has been developed to achieve uniformity and equity in handicapping for amateur golfers throughout Great Britain and Ireland and other countries adopting the *UHS*. *CONGU® Handicaps* can only be issued by a *Union* or *Affiliated Club* in full compliance with the requirements of the *UHS*.

**Handicaps issued by other bodies are not CONGU® Handicaps.**

To ensure that all *Affiliated Clubs* are consistent in the interpretation and application of the *UHS*, each club should conduct a self-audit, on an annual basis, using the *UHS Compliance Checklist* contained in Appendix L.

**Note:** Reference to the masculine gender includes the feminine. Text and numbers enclosed in square brackets [ ] apply to women only

## 16. ALLOTMENT OF HANDICAPS

- 16.1 A handicap can be allotted only to a *Member* of an *Affiliated Club* after full consideration of his **previous playing history**, including any handicap held previously at any other club or under another handicap system.
- 16.2 To obtain a handicap a player must submit a required number of nine and/or 18-hole cards played over a *Measured Course* (rated course) at his *Home Club*. Any permutation of nine and 18-hole cards may be submitted but must total a minimum of 54 holes. Cards submitted over nine holes must be returned from a *Designated Nine-Hole Course*. Each card must be marked and signed by a responsible person acceptable to the *Handicap Committee*. The requisite cards should normally be submitted within a period of six months.
- 16.3 The *Handicap Committee* has the following responsibilities and discretions in regard to the allotment of handicaps. **(Note that these scores are to be recorded on the players Handicap Record via the Computer and the calculations below will be carried out automatically).**
  - (a) If a handicap has been previously held, refer to Clause 26 (Regaining a Handicap). Otherwise the initial handicap shall be allotted as in (b) below.
  - (b) The *Handicap Committee* shall
    1. Adjust any score of more than double par at any hole to a score of double par (i.e. 6 on a Par 3, 8 on a Par 4 and 10 on a Par 5).
    2. Add the nine-hole scores (if applicable) to make up 18-hole equivalents in chronological order. If a club has more than one *Designated Nine-Hole Courses* each pair of nine-hole scores must be returned over courses having the same *Designated Nine-Hole SSSs* for the gender of player concerned.
    3. Calculate the Adjusted Gross Differential ('AGD') scores from the three 18 hole (or 18-hole equivalent) scores; these scores being calculated by comparing the returns relative to the SSS's of the courses/tees used:

$$\text{AGD} = \text{Adjusted Gross Score} - \text{SSS for the course/tees used}$$

Determine the Lowest Adjusted Gross Differential ('LAGD') from the three Adjusted Gross Differentials

4. Reduce the resulting LAGD according to the formula;

Initial Handicap =  $(\text{LAGD} + (\text{LAGD} \times 0.13)) / 1.237$  truncated to provide a whole number.

For example, a player with a Lowest Adjusted Gross Differential of 31 is allotted an initial handicap of 28 (which is recorded as an *Exact Handicap* of 28.0) as shown below:

$$\begin{aligned} \text{Initial Handicap} &= (31 + (31 \times 0.13)) / 1.237 \\ &= (31 + 4.03) / 1.237 \\ &= (35.03 / 1.237) \\ &= 28.31 \text{ truncated to 28 and recorded as an Exact Handicap of 28.0.} \end{aligned}$$

After these adjustments have been made the whole number *Exact Handicap* shall, subject to the provisions of Clauses 16.3(c) and 16.3(e), be allotted.

- (c) The *Handicap Committee* must consider all the information available to it in relation to the player's ability and any previously held handicap before allotment of a handicap. After due consideration, the *Handicap Committee* may allot a player an initial whole number *Exact Handicap* less than that calculated as per 16.3(b) above if it has reason to consider that a lower handicap is more appropriate to the player's ability. In exceptional circumstances a higher handicap may be allotted than that indicated above.
- (d) The *Handicap Committee* should review the initial *Qualifying Scores* returned by all *Member's* to whom a handicap has recently been allotted. If the *Handicap Committee* determines that an adjustment is required to a *Member's* recently allotted handicap, this must be administered in accordance with the provisions of Clause 23 B.

National Unions and their *Affiliated Clubs* are seeking 'to grow the game' and make it more attractive to new and inexperienced players. In support of these initiatives CONGU has increased Handicap limits to a maximum of 54.

When handicaps are allotted over the previous CONGU® limits for Men and Women (28.0 and 36.0) the club committee has two options:

- To allow and encourage players with higher handicaps to participate in club competitions
- To run separate competitions or separate classes / divisions within club competitions for those players with higher handicaps.

Clubs are encouraged to recognise and embrace the responsibility they have to attract, encourage and enthuse those new to the game as well as satisfying the needs of those already in club membership.

- (e) A player must not be allotted a *Category 1* handicap without the authority of the *Union* or *Area Authority* if so delegated. The *Union* should record all *Category 1* Handicap allocations authorised.

**England** and **Ireland** delegates the authority for the allotment of *Category 1* handicaps to the *Area Authorities*. **Scotland** and **Wales** make no delegation under this clause.

- 16.4 The maximum CONGU® Handicap eligible for Competition status (Clause 25) that can be allotted is 54 for both men and women. (Maximum *Exact Handicap* 54.0).

In the context of the *UHS* the '*Affiliated Club*' is the club affiliated to a *Union / Area Authority* which pays to that *Union / Area Authority* a specified per capita fee in respect of each eligible *Member* i.e. a golf club may have more than one '*Affiliated Club*', one affiliated to a *Ladies' Union* and another affiliated to the *Men's Union* in that country.

If a golf club has more than one *Affiliated Club* and more than one *Handicap Committee* (Clause 6.3) they, the *Affiliated Clubs / Handicap Committees*, should seek to agree common criteria for the allotment and review of handicaps.

#### 16.3/1

#### Allotment of Handicap Lower Than That Calculated

**Q** In what circumstances can a club allocate a handicap lower than that calculated by clause 16.3?

- A.** The *Handicap Committee* may allot an initial whole number *Exact Handicap* less than the best adjusted score if it has reason to consider that a lower handicap is more appropriate to the player's ability. Factors to be considered include:
- previous playing history and any lower handicap previously held at the *Home Club* or at any other club. This is of paramount importance;
  - time of year and prevailing weather conditions when cards submitted;
  - information from peers;
  - a handicap held under another handicapping system.

Additional information is available in Blue Box 23/5 which gives guidance on 'Adjusting Newly Allocated Playing Handicaps' in appropriate circumstances.

## Decisions relevant to Clause 16

- 8(a) Status of 'Handicap Only' or 'Competition Handicap' (or the like) categories of golf club membership in the context of CONGU® definition of a *Member*.

## 17. QUALIFYING SCORES / QUALIFYING COMPETITIONS

Although a club committee or *Handicapping Authority* has the right to deprive certain competitions of their status as *Qualifying Competitions* this discretion should not be abused. It is considered to be outside the spirit and intent of the *UHS* to adjust the terms and conditions of an otherwise *Qualifying Competition* so that it is technically *Non-Qualifying*. Examples of situations used to circumvent and abuse the handicapping rules are:

- the imposition of a limitation to the number of golf clubs a competitor may use. (This does not refer to traditional five-club competitions and the like which may be run as *Non Qualifying Competitions*);
- intentionally moving one or more tees forward when a *Measured Course* is available and in a suitable condition for play;
- imposing a handicap allowance limitation of, for example, 7/8<sup>ths</sup>.

In addition, having allowed a competition to commence, a Committee does not have the right to subsequently declare a *Qualifying Competition* 'null and void' or 'cancelled' for handicap purposes because a pre-determined number of entries has not been met. Irrespective of the number of competitors (or entries) a CSS must be calculated and handicaps adjusted as appropriate. The Committee would, however, be within its rights to withhold prizes should a pre-determined minimum entry not be reached.

### 17.1 Scores to be recorded on a Player's Handicap Record are:

- Qualifying Scores* as defined including *Supplementary Scores* and *Nine-Hole Scores* returned in compliance with Clauses 21 and 22 respectively;
- Nett Differentials* returned in any abandoned round of a *Qualifying Competition*. In such circumstances the *Competition Scratch Score* is equal to the *Standard Scratch Score* and handicaps are not increased – See Clause 18.7;
- Disqualified Scores* in *Qualifying Competitions* – See Appendix P for interpretation of acceptable and unacceptable scores;
- scores returned in a *Qualifying Competition* played over nine or 18 holes on a course reduced in length under the provisions of Clause 13;
- scores returned in a *Qualifying Competition* played over a *Measured Course* when *Local Rules* are in operation for preferred lies (as permitted by Clause 15) or for any other purpose, provided the rules are in compliance with *Model Local Rules of Committee Procedures* or have been approved by the R&A Rules Limited;
- scores returned in a competition over more than one day (which need not be consecutive) and in which only one return is permitted; and
- scores returned in a competition extended over three or more days solely to accommodate the number of players entered.
- In **Ireland**, all relevant *Non-Qualifying* scores.

**Note 1:** *Qualifying Scores* returned in Par/Bogey and Stableford competitions must be converted into *Nett Differentials* by using the Table in Appendix D.

**Note 2:** For handicap adjustment and record purposes the entry of an incorrect score on any hole or an incorrect handicap must be corrected. Where no handicap is recorded the correct Playing Handicap must be applied. – See Appendix P regarding *Disqualified Scores*.

### 17.2 The following returns are not acceptable as *Qualifying Scores*:

- scores returned in any four-ball better ball competition;
- scores returned in competitions over other than nine or 18 holes;
- scores returned in any competition in which the form of play is not covered by the *Rules of Golf* and authorised *Local Rules*;
- scores returned in any form of competition in which competitors play in partnership with another competitor in the same playing group;



- (e) scores returned in a competition played with less than full handicap allowance unless scores are recorded with full handicap applied and a *Competition Scratch Score* calculated – see definition of a *Qualifying Competition*; and
  - (f) scores returned in an event run by any organisation which is not a *Handicapping Authority*, unless the event has been previously approved by a *Union* as a *Qualifying Competition* – see Clause 4.1(g).
- In **Ireland**, all relevant *Non-Qualifying Scores* must be recorded on a Player's Handicap Record.
- 17.3 The declaration that a competition is a *Non Qualifying Competition* disqualifies all scores returned in that competition from being used directly for handicap purposes. Thus a player returning a score below his handicap will not have his *Exact Handicap* reduced nor will a score above the *Buffer Zone* increase his *Exact Handicap* (except in **Ireland** where such adjustments are permitted). Performance in *Non-Qualifying Competitions* is only one of a number of factors to be considered in any *Review of Members' handicaps*, and especially in the Annual Review.
- 17.4 Scores returned in a Maximum Score Per Hole competition format.
- a) This is a variation of a standard Medal format competition where a maximum score per hole is defined for that competition. It is a format designed to assist with Pace of Play.
  - b) The maximum score per hole will be set at a specific value over par – e.g. 5 over par. Thus a player who fails to hole out on a hole will be credited with a score on that hole equal to the maximum score for that hole. Similarly once a player has taken a number of strokes equal to or greater than the maximum for that hole, they will be credited with the maximum score for that hole. It is expected that a player would 'pick up' at that point, taking account of the pace of play aims of this format.
  - c) Such a competition can be run as a *Qualifying Competition* subject to the Maximum Score Per Hole being set at 5 over par or greater. Setting the maximum score at 4 over par or less would render the competition *Non-Qualifying* for handicap purposes as a player with a high handicap could potentially be credited with a lower score than a Nett Double Bogey.
  - d) For handicap adjustment purposes and the calculation of the CSS, the Nett Double Bogey principle (Clause 19) will be applied.

## Decisions relevant to Clause 17

### Qualifying Competitions

- 1(a) Status of a competition when the use of fairway mats is obligatory
- 1(b) Status of a competition when artificially surfaced tees are in operation
- 1(c) Status of a competition when a local rule allowing Clean and Place in the General Area is in operation
- 1(d) Status of a competition when competitors are required to lift a ball from the fairway and place in semi-rough
- 1(e) Status of a competition when bunkers are undergoing renovation
- 1(f) Status of a competition when green staff have carried out maintenance work during the course of a competition
- 1(g) Status of a competition in which shotgun starts are employed or competitors are authorised by the committee to start other than at the first tee
- 1(h) Status of a play-off
- 1(i) Handicap to be used in event of a *Member* holding a handicap from more than one *Handicapping Authority*
- 1(j) Limitation of handicaps in *Qualifying Competitions*
- 1(k) ~~Status of a competition when a local rule permitting the use of electronic distance measuring devices is in operation~~ REMOVED
- 1(l) Status of aggregate competitions
- 1(m) Competition conditions that apply solely to the *UHS*
- 1(n) Failure to comply with a competition condition requiring entry by applying a swipe card to a computer terminal
- 1(o) Failure to report 'Away' scores affecting handicap
- 1(p) Failure to return a scorecard on completion of round causing inconvenience to Handicap Committee



1(q) Abandoned competition where no completed scores are submitted

### Qualifying Scores

- 2(a) Competitions extending over more than one round
- 2(b) Status of scores in extended competitions with eclectic or aggregate awards
- 2(d) Status of a marker in a *Qualifying Competition*
- 2(e) Status of scores returned from outside the jurisdiction of CONGU®
- 2(f) Player Score counts for 2 Competitions on the Same Day
- 2(g) Status of Individual Competition played in conjunction with a 4BBB Competition

### 17/1 'Reduction Only' Competitions

**Q.** *Are there any circumstances under which a club can run Stroke Play, Par/Bogey or Stableford competitions where handicaps can be reduced but not increased?*

**A.** A club does not have the authority to run competitions in which handicaps can be reduced but not increased. When a competition is declared *Non Qualifying* handicaps can neither be reduced nor increased. There are only two situations within the *UHS* when handicaps can be reduced but not increased. These are:

- a competition where application of the CSS calculation determines that the competition is *Reduction Only* (R/O). See clause 18.4; and
- when a competition has been abandoned for a valid reason, reductions of handicap are made on the basis that the CSS is equal to the SSS. See clause 18.7.

### 17/2 Handicap Adjustment in Par/Bogey Competition Is Less than in Stroke Play Equivalent

**Q.** *A Category One player competing in a Par/Bogey Competition finished one up on a course where the SSS, CSS and Par were the same. His nett score, had Stroke Play conditions prevailed, would have been three strokes below the CSS. By how much should his handicap be reduced?*

**A.** The Table in Appendix D is used to convert Par/Bogey and stableford scores to *Nett Differentials*. The Stroke Play score is not relevant. In the above situation 1up converted to a *Nett Differential* of -1 resulting in an *exact Handicap* reduction of 0.1 of a stroke.

### 17.3/1 Adjustment of Handicaps in Non-Qualifying Competitions

**Q.** *The Handicap Committee in our club has taken the decision to make competitions Non Qualifying for the duration of the preferred lie period. Resulting from this decision a number of competitors who played below the course SSS in such competitions are seeking a reduction in their Exact Handicap. Is this permitted?*

**A.** It is a fundamental tenet of the *UHS* that handicap adjustments can only be applied in *Qualifying Competitions* when handicaps are adjusted, upwards and downwards as appropriate, in relation to the CSS. To create a situation where handicaps can only be reduced, would distort the balance on which the system is based. To reduce the handicaps of those players scoring below the SSS in *Non-Qualifying Competitions* is considered to be an unacceptable abuse of the system. To permit the *UHS* to operate as intended, all competitions should be run, whenever possible, as *Qualifying Competitions*. A number of dispensations for winter play have been granted by CONGU® to encourage this, including preferred lies and use of artificial mats.

In **Ireland**, scores in relevant *Non-Qualifying Competitions* must be considered by the *Handicap Committee* in accordance with the provisions of Clause 23(B), with the exception of Category 1 players.

## 18. COMPETITION SCRATCH SCORE

The calculation of the *Competition Scratch Score* is a procedure employed on the day of the competition to quantify the influence of course and weather conditions on the scoring ability of the field and regulate adjustments to handicaps accordingly.

The object is to bring the improved pattern of scoring resulting from playing conditions more favourable than average, or the inferior scoring pattern resulting from conditions more difficult than average, into line with the expected scoring pattern established for golfers in each of the *Handicap Categories* in normal mid-season playing conditions.

- 18.1 At the conclusion of each round of a *Qualifying Competition*, with the exception of a Nine-Hole *Qualifying Competition*, the *Competition Scratch Score* must be calculated by following the procedure set out in Appendix B and applying Table A and, if appropriate, Table B.
    - (a) For club competitions the procedure specified in **sub-clauses 1.1 to 1.16** must be applied.
    - (b) If appropriate, the provisions of **sub-clause 2.1 to 2.4** for a *Single CSS Adjustment* may be applied for both club and open *Qualifying Competitions*.
    - (c) For 'open' competitions the procedure specified in **sub-clauses 3.2 to 3.5** must be applied subject to the provisions of **sub-clause 3.1**.
  - 18.2 In the event of one round of a *Qualifying Competition* extending over more than one day, a separate *Competition Scratch Score* must be calculated for each day.
  - 18.3 The tables in Appendix B determine what adjustment, if any, is to be made to the *Standard Scratch Score* to provide the *Competition Scratch Score* or to direct that the scores returned shall be for *Reduction Only* (indicated by R/O in the Table column heading). All *Nett Differentials* must be calculated in relation to the *Competition Scratch Score* that is established.
  - 18.4 When the number of competitors in *Categories 1, 2, 3 and 4* is fewer than ten a *Competition Scratch Score* must initially be calculated as set out in Clause 18.1. If the calculation results in a *Competition Scratch Score* of  $CSS = SSS + 3$  R/O (indicated by R/O in the Table column heading), the best nett score above *Buffer Zone* in *Categories 1, 2, 3 and 4* must then be used in conjunction with Appendix B, Table B to calculate the final *Competition Scratch Score*.
  - 18.5 When the number of competitors in *Categories 1, 2, 3 and 4* is five or fewer and when the calculated *Competition Scratch Score* is equal to, or less than the *Standard Scratch Score* the *Competition Scratch Score* shall be the same as the *Standard Scratch Score*.
  - 18.6 If, as a result of either calculation, the Tables indicate that the scores returned are for *Reduction Only*, then the *Competition Scratch Score* shall be deemed to be three strokes more than the *Standard Scratch Score*. All players who, after the application of the CSS to their scores, have returned a *Nett Differential* below zero, shall have their *Exact Handicaps* reduced to the extent dictated by the *Nett Differentials* so calculated. A *Nett Differential* of zero or above shall not result in an increase to a player's *Exact Handicap*.
  - 18.7 If a *Qualifying Competition* is abandoned for any valid reason, the *Competition Scratch Score* shall be regarded as equal to the *Standard Scratch Score* and players returning *Nett Differentials* of less than zero shall have their *Exact Handicaps* reduced to the extent dictated by the *Nett Differential*. A *Nett Differential* of zero or above shall not result in a handicap increase.
  - 18.8 If a player is a *Member* of two or more *Affiliated Clubs* and competes in a *Qualifying Competition* organised by two or more of those clubs and played over the same course and the score in one round is used in all the competitions, then the *Competition Scratch Score* applicable shall be that applied by his *Home Club* or, if none of the clubs is his *Home Club*, the highest *Competition Scratch Score* shall be applied.
- Note:** *Unions, Area Authorities* and any organisations so authorised by a *Union*, must establish the *Competition Scratch Score* for events they organise – see Clause 4.1(g).
- 18.9 When a club runs two or more separate competitions on the same day and they are of different formats a separate *Competition Scratch Score* should be calculated for each competition. If, however, all competitors in the separate competitions play from the same or different tees on a given course and the same competition format is used, the *Affiliated*

*Club* may elect to calculate one CSS using the *Single CSS Adjustment* using the procedure detailed in Appendix B (Clauses 2.1 to 2.4). Where different tees are used, the Appendix O adjustment to handicaps would not be relevant and must not be applied.

- 18.10 When a competition is run over more than one round on the same day, then a separate *Competition Scratch Score* shall be calculated for each round.
- 18.11 When a club runs a single competition in which competitors play from more than one set of tees over the same course (e.g. mixed or single gender events as detailed in Appendix O) whenever practicable, a *Single CSS Adjustment* must be calculated and applied to the SSS's of the relevant sets of tees (Appendix B Clauses 2.1 to 2.4).
- 18.12 When players compete in a *Qualifying Competition* with prizes for different classes, divisions or *Handicap Categories* only one CSS shall be calculated for the whole field.

## 18/1 Calculation of Competition Scratch Score

**Q.** *How is the Competition Scratch Score (CSS) calculated?*

**A.** The CSS table contained in Table A, Appendix B of the *UHS* is based on a statistical analysis of the known performance of golfers of different abilities (*Handicap Categories*) under a range of golfing conditions. Table A, Appendix B is based on the expectation of players returning nett scores within their respective *Buffer Zones*. In 'normal' playing conditions, for example, 30-57% of participating *Category 1* players are expected to return nett scores within their *Buffer Zone* or better (SSS+1). In contrast, in the same conditions only 23-45% of *Category 3* players are expected to return nett scores within their *Buffer Zone* or better (SSS+3). In competition situations when course conditions are more, or less, favourable than 'normal', these percentages will increase or decrease accordingly, resulting in movement of the SSS as expressed by the CSS.

The mechanics of the CSS calculation are:

- Establish the composition of the 'field' as a percentage of each *Handicap Category* excluding *Category 5* and *6*.  
e.g. 10% Cat.1    50% Cat.2    40% Cat.3 + Cat.4
- Establish the percentage of the 'field' (Cat.1 + Cat.2 + (Cat.3 + Cat.4) with a nett score within their respective *Buffer Zones*, or better e.g. 20%
- Refer to Table A in Appendix B, and if appropriate Table B.
- Using this example, the CSS would be the SSS +1.

### 18.1/1 Why is the CSS Calculation Based on Returns in Players Respective Buffer Zones?

**Q.** *Why is the calculation of the CSS based on the respective Buffer Zones of competitors in Handicap Categories 1, 2, 3 and 4?*

**A.** When *Buffer Zones* were first introduced into the CONGU Handicapping System, the *Buffer Zone* for all *Handicap Categories* was established as two strokes (SSS +2).

Differential *Buffer Zones* were subsequently introduced in line with each respective *Handicap Category*. It was established at this time that due to the average composition of fields in *Qualifying Competitions* that the resultant CSS calculations using *Buffer Zones* would not alter significantly from the existing method of calculation using SSS+2, therefore no change to the method of CSS calculation was made at this time.

In 2004, the establishment of the *UHS* introduced *Category 4* women into the CSS calculation. In addition, a significant number of competitions were found to have very small fields. To ensure parity for such fields it was determined that a move to assessing the scores of players against their respective *Buffer Zones* would increase the stability of the CSS calculation, without having a significant effect on CSS determinations in general.

For 2016, it was established that the scoring pattern for *Category 4* Men was more predictable than originally thought and so these players were also incorporated into the calculation of CSS.

**18.1/2 Influence of CSS Adjustment on Handicapping**

**Q.** *How can a situation in which the CSS reduces to one stroke less than the SSS of the course be justified? This can result in a player being denied a reduction in handicap or scoring outside his Buffer Zone.*

**A.** The Course Rating system from which the SSS is derived is based on normal mid-season playing conditions and includes an allowance for average wind speeds at the various golfing locations. When course or weather conditions are more or less difficult than 'normal', the expectation is that scoring will be affected. Scoring conditions more favourable than 'normal' include little or no wind, favourable pin positions and additional roll. In such circumstances the CSS can be one stroke less than the SSS. Conversely in unfavourable weather and course conditions the CSS can increase by up to three strokes above the SSS.

The intent of the CSS procedure is to standardise the 'reward' for equal performance in different playing circumstances. For example, by applying the CSS system the performance of a player who returns a nett score 2 strokes below the SSS on a day of high wind when the CSS is calculated to be SSS +3 (*Nett Differential* -5) equates to that of another player returning a nett score 6 strokes below the SSS on a day when the CSS is calculated to be SSS-1 (*Nett Differential* -5).

**18.1/3 Separate CSS Calculation for Each Handicap Category**

**Q.** *Why is a separate CSS not calculated for each Handicap Category?*

**A.** This question is most commonly posed by the lower handicap players on occasions when the CSS is calculated to be one stroke below the SSS. A statistical analysis of a wide range of competitions in which a separate CSS was calculated for each *Handicap Category* and compared to the overall CSS has shown that the procedure does not favour or discriminate against any of the *Handicap Categories*. Although there may be occasions when one or other of the *Handicap Categories*, if calculated separately, would result in a CSS that differed from the overall CSS, on average there is close agreement between the overall CSS and the separate CSS calculations for each *Handicap Category*.

An additional problem in calculating a separate CSS for the *Category 1* entrants [*Categories 1* and *2* for women] is that they represent, on average, less than 10% of the field in a typical club competition. This is generally a less meaningful statistical figure and could result in unrepresentative CSS values. The larger sample provides the more balanced CSS determination.

**18.1/4 Effect of a Low Score(s) on the CSS Calculation**

It is a common misconception that an extremely low score(s) has a greater influence on the CSS calculation outcome than one at the top end of the SSS + *Category Buffer Zone* range. This is incorrect. For example, in a competition held on a course with a SSS of 70, a nett 64 has no more influence on the CSS calculation outcome than a *Category 3* player returning a nett 73. It is the total number of players with a nett score within their *Category Buffer Zones* or better as a proportion of the number of participants in the competition together with their *Handicap Category* that determines the CSS.

**18.1/5 Use of Nearest to Buffer Zone CSS Calculation for Fields of Fewer Than Ten Players**

**Q.** *Surely using scores of competitors who have not attained a nett score within their Buffer Zone as a basis for the calculation is contrary to the basic principle of the Competition Scratch Score calculation?*

**A.** When it was introduced it was not envisaged that the *Competition Scratch Score* (CSS) calculation would be used on a regular basis for competitions with fewer than ten players. The precision of the calculation is significantly affected by the number of competitors. In competitions



with 'field' sizes of fewer than ten players the calculation has returned  $CSS=SSS+3$  R/O too frequently.

In small fields one player's nett score, given their relative proportion of the field, can have a very significant effect on the outcome of the CSS calculation. There is the possibility that no player will achieve a nett score within his *Buffer Zone*, even in 'normal' mid-season conditions with the resulting CSS calculating as  $CSS=SSS+3$  R/O

This can, for example, result in the situation where a competitor(s) narrowly misses his *Buffer Zone* and yet the CSS calculates as  $CSS=SSS+3$  R/O. The introduction of the two stage CSS calculation, using Table B where appropriate, addresses this situation.

Although this change represents a deviation from the standard procedure, it continues to compare returns to players' *Buffer Zones* and produces a CSS that best reflects the playing conditions for small fields.

## 19. STABLEFORD / NETT DOUBLE BOGEY ADJUSTMENT

The purpose of the Stableford adjustment is to place a limit on the maximum score that can be recorded at any hole in order to make handicaps more representative of a player's potential ability. **This control is for handicap purposes only.** It has been introduced to lessen the impact of the occasional 'bad' score on a player's Stroke Play return and to reduce the incidence of '*No Returns*' that can, on occasions, represent an undesirable proportion of the competition entry. It also allows a player who does not complete a hole, for any reason, to continue to record a score for handicap purposes, thus sustaining his golfing interest and at the same time providing useful handicap information. It is important that competitors are made aware of the intent of this clause and encouraged to take advantage of it.

The Stableford adjustment should be applied to **all** stroke play *Qualifying Scores* irrespective of whether they are made at the *Home Club* or at another club. See Clause 8.10(a).

- 19.1 Scores returned in Stroke Play *Qualifying Competitions*, whether or not all 18 holes have been completed, must be adjusted to the *Nett Differential* that would have applied if the competition had been a Stableford *Qualifying Competition*. No points shall be recorded on a hole where there is no score.
- 19.2 This adjustment is for handicap purposes only and, notwithstanding the provisions of sub-Clause 23.2, reductions of less than one stroke shall be made under this clause.

Appendix C sets out a short alternative procedure and supplementary recommendation for calculating Stableford point score reductions authorised by this clause.

### 19.1/1 Example of Application of Score Adjustment Using Nett Double Bogy

A competitor playing from a handicap of 15 returned a nett score of 70 in a Stroke Play *Qualifying Competition*. This equalled the CSS of the day. The scorecard, however, contained an 8 at the par 4, 5<sup>th</sup> hole which was Stroke Index 6. In this instance, therefore, the nett double bogey score was 7 (4+2+1) resulting in the 8 being reduced to 7 (for handicap purposes) with consequent reduction in nett score to 69 and a handicap reduction of 0.3.

Had the competitor made a 'no score' at the 5<sup>th</sup> hole rather than an 8 e.g. he lost a ball and did not put another into play, the effect, for handicap purposes would have been exactly the same i.e. a nett double bogey score of 7.

By taking advantage of this clause and completing subsequent holes, competitors have the opportunity to return scores below their handicap or within their *Buffer Zone* even though they do not have a competition score.

## 20. ALTERATION OF HANDICAPS

20.1 Handicaps are divided into the following *Categories*:

Handicap Category	Exact Handicap	Playing Handicap
1	Plus to 5.4	Plus to 5
2	5.5 to 12.4	6 to 12
3	12.5 to 20.4	13 to 20
4	20.5 to 28.4	21 to 28
5	28.5 to 36.4	29 to 36
6	36.5 to 54.0	37 to 54

- 20.2 The recording of scores must be kept by *Nett Differential*, i.e. the difference (+ or -) between the player's nett score (after the application of Clause 19 as appropriate) and the *Competition Scratch Score* or, if applicable, the *Standard Scratch Score*. The date, *Nett Differential*, *Exact Handicap* and *Playing Handicap* must be recorded in the Player Handicap Record together with the supplementary information shown in Appendix I, Specimen Player Handicap Record.
- 20.3 If a player returns a *Nett Differential* within his *Buffer Zone* (including Clause 19 adjustment, if appropriate) his *Exact Handicap* is not changed.

A *Buffer Zone* is the tolerance, above the calculated *Competition Scratch Score*, allowed in a nett score return, before an increase in handicap is applied. The *Buffer Zone* is one stroke above the calculated *Competition Scratch Score* for *Category 1* and increases in one stroke increments up to six strokes above the *Competition Scratch Score* for *Category 6*

This increasing tolerance is based on the differing scoring patterns of golfers of varying ability and the *Buffer Zone* specific to each *Handicap Category* has been derived statistically to provide that competitors from all *Handicap Categories* in a *Qualifying Competition* have the same likelihood of playing to their *Buffer Zone* or better.

- 20.4 Subject to the provisions of Clauses 18.4 and 18.5, if a player returns a score with a *Nett Differential* above his *Buffer Zone* (including Clause 19 adjustment, if applicable) or records a 'No Return' his *Exact Handicap* is increased by 0.1.
- 20.5 If a player returns a *Nett Differential* of less than zero his *Exact Handicap* is reduced by an amount per stroke that the *Nett Differential* is below zero, the amount per stroke being determined by his *Handicap Category*.
- Note:** *Qualifying Scores* returned in Par/ Bogey and Stableford competitions must be converted into *Nett Differentials* by using the Table in Appendix D.

20.6 *Exact Handicaps* must be adjusted as follows:

<i>Handicap Category</i>	<i>Exact Handicap</i>	If <i>Nett Differential</i> is		
		<i>Within Buffer Zone</i>	<i>Above Buffer Zone</i>	<i>Below Buffer Zone</i>
		No change	Add	Subtract for each stroke below
1	Plus to 5.4	0 to +1	0.1	0.1
2	5.5 to 12.4	0 to +2	0.1	0.2
3	12.5 to 20.4	0 to +3	0.1	0.3
4	20.5 to 28.4	0 to +4	0.1	0.4
5	28.5 to 36.4	0 to +5	0.1	0.5
6	36.5 to 54.0	0 to +6	0.1	0.6

(See Appendix E for detailed handicap adjustments.)

**For Example:**

If a player with an *Exact Handicap* of 11.2 returns a score with *Nett Differential* of +4 his *Exact Handicap* becomes 11.3. If he then returns a score with a *Nett Differential* of -7 his *Exact Handicap* is reduced by  $7 \times 0.2 = 1.4$ . i.e. to an *Exact Handicap* of 9.9 and his *Playing Handicap* is 10 which immediately becomes his new handicap.

20.7 When a player's handicap is to be reduced so that it goes from a higher *Handicap Category* to a lower *Handicap Category*, it must be reduced at the rate appropriate to the higher *Category* only so far as brings his *Playing Handicap* into the lower *Handicap Category* and the balance of the reduction shall be at the rate appropriate to the lower *Handicap Category*.

**For Example:**

If a player with an *Exact Handicap* of 21.2 returns a score with *Nett Differential* of -6 i.e. 6 strokes below his *Playing Handicap* of 21, his *Exact Handicap* is reduced as follows:

$$21.2 - (2 \times 0.4) = 20.4$$

$$20.4 - (4 \times 0.3) = 19.2$$

20.8 A player whose *Exact Handicap* is X.5 or above must be given the next higher handicap, e.g. An *Exact Handicap* of 12.5 would be rounded to a *Playing Handicap* of 13. This applies when handicaps are increased or reduced.

**Note:** An *Exact Handicap* of +0.5 is rounded up to a *Playing Handicap* of scratch (0) and not +1. Likewise, an *Exact Handicap* of +3.5 is rounded up to a *Playing Handicap* of +3.

20.9 Alterations to *Playing Handicaps*, increases and decreases, must be made as soon as practicable after the close of a competition or after the score(s) becomes known to the *Home Club*. The alterations must be displayed immediately in a prominent position at the club and posted by the *Home Club* to the CDH.

20.10 Increases in *Exact Handicaps* should not be subject to restriction unless a *Union* so directs. A *Union* may restrict the increase of *Exact Handicaps* to a maximum of 1.0 stroke in a calendar year except for increases granted under Clause 23.

**Ireland** directs that the increase of the lowest *Exact Handicap* under this clause is restricted to a maximum of 1.0 stroke for Category 2 and above, it does not apply to Category 1 players. **England**, **Scotland** and **Wales** make no direction under this clause.

20.11 If a player returns a *Qualifying Score* or *Scores* below his *Playing Handicap* at his *Home Club* or away and is unable to:

- report an away score(s) to his *Home Club*; or
- ascertain whether or not his *Playing Handicap* has been reduced as a result of the score(s)



he must, before playing in another competition at his *Home Club* or away, for that competition make such reduction to his *Playing Handicap* as shall be appropriate under the *UHS* by applying the *Competition Scratch Score* if known, otherwise the *Standard Scratch Score*, to calculate his *Nett Differential* and handicap reduction.

Should a player not know his *Exact Handicap*, such reduction should be made from his *Playing Handicap* less 0.5, (e.g. If *Playing Handicap* is 16 then reduction should be from 15.5).

- 20.12 **Handicap reductions only shall be applied under this sub-clause. Handicap increases may only be made by a player's *Home Club* after scores have been duly reported and published in accordance with Clause 20.9.**

#### Decisions relevant to Clause 20

- 4(a) Alteration of handicaps in the course of a competition over more than one round.
- 4(b) Treatment of players who withdraw from the 2nd or subsequent round of a competition played over more than one round.

## 21. SUPPLEMENTARY SCORES

The *UHS* is based on the expectation that every player will return a sufficient number of scores to provide reasonable evidence of his current ability. To operate in the intended manner, the *UHS* requires information i.e. the return of *Qualifying Scores* to produce handicaps that reasonably reflect current ability.

Although golf club committees and administrators may consider that in the course of a playing season they organise an adequate number of competitions to provide ample opportunity for *Members* to participate, investigation has confirmed that a substantial number of *Members* do not return sufficient scores in the period between *Annual Reviews* to maintain a handicap that reasonably reflects their current ability. This may in part be due to:

- work or family commitments preventing participation in competitions;
- difficulty in obtaining an acceptable starting time on competition days in clubs with a large playing membership; or
- a declining desire to play regular competitive golf.

*Supplementary Scores* provide players in the above situations and the like an alternative format in which to submit scores for handicap purposes and augment the often sparse information derived from competition play. They can provide more evidence of playing ability for a wider range of players so making handicapping more equitable and golf under handicap conditions more meaningful for all concerned. This recognises that the more scores entered on to a players handicap record, the more accurate their handicap will be.

A *Member* may return a *Supplementary Score* for handicapping purposes in compliance with the conditions set out below.

- 21.1 *Supplementary Scores* apply to all *Handicap Categories* (subject to 21.4 below).
- 21.2 A *Supplementary Score* may be returned at any *Affiliated Club* of which the player is a *Member*.
- 21.3 An acceptable score for *Supplementary Score* purposes is any authenticated score under *Competition Play Conditions* in compliance with the conditions listed in this clause and played over either:
  - (a) an 18-hole *Measured Course* in either Stroke Play or Stableford format; or
  - (b) a *Designated Nine-Hole Course* in a Stableford format.
- 21.4 A *Member* is limited to a number of *Supplementary Scores* in each year as detailed in below:
  - (a) subject to (c) below, *Category 1* players may only return *Supplementary Scores* during the period 1 September to 31 December and only to the extent necessary to ensure that the minimum requirement for *Qualifying Scores* under Clause 25 is met. *Category 1* players may only return *Supplementary Scores* over 18 holes;
  - (b) any number of *Supplementary Scores* may be returned annually by players in *Categories 2 to 6*;
  - (c) a *Union* has the discretion to permit *Category 1* players with handicaps in the range 2.5 to 5.4 to return *Supplementary Scores* in a calendar year. Such scores may only be returned at the player's *Home club* within that *Union's* jurisdiction.

**Scotland** directs that *Category 1* players within this handicap range may take up this discretion. **England**, **Ireland**, and **Wales** make no such direction.

- (d) A *Category 1* player has an additional dispensation when they commence the calendar year without a 'Competition' status. They may submit *Supplementary Scores* at any time of the year, but only in sufficient numbers to regain the 'c' status (i.e. a maximum of 3).

- 21.5 There is no limit to the number of *Supplementary Scores* returned in a week.
- 21.6 **A player intending to return a *Supplementary Score* is required to signify his intention prior to commencement of play in the manner determined by the *Affiliated Club*.**
- 21.7 A *Competition Scratch Score* is not calculated and adjustments to handicap, in accordance with Clause 20.6 for 18-hole scores, shall be made in respect of the *Standard Scratch Score*. For nine-hole *Supplementary Scores* adjustments to handicaps shall be made in accordance with Clauses 22.5 to 22.9.
- 21.8 Stroke Play returns are subject to Stableford/Nett Double Bogey Adjustment in compliance with Clause 19.
- 21.9 The *Supplementary Score* must be recorded in the Player Handicap Record.
- 21.10 If a player who has registered for a *Supplementary Score* subsequently does not return a card an increase in handicap of 0.1 must be applied.
- 21.11 Returns may be subject to action under Clause 23 B if malpractice is suspected.
- 21.12 When *Supplementary Scores* are returned at an *Away club* the *Member*:
- (a) must register his/her intent to play in the manner directed by that club;
  - (b) must return the card to the *Away Club*; and
  - (c) must ensure that the score is returned to his/her *Home Club*, taking a copy or duplicate card if necessary.
- 21.13 When a *Member* returns a *Supplementary Score* at an *Away Club* that club:
- (a) must retain the card as for cards submitted by *Home* players;
  - (b) should, if the club's ISV software so permits, enter the score into the system and return it to the *Home Club* via the CDH; and
  - (c) shall assist the *Home Club*, if necessary, in confirming whether the player has discharged his/her responsibilities in ensuring that all *Supplementary Scores* from *Away clubs* have been returned.

**Note:** In submitting *Supplementary Scores*, players need to ensure that they are not in breach of Rule 5 (Practice) of the R&A *Rules of Golf*. A *Supplementary Score* may be submitted after the final round of the day of a multi-round competition.

## 21/1 Return of a Supplementary Score in a Non Qualifying Competition

**Q.** A club committee has declared a competition to be a Non-Qualifying Competition. May competitors play in the competition and concurrently return a *Supplementary Score*?

**A.** No.

## 22. NINE-HOLE QUALIFYING COMPETITIONS

Evidence from golf clubs indicates that a significant number of *Members*, due to increasing demands on their working and family life for example, are unable to play 18-hole *Qualifying Competitions* frequently enough to establish and maintain a handicap representative of their potential ability.

Consequently, in response to the changing needs of the game and the *Members* of our *Affiliated Clubs*, *Qualifying Competitions* over nine holes continue to be offered within the UHS to provide additional opportunities for the return of *Qualifying Scores*.

*Nine-Hole Qualifying Competitions* are proving to be particularly attractive to clubs and their *Members* in summer evenings and in the restricted daylight hours of winter weekends. They are also the means by which a greater number of senior golfers are making returns for handicap purposes.

The format for *Nine-Hole Qualifying Competitions* is either Stableford or Medal; however all scores are treated as Stableford for handicap adjustment purposes. A 'neutral' 18 points for the nine holes not played is added to the nine-hole Stableford score to determine whether players have played within, or better than, their *Buffer Zones*. For handicap purposes, when a player fails to return a score within their *Buffer Zone* the points accumulated over the nine holes played is doubled. This

provides a more realistic indication of ability for handicap review than the former practice of adding 18 points to the outside of *Buffer Zone* scores.

Whilst the UHS offers opportunities to play *Nine-Hole Qualifying Competitions* there is no desire to change the traditional way in which competitive golf is played over 18 holes.

Representations to CONGU® have suggested that it would be of benefit to clubs to be able to offer 9-Hole Open Competitions. Accordingly these have been incorporated into the UHS, to be run in the same way as Club 9-Hole competitions.

*Qualifying Competitions over Designated Nine-Hole Courses* may be conducted by *Affiliated Clubs* for all *Members*, (i.e. both *Home* and *Away* players) and *Visitors* in Open Competitions. The scores must be recorded as *Qualifying Scores* in the Player Handicap Records (or returned to the Visitors Home Club in an Open Competition via the CDH), subject to the following provisions:

- 22.1 The *Designated Nine-Hole Course* shall have a *Standard Scratch Score* issued by the *Union* and expressed as an 18-hole value. *Standard Scratch Scores* may be allocated for any number of tees over the *Designated Nine-Hole Course*.
- 22.2 **Nine-Hole Qualifying Competitions may be in Stableford or Medal format, though those in Medal format are simply a Result Presentation Option and handicap adjustments will be made on the basis of the Stableford Points generated as a result of the strokes on each hole.**
- 22.3 A *Nine-Hole Competition Handicap Allowance* must be calculated as follows:  

$$[\text{Exact Handicap} + \text{Nine-Hole SSS} - (\text{Nine-Hole Par} \times 2)] / 2$$
For example, if the player has an *Exact Handicap* of 12.8 and the *Nine-Hole SSS* and *Par* are 69 and 34 respectively the *Nine-Hole Competition Handicap Allowance* is:  

$$[12.8 + 69 - (34 \times 2)] / 2 = [12.8 + 69 - 68] / 2 = 6.9 \text{ rounded to } 7.$$
Where the *Nine-Hole Competition Handicap Allowances* calculated for players differ from their *Playing Handicaps*, the Committee must make the players aware of their total stroke allowances for the competition. It is recommended that the *Nine-Hole Competition Handicap Allowance* is recorded on the player's scorecard alongside the player's *Playing Handicap*. (see also Note 1 below).

- 22.4 Handicap strokes must be taken according to the *Stroke Index* for the *Designated Nine-Hole Course*.

For example, in the nine holes to be played the stroke indices in hole-number sequence are as follows:

Hole No.	1	2	3	4	5	6	7	8	9
SI from the 18-hole scorecard	14	10	4	16	2	8	6	12	18
SI for the nine-hole scorecard	7	5	2	8	1	4	3	6	9

The player in the example outlined in Clause 22.3, in receipt of 7 strokes for the nine holes, would receive them at holes 1, 2, 3, 5, 6, 7 and 8.

- 22.5 Players in all *Handicap Categories* may return scores for handicap purposes in *Nine-Hole Qualifying Competitions*.
- 22.6 Initially, eighteen Stableford points must be added to the result over Nine-Holes to obtain a *Qualifying*. As the Handicap Allowance calculation in 22.3 above sets a target to-handicap score of 36 points, this *Qualifying Score* is assessed against 36 points and the *Buffer Zones* in 22.9 below. A *Qualifying Score* higher than 36 points will generate a negative *Nett Differential* and the *Exact Handicap* reduced to the extent dictated by that *Nett Differential*. A *Qualifying Score* within the relevant *Buffer Zone* shall result in no adjustment to the *Exact Handicap*. A *Qualifying Score* which is below the relevant *Buffer Zone* shall result in the *Exact Handicap* increasing by 0.1. Note that no CSS calculation is carried out for Nine-Hole competitions and there is no situation where a *Reduction Only* outcome can arise.

- 22.7 For the purposes of the Handicap Record, and hence the *Annual Review*, the treatment of scores above the *Buffer Zone* is different. Players returning a *Nett Differential* above the relevant *Buffer Zone* shall have recorded a sum equal to double the number of actual points scored over the nine holes. Players returning a *Nett Differential* within or below the relevant *Buffer Zone* shall continue to have recorded the sum of the actual number of points scored over the nine holes plus the neutral eighteen points.
- 22.8 A *Competition Scratch Score* shall not be calculated. If a competition is abandoned for any valid reason players returning *Nett Differentials* below the *Standard Scratch Score* must have their *Exact Handicaps* reduced to the extent dictated by the *Nett Differential*. A *Nett Differential* of zero or above shall not result in a handicap increase.
- 22.9 The following *Buffer Zones* apply to *Qualifying Scores* over Nine-Holes:

<i>Handicap Category</i>	<i>Buffer Zone (Stableford Points)</i>
1	36
2 & 3	35-36
4, 5 & 6	34-36

- 22.10 A *Qualifying Competition* over nine holes must not be part of an 18-hole *Qualifying Competition*.

**Note:** When playing in nine-hole *Qualifying Competitions* or submitting a nine-hole *Supplementary Score* at an *Away Club* of which he is a *Member* or as a *Visitor* in an *Open Competition*, the player is responsible for verifying that his correct *Exact Handicap* is used in the calculation of the *Competition Handicap Allowance* under 22.3 above.

## 23. REVIEW OF HANDICAPS

The *Annual Review* (AR) is an essential part of the handicapping process. The AR is an audit procedure whereby the *Handicap Committee* assesses annually the handicaps of all *Members* so that it is satisfied that players' handicaps reflect, as far as practicable, their current playing abilities.

It cannot be over-emphasised that uniformity of handicapping can only be achieved if all *Handicap Committees* apply the same basic principles in the same way. This applies as much to the conduct and application of the *Annual Review* and *General Play Adjustments* as it does to ensuring that all the correct procedures are followed in the routine administration of handicaps related to players' scores in *Qualifying Competitions*.

Many *Handicap Committees* will consider they have the experience to carry out the AR without help, but even these committees may not approach the assessment of player performance in the same way, and may reach different conclusions based on the same data. After considerable research into scoring patterns and player performance a computerised system of player assessment has been developed to assist *Handicap Committees* conduct the AR. Since the introduction of the AR procedure it has been established that the process, as presented in the *Annual Review* report prepared by the licensed handicapping software, provides a robust method for assessing players' scoring potential based on the returns made in *Qualifying Competitions* and their abilities as represented by their handicaps.

In carrying out the AR, *Handicap Committees* should recognise that the majority of players who have returned a reasonable number of *Qualifying Scores* through the year will most probably have had appropriate handicap adjustments applied by the UHS to take account of any change in playing ability. However, there are occasionally players who may be improving somewhat faster than the handicap changes performed by the handicapping process, or who are declining in ability at a rate that the application of the 0.1 increase per round is insufficient to reflect the deterioration in scoring potential. It is this latter group in particular that the AR process can identify and allow *Handicap Committees* to apply increases to rectify the imbalance that has developed between the player's handicap and playing ability.

As three *Qualifying Scores* are the accepted minimum number to maintain a competition handicap the AR procedure does recommend handicap adjustments for players who have returned between three and seven *Qualifying Scores*. Such a low number of *Qualifying Scores* does not allow for the assessment of player ability from the pattern of scores. The recommendations for handicap



adjustments for players submitting fewer than seven scores per annum are, therefore, made only after applying a much larger margin for error, than that applied to players who have returned seven or more scores.

#### (A) ANNUAL REVIEW

- 23.1 The *Handicap Committee* is required to carry out an *Annual Review* of the handicaps of all *Members* for whom it is the *Home Club* – see Clause 7.7(i). This review must be conducted in compliance with the requirements of Appendix M.
- 23.2 If the *Handicap Committee* determines that a player's *Exact Handicap* is too high and does not reflect his current playing ability the *Handicap Committee* should, subject to the provisions of Clause 23.4, reduce his *Exact Handicap* to the figure it considers to be appropriate. Except when a *Union* determines otherwise, the reduction must not be less than one whole stroke. Fractional reductions in excess of one stroke are permitted. In **Ireland**, fractional reductions of less than one whole stroke are permitted.
- 23.3 (a) If the *Handicap Committee* determines that a player's *Exact Handicap* is too low and does not reflect his current playing ability the *Handicap Committee* should, subject to the provisions of Clause 23.4, recommend to the *Union*, or *Area Authority* if so delegated, that his *Exact Handicap* should be increased to the figure it considers appropriate. Except when a *Union* determines otherwise, the increase shall be not less than one whole stroke. Fractional increases in excess of one stroke are permitted. In **Ireland**, fractional increases of less than one stroke are permitted.
- (b) In the event of a *Union* delegating to *Home Clubs* the unconditional authority to increase the handicaps of players in any of the *Categories 2, 3, 4, 5 and 6 Home Clubs* need not submit to the *Union* or *Area Authority* proposals in respect of any changes of handicaps of players in the nominated *Categories*. In **Ireland** this authority is not so delegated and all proposed increases in handicap must be submitted to the appropriate *Area Authority* for prior approval.
- 23.4 When the *Handicap Committee* has decided that the:
- (a) *Exact Handicap* of a *Category 1* player should be reduced or increased; or the
- (b) *Exact Handicap* of a *Category 2* player should be reduced into *Category 1*; or the
- (c) *Exact Handicap* of any player should be increased (subject to any direction made pursuant to Clause 4.5(a) and 23.3(b))
- then the *Handicap Committee* must refer the matter to the *Union*, or *Area Authority* if so delegated, with its recommended adjustment. The *Union* or *Area Authority* shall then authorise the recommended variation, reject the recommendation or refer the matter back to the *Handicap Committee* for further consideration. The *Union* or *Area Authority* must be supplied with all the information upon which the recommendation is based and with any further information required.
- England** and **Ireland** delegate responsibility for the approval of *Category 1* adjustments to their *Area Authorities*. **Scotland** and **Wales** make no delegation under this clause.
- 23.5 The *Handicap Committee* must advise a player of any change of handicap under this clause and the change will become effective when the player becomes aware of the adjustment.

Unlike changes to handicap resulting from participation in *Qualifying Competitions*, adjustments of handicap under this Clause are not of a routine nature and often cannot be anticipated by the players affected. Consequently, it is not considered to be sufficient for a *Handicap Committee* merely to post a list of changes on the club notice board. Individual *Members* should be notified in writing or by some other agreed method of communication adopted by the club.

- 23.6 The *Union*, *Area Authority* or *Home Club* shall direct the appeal procedure to be made available to a player should he be dissatisfied with a determination under the foregoing sub-clauses.

**Note:** A computer generated report has been designed to assist the *Handicap Committee* in the *Annual Review* – see Appendix M

**23/1 Requirement for an Annual Review of Handicaps**

**Q.** *Why is an Annual Review of handicaps necessary? Surely the UHS, by using Qualifying Scores to adjust handicaps does this routinely.*

**A.** For the majority of players who play regularly in competitions this is correct. However, there are a number of reasons why the *Handicap Committee* must carry out an *Annual Review* including the following:

- even for those players who take part with reasonable regularity in *Qualifying Competitions*, particularly those of declining ability, the system can be too slow to react to changes in their standard of play and, by looking at all the returns over the twelve month period, trends that may not be apparent on a week-to-week basis are highlighted;
- to promote fair and equitable handicapping, it is just as important to increase handicaps, where necessary, as it is to reduce them;
- in general, players who have been recently allotted a handicap have the potential to improve more rapidly than the system can take account of, and such players should be reviewed at the end of their early seasons to ensure that they are correctly handicapped;
- players may be infrequent competitors in *Qualifying Competitions* and so have few opportunities to reduce their handicaps in line with their improved standard of play. They may compete frequently, however, with success in other forms of golf and their handicaps may require adjustment to reflect this.

For these reasons the *Annual Review* is an important element in the handicapping process at every club. It should be carried out by the *Handicap Committee* which should have as much information as is available to it when conducting the review.

**23/2 Conducting the Annual Review**

**Q.** *The Handicap Committee is required to review the handicaps of all Members annually. Our club has a large membership, is a review of this nature not an impossible task?*

**A.** It is recognised that, for large memberships, the *Annual Review* is difficult to undertake effectively. To address this problem a feature, 'The Annual Review Report', has been incorporated into the licensed software packages. This report is designed to assess the performance of all players who have returned three or more *Qualifying Scores* in the review period and is based on the expected playing performance of players with respect to their *Handicap Category*. The report 'flags-up' players who require consideration as detailed in Appendix M. It should be emphasised that it is not the intention that every player 'flagged-up' qualifies automatically for an increase or decrease in handicap. Any adjustment should only be made when all the evidence available on the player has been considered.

It is recommended that the *Annual Review* should be conducted over the winter period from 1 October at a time convenient to the *Handicap Committee* or as directed from time to time by the Union

**23/3 Why are the Annual Review Recommendations not Automatically Processed?**

**Q.** *If CONGU® is satisfied that the AR procedure provides a robust method of assessing the correctness of a player's handicap why are the handicap adjustments not applied automatically?*

**A.** The formula linking scores to handicap is based on players fulfilling their responsibilities under the UHS; i.e. trying at all times to make the best score possible on the day, and where this is the case there is substantial evidence that the procedure does reflect reality.

It is known that there are players who do not always fulfil their responsibilities and use the system to increase their chances of success. It is impossible for a computer program to differentiate between the player who is genuinely trying his best but struggling to play to his handicap and the player who is deliberately building a handicap. An automatic system based purely on the scores submitted would increase the handicap of the latter which could allow the player to gain further advantage. In addition, the software can only take into account *Qualifying Scores*. Many players play a substantial number of match play and other *Non-Qualifying Competitions* which are not included in the analysis. It is only the *Handicap Committee* taking all factors into consideration before ratifying any recommendation that can make the necessary differentiation and determination.

**23/4 Applying the Recommendations of the Annual Review**

**Q.** *A player having been increased after the AR appeals as he does not want a higher handicap than he had. Would the Handicap Committee be justified in rescinding the recommended handicap increase as it considers having a player with too low a handicap can only affect the player's ability to play to his handicap and affects no-one else?*

**A.** The *Handicap Committee* would be incorrect in thinking that having too low a handicap only affects the individual. In fact not acting on recommendations leaving players with handicaps that are too low could well affect every other handicap in the club, due to the potential impact on the *Competition Scratch Score (CSS)*. This is particularly relevant in *Qualifying Competitions* with small field sizes. Increases recommended in the *AR Report* should be implemented unless the *Handicap Committee* has good reason (e.g. performance in *Non Qualifying Competitions*, match play etc) not to apply an adjustment.

**(B) GENERAL PLAY ADJUSTMENT**

**23.7** In exceptional circumstances the *Handicap Committee* may adjust the handicap of a player in the period between *Annual Reviews* if there is compelling evidence that his *Exact Handicap* does not reflect his current playing ability. Appendix M must be consulted for guidance.

In **Ireland**, where appropriate, handicaps shall also be adjusted in respect of relevant *Non-Qualifying Scores* – see Clause 4.5(b). Adjustments must be calculated on the *Nett Differential* between the actual score, adjusted under Clause 19 if required, and the SSS of the course played.

**23.8** *General Play Adjustments* should be made in accordance with the provisions of Clauses 23.2 to 23.6. Since a *General Play Adjustment* is not an adjustment that a player can anticipate *Handicap Committees* must advise players when such an adjustment has been applied.

**23.9** The *Handicap Committee* or other body organising a competition at a club which is not the player's *Home Club* may, if it considers that his handicap is too high, reduce that handicap. Any reduction made under this clause shall apply only to the competition for which it is made.

**Note:** If the handicap of any player is reduced other than to the extent required by Clause 20 or by the correct application of Clause 23, the player's handicap will not be a *CONGU® Handicap* and must not be used in any competition for which a *CONGU® Handicap* is required.



### (C) EXCEPTIONAL SCORING REDUCTION (ESR)

It is accepted within the *UHS* that a player may on occasion return a low nett *Qualifying Score*. Such a score will automatically attract a handicap reduction within the *UHS*, relative to the player's *Handicap Category*.

However, if a player returns more frequent low scores than would be expected for their *Handicap Category* this probably indicates a significant change of golfing ability. This can occur, for example, if a beginner or junior golfer is rapidly improving, if a player's circumstances have changed allowing him/her to play more competitive golf or if an initial handicap allotment has been made based on limited information available on a new *Member's* golfing ability and requires realignment. The *ESR* mechanism makes a further reduction in the player's handicap, based on both the level of the scores returned and their frequency, in accordance with the *Exceptional Scoring Reduction Table* below.

When a player returns a *Qualifying Score* with a *Nett Differential* of -4, or below, in a calendar year this triggers the *ESR* algorithm, setting an initial marker. An *ESR* calculation will be initiated the next time a *Nett Differential* of -4 or lower is returned by the player. The average *Nett Differential* of the two scores is then compared to the number of rounds in the sequence to establish an *ESR*. For this reason reductions of less than one stroke may be recommended as, when combined with the decrease applied by the system, the overall reduction will always be more than one stroke.

The case for applying an *ESR* increases as the average of the two *Nett Differentials* becomes lower and the number of scores in the sequence reduces.

- 23.10 At the discretion of the *Union*, *Handicap Committees* must, following submission of two low *Qualifying Scores* (*Nett Differential* of -4 or better), by a *Member*, within a calendar year apply an *Exceptional Scoring Reduction* which will further decrease a player's handicap, over and above any handicap decreases already applied by the *UHS*.

#### EXCEPTIONAL SCORING HANDICAP REDUCTION TABLE

		Number of Qualifying Scores in the sequence		
		4 or less	5 to 9	10 or more
Average of the two Low Qualifying Score Nett Differentials	-4.0 to -6.0	1 stroke	0.5 stroke	No change
	-6.5 to -9.5	2 strokes	1 stroke	0.5 stroke
	-10 or less	3 strokes	2 strokes	2 strokes

**England**, **Ireland** and **Wales** direct that the *ESR* process is applied by *Affiliated Clubs* within their jurisdictions. **Scotland** directs that the *ESR* process is not applied.

- 23.11 The *Exceptional Scoring Reduction* does not apply to Category 1 players.
- 23.12 An *ESR* will be restricted where it would reduce a *Category 2* player into *Category 1*. Handicap reductions in such situations will only be able to reduce a player's handicap to 5.5.
- 23.13 Each chronological pair of *ESRs* in each calendar year is considered independently of the next or previous pair of *ESRs*; there is no compounding of scores.
- 23.14 An *ESR* is triggered within a *Nine-Hole Qualifying Competition* by a score of 22 points or more for the nine holes played i.e a score of 40 points once the neutral 18 points have been added.
- 23.15 Although calculated automatically by the ISV software, such adjustments are not ones that can be anticipated by players. Accordingly, *Handicap Committees* must advise players when such a reduction has been applied and the handicap adjustment only comes into effect when the player has been so advised.

### Application of the *Exceptional Scoring Reduction Table*

#### Example 1:

- A player with an *Exact Handicap* of 18.6 returns a sequence of *Nett Differentials* -4, 8, 7, 5, 11, 3, -7, ending after the last score with a CONGU® UHS calculated *Exact Handicap* of 15.7, *Playing Handicap* 16;
- The first -4 *Nett Differential* returned triggers the *ESR* process;
- The -7 *Nett Differential* initiates an *ESR* calculation;
- The number of rounds in the sequence is 7;
- The average *Nett Differential* of the two *Exceptional Scores* returned is -5.5;
- From the above *Exceptional Scoring Reduction Table* an *ESR* of 0.5 stroke is applied further reducing the player's CONGU® *Exact Handicap* to 15.2, *Playing Handicap* 15.

#### Example 2:

- A player of *Exact Handicap* 7.6 has the same *Nett Differentials* as in Example 1 above and his CONGU® UHS calculated *Exact Handicap* at the end of the sequence was 5.9;
- The *ESR* process makes a further reduction of 0.5 stroke to that applied automatically;
- However as this would reduce the player's handicap to 5.4 the *ESR* process would adjust to give a 0.4 stroke reduction taking the player to the lower limit of *Category 2*, i.e. a revised CONGU® *Handicap* of 5.5.

### 23/5 Adjusting Newly Allocated Playing Handicaps

Q. *Handicap Committees are advised to monitor the early returns of players with newly allocated handicaps. In what circumstance should the Handicap Committee take action?*

A. Assigning handicaps to new *members* is one of the most important functions of a *Handicap Committee*. Following the inputting of the score details from the requisite number of cards, the computer program calculates a handicap. This should be regarded as a recommendation that should be reviewed with reference to factors such as time of year, prevailing weather conditions, previous playing history, and the most recent past handicap held, where applicable, before a handicap is allotted.

The following are examples of instances where the *Handicap Committee* did not, or was not able to, determine this essential information and the players were awarded initial handicaps that were higher than the players were entitled to.

Player	Handicap Allocated	Early Scoring Sequence	Comments
A	23	-2, -2, NR, -2, -5	After 6 months handicap was 12.7
B	15	0, -3, 0, -6	After 12 Competitions handicap was 8.1
C	27	-1, 0, -7, 1	After 12 Competitions handicap was 20.2

In allocating and reviewing a new handicap the *Handicap Committee* has to be seen to be fair not only to the player but also the rest of the membership. If initial handicaps allocated to new *members* are too liberal the new members enjoy an unfair competitive advantage.

In the examples cited above, the *Handicap Committee* would be justified in applying a *General Play Adjustment* after the return of early scores to adjust the respective handicaps to a level more reflective of playing ability.

**Q.** *My club routinely reduces the handicap of players who play more than five shots under their handicap by at least one shot more than the reduction applied by the UHS. They call this a General Play cut is this acceptable?*

**A.** Absolutely not, if the score is just one isolated score. Except in the case of a newly handicapped Member's initial *Qualifying Score(s)*, an extra handicap reduction on the basis of just one exceptional score cannot be justified in any circumstances. A *General Play Adjustment* is exactly that - a reduction / increase based on the **general** play of the player. However, if there is a pattern over time that indicates the player is playing better than expected for his *Handicap Category* then a *Handicap Committee* would be justified in applying a *General Play Adjustment*.

*General Play Adjustments* are merely reactions to exceptional situations that can occur through the season e.g. within small field competitions where handicap increases may be restricted due to the CSS calculating as  $CSS=SSS+3$  R/O. Any adjustments should be made under the same criteria used in the *Annual Review*. It would not be expected, on other than medical grounds, for a *General Play Adjustment* to be used to make an upward adjustment of handicap. Any such adjustment should be applied at the *Annual Review*.

#### (D) CONTINUOUS HANDICAP REVIEW

Examination of scoring patterns shows that a series of seven or more consecutive increases of 0.1 is indicative that a player may be under-handicapped. The most frequent causes of such a situation are:

- a decline in the player's ability often associated with increasing age or as a result of change in health or other personal circumstances; and
- a previous large reduction in handicap brought about by a 'day in the sun' score or 'purple patch' uncharacteristic of the general performance of a player and which is likely to be unsustainable. In such cases, the rebalancing mechanism of 0.1 increases can take a long time for a player to reach a handicap reflective of underlying ability.

For *Handicap Committees* it is often difficult to identify such players at an early stage with the result that the player may lose interest in competing. In addition, under-handicapped players who do compete can exert unwarranted upward pressure on the CSS calculation. To assist in identifying such players a report has been developed within the ISV software to list players who have seven or more consecutive 0.1 increases (excluding any Reduction Only CSS competitions or abandoned competitions). Advice on using the report is now available in Appendix Q of this manual.

23.16 *Handicap Committees* should review the handicaps of players to identify those players who are under-handicapped by running the Continuous Review Report on a quarterly basis during the playing season. This report runs on a rolling basis and does not re-set at the end of a calendar year.

23.17 Using the principles of the *Annual Review*, the *General Play Adjustment* and the advice document on the CONGU® website, *Handicap Committees* should apply a Continuous Review Increase (CRI) when deemed appropriate and continue to monitor the performance of such players closely. In **Ireland**, any increase must be sanctioned by the Area Authority before being applied.

23.18 As a CRI is not an adjustment that a player can anticipate *Handicap Committees* must advise players when such an increase has been applied.

#### Decisions relevant to Clause 23

- 5(a) Consequences if a reduction of handicap under Clause 23 (Review of Handicaps) is inappropriately applied.
- 5(b) General Play Adjustment applied at a time when the player has not returned relevant 'Away' scores – consequent action.

24. SUSPENSION AND LOSS OF HANDICAP

SUSPENSION AND LOSS OF HANDICAP

- 24.1 The handicap of a player shall be suspended by a *Union*, *Area Authority* or a player's *Home Club* if in its opinion he has:
- (a) constantly or blatantly failed to comply with the obligations and responsibilities imposed by the *UHS*, or
  - (b) conducted himself in a manner prejudicial to the interests of his *Union*, *Area Authority* or *Home Club* or to the Game of Golf.
- The player must be notified of the period of suspension and of any other conditions imposed. A player's handicap must not be suspended without first affording him the opportunity of appearing before the disciplinary committee or other body.
- 24.2 Disciplinary proceedings in respect of an alleged offence committed at a player's *Home Club* shall be initiated and determined by his *Home Club*. In all other cases, *Unions* shall direct whether the *Union*, *Area Authority* or *Home Club* shall hear and determine the issue. If a player is a *Member* of more than one club, a club that is not his *Home Club* may not suspend his handicap.
- 24.3 Any player who requests his *Home Club* to confirm or certify his handicap for competition entry purposes shall be deemed to have had adequate opportunity of reporting to his *Home Club* any relevant away scores on or prior to the date and time at which the confirmation or CONGU® Handicap Certificate of handicap is requested. If it is established to the satisfaction of the player's *Home Club*, after due investigation, that a player has so failed to report away scores his handicap may be suspended for such period as his *Home Club* considers appropriate.
- Whilst his handicap is suspended a player shall not be eligible to compete in or enter any golf event which requires a *CONGU® Handicap* as a condition of entry.
- Following a written request from a player whose handicap has been suspended accompanied by full details of all relevant omitted scores, his *Home Club* may reinstate his handicap appropriately adjusted. *Home Clubs* do not require the authority of the *Union* or *Area Authority* to proceed under this sub-clause.
- 24.4 The *Union*, *Area Authority* or *Home Club* shall direct the appeal procedure to be made available to a player should he be dissatisfied with a determination under the foregoing sub-clauses.
- 24.5 If a player's membership is suspended from his *Home Club* his handicap shall be suspended automatically until his membership is reinstated.
- 24.6 The suspension of a player's handicap shall apply at all *Affiliated Clubs* of which the player is or becomes a *Member* during the period of suspension.
- 24.7 A player's handicap is lost immediately he ceases to be a *Member* of an *Affiliated Club* or loses his amateur status.
- 24.8 Whilst a player's handicap is suspended or has been lost, he shall not enter or compete in any competition which requires a competitor to be the holder of a *CONGU® Handicap* as designated by the *UHS*.
- 24.9 If a player resigns from, or is expelled by, his *Home Club* whilst his handicap is suspended, he cannot be allotted a handicap by another club until the period of suspension has expired.

## 25. STATUS OF HANDICAP

- 25.1 The handicap of any player, in *Categories* 1 to 6 who returns a minimum of three Qualifying Scores, during the previous calendar year, shall be marked as a 'Competition Handicap' with a 'c' annotation. If a player fails to meet this minimum requirement of *Qualifying Scores* in any calendar year the Competition Handicap status is lost but will be regained once the player has complied with the procedure set out in Clause 26.3.
- 25.2 A *Union or Affiliated Club* may direct the status of handicap that is acceptable for entry into competitions where a *CONGU® Handicap* is required.
- Note 1:** *Handicap Committees* have discretionary powers in very exceptional circumstances to allow the retention of a 'Competition Handicap' where ill health or injury has precluded a player from returning the specified number of scores in accordance with Clause 25.1.
- Note 2:** The scores submitted for the Initial Handicap allotment under Clause 16 are *Qualifying Scores* and, if all are returned within a calendar year, therefore satisfy the minimum requirement under this clause.

## 26. REGAINING A HANDICAP

### FOLLOWING SUSPENSION AND LOSS OF HANDICAP

- 26.1 A CONGU® Handicap is lost when a player ceases to be a *Member* of an *Affiliated Club*. When a player resigns from a club and joins another there is often a time interval between the two memberships. If the handicap of a player is to be restored within twelve months of the date on which his handicap was lost, or suspended, it must be reinstated at the same handicap the player last held. In restoring the handicap of a player whose 'c' status handicap has been lost in such circumstances that 'c' status shall remain valid for the remainder of the calendar year of resignation and for the full following calendar year. In all other cases the player shall be allotted a new handicap after he has complied with the requirements of Clause 16.

When a player has transferred to a new club within the same jurisdiction that player's CDH number transfers with him. Clubs must obtain that number from the player (even if there has been a period of time when the player was not a *Member* of either club) and must follow the guidance of the software provider(s) to ensure that the CDH number is transferred correctly. In **Ireland**, a player transferring to a new club obtains a new CDH number.

- 26.2 When restoring a handicap which has been lost or suspended for more than twelve months the *Handicap Committee*, in addition to proceeding as required by Clause 16, must give due and full consideration to the handicap the player last held (see Clause 16.3). A *Category* 1 handicap must not be allotted without the approval of the *Union* or *Area Authority* if so delegated.
- England** and **Ireland** delegate responsibility for approval of *Category* 1 restorations to their *Area Authorities*. **Scotland** and **Wales** make no delegation under this clause.

### ALTERING THE STATUS OF A HANDICAP

- 26.3 A player whose status of handicap has under the provision of Clause 25.1 or Clause 25.3 not been marked as a 'Competition Handicap' can regain a Competition Status Handicap by submitting 3 qualifying scores which could be 18 hole competitions, nine-hole competitions or *Supplementary Scores*. Each of these scores shall be entered in the player's Handicap Record and shall adjust the *Exact Handicap* in accordance with the provisions of Clause 17 or Clause 22, as appropriate. Once the requisite returns have been entered into the player's Handicap Record the Competition Status shall be re-instated subject to a review by the *Handicap Committee* as detailed in Clause 26.4 below.



- 26.4 When a *Competition Handicap* status is being regained in accordance with Clause 26.3 and once the requisite scores have been entered into the player's Handicap Record, the *Handicap Committee* should review the handicap in a manner consistent with the principles of an *Annual Review*. The options available are:
- Re-allot the player's handicap at a different level taking all information on the player's previous handicap, current ability and previous golfing achievements into account; or
  - Re-allot the player's handicap at the revised exact handicap; or
  - Defer the re-allotment for further consideration by the *Handicap Committee*.
- 26.5 The review under Clause 26.4 may not be used to reduce the *Exact Handicap* of a player to *Category 1* without the approval of the *Union* or *Area Authority* if so delegated.
- England** and **Ireland** delegate responsibility for approval of reductions of *Exact Handicaps* to *Category 1* to their *Area Authorities*. **Scotland** and **Wales** make no delegation under this clause.





# **PART FIVE**

## **APPENDICES**

- A. Golf Course Measurement
- B. Competition Scratch Score
- C. Stableford/Nett Double Bogey Adjustment
- D. Par and Stableford Conversion Table
- E. Table of Handicap Adjustments
- F. Handicap Allowances for Different Formats of Competition
- G. Handicap Stroke Index
- H. Computer Software Requirements
- I. Player Handicap Information
- J. Removed
- K. Removed
- L. UHS Compliance Checklist
- M. Guidelines for Annual Review/general Play Adjustment
- N. Resolution of Ties
- O. Events in which Competitors Play from Different Sets of Tees
- P. Disqualified Scores in Qualifying Competitions
- Q. Advice on Running the Continuous Handicap Review

## APPENDIX A

### GOLF COURSE MEASUREMENT

It is important that golf courses are measured accurately. Measurement must be conducted using surveying equipment having an accuracy of +/- 6 inches at a distance of 250 yards.

#### 1. 'Competent' Person

Measurement must be carried out by a person competent (e.g. a civil engineer, quantity surveyor or architect etc) trained in the use of the use of the surveying equipment, subject to review by the *Union* that is responsible for the issue of *Standard Scratch Scores to Affiliated Clubs*.

#### 2. Measurement –

- 2.1 Each hole must be measured from the *Distance Point* to the centre of the green in the horizontal plane along the designed line of play, relative to each tee.
- 2.2 The *Distance Points* used as the starting points in the measurements should satisfy the requirements of Decision 7(b)
- 2.3 A hole with a dogleg must be measured in a straight line from the tee to the pivot point and then to the centre of the green or the next pivot point, if applicable.
- 2.4 Measurements must be made for every set of tees used for *Qualifying Competitions*.

**Note: Measurement from green to tee is not an acceptable procedure.**

#### 3. Measuring Procedure

Examples of a procedure for the measurement of a par 3, par 4 and par 5 hole are illustrated in Figures 1, 2 and 3 respectively.

In the case of a hole with a dogleg if the pivot point is not easily discernible, a pivot point that is approximately 250 [210] yards from the set of tees that are most commonly used for *Qualifying Competitions* should be selected.

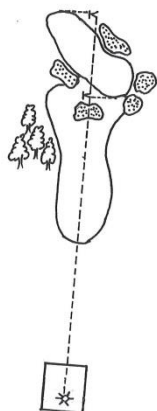


Figure 1

Measuring set-up for a Par-3 Hole

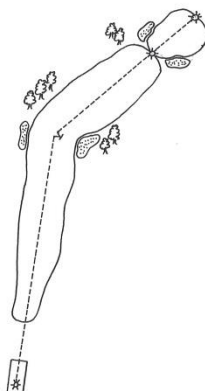


Figure 2

Measuring set-up for a Par-4 Hole

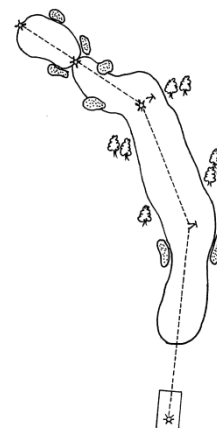


Figure 3

Measuring set-up for a Par-5 Hole

Key:      ⊕ Instrument Set-Up      ⊙ Reflector Set-Up

#### 4. Tee Definition

Clubs should endeavour to maintain their course at its measured length at all times for *Qualifying Competitions*. However, it is accepted that the placing of tees for competitions will be subject to many influencing factors, particularly the condition of teeing grounds, which may mean on some occasions the precise definition of the *Competition Tee* cannot be satisfied. This should not, of itself, render the competition *Non-Qualifying*. Such a tee placement may be regarded as temporary and the provisions of Clause 13.1 would then apply, provided that the

'Temporary' tee still meets the requirements of the *Rules of Golf*. Thus in instances where a tee(s), does not meet the precise *Competition Tee* definition, provided that the course is not shortened (or lengthened) overall by more than 100 yards the Competition should remain *Qualifying* and the allocated *Standard Scratch Score* will apply.

If for any reason the course has been shortened, or lengthened, by more than 100 yards, but less than 300 yards overall, then the competition should be allowed to remain *Qualifying* even if the deviation is discovered after the competition has commenced. In such circumstances the allocated *Standard Scratch Score* should be reduced / increased by one as required by Clause 13.2.

It should be understood that in this context 'overall' refers to the total nett change to the measured length with each reduction in hole length being subtracted from, and each increase added to the measured yardage.

## APPENDIX B

### COMPETITION SCRATCH SCORE PROCEDURE

Number of Competitors (including 'No Returns' and 'DQ's')		Percentages		Rounded %	
Category 1	A	$A \times 100 \div D$	F	F to nearest 10%	I
Category 2	B	$B \times 100 \div D$	G	G to nearest 10%	J
Categories 3 & 4	C			100 minus boxes I & J	K
Total	D			Total	100%
Number of Nett Scores in Category Buffer Zone or better (Categories 1,2,3 &4)	E	$E \times 100 \div D$	H	Box H to nearest whole number	L

## PROCEDURE

### 1. Club Competitions

- 1.1 Enter in Boxes A, B and C the number of competitors holding a CONGU® Handicap, including 'No Returns' and those disqualified for any reason, from each of the Categories 1, 2, 3 and 4. Note that players with a non 'c' status handicap should be excluded from this calculation
- 1.2 Enter the total number of such competitors in Categories 1, 2, 3 and 4 in Box D.
- 1.3 Enter in Box E the number of such competitors in Categories 1, 2, 3 and 4 who have returned nett scores, including those corrected under the provision of Clause 17.1(c), (Disqualified Scores) in their Handicap Category Buffer Zone and better after the application of Clause 19.

For Par/Bogey and Stableford Competitions the lower *Buffer Zone* boundaries are:

Handicap Category	Lower <i>Buffer Zone</i> Boundary	
	Stableford Points	Par/Bogey
1	$36 + (\text{Par} - \text{SSS}) - 1$	$(\text{Par} - \text{SSS}) - 1$
2	$36 + (\text{Par} - \text{SSS}) - 2$	$(\text{Par} - \text{SSS}) - 2$
3	$36 + (\text{Par} - \text{SSS}) - 3$	$(\text{Par} - \text{SSS}) - 3$
4	$36 + (\text{Par} - \text{SSS}) - 4$	$(\text{Par} - \text{SSS}) - 4$

For example, a Category 2 player playing a golf course with a SSS of 71 and a Par of 70 would have a Lower Buffer Boundary of  $36 + (70 - 71) - 2$  i.e. 33 Stableford Points.

On the other hand, a Category 2 player playing a golf course with a SSS of 71 and a Par of 72 would have a Higher Buffer Boundary of  $36 + (72 - 71) - 2$  i.e. 35 Stableford points.

- 1.4 In Boxes F, G and H enter the percentages of the adjacent boxes in relation to Box D as indicated.
- 1.5 Round the number in Box F to the nearest 10% and enter the result in Box I. (5% upwards).
- 1.6 Round the number in Box G to the nearest 10% and enter the result in Box J. (5% upwards).

**Note:** Occasionally the rounding of Boxes F and G will produce a total of Boxes I and J in excess of 100. When this occurs, round the number in Box G downwards and insert the amended number in Box J.

- 1.7 Enter in Box K the total of Boxes I and J deducted from 100. (The percentage in Box K may not coincide with the rounded percentage Box C would give if calculated.)
- 1.8 Round the number in Box H to the nearest whole number (0.5 upwards) and enter the result in Box L.
- 1.9 Refer to Table A in Appendix B and select the row that contains the percentages shown in Boxes I, J and K.
- 1.10 In the row selected, find the column which includes the number in Box L. The *Standard Scratch Score* adjustment is shown in the heading of that column and that number is added to or deducted from the *Standard Scratch Score* to provide the *Competition Scratch Score*. For each *Qualifying Competition* the *Competition Scratch Score* replaces the *Standard Scratch Score* for all handicap purposes. The *Buffer Zones* are applied to the *Competition Scratch Score* and not to the *Standard Scratch Score*. (A worked example is given below on pages 66-68.)
- 1.11 For competitions with ten or more competitors in Handicap Categories 1, 2, 3 and 4, the heading R/O at the top of a column in the Table indicates that scores returned shall not result in handicap increases. Reductions of handicap will be made on the basis that the *Competition Scratch Score* is three strokes higher than the *Standard Scratch Score*.
- 1.12 When in competitions with fewer than ten competitors in Categories 1, 2, 3 and 4 no player has returned a nett score in their *Buffer Zone* or better, the best nett score returned by a player in Category 1, 2, 3 or 4 will be used in conjunction with Table B to determine the *Competition Scratch Score*. Refer to the appropriate field size row and select the score from the top row that reflects the difference between the best nett score returned and the player's respective *Buffer Zone*, to determine the CSS calculation. See example calculations below Table B.
- 1.13 When the number of competitors in Categories 1, 2, 3 and 4 is five or fewer and if the calculated *Competition Scratch Score* is equal to or less than the *Standard Scratch Score* the *Competition Scratch Score* shall be the same as the *Standard Scratch Score*.
- 1.14 When a competition has been abandoned for any valid reason, reductions of handicaps shall be on the basis that the *Competition Scratch Score* is equal to the *Standard Scratch Score*, but no handicaps shall be increased - see Clause 18.7.
- 1.15 In the event of all the competitors in a *Qualifying Competition* holding handicaps in Category 5 for women, the *Competition Scratch Score* shall be the *Standard Scratch Score*.
- 1.16 **Except as allowed in 1.11 1.12, and 1.14 above, a Handicap Committee is not permitted to declare that a *Qualifying Competition* shall be for *Reduction Only* (R/O).**

## 2. The Single CSS Adjustment

The Single CSS Adjustment can be applied in both Club and Open competitions for situations where the provisions of Appendix O (Players playing from different sets of tees) are applicable. It is recommended when all players play a *Qualifying Competition* over a single course but more than one set of tees are used, each set of tees having a SSS relevant to the gender of the players playing from those tees. The procedure is set out below.

- 2.1 Use the total number of players in Categories 1 to 4 playing from the different sets of tees to calculate the percentage composition of the field as for steps 1.1, 1.2 and 1.4 to 1.7 above.
- 2.2 Determine the number of players in Categories 1 to 4 who have played in the *Buffer Zone* relative to the SSS of the tees from which they have played to as for step 1.3 above and calculate boxes H and L as for step 1.8 above.



- 2.3 Perform steps 1.9 and 1.10 as above using the information calculated for the whole field to determine the adjustment (-1, zero, +1, +2, +3, +3R/O). Apply this adjustment to the SSS of each of the tees used in the competition. (See examples 4 and 5 following Tables A and B below).
- 2.4 The provisions of Clauses 1.11 to 1.16 (and, if applicable Clauses 2.1 to 2.5 above) are also applicable to the *Single CSS Adjustment* calculation.

### 3. 'Open' Competitions

In competitions in which there are players playing at a course at which they have playing rights as a *Member* ('Home' players) and players who are *Members* elsewhere (i.e. 'Visitors') the following conditions shall apply in the calculation of the *Competition Scratch Score*.

- 3.1 When the number of either Home players or Visitors is fewer than twenty in *Categories* 1, 2, 3 and 4 one CSS must be calculated for the entire field and all handicap adjustments must be based on that CSS.
- 3.2 **When the number of Home players and Visitors in *Categories* 1, 2, 3 and 4 are each twenty or more a separate CSS must be calculated for both 'Home' players and Visitors.**
- 3.3 If the CSS calculated for Home players is higher than that calculated for the Visitors the CSS calculation should default to a single CSS calculation as provided in Clause 1 above.
- 3.4 When a player is a *Member* of the club hosting the Open Competition or has playing rights over the competition course but has nominated another club as his *Home Club*, for the purposes of the CSS calculation he shall be regarded as a Home player.
- 3.5 The procedure for calculation of a CSS under this clause shall be in compliance with sub-clauses 1.1 to 1.16 above.

Home advantage is recognised as an influencing factor in most forms of sporting contest. The advantage, in the context of golf played under handicap conditions, was confirmed and quantified during an extensive investigation into the possible value of introducing Slope Rating into the CONGU® UHS. The investigation examined the comparative scoring performance of Home players and Visitors in a wide range of Open competitions.

It was established that players competing at their home course enjoyed, on average, an advantage over visiting players of between one and two strokes.

Furthermore, an additional analysis of Open competition returns revealed that when separate CSS calculations were retrospectively carried out for 'Home' players as a group, and Visitors, the CSS for the visiting players was frequently:

- higher than that calculated for the Home players; and
- higher than the original CSS calculated for the overall field.

Consequently by carrying out separate CSS calculations in the manner detailed in Clauses 2.1 to 2.5 above and applying the resultant *Competition Scratch Scores* to the Home player and Visitor returns, for the purposes of handicapping, the imbalance is substantially reduced with more visiting players returning nett scores to their *Buffer Zone* or better.

This feature of the UHS means that there is no valid reason for clubs to declare an Open competition to be *Non- Qualifying* for fear that some players may be reluctant to enter because of a perceived concern of a handicap increase each time they compete away from their *Home Club*.

The separate CSS calculations for Home players and Visitors in Open competitions is for handicap purposes only and does not impact upon the results of the competition or allocation of prizes i.e. host club members may benefit from 'home advantage' in terms of playing for the competition prizes.

APPENDIX B

TABLE A - COMPETITION SCRATCH SCORE TABLE

<i>Handicap Categories</i>			<b>Adjustments to SSS to Determine the CSS</b>					
<b>1</b>	<b>2</b>	<b>3 &amp; 4</b>	<b>+3 (R/O)</b>	<b>+3</b>	<b>+2</b>	<b>+1</b>	<b>0</b>	<b>-1</b>
0 %	0 %	100 %	0-6 %	7-9 %	10-15 %	16-22 %	23-45 %	46+ %
0 %	10 %	90 %	0-6 %	7-9 %	10-15 %	16-22 %	23-45 %	46+ %
0 %	20 %	80 %	0-6 %	7-9 %	10-15 %	16-22 %	23-45 %	46+ %
0 %	30 %	70 %	0-6 %	7-10 %	11-16 %	17-23 %	24-47 %	48+ %
0 %	40 %	60 %	0-6 %	7-10 %	11-16 %	17-23 %	24-47 %	48+ %
0 %	50 %	50 %	0-6 %	7-10 %	11-16 %	17-23 %	24-47 %	48+ %
0 %	60 %	40 %	0-6 %	7-11 %	12-17 %	18-25 %	26-49 %	50+ %
0 %	70 %	30 %	0-6 %	7-11 %	12-17 %	18-25 %	26-49 %	50+ %
0 %	80 %	20 %	0-6 %	7-11 %	12-17 %	18-25 %	26-49 %	50+ %
0 %	90 %	10 %	0-6 %	7-11 %	12-17 %	18-25 %	26-49 %	50+ %
0 %	100 %	0 %	0-6 %	7-11 %	12-18 %	19-26 %	27-51 %	52+ %
10 %	0 %	90 %	0-6 %	7-9 %	10-15 %	16-22 %	23-45 %	46+ %
10 %	10 %	80 %	0-6 %	7-10 %	11-16 %	17-23 %	24-47 %	48+ %
10 %	20 %	70 %	0-6 %	7-10 %	11-16 %	17-23 %	24-47 %	48+ %
10 %	30 %	60 %	0-6 %	7-10 %	11-16 %	17-23 %	24-47 %	48+ %
10 %	40 %	50 %	0-6 %	7-11 %	12-17 %	18-25 %	26-49 %	50+ %
10 %	50 %	40 %	0-6 %	7-11 %	12-17 %	18-25 %	26-49 %	50+ %
10 %	60 %	30 %	0-6 %	7-11 %	12-17 %	18-25 %	26-49 %	50+ %
10 %	70 %	20 %	0-6 %	7-11 %	12-17 %	18-25 %	26-49 %	50+ %
10 %	80 %	10 %	0-6 %	7-11 %	12-18 %	19-26 %	27-51 %	52+ %
10 %	90 %	0 %	0-6 %	7-11 %	12-18 %	19-26 %	27-51 %	52+ %
20 %	0 %	80 %	0-6 %	7-10 %	11-16 %	17-23 %	24-47 %	48+ %
20 %	10 %	70 %	0-6 %	7-10 %	11-16 %	17-23 %	24-47 %	48+ %
20 %	20 %	60 %	0-6 %	7-10 %	11-16 %	17-23 %	24-47 %	48+ %
20 %	30 %	50 %	0-6 %	7-11 %	12-17 %	18-25 %	26-49 %	50+ %
20 %	40 %	40 %	0-6 %	7-11 %	12-17 %	18-25 %	26-49 %	50+ %
20 %	50 %	30 %	0-6 %	7-11 %	12-17 %	18-25 %	26-49 %	50+ %
20 %	60 %	20 %	0-6 %	7-11 %	12-18 %	19-26 %	27-51 %	52+ %
20 %	70 %	10 %	0-6 %	7-11 %	12-18 %	19-26 %	27-51 %	52+ %
20 %	80 %	0 %	0-6 %	7-11 %	12-18 %	19-26 %	27-51 %	52+ %
30 %	0 %	70 %	0-6 %	7-10 %	11-16 %	17-23 %	24-47 %	48+ %
30 %	10 %	60 %	0-6 %	7-11 %	12-17 %	18-25 %	26-49 %	50+ %
30 %	20 %	50 %	0-6 %	7-11 %	12-17 %	18-25 %	26-49 %	50+ %
30 %	30 %	40 %	0-6 %	7-11 %	12-17 %	18-25 %	26-49 %	50+ %
30 %	40 %	30 %	0-6 %	7-11 %	12-18 %	19-26 %	27-51 %	52+ %
30 %	50 %	20 %	0-6 %	7-11 %	12-18 %	19-26 %	27-51 %	52+ %
30 %	60 %	10 %	0-6 %	7-11 %	12-18 %	19-26 %	27-51 %	52+ %
30 %	70 %	0 %	0-7 %	8-12 %	13-19 %	20-28 %	29-55 %	56+ %
<b>I</b>	<b>J</b>	<b>K</b>	<b>Values of L (Percentages)</b>					

APPENDIX B

TABLE A - COMPETITION SCRATCH SCORE TABLE

Handicap Categories			Adjustments to SSS to Determine the CSS					
1	2	3 & 4	+3 (R/O)	+3	+2	+1	0	-1
40 %	0 %	60 %	0-6 %	7-11 %	12-17 %	18-25 %	26-49 %	50+ %
40 %	10 %	50 %	0-6 %	7-11 %	12-17 %	18-25 %	26-49 %	50+ %
40 %	20 %	40 %	0-6 %	7-11 %	12-18 %	19-26 %	27-51 %	52+ %
40 %	30 %	30 %	0-6 %	7-11 %	12-18 %	19-26 %	27-51 %	52+ %
40 %	40 %	20 %	0-6 %	7-11 %	12-18 %	19-26 %	27-51 %	52+ %
40 %	50 %	10 %	0-6 %	7-11 %	12-18 %	19-26 %	27-51 %	52+ %
40 %	60 %	0 %	0-7 %	8-12 %	13-19 %	20-28 %	29-55 %	56+ %
50 %	0 %	50 %	0-6 %	7-11 %	12-18 %	19-26 %	27-51 %	52+ %
50 %	10 %	40 %	0-6 %	7-11 %	12-18 %	19-26 %	27-51 %	52+ %
50 %	20 %	30 %	0-6 %	7-11 %	12-18 %	19-26 %	27-51 %	52+ %
50 %	30 %	20 %	0-6 %	7-11 %	12-18 %	19-26 %	27-51 %	52+ %
50 %	40 %	10 %	0-7 %	8-12 %	13-19 %	20-28 %	29-55 %	56+ %
50 %	50 %	0 %	0-7 %	8-12 %	13-19 %	20-28 %	29-55 %	56+ %
60 %	0 %	40 %	0-6 %	7-11 %	12-18 %	19-26 %	27-51 %	52+ %
60 %	10 %	30 %	0-6 %	7-11 %	12-18 %	19-26 %	27-51 %	52+ %
60 %	20 %	20 %	0-7 %	8-12 %	13-19 %	20-28 %	29-55 %	56+ %
60 %	30 %	10 %	0-7 %	8-12 %	13-19 %	20-28 %	29-55 %	56+ %
60 %	40 %	0 %	0-7 %	8-12 %	13-19 %	20-28 %	29-55 %	56+ %
70 %	0 %	30 %	0-7 %	8-12 %	13-19 %	20-28 %	29-55 %	56+ %
70 %	10 %	20 %	0-7 %	8-12 %	13-19 %	20-28 %	29-55 %	56+ %
70 %	20 %	10 %	0-7 %	8-12 %	13-19 %	20-28 %	29-55 %	56+ %
70 %	30 %	0 %	0-7 %	8-12 %	13-19 %	20-29 %	30-57 %	58+ %
80 %	0 %	20 %	0-7 %	8-12 %	13-19 %	20-28 %	29-55 %	56+ %
80 %	10 %	10 %	0-7 %	8-12 %	13-19 %	20-28 %	29-55 %	56+ %
80 %	20 %	0 %	0-7 %	8-12 %	13-19 %	20-29 %	30-57 %	58+ %
90 %	0 %	10 %	0-7 %	8-12 %	13-19 %	20-29 %	30-57 %	58+ %
90 %	10 %	0 %	0-7 %	8-12 %	13-19 %	20-29 %	30-57 %	58+ %
100 %	0 %	0 %	0-7 %	8-12 %	13-19 %	20-29 %	30-57 %	58+ %
I	J	K	Values of L (Percentages)					

TABLE B - SMALL FIELD COMPETITION SCRATCH SCORE TABLE

Lowest Nett Score Relative to Handicap Category Buffer Zone				Field Size
+4 or more	+3	+2	+1	
R/O	SSS + 3	SSS + 2	SSS + 1	1
R/O	SSS + 3	SSS + 2	SSS + 1	2
R/O	SSS + 3	SSS + 2	SSS + 1	3
R/O	SSS + 3	SSS + 2	SSS + 1	4
R/O	R/O	SSS + 3	SSS + 2	5
R/O	R/O	SSS + 3	SSS + 2	6
R/O	R/O	R/O	SSS + 3	7
R/O	R/O	R/O	SSS + 3	8
R/O	R/O	R/O	SSS + 3	9

Examples of *Competition Scratch Score* (CSS) Calculations:

Example 1:

A Ladies' competition had an entry of 35 players, as follows:

<i>Category 1</i>	<i>Category 2</i>	<i>Category 3</i>	<i>Category 4</i>	<i>Category 5</i>
1	2	7	20	5

Five players returned nett scores equal to their *Category Buffer Zone*, or better.

Number of Competitors (including 'No Returns' and 'DQ's')		Percentages		Rounded %	
<i>Category 1</i>	<b>A=1</b>	$A \times 100 \div D$	<b>F=3.3%</b>	F to nearest 10%	<b>I=0%</b>
<i>Category 2</i>	<b>B=2</b>	$B \times 100 \div D$	<b>G=6.6%</b>	G to nearest 10%	<b>J=10%</b>
<i>Categories 3 &amp; 4</i>	<b>C=27</b>			100 minus boxes I & J	<b>K=90%</b>
Total	<b>D=30</b>			Total	<b>100%</b>
Number of Nett Scores in <i>Category Buffer Zone</i> and better ( <i>Categories 1,2,3 &amp; 4</i> )	<b>E=5</b>	$E \times 100 \div D$	<b>H=16.7%</b>	Box H to nearest whole number	<b>L=17%</b>

Referring to the row in Table A corresponding to the field composition of 0%/10%/90%, where 17% of the field returned nett scores within their *Category Buffer Zones* i.e. in the range 16-22%, gives a *Competition Scratch Score* of SSS+1.

Example 2:

A Men's competition had an entry of 80 players, as follows:

<i>Category 1</i>	<i>Category 2</i>	<i>Category 3</i>	<i>Category 4</i>
9	32	34	5

Twenty-three players returned nett scores equal to their *Category Buffer Zone*, or better.

Number of Competitors (including 'No Returns' and 'DQ's')		Percentages		Rounded %	
<i>Category 1</i>	<b>A=9</b>	$A \times 100 \div D$	<b>F=11.3%</b>	F to nearest 10%	<b>I=10%</b>
<i>Category 2</i>	<b>B=32</b>	$B \times 100 \div D$	<b>G=40.0%</b>	G to nearest 10%	<b>J=40%</b>
<i>Categories 3 &amp; 4</i>	<b>C=39</b>			100 minus boxes I & J	<b>K=50%</b>
Total	<b>D=80</b>			Total	<b>100%</b>
Number of Nett Scores in <i>Category Buffer Zone</i> and better ( <i>Categories 1,2,3 &amp; 4</i> )	<b>E=23</b>	$E \times 100 \div D$	<b>H=28.8%</b>	Box H to nearest whole number	<b>L=29%</b>

Referring to the row in Table A corresponding to the field composition of 10%/40%/50%, where 29% of the field returned nett scores within their *Category Buffer Zones* i.e. in the range 26-49%, gives a *Competition Scratch Score* equal to the SSS.

Example 3:

A Ladies' competition had an entry of ten players, of which seven were in Handicap *Categories* 1 to 4. No player returned a nett score equal to her *Buffer Zone*, or better. Two players returned nett scores that were one stroke outside their respective *Category Buffer Zones*.

Category 1 1		Category 2 1		Category 3 5		Category 4 0		Category 5 3	
Number of Competitors including 'No Returns' and 'DQ's'		Percentages				Rounded %			
Category 1	A=1	A x 100 ÷ D	F=14,3%	F to nearest 10%		I=10%			
Category 2	B=1	B x 100 ÷ D	G=14.3%	G to nearest 10%		J=10%			
Categories 3 & 4	C=5					100 minus boxes I & J		K=80%	
Total	D=7					Total		100%	
Number of Nett Scores in Category Buffer Zone and better (Categories 1,2,3 &4)	E=0	E x 100 ÷ D	H=0%	Box H to nearest whole number				L=0%	

Referring to the row in Table A, corresponding to the field composition of 10%/10%/80%, where 0% of the field returned a nett score within her *Category Buffer Zone* i.e. in the range 0-6%, gives a *Competition Scratch Score* of SSS+3 R/O.

As the size of this field in *Handicap Categories* 1 to 4 was less than 10, and the CSS calculation resulted in a *Competition Scratch Score* equal to SSS+3R/O. Reference must now be made to Table B.

The relevant row in Table B is that for the field size of 7 players, where the lowest score of +1 outside the relevant *Category Buffer Zones* indicates a *Competition Scratch Score* of SSS+3.

### Example 4

In a club junior competition the boys played from a set of tees with a men's SSS of 70 and the girls played from a set of tees with a women's SSS of 72. The distribution of entrants and number of players in their respective *Buffer Zones* was as follows:

	No. of Boys	No. in BZ	No. of Girls	No. in BZ	Total	Total in BZ
<i>Category 2</i>	1	1	-	-	1	1
<i>Category 3</i>	3	1	1	0	4	1
<i>Category 4</i>	4	0	1	0	5	0
<i>Category 5</i>	-	-	2	1	2	1
<i>Total</i>	8	2	4	1	12	3
<i>Total in CSS calculation</i>	8	2	2	0	10	2

If separate CSS calculations are made then 2 out of 8 boys i.e. 25% are in their *Buffer Zone*. Using Table A and the row for 0% *Category 1*, 10% *Category 2* and 90% *Category 3* and 4 the CSS = SSS. The girls' CSS, on the other hand, initially would calculate as Reduction Only but the *Category 3* girl was 3 strokes outside her *Buffer Zone* and the *Category 4* girl was 5 strokes outside hers. From Table B with 2 players in the field and the better performing player being 3 strokes outside her *Buffer Zone* the CSS = SSS+3.

By combining the fields to use the *Single CSS Adjustment* there would now be 2 players out of 10 in their respective *Buffer Zones* i.e. 20%. The row in Table A is the same as before but the  $CSS = SSS + 1$ . This adjustment would be applied to the respective SSS's of the tees used so that the boys' CSS would be 71 and the girls' CSS would be 73.

#### Example 5

In a men's open competition the committee directed that players in Categories 1 to 3 would play from the traditional medal tees (SSS = 72) but that the Category 4 players would play from the forward tees (SSS = 69) because of a difficult carry over a ravine from two of the medal tees. The distribution of entrants and players within their buffer zones was as follows:

	No. of Home Players	No. of Home Players in BZ	No. of Visitors	No. of Visitors in BZ	Total Players	Total Players in BZ
Category 1	1	1	8	2	9	3
Category 2	5	2	22	2	27	4
Category 3	9	4	30	3	39	7
Total (Medal tees)	15	7	60	7	75	14
Category 4 (forward tees)	11	2	30	1	41	3
Total in CSS calculation	26	9	90	8	116	15

If separate CSS calculations were performed for the medal tees and the forward tees then there were insufficient Home players for separate Home and Visitor CSS calculations although it is clear from the results from both sets of tees that the Home players performed better in proportion to their numbers than did the Visitors. 14 players out of 75 (18.6%) who played from the medal tees buffered thus giving an adjustment of +1 so the CSS for the medal tees would have been 73. Only 3 players from 41 (7.3%) who played from the forward tees buffered resulting in an adjustment of +3, i.e. a CSS of 72.

If the *Single CSS Adjustment* were used then with a total of 27 Home players separate calculations would have been carried out for the Home players and for the Visitors. Of the 26 Home players 9 (34.6%) buffered so the  $CSS = SSS$  and neither SSS would have been adjusted. For the 90 Visitors, however, only 8 (8.9%) buffered resulting in an adjustment of +3 to both sets of tees, i.e. the CSS from the medal tees would have been 72 for Home players and 75 for Visitors whilst the CSS from the forward tees would have been 69 for the Home players and 72 for the Visitors.



## APPENDIX C

## STABLEFORD / NETT DOUBLE BOGEY ADJUSTMENT

1. The purpose of applying a Stableford point calculation under Clause 19 handicap reductions is to reduce the impact of an extremely bad score(s) on a hole(s) in Stroke Play *Qualifying Competitions* that are not truly representative of a player's golfing ability.
2. If a player applies the course stroke index relevant to his handicap and scores a nett Par on each hole in a Stableford *Qualifying Competition* he will have a score equal to the Par of the course. If the Par is less than the *Standard Scratch Score* he will have recorded a nett score below his handicap by the difference between Par and the *Standard Scratch Score*. If Par is more than the *Standard Scratch Score* the reverse applies. It is by applying this principle that point scores in a Stableford *Qualifying Competition* are converted into *Nett Differentials*.
3. Any hole in a Stableford *Qualifying Competition* upon which a player records no score and accordingly is not awarded any points indicates that the player would, if the hole had been completed, have scored not less than a Nett Double Bogey.  
For example, on a Par 4 hole a player who scores no Stableford points would, if he had completed the hole, have taken 6 or more strokes if the index did not provide a stroke on that hole, 7 strokes or more if he had received a stroke or 8 strokes or more if he had received two strokes.
4. By applying these principles it is possible to convert a stroke play score into the *Nett Differential* which would have applied if the same scores had been recorded in a Stableford competition **without calculating the points on each hole**. Further it is not necessary to make an adjustment when the Par and *Standard Scratch Score* are not the same. It is also possible to calculate a *Nett Differential* in a stroke play event when one or more holes have not been completed.

These adjustments are achieved as follows:

(a) **All holes completed**

The player's *Nett Differential* is reduced by the number of strokes he has scored on any hole in excess of Nett Double Bogey. Except for plus handicap players, only scores of 6 or more can be reduced on par 3 holes, 7 or more on Par 4s and 8 or more on Par 5s. For plus handicap players, on the holes where they give shots back to the course, only scores of 5 or more can be reduced on Par 3 holes, 6 or more on par 4s and 7 or more on par 5s. An examination of the scores on the par 3 holes will usually identify no adjustment on those holes and thereafter only scores of 7 or more require examination (8 or more if the player's handicap is more than 18). If a reduction is appropriate the Adjusted Gross Score is entered in column 14 of the Player Handicap Record of Appendix I and other numbers appropriately adjusted.

(b) **Holes with no score recorded**

The assessment is made as in (a) above by reducing all scores to Nett Double Bogey. A gross score that would result in a Nett Double Bogey is entered at holes where no score is recorded. The scores are totalled and the player's handicap applied. Scores are then entered in the Player Handicap Record of Appendix I commencing at column 14.

5. Clubs are reminded that Stableford adjustments under Clause 19 are made for handicap adjustment and record purposes only.

## APPENDIX D

### TABLE FOR CONVERTING PAR/BOGEY AND STABLEFORD SCORES TO NETT DIFFERENTIALS

(Note - the Table is based on full playing handicap allowance)

Scores versus PAR	7 down	6 down	5 down	4 down	3 down	2 down	1 down	All Square	1 up	2 up	3 up	4 up	5 up	6 up	7 up
STABLEFORD Points scored	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43
Par 7 less than CSS	0	-1	-2	-3	-4	-5	-6	-7	-8	-9	-10	-11	-12	-13	-14
Par 6 less than CSS	+1	0	-1	-2	-3	-4	-5	-6	-7	-8	-9	-10	-11	-12	-13
Par 5 less than CSS	+2	+1	0	-1	-2	-3	-4	-5	-6	-7	-8	-9	-10	-11	-12
Par 4 less than CSS	+3	+2	+1	0	-1	-2	-3	-4	-5	-6	-7	-8	-9	-10	-11
Par 3 less than CSS	+4	+3	+2	+1	0	-1	-2	-3	-4	-5	-6	-7	-8	-9	-10
Par 2 less than CSS	+5	+4	+3	+2	+1	0	-1	-2	-3	-4	-5	-6	-7	-8	-9
Par 1 less than CSS	+6	+5	+4	+3	+2	+1	0	-1	-2	-3	-4	-5	-6	-7	-8
Par Equal to CSS	+7	+6	+5	+4	+3	+2	+1	0	-1	-2	-3	-4	-5	-6	-7
Par 1 more than CSS	+8	+7	+6	+5	+4	+3	+2	+1	0	-1	-2	-3	-4	-5	-6
Par 2 more than CSS	+9	+8	+7	+6	+5	+4	+3	+2	+1	0	-1	-2	-3	-4	-5
Par 3 more than CSS	+10	+9	+8	+7	+6	+5	+4	+3	+2	+1	0	-1	-2	-3	-4
Par 4 more than CSS	+11	+10	+9	+8	+7	+6	+5	+4	+3	+2	+1	0	-1	-2	-3
Par 5 more than CSS	+12	+11	+10	+9	+8	+7	+6	+5	+4	+3	+2	+1	0	-1	-2
Par 6 more than CSS	+13	+12	+11	+10	+9	+8	+7	+6	+5	+4	+3	+2	+1	0	-1

#### EXAMPLES

(a) 3 up on a Par 72 course with a CSS of 70. Par is 2 more than CSS so *Nett Differential* = -1. *Exact Handicap* reduction depends upon *Handicap Category*.

(b) 37 Stableford points on a course with Par 68 and CSS 69. Par is 1 less than CSS so *Nett Differential* = -2. *Exact Handicap* reduction depends upon *Handicap Category*.

(c) 3 down or 33 Stableford points on a course with Par and CSS of 72. *Nett differential* is +3 and is within *Buffer Zone* of *Categories* 3, 4 [and 5]. *Exact Handicaps* in *Categories* 1 and 2 will be increased by 0.1.

APPENDIX E

TABLE OF HANDICAP ADJUSTMENTS

Nett													Over
Differentials	-1	-2	-3	-4	-5	-6	-7	-8	-9	-10	-11	-12	Buffer
Exact Handicaps:													Zone
Up to 5.4	-0.1	-0.2	-0.3	-0.4	-0.5	-0.6	-0.7	-0.8	-0.9	-1.0	-1.1	-1.2	0.1
5.5 - 5.6	-0.2	-0.3	-0.4	-0.5	-0.6	-0.7	-0.8	-0.9	-1.0	-1.1	-1.2	-1.3	0.1
5.7 - 5.8	-0.2	-0.4	-0.5	-0.6	-0.7	-0.8	-0.9	-1.0	-1.1	-1.2	-1.3	-1.4	0.1
5.9 - 6.0	-0.2	-0.4	-0.6	-0.7	-0.8	-0.9	-1.0	-1.1	-1.2	-1.3	-1.4	-1.5	0.1
6.1 - 6.2	-0.2	-0.4	-0.6	-0.8	-0.9	-1.0	-1.1	-1.2	-1.3	-1.4	-1.5	-1.6	0.1
6.3 - 6.4	-0.2	-0.4	-0.6	-0.8	-1.0	-1.1	-1.2	-1.3	-1.4	-1.5	-1.6	-1.7	0.1
6.5 - 6.6	-0.2	-0.4	-0.6	-0.8	-1.0	-1.2	-1.3	-1.4	-1.5	-1.6	-1.7	-1.8	0.1
6.7 - 6.8	-0.2	-0.4	-0.6	-0.8	-1.0	-1.2	-1.4	-1.5	-1.6	-1.7	-1.8	-1.9	0.1
6.9 - 7.0	-0.2	-0.4	-0.6	-0.8	-1.0	-1.2	-1.4	-1.6	-1.7	-1.8	-1.9	-2.0	0.1
7.1 - 7.2	-0.2	-0.4	-0.6	-0.8	-1.0	-1.2	-1.4	-1.6	-1.8	-1.9	-2.0	-2.1	0.1
7.3 - 7.4	-0.2	-0.4	-0.6	-0.8	-1.0	-1.2	-1.4	-1.6	-1.8	-2.0	-2.1	-2.2	0.1
7.5 - 7.6	-0.2	-0.4	-0.6	-0.8	-1.0	-1.2	-1.4	-1.6	-1.8	-2.0	-2.2	-2.3	0.1
7.7 - 12.4	-0.2	-0.4	-0.6	-0.8	-1.0	-1.2	-1.4	-1.6	-1.8	-2.0	-2.2	-2.4	0.1
12.5 - 12.7	-0.3	-0.5	-0.7	-0.9	-1.1	-1.3	-1.5	-1.7	-1.9	-2.1	-2.3	-2.5	0.1
12.8 - 13.0	-0.3	-0.6	-0.8	-1.0	-1.2	-1.4	-1.6	-1.8	-2.0	-2.2	-2.4	-2.6	0.1
13.1 - 13.3	-0.3	-0.6	-0.9	-1.1	-1.3	-1.5	-1.7	-1.9	-2.1	-2.3	-2.5	-2.7	0.1
13.4 - 13.6	-0.3	-0.6	-0.9	-1.2	-1.4	-1.6	-1.8	-2.0	-2.2	-2.4	-2.6	-2.8	0.1
13.7 - 13.9	-0.3	-0.6	-0.9	-1.2	-1.5	-1.7	-1.9	-2.1	-2.3	-2.5	-2.7	-2.9	0.1
14.0 - 14.2	-0.3	-0.6	-0.9	-1.2	-1.5	-1.8	-2.0	-2.2	-2.4	-2.6	-2.8	-3.0	0.1
14.3 - 14.5	-0.3	-0.6	-0.9	-1.2	-1.5	-1.8	-2.1	-2.3	-2.5	-2.7	-2.9	-3.1	0.1
14.6 - 14.8	-0.3	-0.6	-0.9	-1.2	-1.5	-1.8	-2.1	-2.4	-2.6	-2.8	-3.0	-3.2	0.1
14.9 - 15.1	-0.3	-0.6	-0.9	-1.2	-1.5	-1.8	-2.1	-2.4	-2.7	-2.9	-3.1	-3.3	0.1
15.2 - 15.4	-0.3	-0.6	-0.9	-1.2	-1.5	-1.8	-2.1	-2.4	-2.7	-3.0	-3.2	-3.4	0.1
15.5 - 15.7	-0.3	-0.6	-0.9	-1.2	-1.5	-1.8	-2.1	-2.4	-2.7	-3.0	-3.3	-3.5	0.1
15.8 - 20.4	-0.3	-0.6	-0.9	-1.2	-1.5	-1.8	-2.1	-2.4	-2.7	-3.0	-3.3	-3.6	0.1
20.5 - 20.8	-0.4	-0.7	-1.0	-1.3	-1.6	-1.9	-2.2	-2.5	-2.8	-3.1	-3.4	-3.7	0.1
20.9 - 21.2	-0.4	-0.8	-1.1	-1.4	-1.7	-2.0	-2.3	-2.6	-2.9	-3.2	-3.5	-3.8	0.1
21.3 - 21.6	-0.4	-0.8	-1.2	-1.5	-1.8	-2.1	-2.4	-2.7	-3.0	-3.3	-3.6	-3.9	0.1
21.7 - 22.0	-0.4	-0.8	-1.2	-1.6	-1.9	-2.2	-2.5	-2.8	-3.1	-3.4	-3.7	-4.0	0.1
22.1 - 22.4	-0.4	-0.8	-1.2	-1.6	-2.0	-2.3	-2.6	-2.9	-3.2	-3.5	-3.8	-4.1	0.1
22.5 - 22.8	-0.4	-0.8	-1.2	-1.6	-2.0	-2.4	-2.7	-3.0	-3.3	-3.6	-3.9	-4.2	0.1
22.9 - 23.2	-0.4	-0.8	-1.2	-1.6	-2.0	-2.4	-2.8	-3.1	-3.4	-3.7	-4.0	-4.3	0.1
23.3 - 23.6	-0.4	-0.8	-1.2	-1.6	-2.0	-2.4	-2.8	-3.2	-3.5	-3.8	-4.1	-4.4	0.1
23.7 - 24.0	-0.4	-0.8	-1.2	-1.6	-2.0	-2.4	-2.8	-3.2	-3.6	-3.9	-4.2	-4.5	0.1
24.1 - 24.4	-0.4	-0.8	-1.2	-1.6	-2.0	-2.4	-2.8	-3.2	-3.6	-4.0	-4.3	-4.6	0.1
24.5 - 24.8	-0.4	-0.8	-1.2	-1.6	-2.0	-2.4	-2.8	-3.2	-3.6	-4.0	-4.4	-4.7	0.1
24.9 - 28.0	-0.4	-0.8	-1.2	-1.6	-2.0	-2.4	-2.8	-3.2	-3.6	-4.0	-4.4	-4.8	0.1
28.1 - 28.4	-0.4	-0.8	-1.2	-1.6	-2.0	-2.4	-2.8	-3.2	-3.6	-4.0	-4.4	-4.8	0.1
28.5 - 28.9	-0.5	-0.9	-1.3	-1.7	-2.1	-2.5	-2.9	-3.3	-3.7	-4.1	-4.5	-4.9	0.1
29.0 - 29.4	-0.5	-1.0	-1.4	-1.8	-2.2	-2.6	-3.0	-3.4	-3.8	-4.2	-4.6	-5.0	0.1
29.5 - 29.9	-0.5	-1.0	-1.5	-1.9	-2.3	-2.7	-3.1	-3.5	-3.9	-4.3	-4.7	-5.1	0.1
30.0 - 30.4	-0.5	-1.0	-1.5	-2.0	-2.4	-2.8	-3.2	-3.6	-4.0	-4.4	-4.8	-5.2	0.1
30.5 - 30.9	-0.5	-1.0	-1.5	-2.0	-2.5	-2.9	-3.3	-3.7	-4.1	-4.5	-4.9	-5.3	0.1
31.0 - 31.4	-0.5	-1.0	-1.5	-2.0	-2.5	-3.0	-3.4	-3.8	-4.2	-4.6	-5.0	-5.4	0.1
31.5 - 31.9	-0.5	-1.0	-1.5	-2.0	-2.5	-3.0	-3.5	-3.9	-4.3	-4.7	-5.1	-5.5	0.1
32.0 - 32.4	-0.5	-1.0	-1.5	-2.0	-2.5	-3.0	-3.5	-4.0	-4.4	-4.8	-5.2	-5.6	0.1
32.5 - 32.9	-0.5	-1.0	-1.5	-2.0	-2.5	-3.0	-3.5	-4.0	-4.5	-4.9	-5.3	-5.7	0.1
33.0 - 33.4	-0.5	-1.0	-1.5	-2.0	-2.5	-3.0	-3.5	-4.0	-4.5	-5.0	-5.4	-5.8	0.1
33.5 - 33.9	-0.5	-1.0	-1.5	-2.0	-2.5	-3.0	-3.5	-4.0	-4.5	-5.0	-5.5	-5.9	0.1
34.0 - 36.4	-0.5	-1.0	-1.5	-2.0	-2.5	-3.0	-3.5	-4.0	-4.5	-5.0	-5.5	-6.0	0.1
36.5 - 37.0	-0.6	-1.1	-1.6	-2.1	-2.6	-3.1	-3.6	-4.1	-4.6	-5.1	-5.6	-6.1	0.1
37.1 - 37.6	-0.6	-1.2	-1.7	-2.2	-2.7	-3.2	-3.7	-4.2	-4.7	-5.2	-5.7	-6.2	0.1
37.7 - 38.2	-0.6	-1.2	-1.8	-2.3	-2.8	-3.3	-3.8	-4.3	-4.8	-5.3	-5.8	-6.3	0.1
38.3 - 38.8	-0.6	-1.2	-1.8	-2.4	-2.9	-3.4	-3.9	-4.4	-4.9	-5.4	-5.9	-6.4	0.1
38.9 - 39.4	-0.6	-1.2	-1.8	-2.4	-3.0	-3.5	-4.0	-4.5	-5.0	-5.5	-6.0	-6.5	0.1
39.5 - 40.0	-0.6	-1.2	-1.8	-2.4	-3.0	-3.6	-4.1	-4.6	-5.1	-5.6	-6.1	-6.6	0.1
40.1 - 40.6	-0.6	-1.2	-1.8	-2.4	-3.0	-3.6	-4.2	-4.7	-5.2	-5.7	-6.2	-6.7	0.1
40.7 - 41.2	-0.6	-1.2	-1.8	-2.4	-3.0	-3.6	-4.2	-4.8	-5.3	-5.8	-6.3	-6.8	0.1
41.3 - 41.8	-0.6	-1.2	-1.8	-2.4	-3.0	-3.6	-4.2	-4.8	-5.4	-5.9	-6.4	-6.9	0.1
41.9 - 42.4	-0.6	-1.2	-1.8	-2.4	-3.0	-3.6	-4.2	-4.8	-5.4	-6.0	-6.5	-7.0	0.1
42.5 - 43.1	-0.6	-1.2	-1.8	-2.4	-3.0	-3.6	-4.2	-4.8	-5.4	-6.0	-6.6	-7.1	0.1
43.2 - 54.0	-0.6	-1.2	-1.8	-2.4	-3.0	-3.6	-4.2	-4.8	-5.4	-6.0	-6.6	-7.2	0.1

## APPENDIX F

### HANDICAP ALLOWANCES FOR DIFFERENT FORMATS OF COMPETITION

*Affiliated Clubs* must use the following handicap allowances for the undernoted forms of competition when played as handicap events and, where relevant, for the calculation of the *Competition Scratch Score* in scratch competitions. The reference to handicaps in all cases refers to *Playing Handicaps*. Strokes must be taken according to the Handicap Stroke Index.

<b>Match Play</b>	<i>Singles</i>	<i>Full difference between the handicaps of the players</i>
	<i>Foursomes</i>	<i>1/2 difference between combined handicaps of each side</i>
	<i>Four-ball</i>	<i>Back marker to concede strokes to the other 3 players</i>
	<i>(better ball)</i>	<i>based on 90% of the difference between the full handicaps</i>
<b>Stroke Play</b>	<i>Singles</i>	<i>Full handicap</i>
	<i>Foursomes</i>	<i>1/2 combined handicap of partners</i>
	<i>Four-ball</i>	<i>Each partner receives 90% of full handicap</i>
	<i>(better ball)</i>	
<b>Par/Bogey</b>	<i>Singles</i>	<i>Full handicap</i>
	<i>Foursomes</i>	<i>1/2 combined handicap of partners</i>
	<i>Four-ball</i>	<i>Each partner receives 90% of full handicap</i>
	<i>(better ball)</i>	
<b>Stableford</b>	<i>Singles</i>	<i>Full handicap</i>
	<i>Foursomes</i>	<i>1/2 combined handicap of partners</i>
	<i>Four-ball</i>	<i>Each partner receives 90% of full handicap</i>
	<i>(better ball)</i>	

**Note 1: Half Strokes.** Half strokes or over to be counted as one; smaller fractions to be disregarded except in Foursomes Stroke Play when 1/2 strokes are counted as such.

**Note 2: Handicap Allowances.** In a handicap competition played in any of the above formats the allowances must be laid down by the Committee in the Terms of Competition (15-I(4) of *Committee Procedures*) in accordance with the above direction.

**Note 3: 36 Holes.** In handicap competitions over 36 holes strokes should be given or taken on the basis of two 18 hole rounds in accordance with the 18 hole Handicap Stroke Index unless the Committee introduces a special Stroke Index.

**Note 4: Hole-by-hole play-off (sudden-death).** When extra holes are played in handicap competitions, strokes should be taken in accordance with the Handicap Stroke Index.

**Note 5. Decisions on ties.** For guidance as to how decide ties see Appendix N (page 87).

#### Other Forms of Play

CONGU® recommends the following allowances:

**Greensomes** Stroke Play - *Lower handicap x 0.6 plus higher handicap x 0.4* (based on Playing Handicaps)

#### Notes:

- To facilitate the calculation of the Greensomes Handicap Allowance a Table is provided below.
- Match Play – Full Difference between Greensomes Handicaps
- **Competitions where players play from different Tees**
- When applying the allowances above in these competitions, handicap adjustments (see Appendix O) should be made before applying the allowance for the type of competition

**Decisions relevant to Appendix F**

- 6(a) Plus handicaps – strokes conceded when other than full handicap allowance applied.
- 6(b) Handicap Adjustments made for competitions where competitors play from different tees and when there are also handicap allowances to be applied for the type of competition.

**GREENSOMES HANDICAP ALLOWANCE TABLE**

	-6	-5	-4	-3	-2	-1	0	1	2	3	4	5	6	7	8	9	10	11	12	13
-6	-6.0	-5.6	-5.2	-4.8	-4.4	-4.0	-3.6	-3.2	-2.8	-2.4	-2.0	-1.6	-1.2	-0.8	-0.4	0.0	0.4	0.8	1.2	1.6
-5	-5.6	-5.0	-4.6	-4.2	-3.8	-3.4	-3.0	-2.6	-2.2	-1.8	-1.4	-1.0	-0.6	-0.2	0.2	0.6	1.0	1.4	1.8	2.2
-4	-5.2	-4.6	-4.0	-3.6	-3.2	-2.8	-2.4	-2.0	-1.6	-1.2	-0.8	-0.4	0.0	0.4	0.8	1.2	1.6	2.0	2.4	2.8
-3	-4.8	-4.2	-3.6	-3.0	-2.6	-2.2	-1.8	-1.4	-1.0	-0.6	-0.2	0.2	0.6	1.0	1.4	1.8	2.2	2.6	3.0	3.4
-2	-4.4	-3.8	-3.2	-2.6	-2.0	-1.6	-1.2	-0.8	-0.4	0.0	0.4	0.8	1.2	1.6	2.0	2.4	2.8	3.2	3.6	4.0
-1	-4.0	-3.4	-2.8	-2.2	-1.6	-1.0	-0.6	-0.2	0.2	0.6	1.0	1.4	1.8	2.2	2.6	3.0	3.4	3.8	4.2	4.6
0	-3.6	-3.0	-2.4	-1.8	-1.2	-0.6	0.0	0.4	0.8	1.2	1.6	2.0	2.4	2.8	3.2	3.6	4.0	4.4	4.8	5.2
1	-3.2	-2.6	-2.0	-1.4	-0.8	-0.2	0.4	1.0	1.4	1.8	2.2	2.6	3.0	3.4	3.8	4.2	4.6	5.0	5.4	5.8
2	-2.8	-2.2	-1.6	-1.0	-0.4	0.2	0.8	1.4	2.0	2.4	2.8	3.2	3.6	4.0	4.4	4.8	5.2	5.6	6.0	6.4
3	-2.4	-1.8	-1.2	-0.6	0.0	0.6	1.2	1.8	2.4	3.0	3.4	3.8	4.2	4.6	5.0	5.4	5.8	6.2	6.6	7.0
4	-2.0	-1.4	-0.8	-0.2	0.4	1.0	1.6	2.2	2.8	3.4	4.0	4.4	4.8	5.2	5.6	6.0	6.4	6.8	7.2	7.6
5	-1.6	-1.0	-0.4	0.2	0.8	1.4	2.0	2.6	3.2	3.8	4.4	5.0	5.4	5.8	6.2	6.6	7.0	7.4	7.8	8.2
6	-1.2	-0.6	0.0	0.6	1.2	1.8	2.4	3.0	3.6	4.2	4.8	5.4	6.0	6.4	6.8	7.2	7.6	8.0	8.4	8.8
7	-0.8	-0.2	0.4	1.0	1.6	2.2	2.8	3.4	4.0	4.6	5.2	5.8	6.4	7.0	7.4	7.8	8.2	8.6	9.0	9.4
8	-0.4	0.2	0.8	1.4	2.0	2.6	3.2	3.8	4.4	5.0	5.6	6.2	6.8	7.4	8.0	8.4	8.8	9.2	9.6	10.0
9	0.0	0.6	1.2	1.8	2.4	3.0	3.6	4.2	4.8	5.4	6.0	6.6	7.2	7.8	8.4	9.0	9.4	9.8	10.2	10.6
10	0.4	1.0	1.6	2.2	2.8	3.4	4.0	4.6	5.2	5.8	6.4	7.0	7.6	8.2	8.8	9.4	10.0	10.4	10.8	11.2
11	0.8	1.4	2.0	2.6	3.2	3.8	4.4	5.0	5.6	6.2	6.8	7.4	8.0	8.6	9.2	9.8	10.4	11.0	11.4	11.8
12	1.2	1.8	2.4	3.0	3.6	4.2	4.8	5.4	6.0	6.6	7.2	7.8	8.4	9.0	9.6	10.2	10.8	11.4	12.0	12.4
13	1.6	2.2	2.8	3.4	4.0	4.6	5.2	5.8	6.4	7.0	7.6	8.2	8.8	9.4	10.0	10.6	11.2	11.8	12.4	13.0
14	2.0	2.6	3.2	3.8	4.4	5.0	5.6	6.2	6.8	7.4	8.0	8.6	9.2	9.8	10.4	11.0	11.6	12.2	12.8	13.4
15	2.4	3.0	3.6	4.2	4.8	5.4	6.0	6.6	7.2	7.8	8.4	9.0	9.6	10.2	10.8	11.4	12.0	12.6	13.2	13.8
16	2.8	3.4	4.0	4.6	5.2	5.8	6.4	7.0	7.6	8.2	8.8	9.4	10.0	10.6	11.2	11.8	12.4	13.0	13.6	14.2
17	3.2	3.8	4.4	5.0	5.6	6.2	6.8	7.4	8.0	8.6	9.2	9.8	10.4	11.0	11.6	12.2	12.8	13.4	14.0	14.6
18	3.6	4.2	4.8	5.4	6.0	6.6	7.2	7.8	8.4	9.0	9.6	10.2	10.8	11.4	12.0	12.6	13.2	13.8	14.4	15.0
19	4.0	4.6	5.2	5.8	6.4	7.0	7.6	8.2	8.8	9.4	10.0	10.6	11.2	11.8	12.4	13.0	13.6	14.2	14.8	15.4
20	4.4	5.0	5.6	6.2	6.8	7.4	8.0	8.6	9.2	9.8	10.4	11.0	11.6	12.2	12.8	13.4	14.0	14.6	15.2	15.8
21	4.8	5.4	6.0	6.6	7.2	7.8	8.4	9.0	9.6	10.2	10.8	11.4	12.0	12.6	13.2	13.8	14.4	15.0	15.6	16.2
22	5.2	5.8	6.4	7.0	7.6	8.2	8.8	9.4	10.0	10.6	11.2	11.8	12.4	13.0	13.6	14.2	14.8	15.4	16.0	16.6
23	5.6	6.2	6.8	7.4	8.0	8.6	9.2	9.8	10.4	11.0	11.6	12.2	12.8	13.4	14.0	14.6	15.2	15.8	16.4	17.0
24	6.0	6.6	7.2	7.8	8.4	9.0	9.6	10.2	10.8	11.4	12.0	12.6	13.2	13.8	14.4	15.0	15.6	16.2	16.8	17.4
25	6.4	7.0	7.6	8.2	8.8	9.4	10.0	10.6	11.2	11.8	12.4	13.0	13.6	14.2	14.8	15.4	16.0	16.6	17.2	17.8
26	6.8	7.4	8.0	8.6	9.2	9.8	10.4	11.0	11.6	12.2	12.8	13.4	14.0	14.6	15.2	15.8	16.4	17.0	17.6	18.2
27	7.2	7.8	8.4	9.0	9.6	10.2	10.8	11.4	12.0	12.6	13.2	13.8	14.4	15.0	15.6	16.2	16.8	17.4	18.0	18.6
28	7.6	8.2	8.8	9.4	10.0	10.6	11.2	11.8	12.4	13.0	13.6	14.2	14.8	15.4	16.0	16.6	17.2	17.8	18.4	19.0
29	8.0	8.6	9.2	9.8	10.4	11.0	11.6	12.2	12.8	13.4	14.0	14.6	15.2	15.8	16.4	17.0	17.6	18.2	18.8	19.4
30	8.4	9.0	9.6	10.2	10.8	11.4	12.0	12.6	13.2	13.8	14.4	15.0	15.6	16.2	16.8	17.4	18.0	18.6	19.2	19.8
31	8.8	9.4	10.0	10.6	11.2	11.8	12.4	13.0	13.6	14.2	14.8	15.4	16.0	16.6	17.2	17.8	18.4	19.0	19.6	20.2
32	9.2	9.8	10.4	11.0	11.6	12.2	12.8	13.4	14.0	14.6	15.2	15.8	16.4	17.0	17.6	18.2	18.8	19.4	20.0	20.6
33	9.6	10.2	10.8	11.4	12.0	12.6	13.2	13.8	14.4	15.0	15.6	16.2	16.8	17.4	18.0	18.6	19.2	19.8	20.4	21.0
34	10.0	10.6	11.2	11.8	12.4	13.0	13.6	14.2	14.8	15.4	16.0	16.6	17.2	17.8	18.4	19.0	19.6	20.2	20.8	21.4
35	10.4	11.0	11.6	12.2	12.8	13.4	14.0	14.6	15.2	15.8	16.4	17.0	17.6	18.2	18.8	19.4	20.0	20.6	21.2	21.8
36	10.8	11.4	12.0	12.6	13.2	13.8	14.4	15.0	15.6	16.2	16.8	17.4	18.0	18.6	19.2	19.8	20.4	21.0	21.6	22.2
37	11.2	11.8	12.4	13.0	13.6	14.2	14.8	15.4	16.0	16.6	17.2	17.8	18.4	19.0	19.6	20.2	20.8	21.4	22.0	22.6
38	11.6	12.2	12.8	13.4	14.0	14.6	15.2	15.8	16.4	17.0	17.6	18.2	18.8	19.4	20.0	20.6	21.2	21.8	22.4	23.0
39	12.0	12.6	13.2	13.8	14.4	15.0	15.6	16.2	16.8	17.4	18.0	18.6	19.2	19.8	20.4	21.0	21.6	22.2	22.8	23.4
40	12.4	13.0	13.6	14.2	14.8	15.4	16.0	16.6	17.2	17.8	18.4	19.0	19.6	20.2	20.8	21.4	22.0	22.6	23.2	23.8
41	12.8	13.4	14.0	14.6	15.2	15.8	16.4	17.0	17.6	18.2	18.8	19.4	20.0	20.6	21.2	21.8	22.4	23.0	23.6	24.2
42	13.2	13.8	14.4	15.0	15.6	16.2	16.8	17.4	18.0	18.6	19.2	19.8	20.4	21.0	21.6	22.2	22.8	23.4	24.0	24.6
43	13.6	14.2	14.8	15.4	16.0	16.6	17.2	17.8	18.4	19.0	19.6	20.2	20.8	21.4	22.0	22.6	23.2	23.8	24.4	25.0
44	14.0	14.6	15.2	15.8	16.4	17.0	17.6	18.2	18.8	19.4	20.0	20.6	21.2	21.8	22.4	23.0	23.6	24.2	24.8	25.4
45	14.4	15.0	15.6	16.2	16.8	17.4	18.0	18.6	19.2	19.8	20.4	21.0	21.6	22.2	22.8	23.4	24.0	24.6	25.2	25.8
46	14.8	15.4	16.0	16.6	17.2	17.8	18.4	19.0	19.6	20.2	20.8	21.4	22.0	22.6	23.2	23.8	24.4	25.0	25.6	26.2
47	15.2	15.8	16.4	17.0	17.6	18.2	18.8	19.4	20.0	20.6	21.2	21.8	22.4	23.0	23.6	24.2	24.8	25.4	26.0	26.6
48	15.6	16.2	16.8	17.4	18.0	18.6	19.2	19.8	20.4	21.0	21.6	22.2	22.8	23.4	24.0	24.6	25.2	25.8	26.4	27.0
49	16.0	16.6	17.2	17.8	18.4	19.0	19.6	20.2	20.8	21.4	22.0	22.6	23.2	23.8	24.4	25.0	25.6	26.2	26.8	27.4
50	16.4	17.0	17.6	18.2	18.8	19.4	20.0	20.6	21.2	21.8	22.4	23.0	23.6	24.2	24.8	25.4	26.0	26.6	27.2	27.8
51	16.8	17.4	18.0	18.6	19.2	19.8	20.4	21.0	21.6	22.2	22.8	23.4	24.0	24.6	25.2	25.8	26.4	27.0	27.6	28.2
52	17.2	17.8	18.4	19.0	19.6	20.2	20.8	21.4	22.0	22.6	23.2	23.8	24.4	25.0	25.6	26.2	26.8	27.4	28.0	28.6
53	17.6	18.2	18.8	19.4	20.0	20.6	21.2	21.8	22.4	23.0	23.6	24.2	24.8	25.4	26.0	26.6	27.2	27.8	28.4	29.0
54	18.0	18.6	19.2	19.8	20.4	21.0	21.6	22.2	22.8	23.4	24.0	24.6	25.2	25.8	26.4	27.0	27.6	28.2	28.8	29.4



APPENDIX F (Cont.)

GREENSOMES HANDICAP ALLOWANCE TABLE (Cont.)

	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33
-6	2.0	2.4	2.8	3.2	3.6	4.0	4.4	4.8	5.2	5.6	6.0	6.4	6.8	7.2	7.6	8.0	8.4	8.8	9.2	9.6
-5	2.6	3.0	3.4	3.8	4.2	4.6	5.0	5.4	5.8	6.2	6.6	7.0	7.4	7.8	8.2	8.6	9.0	9.4	9.8	10.2
-4	3.2	3.6	4.0	4.4	4.8	5.2	5.6	6.0	6.4	6.8	7.2	7.6	8.0	8.4	8.8	9.2	9.6	10.0	10.4	10.8
-3	3.8	4.2	4.6	5.0	5.4	5.8	6.2	6.6	7.0	7.4	7.8	8.2	8.6	9.0	9.4	9.8	10.2	10.6	11.0	11.4
-2	4.4	4.8	5.2	5.6	6.0	6.4	6.8	7.2	7.6	8.0	8.4	8.8	9.2	9.6	10.0	10.4	10.8	11.2	11.6	12.0
-1	5.0	5.4	5.8	6.2	6.6	7.0	7.4	7.8	8.2	8.6	9.0	9.4	9.8	10.2	10.6	11.0	11.4	11.8	12.2	12.6
0	5.6	6.0	6.4	6.8	7.2	7.6	8.0	8.4	8.8	9.2	9.6	10.0	10.4	10.8	11.2	11.6	12.0	12.4	12.8	13.2
1	6.2	6.6	7.0	7.4	7.8	8.2	8.6	9.0	9.4	9.8	10.2	10.6	11.0	11.4	11.8	12.2	12.6	13.0	13.4	13.8
2	6.8	7.2	7.6	8.0	8.4	8.8	9.2	9.6	10.0	10.4	10.8	11.2	11.6	12.0	12.4	12.8	13.2	13.6	14.0	14.4
3	7.4	7.8	8.2	8.6	9.0	9.4	9.8	10.2	10.6	11.0	11.4	11.8	12.2	12.6	13.0	13.4	13.8	14.2	14.6	15.0
4	8.0	8.4	8.8	9.2	9.6	10.0	10.4	10.8	11.2	11.6	12.0	12.4	12.8	13.2	13.6	14.0	14.4	14.8	15.2	15.6
5	8.6	9.0	9.4	9.8	10.2	10.6	11.0	11.4	11.8	12.2	12.6	13.0	13.4	13.8	14.2	14.6	15.0	15.4	15.8	16.2
6	9.2	9.6	10.0	10.4	10.8	11.2	11.6	12.0	12.4	12.8	13.2	13.6	14.0	14.4	14.8	15.2	15.6	16.0	16.4	16.8
7	9.8	10.2	10.6	11.0	11.4	11.8	12.2	12.6	13.0	13.4	13.8	14.2	14.6	15.0	15.4	15.8	16.2	16.6	17.0	17.4
8	10.4	10.8	11.2	11.6	12.0	12.4	12.8	13.2	13.6	14.0	14.4	14.8	15.2	15.6	16.0	16.4	16.8	17.2	17.6	18.0
9	11.0	11.4	11.8	12.2	12.6	13.0	13.4	13.8	14.2	14.6	15.0	15.4	15.8	16.2	16.6	17.0	17.4	17.8	18.2	18.6
10	11.6	12.0	12.4	12.8	13.2	13.6	14.0	14.4	14.8	15.2	15.6	16.0	16.4	16.8	17.2	17.6	18.0	18.4	18.8	19.2
11	12.2	12.6	13.0	13.4	13.8	14.2	14.6	15.0	15.4	15.8	16.2	16.6	17.0	17.4	17.8	18.2	18.6	19.0	19.4	19.8
12	12.8	13.2	13.6	14.0	14.4	14.8	15.2	15.6	16.0	16.4	16.8	17.2	17.6	18.0	18.4	18.8	19.2	19.6	20.0	20.4
13	13.4	13.8	14.2	14.6	15.0	15.4	15.8	16.2	16.6	17.0	17.4	17.8	18.2	18.6	19.0	19.4	19.8	20.2	20.6	21.0
14	14.0	14.4	14.8	15.2	15.6	16.0	16.4	16.8	17.2	17.6	18.0	18.4	18.8	19.2	19.6	20.0	20.4	20.8	21.2	21.6
15	14.4	15.0	15.4	15.8	16.2	16.6	17.0	17.4	17.8	18.2	18.6	19.0	19.4	19.8	20.2	20.6	21.0	21.4	21.8	22.2
16	14.8	15.4	16.0	16.4	16.8	17.2	17.6	18.0	18.4	18.8	19.2	19.6	20.0	20.4	20.8	21.2	21.6	22.0	22.4	22.8
17	15.2	15.8	16.4	17.0	17.4	17.8	18.2	18.6	19.0	19.4	19.8	20.2	20.6	21.0	21.4	21.8	22.2	22.6	23.0	23.4
18	15.6	16.2	16.8	17.4	18.0	18.4	18.8	19.2	19.6	20.0	20.4	20.8	21.2	21.6	22.0	22.4	22.8	23.2	23.6	24.0
19	16.0	16.6	17.2	17.8	18.4	19.0	19.4	19.8	20.2	20.6	21.0	21.4	21.8	22.2	22.6	23.0	23.4	23.8	24.2	24.6
20	16.4	17.0	17.6	18.2	18.8	19.4	20.0	20.4	20.8	21.2	21.6	22.0	22.4	22.8	23.2	23.6	24.0	24.4	24.8	25.2
21	16.8	17.4	18.0	18.6	19.2	19.8	20.4	21.0	21.4	21.8	22.2	22.6	23.0	23.4	23.8	24.2	24.6	25.0	25.4	25.8
22	17.2	17.8	18.4	19.0	19.6	20.2	20.8	21.4	22.0	22.4	22.8	23.2	23.6	24.0	24.4	24.8	25.2	25.6	26.0	26.4
23	17.6	18.2	18.8	19.4	20.0	20.6	21.2	21.8	22.4	23.0	23.4	23.8	24.2	24.6	25.0	25.4	25.8	26.2	26.6	27.0
24	18.0	18.6	19.2	19.8	20.4	21.0	21.6	22.2	22.8	23.4	24.0	24.4	24.8	25.2	25.6	26.0	26.4	26.8	27.2	27.6
25	18.4	19.0	19.6	20.2	20.8	21.4	22.0	22.6	23.2	23.8	24.4	25.0	25.4	25.8	26.2	26.6	27.0	27.4	27.8	28.2
26	18.8	19.4	20.0	20.6	21.2	21.8	22.4	23.0	23.6	24.2	24.8	25.4	26.0	26.4	26.8	27.2	27.6	28.0	28.4	28.8
27	19.2	19.8	20.4	21.0	21.6	22.2	22.8	23.4	24.0	24.6	25.2	25.8	26.4	27.0	27.4	27.8	28.2	28.6	29.0	29.4
28	19.6	20.2	20.8	21.4	22.0	22.6	23.2	23.8	24.4	25.0	25.6	26.2	26.8	27.4	28.0	28.4	28.8	29.2	29.6	30.0
29	20.0	20.6	21.2	21.8	22.4	23.0	23.6	24.2	24.8	25.4	26.0	26.6	27.2	27.8	28.4	29.0	29.4	29.8	30.2	30.6
30	20.4	21.0	21.6	22.2	22.8	23.4	24.0	24.6	25.2	25.8	26.4	27.0	27.6	28.2	28.8	29.4	30.0	30.4	30.8	31.2
31	20.8	21.4	22.0	22.6	23.2	23.8	24.4	25.0	25.6	26.2	26.8	27.4	28.0	28.6	29.2	29.8	30.4	31.0	31.4	31.8
32	21.2	21.8	22.4	23.0	23.6	24.2	24.8	25.4	26.0	26.6	27.2	27.8	28.4	29.0	29.6	30.2	30.8	31.4	32.0	32.4
33	21.6	22.2	22.8	23.4	24.0	24.6	25.2	25.8	26.4	27.0	27.6	28.2	28.8	29.4	30.0	30.6	31.2	31.8	32.4	33.0
34	22.0	22.6	23.2	23.8	24.4	25.0	25.6	26.2	26.8	27.4	28.0	28.6	29.2	29.8	30.4	31.0	31.6	32.2	32.8	33.4
35	22.4	23.0	23.6	24.2	24.8	25.4	26.0	26.6	27.2	27.8	28.4	29.0	29.6	30.2	30.8	31.4	32.0	32.6	33.2	33.8
36	22.8	23.4	24.0	24.6	25.2	25.8	26.4	27.0	27.6	28.2	28.8	29.4	30.0	30.6	31.2	31.8	32.4	33.0	33.6	34.2
37	23.2	23.8	24.4	25.0	25.6	26.2	26.8	27.4	28.0	28.6	29.2	29.8	30.4	31.0	31.6	32.2	32.8	33.4	34.0	34.6
38	23.6	24.2	24.8	25.4	26.0	26.6	27.2	27.8	28.4	29.0	29.6	30.2	30.8	31.4	32.0	32.6	33.2	33.8	34.4	35.0
39	24.0	24.6	25.2	25.8	26.4	27.0	27.6	28.2	28.8	29.4	30.0	30.6	31.2	31.8	32.4	33.0	33.6	34.2	34.8	35.4
40	24.4	25.0	25.6	26.2	26.8	27.4	28.0	28.6	29.2	29.8	30.4	31.0	31.6	32.2	32.8	33.4	34.0	34.6	35.2	35.8
41	24.8	25.4	26.0	26.6	27.2	27.8	28.4	29.0	29.6	30.2	30.8	31.4	32.0	32.6	33.2	33.8	34.4	35.0	35.6	36.2
42	25.2	25.8	26.4	27.0	27.6	28.2	28.8	29.4	30.0	30.6	31.2	31.8	32.4	33.0	33.6	34.2	34.8	35.4	36.0	36.6
43	25.6	26.2	26.8	27.4	28.0	28.6	29.2	29.8	30.4	31.0	31.6	32.2	32.8	33.4	34.0	34.6	35.2	35.8	36.4	37.0
44	26.0	26.6	27.2	27.8	28.4	29.0	29.6	30.2	30.8	31.4	32.0	32.6	33.2	33.8	34.4	35.0	35.6	36.2	36.8	37.4
45	26.4	27.0	27.6	28.2	28.8	29.4	30.0	30.6	31.2	31.8	32.4	33.0	33.6	34.2	34.8	35.4	36.0	36.6	37.2	37.8
46	26.8	27.4	28.0	28.6	29.2	29.8	30.4	31.0	31.6	32.2	32.8	33.4	34.0	34.6	35.2	35.8	36.4	37.0	37.6	38.2
47	27.2	27.8	28.4	29.0	29.6	30.2	30.8	31.4	32.0	32.6	33.2	33.8	34.4	35.0	35.6	36.2	36.8	37.4	38.0	38.6
48	27.6	28.2	28.8	29.4	30.0	30.6	31.2	31.8	32.4	33.0	33.6	34.2	34.8	35.4	36.0	36.6	37.2	37.8	38.4	39.0
49	28.0	28.6	29.2	29.8	30.4	31.0	31.6	32.2	32.8	33.4	34.0	34.6	35.2	35.8	36.4	37.0	37.6	38.2	38.8	39.4
50	28.4	29.0	29.6	30.2	30.8	31.4	32.0	32.6	33.2	33.8	34.4	35.0	35.6	36.2	36.8	37.4	38.0	38.6	39.2	39.8
51	28.8	29.4	30.0	30.6	31.2	31.8	32.4	33.0	33.6	34.2	34.8	35.4	36.0	36.6	37.2	37.8	38.4	39.0	39.6	40.2
52	29.2	29.8	30.4	31.0	31.6	32.2	32.8	33.4	34.0	34.6	35.2	35.8	36.4	37.0	37.6	38.2	38.8	39.4	40.0	40.6
53	29.6	30.2	30.8	31.4	32.0	32.6	33.2	33.8	34.4	35.0	35.6	36.2	36.8	37.4	38.0	38.6	39.2	39.8	40.4	41.0
54	30.0	30.6	31.2	31.8	32.4	33.0	33.6	34.2	34.8	35.4	36.0	36.6	37.2	37.8	38.4	39.0	39.6	40.2	40.8	41.4



APPENDIX F (Cont.)

GREENSOMES HANDICAP ALLOWANCE TABLE (Cont.)

	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54
-6	10.0	10.4	10.8	11.2	11.6	12.0	12.4	12.8	13.2	13.6	14.0	14.4	14.8	15.2	15.6	16.0	16.4	16.8	17.2	17.6	18.0
-5	10.6	11.0	11.4	11.8	12.2	12.6	13.0	13.4	13.8	14.2	14.6	15.0	15.4	15.8	16.2	16.6	17.0	17.4	17.8	18.2	18.6
-4	11.2	11.6	12.0	12.4	12.8	13.2	13.6	14.0	14.4	14.8	15.2	15.6	16.0	16.4	16.8	17.2	17.6	18.0	18.4	18.8	19.2
-3	11.8	12.2	12.6	13.0	13.4	13.8	14.2	14.6	15.0	15.4	15.8	16.2	16.6	17.0	17.4	17.8	18.2	18.6	19.0	19.4	19.8
-2	12.4	12.8	13.2	13.6	14.0	14.4	14.8	15.2	15.6	16.0	16.4	16.8	17.2	17.6	18.0	18.4	18.8	19.2	19.6	20.0	20.4
-1	13.0	13.4	13.8	14.2	14.6	15.0	15.4	15.8	16.2	16.6	17.0	17.4	17.8	18.2	18.6	19.0	19.4	19.8	20.2	20.6	21.0
0	13.6	14.0	14.4	14.8	15.2	15.6	16.0	16.4	16.8	17.2	17.6	18.0	18.4	18.8	19.2	19.6	20.0	20.4	20.8	21.2	21.6
1	14.2	14.6	15.0	15.4	15.8	16.2	16.6	17.0	17.4	17.8	18.2	18.6	19.0	19.4	19.8	20.2	20.6	21.0	21.4	21.8	22.2
2	14.8	15.2	15.6	16.0	16.4	16.8	17.2	17.6	18.0	18.4	18.8	19.2	19.6	20.0	20.4	20.8	21.2	21.6	22.0	22.4	22.8
3	15.4	15.8	16.2	16.6	17.0	17.4	17.8	18.2	18.6	19.0	19.4	19.8	20.2	20.6	21.0	21.4	21.8	22.2	22.6	23.0	23.4
4	16.0	16.4	16.8	17.2	17.6	18.0	18.4	18.8	19.2	19.6	20.0	20.4	20.8	21.2	21.6	22.0	22.4	22.8	23.2	23.6	24.0
5	16.6	17.0	17.4	17.8	18.2	18.6	19.0	19.4	19.8	20.2	20.6	21.0	21.4	21.8	22.2	22.6	23.0	23.4	23.8	24.2	24.6
6	17.2	17.6	18.0	18.4	18.8	19.2	19.6	20.0	20.4	20.8	21.2	21.6	22.0	22.4	22.8	23.2	23.6	24.0	24.4	24.8	25.2
7	17.8	18.2	18.6	19.0	19.4	19.8	20.2	20.6	21.0	21.4	21.8	22.2	22.6	23.0	23.4	23.8	24.2	24.6	25.0	25.4	25.8
8	18.4	18.8	19.2	19.6	20.0	20.4	20.8	21.2	21.6	22.0	22.4	22.8	23.2	23.6	24.0	24.4	24.8	25.2	25.6	26.0	26.4
9	19.0	19.4	19.8	20.2	20.6	21.0	21.4	21.8	22.2	22.6	23.0	23.4	23.8	24.2	24.6	25.0	25.4	25.8	26.2	26.6	27.0
10	19.6	20.0	20.4	20.8	21.2	21.6	22.0	22.4	22.8	23.2	23.6	24.0	24.4	24.8	25.2	25.6	26.0	26.4	26.8	27.2	27.6
11	20.2	20.6	21.0	21.4	21.8	22.2	22.6	23.0	23.4	23.8	24.2	24.6	25.0	25.4	25.8	26.2	26.6	27.0	27.4	27.8	28.2
12	20.8	21.2	21.6	22.0	22.4	22.8	23.2	23.6	24.0	24.4	24.8	25.2	25.6	26.0	26.4	26.8	27.2	27.6	28.0	28.4	28.8
13	21.4	21.8	22.2	22.6	23.0	23.4	23.8	24.2	24.6	25.0	25.4	25.8	26.2	26.6	27.0	27.4	27.8	28.2	28.6	29.0	29.4
14	22.0	22.4	22.8	23.2	23.6	24.0	24.4	24.8	25.2	25.6	26.0	26.4	26.8	27.2	27.6	28.0	28.4	28.8	29.2	29.6	30.0
15	22.6	23.0	23.4	23.8	24.2	24.6	25.0	25.4	25.8	26.2	26.6	27.0	27.4	27.8	28.2	28.6	29.0	29.4	29.8	30.2	30.6
16	23.2	23.6	24.0	24.4	24.8	25.2	25.6	26.0	26.4	26.8	27.2	27.6	28.0	28.4	28.8	29.2	29.6	30.0	30.4	30.8	31.2
17	23.8	24.2	24.6	25.0	25.4	25.8	26.2	26.6	27.0	27.4	27.8	28.2	28.6	29.0	29.4	29.8	30.2	30.6	31.0	31.4	31.8
18	24.4	24.8	25.2	25.6	26.0	26.4	26.8	27.2	27.6	28.0	28.4	28.8	29.2	29.6	30.0	30.4	30.8	31.2	31.6	32.0	32.4
19	25.0	25.4	25.8	26.2	26.6	27.0	27.4	27.8	28.2	28.6	29.0	29.4	29.8	30.2	30.6	31.0	31.4	31.8	32.2	32.6	33.0
20	25.6	26.0	26.4	26.8	27.2	27.6	28.0	28.4	28.8	29.2	29.6	30.0	30.4	30.8	31.2	31.6	32.0	32.4	32.8	33.2	33.6
21	26.2	26.6	27.0	27.4	27.8	28.2	28.6	29.0	29.4	29.8	30.2	30.6	31.0	31.4	31.8	32.2	32.6	33.0	33.4	33.8	34.2
22	26.8	27.2	27.6	28.0	28.4	28.8	29.2	29.6	30.0	30.4	30.8	31.2	31.6	32.0	32.4	32.8	33.2	33.6	34.0	34.4	34.8
23	27.4	27.8	28.2	28.6	29.0	29.4	29.8	30.2	30.6	31.0	31.4	31.8	32.2	32.6	33.0	33.4	33.8	34.2	34.6	35.0	35.4
24	28.0	28.4	28.8	29.2	29.6	30.0	30.4	30.8	31.2	31.6	32.0	32.4	32.8	33.2	33.6	34.0	34.4	34.8	35.2	35.6	36.0
25	28.6	29.0	29.4	29.8	30.2	30.6	31.0	31.4	31.8	32.2	32.6	33.0	33.4	33.8	34.2	34.6	35.0	35.4	35.8	36.2	36.6
26	29.2	29.6	30.0	30.4	30.8	31.2	31.6	32.0	32.4	32.8	33.2	33.6	34.0	34.4	34.8	35.2	35.6	36.0	36.4	36.8	37.2
27	29.8	30.2	30.6	31.0	31.4	31.8	32.2	32.6	33.0	33.4	33.8	34.2	34.6	35.0	35.4	35.8	36.2	36.6	37.0	37.4	37.8
28	30.4	30.8	31.2	31.6	32.0	32.4	32.8	33.2	33.6	34.0	34.4	34.8	35.2	35.6	36.0	36.4	36.8	37.2	37.6	38.0	38.4
29	31.0	31.4	31.8	32.2	32.6	33.0	33.4	33.8	34.2	34.6	35.0	35.4	35.8	36.2	36.6	37.0	37.4	37.8	38.2	38.6	39.0
30	31.6	32.0	32.4	32.8	33.2	33.6	34.0	34.4	34.8	35.2	35.6	36.0	36.4	36.8	37.2	37.6	38.0	38.4	38.8	39.2	39.6
31	32.2	32.6	33.0	33.4	33.8	34.2	34.6	35.0	35.4	35.8	36.2	36.6	37.0	37.4	37.8	38.2	38.6	39.0	39.4	39.8	40.2
32	32.8	33.2	33.6	34.0	34.4	34.8	35.2	35.6	36.0	36.4	36.8	37.2	37.6	38.0	38.4	38.8	39.2	39.6	40.0	40.4	40.8
33	33.4	33.8	34.2	34.6	35.0	35.4	35.8	36.2	36.6	37.0	37.4	37.8	38.2	38.6	39.0	39.4	39.8	40.2	40.6	41.0	41.4
34	34.0	34.4	34.8	35.2	35.6	36.0	36.4	36.8	37.2	37.6	38.0	38.4	38.8	39.2	39.6	40.0	40.4	40.8	41.2	41.6	42.0
35	34.4	35.0	35.4	35.8	36.2	36.6	37.0	37.4	37.8	38.2	38.6	39.0	39.4	39.8	40.2	40.6	41.0	41.4	41.8	42.2	42.6
36	34.8	35.4	36.0	36.4	36.8	37.2	37.6	38.0	38.4	38.8	39.2	39.6	40.0	40.4	40.8	41.2	41.6	42.0	42.4	42.8	43.2
37	35.2	35.8	36.4	37.0	37.4	37.8	38.2	38.6	39.0	39.4	39.8	40.2	40.6	41.0	41.4	41.8	42.2	42.6	43.0	43.4	43.8
38	35.6	36.2	36.8	37.4	38.0	38.4	38.8	39.2	39.6	40.0	40.4	40.8	41.2	41.6	42.0	42.4	42.8	43.2	43.6	44.0	44.4
39	36.0	36.6	37.2	37.8	38.4	39.0	39.4	39.8	40.2	40.6	41.0	41.4	41.8	42.2	42.6	43.0	43.4	43.8	44.2	44.6	45.0
40	36.4	37.0	37.6	38.2	38.8	39.4	40.0	40.4	40.8	41.2	41.6	42.0	42.4	42.8	43.2	43.6	44.0	44.4	44.8	45.2	45.6
41	36.8	37.4	38.0	38.6	39.2	39.8	40.4	41.0	41.4	41.8	42.2	42.6	43.0	43.4	43.8	44.2	44.6	45.0	45.4	45.8	46.2
42	37.2	37.8	38.4	39.0	39.6	40.2	40.8	41.4	42.0	42.4	42.8	43.2	43.6	44.0	44.4	44.8	45.2	45.6	46.0	46.4	46.8
43	37.6	38.2	38.8	39.4	40.0	40.6	41.2	41.8	42.4	43.0	43.4	43.8	44.2	44.6	45.0	45.4	45.8	46.2	46.6	47.0	47.4
44	38.0	38.6	39.2	39.8	40.4	41.0	41.6	42.2	42.8	43.4	44.0	44.4	44.8	45.2	45.6	46.0	46.4	46.8	47.2	47.6	48.0
45	38.4	39.0	39.6	40.2	40.8	41.4	42.0	42.6	43.2	43.8	44.4	45.0	45.4	45.8	46.2	46.6	47.0	47.4	47.8	48.2	48.6
46	38.8	39.4	40.0	40.6	41.2	41.8	42.4	43.0	43.6	44.2	44.8	45.4	46.0	46.4	46.8	47.2	47.6	48.0	48.4	48.8	49.2
47	39.2	39.8	40.4	41.0	41.6	42.2	42.8	43.4	44.0	44.6	45.2	45.8	46.4	47.0	47.4	47.8	48.2	48.6	49.0	49.4	49.8
48	39.6	40.2	40.8	41.4	42.0	42.6	43.2	43.8	44.4	45.0	45.6	46.2	46.8	47.4	48.0	48.4	48.8	49.2	49.6	50.0	50.4
49	40.0	40.6	41.2	41.8	42.4	43.0	43.6	44.2	44.8	45.4	46.0	46.6	47.2	47.8	48.4	49.0	49.4	49.8	50.2	50.6	51.0
50	40.4	41.0	41.6	42.2	42.8	43.4	44.0	44.6	45.2	45.8	46.4	47.0	47.6	48.2	48.8	49.4	50.0	50.4	50.8	51.2	51.6
51	40.8	41.4	42.0	42.6	43.2	43.8	44.4	45.0	45.6	46.2	46.8	47.4	48.0	48.6	49.2	49.8	50.4	51.0	51.4	51.8	52.2
52	41.2	41.8	42.4	43.0	43.6	44.2	44.8	45.4	46.0	46.6	47.2	47.8	48.4	49.0	49.6	50.2	50.8	51.4	52.0	52.4	52.8
53	41.6	42.2	42.8	43.4	44.0	44.6	45.2	45.8	46.4	47.0	47.6	48.2	48.8	49.4	50.0	50.6	51.2	51.8	52.4	53.0	53.4
54	42.																				

## APPENDIX G

### HANDICAP STROKE INDEX

*Committee Procedures* 5-I(4) requires Committees to 'publish a table indicating the order of holes at which handicap strokes are to be given or received'. To provide consistency at *Affiliated Clubs* it is **recommended** that the allocation is made based on the following principles.

1. Of paramount importance for match play competition is the even spread of the strokes to be received at all handicap differences over the 18 holes.
2. This is best achieved by allocating the odd numbered strokes to the more difficult of the two nines, usually the longer nine, and the even numbers to the other nine.
3. The first and second stroke index holes should be placed close to the centre of each nine and the first six strokes should not be allocated to adjacent holes. The 7<sup>th</sup> to the 10<sup>th</sup> indices should be allocated so that a player receiving 10 strokes does not receive strokes on three consecutive holes.
4. None of the first eight strokes should be allocated to the first or the last hole, and at clubs where competitive matches may be started at the 10<sup>th</sup> hole, at the 9<sup>th</sup> or 10<sup>th</sup> holes. This avoids a player receiving an undue advantage on the 19<sup>th</sup> hole should a match continue to sudden death. Unless there are compelling reasons to the contrary, stroke indices 9, 10, 11 and 12 should be allocated to holes 1, 9, 10 and 18 in such order as shall be considered appropriate.
5. Subject to the foregoing recommendations, when selecting each stroke index in turn holes of varying length should be selected. Index 1 could be a par 5, index 2 a long par 4, index 3 a shorter par 4 and index 4 a par 3. There is no recommended order for this selection, the objective being to select in index sequence holes of varying playing difficulty. Such a selection provides more equal opportunity for all handicaps in match play and Stableford and Par competitions than an order based upon hole length or difficulty to obtain par.

**Note 1:** Par is not an indicator of hole difficulty. Long par 3 and 4 holes are often selected for low index allocation in preference to par 5 holes on the basis that it is easier to score par on a par 5 hole than 4 on a long par 4. Long par 3 and 4 holes are difficult pars for low handicap players but often relatively easy bogeys for the player with a slightly higher handicap. Difficulty in relation to par is only one of several factors to be taken into account when selecting stroke indices.

**Note 2:** When allocating a stroke index it should be noted that in the majority of social matches there are small handicap differences thereby making the even distribution of the lower indices of great importance.

The above recommendations for the 'Handicap Stroke Index' provision are principally directed at match play and have proved to be suitable for that purpose. The 'Handicap Stroke Index', however, is also used widely for Stableford, par and bogey competitions. In these forms of stroke play competition the need to have a uniform and balanced distribution of strokes is less compelling. There is a cogent case for the Index in such competitions to be aligned to the ranking of holes in terms of playing difficulty irrespective of hole number. Such a ranking facility is available through many of the licensed handicap software programs currently used by *Affiliated Clubs*.

Clubs that conduct a significant number of Stableford, par and bogey competitions may wish to provide separate stroke indices for match play and the listed forms of stroke play. To avoid confusion this would be best done on separate scorecards.

These recommendations supplement those made by the R&A Rules Ltd contained in *Committee Procedures* - which may be downloaded from the R&A website [www.randa.org](http://www.randa.org).

## APPENDIX H

COMPUTER SOFTWARE RELATING TO THE  
CONGU® UNIFIED HANDICAPPING SYSTEM

Possession of a CONGU® Licence demonstrates that the Independent Software Vendor is satisfied, to the best of the Vendor's knowledge and belief that the Handicapping database of the software complies with the CONGU® Specification for Handicapping Software 2016.

As a minimum the Specification requires that any licensed software must have the capability to:

1. Record and process all scores returned by players from competitions played at the *Home Club*, or elsewhere, in accordance with all the requirements of the *UHS*. The record must also include the reason for any disqualification.
2. Calculate the *Competition Scratch Score* following each *Qualifying Competition* held at the club.
3. Calculate *Exact* and *Playing Handicaps* in accordance with the Regulations by applying scores in chronological order.
4. Provide a facility for altering an *Exact* and *Playing Handicap* following an adjustment under *Review of Handicaps* - Clause 23.
5. Print the following when required, using the relevant specified format:
  - (a) Handicap Record Sheets containing such information as is required.
  - (b) CONGU® Handicap Certificates.
  - (c) A list of changes to *Members' Playing Handicaps* immediately they are made.
  - (d) A list of all current *Playing Handicaps* together with current *Exact Handicaps*.
  - (e) A summary of scores showing not less than the information contained in Appendix I, Specimen Player Handicap Record.
  - (f) Provide a list of *Members* who have not returned the stipulated minimum number of *Qualifying Scores* between *Annual Reviews* or during the previous calendar year and indicate, where appropriate, the status of those handicaps in accordance with Clause 25.1.
  - (g) The *Annual Review* Report.

The software, as covered by the Licence, must not include any guidance or option contrary to the requirements of the *UHS* that can modify any files in the CONGU® handicap maintenance database. For example the software must NOT:

- provide any facilities for the manual override of a calculated CSS.
- offer options that do not ensure Clause 19 reductions are applied to competitions.
- provide any formula for handicap adjustments other than as provided in Clauses 19 and 23 and in Appendix J.
- make any provision that allows clubs to obtain reductions of handicap without handicap increases (other than when so required by Clause 18).
- permit any entry of scores other than in chronological order of event date.
- allow the date of score entry to be modified from the actual date of entry.

**Note:** Any options other than those specifically required by the *UHS*, must not be capable of affecting the CONGU® Handicap Database. Such options are not regulated by the Licence. Where such options are connected with player scoring (or competition analysis) any output must disclaim any connection with the *UHS*.

APPENDIX I

SPECIMEN PLAYER HANDICAP RECORD

	Player:	John Smith																	Date of Record:	99/99/9999
	Home Club:	Home Golf Club																	Current Handicap:	12 c
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
	Score	Comp	Rnd	Competition	Course	SSS	CSS	Ident	Gross	Hcp	Nett	Stb Adj	Adj	Stab /	Par	Gross	H/Cap	Exact	Rev	Rev
	Entry	Date							Score		Score	19.1	Score	Par		Diff	Net Diff	Adj	H/Cap	Play
	Date	Date																		
26	26/10	15/10		9-hole supplementary	Nearby GC	69	n/a	S9A	n/a	12				36	70	12	0	0.0	11.6	12
25	30/09	30/09		Exceptional Scoring Decrease				ESR										-0.5	11.6	12
24	30/09	30/09		September Medal	Home Club	70	72	QMH	79	15	64		79			7	-8	-2.4	12.1	12
23	21/09	21/09		9-Hole Stableford	Nearby GC	69	n/a	Q9A	n/a	14				32	70	18	4	0.1	14.5	15
22	14/09	14/09		Autumn Cup	Home Club	70	69	QMH	88	14	74		88			19	5	0.1	14.4	14
21a	06/09	06/09		Open Meeting	DDD GC	72	74	QSO	n/a	14				30	73	19	5	0.1	14.3	14
20a	05/09	05/09		Young Cup	Home Club	70	73	QMH	86	15	71		86			13	-2	-0.6	14.2	14
19a	04/09	04/09		Open Meeting	CCC GC	72	75	RMO	87	15	71		87			12	4	-1.2	14.8	15
21	06/09	06/09		Open Meeting	DDD GC	72	74	QSO	n/a	15				30	73	20	5	0.1	14.9	15
20	05/09	05/09		Young Cup	Home Club	70	73	QMH	86	16	70		86			13	-3	-0.9	14.8	15
19	04/09	04/09		Open Meeting	CCC GC	72	72	QMO	87	16	71		87			15	-1	-0.3	15.7	16
18	21/08	21/08		Stableford	Home Club	70	69	QSH	n/a	16				35	70	18	2	0.0	16.0	16
17	20/08			Clause 23 Reduction	Home Club			GPR										-1.5	16.0	16
16	20/08	20/08		Stableford	Home Club	70	70	QSH	n/a	18				38	70	16	-2	-0.6	17.5	18
14a	06/08	06/08		August Medal	Home Club	70	70	QMH	92	18	74		92			22	4	0.1	18.1	18
13a	29/07	29/07		July Trophy	Home Club	70	70	QMH	94	18	76		94			24	6	0.1	18.0	18
12a	19/07	19/07		July Bowl	Nearby GC	70	70	QMA	100	18	82	-2	98			28	10	0.1	17.9	18
15	08/08	15/07		Open Meeting	BBB Club	72	73	QMO	87	20	67		87			14	-6	-1.8	17.8	18
14	06/08	06/08		August Medal	Home Club	70	70	QMH	92	20	72		92			22	2	0.0	19.8	20
13	29/07	29/07		July Trophy	Home Club	70	70	QMH	94	20	74		94			24	4	0.1	19.8	20
12	19/07	19/07		July Bowl	Nearby GC	70	70	QMA	100	20	80	-2	98			28	8	0.1	19.7	20
11	08/07	08/07	2	Par - Round 2	Home Club	70	70	QPH	n/a	20				-6	70	26	6	0.1	19.6	20
10	08/07	08/07	1	Par - Round 1	Home Club	70	70	QPH	n/a	19				-7	70	26	7	0.1	19.5	20
9	29/06	29/06		Supplementary	Home Club	70	n/a	SMH	89	19	70		89			19	0	0.0	19.4	19
8	20/06	20/06		Faith Trophy	Home Club	70	73	RMH	99	19	80	-2	97			24	5	0.0	19.4	19
7	14/06	14/05		Summer Cup	Home Club	70	70	QMH	97	19	78	-1	96			26	7	0.1	19.4	19
6	07/06	06/06		Stableford	Nearby Club	70	70	QSA	n/a	19				32	70	23	4	0.1	19.3	19
5	03/06	03/06		June Medal	Home Club	70	70	QMH	NR	19			90			20	1	0.0	19.2	19
4	26/05	25/05		New Trophy	Nearby Club	70	70	QMA	85	21	64		85			15	-6	-2.0	19.2	19
3	18/05	17/05		Open Meeting	AA Club	71	73	QMO	NC	21			130			57	36	0.1	21.2	21
2	07/04	07/04		9-Hole Stableford	Home Club	70	n/a	Q9H	n/a	21				28	70	29	8	0.1	21.1	21
1	01/03	01/03		Spring Cup	Home Club	70	72	QMH	98	21	77	-1	97			25	4	0.0	21.0	21
	01/01			Handicap Brought Forward				HBf											21.0	21
	201X	201X																		



## APPENDIX I (Cont.)

### PLAYER HANDICAP INFORMATION

#### Explanatory Notes to the Specimen Player Handicap Record

1. All the information contained in the Specimen Player Handicap Record must be stored for each player either in computerised records using licensed software in accordance with Appendix I or in manual handicap record sheets.
2. The provisions of Clause 19 have been applied to the scores shown in the Specimen Player Handicap Record. Manual entries in respect of Stroke Play scores which are reduced by Stableford point calculation are made as follows:
  - (a) The reduced *Nett Differential* is entered in column 18.
  - (b) The *Gross Differential* calculated by adding the reduced *Nett Differential* to the *Playing Handicap* from which the player competed is entered in column 17.
  - (c) The number of strokes by which the *Nett Differential* has been reduced was entered in column 13 and the reduced gross score entered in column 14.
3. On 3 June the player returned his card without a score recorded on one of the holes. The Stableford point calculation provided a point total which gave a *Nett Differential* of one stroke over *Competition Scratch Score*. Despite the 'No Return', the player's score was in his *Buffer Zone* and his *Exact Handicap* remained unchanged.
4. Appendix C sets out a short alternative procedure and supplementary recommendations for calculating Stableford point score reductions authorised by Clause 19.
5. When away scores are reported to a *Home Club* after a later *Qualifying Competition* has been entered in the Player Handicap Record sheet the player's *Exact Handicap* must be re-calculated immediately to provide the *Exact Handicap* that would have applied if the scores had been entered in chronological order.

On 4 September the player competed in an Open Meeting at CCC GC and reported the score to his *Home Club* before the *Competition Scratch Score* was known. On 8 September the *Competition Scratch Score* of 75 became known to the *Home Club* and the *Exact Handicap* was recalculated from the scores returned on 4, 5 and 6 September. Although the player had correctly played from 16 on 5 September and 15 on 6 September, the revised *Playing Handicaps* of 15 and 14 are used for the re-calculation.

The calculation of the *Competition Scratch Score* on 4 September had resulted in the competition being for *Reduction Only* and the identifier 'RMO' has been entered in column 9.

6. In a 36 hole competition the Terms of Competition may require the player to compete from the same handicap in each round. However, for handicap purposes, if the score in the first round results in a revised *Playing Handicap* this is used to determine any adjustments to be made to the player's *Exact Handicap* following the second round.
7. It will be noted in the Specimen Player Handicap Record that the player failed to report an away score on 9 July until 7 August. The omission resulted in the player playing in three competitions at his *Home Club* from a handicap of 20 instead of 18. In the absence of a satisfactory explanation, the *Home Club* should consider suspending the player's handicap under Clause 24.1.
8. The Summary of Scores Table will be generated from the player's information held in his Player Handicap Record (as per the Specimen Player Handicap Record).

## APPENDIX I (Cont.)

### CODES USED IN THE HANDICAP RECORD

When a computerised handicap record is used, as set out in the specimen handicap record above, Column 9 'Ident' shall contain a three-character code to identify the type of score or adjustment.

- The codes for the different types of scores must conform to the rules set out below. The first character in the code denotes the type of competition, the second character the format of the round and the third character nature of the course over which the round has been played. It should be noted that not all of the codes identified in the table below are currently required to be recorded in a player's record

1 <sup>st</sup> Character		2 <sup>nd</sup> Character		3 <sup>rd</sup> Character	
Code	Competition Type	Code	Format of Play	Code	Course
F	Foursomes, Greensomes	K	Match play – Knockout	A	Away Club
H	For Handicap (re-instatement of status)	M	Stroke play – Medal	D	Abandoned
N	Non-Qualifying	N	Nine-hole stroke play	F	Overseas (Foreign)
Q	Qualifying	P	Par/Bogey	H	Home club
R	Reduction Only	S	Stableford	O	Open event
S	Supplementary Score	9	Nine-hole Stableford		
T	Team format (e.g. Tri-Am)				
Y	Society				
4	Four-Ball Better Ball				

- The three-character codes for an initial handicap allotment are:

Code	Description	x values
IHA	Initial Handicap Allotted	
IHx	Initial Handicap score	x= 1,2,3
I9x	Initial Handicap nine-hole score	x= 1,2,3,4,5,6

- The three-character codes for adjustments are:

Code	Description	Code	Description
ARI	Annual Review Increase	GPI	General Play Increase
ARR	Annual Review Reduction	GPR	General Play Reduction
CHL	Competition Handicap Lost	HBF	Handicap Brought Forward
CHR	Competition Handicap Restored	PHR	Player Handicap Restored
COR	Correction	PHS	Player Handicap Suspended
CRI	Continuous Review Increase	THA	Transferred Handicap Allotment
ESR	Exceptional Scoring Reduction		

- The following codes have been retired:

Code	Description	Code	Description
ARA	Annual Review Adjustment	LHR	Lapsed Handicap Restored
ARO	Abandoned Reduction Only	MUR	Monthly Up Revision
ARP	Annual Review Process	PHL	Playing Handicap Lapsed
COS	Corrected Overseas Score	QRO	Qualifying Reduction Only
GPA	General Play Adjustment	REV	Revision

If Column 10 'Gross Score' does not contain a number the following two letter codes are applicable:

Code	Description
NA	Not Applicable
NC	No Card Returned
NR	No Return



APPENDIX I (Cont.)

PLAYER HANDICAP INFORMATION

SUMMARY OF SCORES TABLE

Date: \_\_\_\_\_

Golf Club: \_\_\_\_\_ Home Club of the following players:

Player	Exact H'cap 12 Months Ago	Exact H'cap Today	Qualifying Competitions										Ten best Gross Differentials returned during preceding 12 months
			Nett Differentials										Qualifying Competitions
			Played	Scores	SS	9HS	NR's	R's	<BZ	=0	=BZ	>BZ	
Other AN	21.0	14.5	22	21	1	1	1	1	5	0	4	11	12 13 14 15 16 18 19 19 19 20
Smith J	25.8	26.0	2	2	1							2	32 33
Weekender A	14.2	14.7	5	5								5	19 19 20 20 20
Youngster A	25.4	17.2	20	20		2			5	3	12		14 15 16 21 22 22 24 24 25 25

Notes:

R's denote Qualifying Competitions determined by Clause 18.4 to be for Reduction Only

Nett Differentials:

< BZ below Buffer Zone

= 0 Nett Differential equal to Playing Handicap

= BZ Nett Differential within Buffer Zone but above Playing Handicap

> BZ above Buffer Zone

**APPENDIX J**

**Removed**

**APPENDIX K**

**Removed**

## APPENDIX L

### UHS COMPLIANCE CHECKLIST

To ensure that all *Affiliated Clubs* are consistent in their interpretation and application of the *UHS*, each club should conduct a self-audit, on an annual basis, using the compliance checklist detailed below.

Does the Club:

Compliance Requirement	Clause	Yes/No
Display the Terms of Competition in a prominent position	6	
Appoint a <i>Handicap Committee</i> as required in the 'Responsibilities of the Affiliated Club'?	6.3	
Issue handicap certificates with the CONGU® <i>Handicap</i> mark?	6.4	
Calculate and maintain handicaps strictly in accordance with <i>UHS</i> requirements?	6.4	
Where a computerised system is in place, use a licensed software supplier for maintenance of handicaps (with latest version update)?	6.5	
Have a current Certificate of Course Measurement for all tees from which <i>Qualifying Competitions</i> are played?	6.6	
Know of its responsibility to notify the <i>Union</i> , or <i>Area Authority</i> if so delegated, when permanent changes have been made to the course, particularly increases and decreases in playing length?	6.7	
Ensure that all <i>Qualifying Competitions</i> are played from a <i>Measured Course</i> as defined and inform green staff of this requirement?	6.8	
Have a mechanism by which a competitor must signify his intention of playing before commencing play on the day of a competition?	7.2	
Ensure all <i>Qualifying Scores</i> are uploaded to the <i>Union CDH</i>	7.4	
Display a list of current handicaps in a prominent position?	7.6	
Conduct an <i>Annual Review</i> of the handicaps of all <i>Members</i> with consideration given to increases and reductions alike?	7.7(i)	
Have a book or equivalent recording system to allow <i>Members</i> to return details of <i>Away scores</i> ?	7.7(j)	
Display a notice or otherwise advise (and remind) <i>Members</i> of their responsibilities to the <i>UHS</i> ?	8	
Accept that adjusting the Terms of Competition e.g. Open singles, to make it <i>Non-Qualifying</i> on a technicality is an abuse of the spirit and intent of the <i>UHS</i> that may result in the <i>Union</i> imposing sanctions under Clause 6.2.	17	
Play all Stableford / par / bogey competitions with full handicap allowance for handicap purposes?	17.2	
Accept that it is not permissible to declare in advance that a competition is for <i>Reduction Only</i> .	Definition	
Accept that it is not permissible to adjust handicaps either upwards or downwards at the conclusion of a <i>Non-Qualifying Competition</i> Except in Ireland	17.3	
Increase and decrease handicaps as soon as practicable after the conclusion of a <i>Qualifying Competition</i> ?	20.9	
Accept for handicapping purposes <i>Supplementary Scores</i> in accordance with <i>Union</i> requirements?	21	
Have a defined procedure for <i>Members</i> to signify, in advance, their intention to return a <i>Supplementary Score</i> and provision for the return of cards?	21.6	
Have a recognised procedure to advise <i>Members</i> of handicap alterations following <i>Annual Review</i> , <i>General Play Adjustment</i> , <i>ESR</i> and <i>CRI</i> ?	23	
Apply the Handicap Allowances as contained in Appendix F?	Appendix F	

If the answer to all questions is 'Yes', the golf club is complying with the requirements of the *UHS*.

If any of the answers are 'No', the club should take appropriate action to achieve compliance. The *Union* or delegated authority should be contacted if a club has difficulty in complying with the above requirements.

## APPENDIX M

## GUIDELINES FOR ANNUAL REVIEW / GENERAL PLAY ADJUSTMENT.

*Affiliated Clubs* are required to carry out an *Annual Review* of the handicaps of all *Members* in compliance with the requirements of Clause 23. It is considered essential that this review is conducted by the *Handicap Committee* rather than by one individual. The results of all relevant competitions that took place in the calendar year should be available at the Review meeting.

The purpose of the *Annual Review* is to identify:

- those players whose general playing performance and scoring pattern over the year is better than that expected for their *Handicap Category* and who should be considered for a reduction of handicap; and
- those players whose general playing performance and scoring pattern over the year is inferior to that expected for their *Handicap Category* and who should be considered for an increase of handicap.

It should be noted that the majority of *Members*, particularly those who have returned a reasonable number of *Qualifying Scores* through the year, will probably have had appropriate handicap alterations applied by the system and do not require further adjustment under Clause 23.

To ensure uniformity in club handicapping, it is important that the *Handicap Committee* conducts the *Annual Review* in a structured manner. It is recognised, however, that it is an extremely difficult and time consuming task for the *Handicap Committee* to carry out a detailed and effective review of the handicaps of all *Members* in the required manner, particularly in clubs with a large playing membership. Consequently, a computer generated report has been designed to assist *Handicap Committees* in the *Annual Review* and the report is part of the handicap software package.

The report 'flags up' those players whose playing performance over the year is outside the expected scoring pattern for their *Handicap Category* and who should be the subject of further consideration for an increase or decrease in handicap, as appropriate. It must be emphasised, however, that the list produced must not be taken as an automatic authority to adjust the handicaps of the listed players, or as indicative of the only players requiring review.

When carrying out the *Annual Review* and in giving consideration to possible handicap adjustments arising from the computer generated listing, the *Handicap Committee* must:

- take account of the player's achievements in *Non-Qualifying Competitions*, match play competitions, four-ball better ball competitions and other forms of team event in addition to medal play performance;
- examine the frequency of *Qualifying Scores* recently returned by the player to and below his *Playing Handicap*;
- possibly deal more severely with a player, whose general standard of play is known to be improving, than it would with a player who it is believed has returned scores below his general ability but whose general ability is not considered to be improving;
- only adjust a handicap after all information available in regard to the playing ability of the player has been considered. Decisions made on the basis of 'knee-jerk' reactions to a single performance or good score are seldom justifiable;
- recognise that it is as important to identify players of declining ability who have handicaps that are too low, as it is to identify players who have a handicap that is too high;
- ensure that the performance of any player who has been allotted a handicap since the last *Annual Review* is carefully assessed to confirm that his handicap reflects current ability;
- not use *General Play Adjustments* as a 'punishment' (or 'reward') for success in either match or stroke play competitions (unless other evidence exists to support an adjustment); and
- not apply a formula to make adjustments e.g. the winners of club match play events being the subject of a handicap reduction of two strokes.
- In **Ireland**, the frequency of *Non-Qualifying Scores*, achieved in competitions played over a course for which the *Union* has allotted a *Standard Scratch Score*, to and below his *Playing Handicap* must also be examined.

**APPENDIX N****RESOLUTION OF TIES**

*Committee Procedures 5-A(6)* empowers the Committee to determine the method for deciding the result of ties in both stroke play and match play.

The most practicable way to decide ties in club and open handicap stroke play competitions is a card count-back with the winner determined on the basis of the better inward half, last six holes, last three holes etc. *Committee Procedures 5-A(6)* define this method. In handicap stroke play competitions the fractions of the applicable handicaps are deducted from the gross scores for the applicable holes. In this context CONGU® directs that the exact fractions i.e. one-half, one-third, one-sixth etc. or commonly accepted decimal equivalents are deducted. The fractional or decimal allowances should not be rounded to a whole number.



## APPENDIX O

## EVENTS IN WHICH COMPETITORS PLAY FROM DIFFERENT SETS OF TEES

Note that this Appendix does not apply to 9-Hole Competitions where different sets of tees are in use. The 9-Hole Handicap Allowance effectively makes the target for all players 36 points regardless of the Tee used, hence no further adjustment is required.

The majority of *Qualifying Competitions* are run for a specific group of competitors, .e.g. a men's medal, a ladies' Stableford, a seniors' par/bogey competition from a given set of tees. Increasingly, however, clubs are introducing competitions that cater for a wider group of entrants such as in mixed gender competitions and/or competitions in which different sets of tees are used to enable players of different age/ playing ability to compete together. Each set of tees used must have been rated for the genders that will play from them. Whilst the majority of clubs have at least two sets of tees for men i.e. traditional medal tees and forward tees, many clubs only have one set of tees that have been rated for women. A few clubs, particularly those having relatively long and/or difficult courses, have created an additional set of tees forward from the existing ladies' tees and have these tees rated for the women and sometimes for the men as well. Having such options enables clubs to give all players the opportunity to compete from tees that are the most suitable for their ability. Examples of such competitions include:

- junior competitions in which both boys and girls compete with the boys playing from a set of tees having a men's rating and the girls competing from a set of tees having a women's rating;
- open competitions open to men, women and juniors;
- single gender competitions in which some players are required to, or may elect to, play from different sets of tees e.g. a men's medal in which players have the choice of playing from the traditional medal tees or from the forward tees (both sets of tees being rated courses).or a ladies' Stableford with silver division playing from the traditional ladies' medal tees and bronze division playing from the forward ladies' tees.

In virtually all cases, the different sets of tees will have been allocated different *Standard Scratch Scores* by the *Unions*. Two issues arise; the first is how to determine the competition winner and the second is how to adjust handicaps in an equitable manner.

### A. Determining the Prize-winners - Competition Handicap Allowances for Qualifying Competitions

In order to maintain equity in determining the prize winners in these competitions the *Playing Handicaps* of some of the competitors may require to be adjusted to provide a *Competition Handicap Allowance*. In *Qualifying Competitions* any adjustment to generate the *Competition Handicap Allowance* must be applied for competition result purposes only, so that the competition retains its qualifying status. The adjusted *Competition Handicap Allowance* must not be used to establish the *Competition Scratch Score* or for the purpose of handicap alteration. Competitions in which competitors play from different tees in *Qualifying Competitions* may be in three formats – medal stroke play, Stableford and par/bogey.

#### *Mixed Tee Scratch Result*

As with a handicap competition, a similar situation arises when determining the outcome of a mixed tee scratch result. As an example consider the situation where Ladies play from the Red Tee which has a SSS of 75 and Men play from the White Tee which has a SSS of 73. If both play to a score which represents the relative difficulty of each course (i.e. the SSS) then the Man would score 73 and the Lady would score 75. From a Scratch Result point of view, the Man would always win. Accordingly an adjustment equal to the difference between the two SSS's needs to be applied to the scores of those playing from the tee with the higher SSS. In order that features such as Card Count Backs are accommodated, the difference should be applied in the same way as a handicap. Effectively those playing from the tee with the lowest SSS would play off zero and those on the higher value SSS tee would play off the difference between the two SSSs. That 'handicap' would then be used for Card Count Back etc.

### 1. Medal Stroke Play

This is the format most easily understood by the competitors and the simplest to administer.

For the purposes of the competition, each player playing the course with the higher *Standard Scratch Score* must be awarded a *Competition Handicap Allowance* equivalent to his *Playing Handicap* increased by the difference in the two *Standard Scratch Scores*.

Examples:

Men's Course (White Tees): SSS 70      Ladies' Course (Red Tees): SSS 72 SSS <sub>Ladies</sub> – SSS <sub>Men</sub> = 2.      All Ladies' handicaps should be increased by 2 strokes		
Lady Exact Handicap	Playing Handicap for Handicap purposes	Competition Handicap Allowance for Competition purposes
18.8	19	(19 + 2) = 21
35.5	36	(36 + 2) = 38

In a scratch event the Ladies would effectively have 2 handicap strokes for competition purposes.

Any adjustment that results in a playing handicap above the maximum *Exact Handicap* allowed (54.0) should be applied only for competition purposes. (i.e. the *Competition Handicap Allowance* is not used for handicap purposes).

## 2. Stableford Competitions

In Stableford competitions it is the relationship between the Par and *Standard Scratch Score* and not only the SSS that determines player scoring and the score that represents 'Playing to handicap'. When players play from different tees (e.g. Ladies' / Men's) the Par / SSS relationship may well be different for each set of tees. For example:

- for Course A with Ladies' tees of Par 72 and SSS 72 and Men's tees of Par 70 and SSS 70, the Par and SSS have the same relationship (Difference Par – SSS = 0);
- for Course B with Ladies' tees Par 70 and SSS 70 (Par – SSS = 0) and Men's tees Par 72 and SSS 70 (Par – SSS = 2) the relationship between Par and SSS is different.

With Course A in a Stableford competition all players from either set of tees playing to their handicap would return the same score (36 points). In this situation the scores from each set of tees can be equitably combined for result purposes (despite the SSSs being different and an adjusted *Competition Handicap Allowance* being required if the competition had been Medal stroke play).

With Course B, a woman playing to her handicap would return 36 points, whilst a man would return 38 points when playing to his. The women's *Competition Handicap Allowance* must be increased by two. In all such cases where the Par and SSS relationship is different, **for result purposes only**, the *Competition Handicap Allowances* will differ dependent upon which set of tees the players play from. The same principle would apply for a scratch competition played under the Stableford format in that there would be a 'handicap' applied to account for the difference between the 'play to handicap' scores.

Players playing from the set of tees with the higher target to 'play to handicap' will receive the same *Competition Handicap Allowance* as their *Playing Handicap* but others will receive additional stroke(s). Extra stroke(s) equal to the difference between the respective 'Playing to Handicap' scores from each set of tees (i.e. in the Course B example above two strokes) must be added to the handicaps of the competitors who play from the tees from which players would return the lower "Playing to Handicap" score (i.e. in the above example, the women – see table below).

Example:

Men's Course (White Tees): SSS 70, Par 72 :      Ladies' Course (Red Tees): SSS 70, Par 70		
Score required to 'Play to Handicap'	Strokes received for Handicap Purposes	Strokes received for Competition Purposes
Woman 36 pts.	Playing Handicap	Playing Handicap + 2

Man 38 pts.	Playing Handicap	Playing Handicap

The additional stroke(s) shall be applied consecutively from the lowest Stroke Index hole(s) where players do not receive a stroke using their normal *Playing Handicap* (i.e. a 12 handicap player receiving an extra allowance of two strokes would get them at holes with Stroke Index 13 and 14). 'Plus' handicap players would give fewer strokes back to the course starting from the lowest Stroke Index hole where they concede strokes.

Where the *Competition Handicap Allowance* calculated for a player differs from their *Playing Handicap*, the Committee must make the player aware of their total stroke allowance for the competition. It is recommended that the *Competition Handicap Allowance* is recorded on the player's scorecard alongside the player's *Playing Handicap*.

It must be stressed that this adjustment is only to provide an equitable competition result. Any adjustments must be disregarded when determining the CSS and the *Nett Differential* for handicapping calculations.

For handicap purposes the *Nett Differential* is determined by applying the Table contained in Appendix D following calculation of the *Competition Scratch Score*.

### 3. Par / Bogey Competitions

A similar principle to that outlined in Clause 2 above should be applied to Par/Bogey Competitions played from different sets of tees when calculating appropriate *Competition Handicap Allowances*. This would also apply to a scratch result in the same manner as that for Stableford above.

Example:

Men's Course (White Tees): SSS 72, Par 71.      Ladies' Course (Red Tees): SSS 72, Par 73		
Result required to 'Play to Handicap'	Strokes Received for Handicap purposes	Strokes Received for Competition Purposes
Woman 1 Up	Playing Handicap	Playing Handicap
Man 1 down	Playing Handicap	Playing Handicap + 2

**Note 1.** The foregoing methods of handicap adjustment for the different Qualifying formats cannot be applied to Men and Women (or Boys and Girls) playing from the **same** set of tees unless a *Standard Scratch Score* has been allocated for each gender. In such circumstances a woman playing from the Men's tees requires an additional stroke allowance to the extent determined by the difference in the Men's and Ladies' *Standard Scratch Scores*.

For a 6000 yard course the difference in the respective *Standard Scratch Scores* would be of the order of 5 strokes.

These strokes should not be regarded as 'courtesy shots'. They are an entitlement necessary to equalise the handicaps of the participating groups.

**Note 2.** To comply with the *Rules of Golf* 3-3b(4) the player should record his/her *Playing Handicap* on the score card. Players are advised to also record their appropriate *Competition Handicap Allowance* on the scorecard, where this is different.

### B. Adjusting handicaps in an equitable manner – Use of the Single CSS Adjustment

If separate CSS calculations are made for each set of tees used it is frequently the case that the resulting adjustments (i.e. -1, zero, +1, +2, +3, +3 R/O) are different and this can be difficult to explain or justify. This difference is more pronounced if at least one set of players form a small field as is frequently the case in junior competitions as there may often be only one or two girls in a field dominated by boys.

A more equitable solution is to use the performance (i.e. those within their own *buffer zones*) relative to the SSS of the tees used for all the competitors (in Categories 1 to 4) in the field to calculate one adjustment. This adjustment is applied to the SSS's of the tees used. The details of the calculations are given in Appendix B Clauses 2.1 to 2.4 and Examples 4 and 5 in Appendix B demonstrate how this can be applied in practice.

The use of the *Single CSS Adjustment* is recommended for all situations in which players play in a *Qualifying Competition* from different sets of tees (see page 62). This should be extended to the situation where multiple *Qualifying Competitions* over the same course and different tees take place on the same day. All scores should be combined to provide a Single CSS Adjustment.

## **B. Applying Handicap Allowances for other forms of competition**

For other forms of golf (e.g. 4 Ball Better Ball, Greensomes etc) the allowance for the type of competition should be applied (Appendix F provides the allowances for each type of competition). The order of application of Adjustments and Allowances is detailed in Decision 6(b) in this manual.

### **Decision relevant to Appendix O**

- 6(b) Handicap Adjustments made for competitions where competitors play from different tees and when there are also handicap allowances to be applied for the type of competition.

## APPENDIX P

### DISQUALIFIED SCORES IN QUALIFYING COMPETITIONS

Clause 17.1(c) of the *UHS* provides that a Player Handicap Record must include *Disqualified Scores* which, when corrected, may be acceptable for handicap purposes.

The corrected score may be within the player's *Buffer Zone* or qualify for a handicap reduction. Otherwise an increase in *Exact Handicap* of 0.1 shall be applied, unless the calculated CSS is CSS=SSS+3 R/O.

To accept a *Disqualified Score* as a 'correct score' the Committee must verify the score in such manner as it shall deem appropriate. All penalty strokes must be included in the score for handicap purposes.

When a *Disqualified Score* has been so accepted as a *Qualifying Score* before the last card has been returned to the Committee, the corrected score must be included in the calculation of the *Competition Scratch Score*. Otherwise for *Competition Scratch Score* purposes the card shall be regarded as a 'No Return'.

The following are examples where scores shall be corrected for handicap purposes following **disqualification** from the competition by the Committee in charge.

Rule No.	Nature of Breach	Action for Handicap Purposes	Note
3.3(c)	Failure to hole out in stroke play	Adjust score for hole at which offence occurred under Clause 19 (Stableford / Nett Double Bogey Adjustment)	1
20.1(c)	Doubt as to procedure – failure to inform Committee of procedure adopted	If correct score can be ascertained – accept for handicap, failing which adjust under Clause 19 (Stableford / Nett Double Bogey Adjustment)	
3.3(b)	Handicap on card too high	Adjust handicap to provide a correct score	
3.3(b)	No handicap included on card	Score acceptable	
3.3(b)	Card not signed by player or marker	Score acceptable unless marker had a valid reason not to sign card	2
3.3(b)	Undue delay in returning scorecard	Score acceptable	
3.3(b)	Score entered on card on a hole is lower than actual score	Accept adjusted score unless breach premeditated	2
6.1	Play from outside of teeing ground not corrected	Adjust score under Clause 19 (Stableford / Nett Double Bogey Adjustment)	1
6.3	Play of wrong ball not corrected	Adjust score under Clause 19 (Stableford / Nett Double Bogey Adjustment)	1
14.7	Serious breach of ball played from wrong place not corrected	Adjust score under Clause 19 (Stableford / Nett Double Bogey Adjustment)	1
20.1(c)	Play of second ball not reported to the Committee	If correct score can be ascertained – accept for handicap purposes, failing which adjust under Clause 19 (Stableford / Nett Double Bogey Adjustment)	

**Note 1:** As a general principle, if a score would have been acceptable under Stableford conditions it should, whenever possible, be acceptable for handicap purposes in Stroke Play following

Clause 19 adjustment for any hole where the player has either failed to hole out, or failed to produce a score that satisfied the *Rules of Golf*.

**Note 2:** If the offence has any possible premeditated element or, could have adversely affected the play of a fellow competitor, the score should normally be regarded as a 'No Return'.

The following are situations when the player has been **disqualified**, where a score **shall not** be regarded as a correct score. The score must be regarded as a 'No Return' and a handicap increase of 0.1 shall be applied to the *Exact Handicap*, unless the CSS calculates as CSS=SSS+3 R/O. In calculating the Gross & Nett Differentials, each hole should be treated as a Nett Double bogey and calculated accordingly.

Rule No.	Nature of Breach	Action for Handicap Purposes
1-2	Exerting undue influence on ball – serious breach	Not acceptable
1-3	Agreement to waive rule	Not acceptable
1.3	Refusal to comply with a Rule(s) of Golf	Not acceptable
4.1	Use of non-conforming clubs	Not acceptable
4.1(c)	Excess club not declared out of play	Not acceptable
4.2	Golf ball not on conforming list (when required as a condition of the competition)	Not acceptable
4.2	Playing characteristics of ball changed	Not acceptable
5.3	Player failing to start within 5 minutes of the correct starting time and returning a score	Not acceptable
10.3	Employing more than one caddie	Not acceptable, where the competitor fails to report his breach to the Committee and a penalty of DQ is consequently applied
5.6	Undue delay (repeated offence)	Not acceptable
5.7	Discontinuance of play, unless reason for discontinuance acceptable to Committee	Not acceptable
5.2	Practice before or between rounds	Not acceptable
6.2	Use of non-conforming tee	Not acceptable
6.1	Playing from the wrong teeing ground (not corrected and resulting in the stipulated round not being played)	Not acceptable
4.3	Use of artificial device, unusual equipment or unusual use of equipment.	Not acceptable
15.3	Ball assisting play (if Committee determines competitor has agreed not to lift a ball that might assist another player)	Not acceptable
6-C(12)	Where match play and stroke play formats are played in the same round	Not acceptable
20.2(e)	Disqualification penalty imposed by Committee	Not acceptable



Model Local Rule E-5	Use of Alternative to Stroke and Distance used in qualifying competition	Not acceptable
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**Note 3:** The first time a banned function of a DMD is used, the penalty is 2 shots on the hole it was observed. A subsequent use results in disqualification. To be a valid score for handicap, the 2 shot penalty must be recorded on the players' score.

*A Disqualified Score* must be entered into the Player Handicap Record.

## APPENDIX Q

### ADVICE ON RUNNING THE CONTINUOUS HANDICAP REVIEW

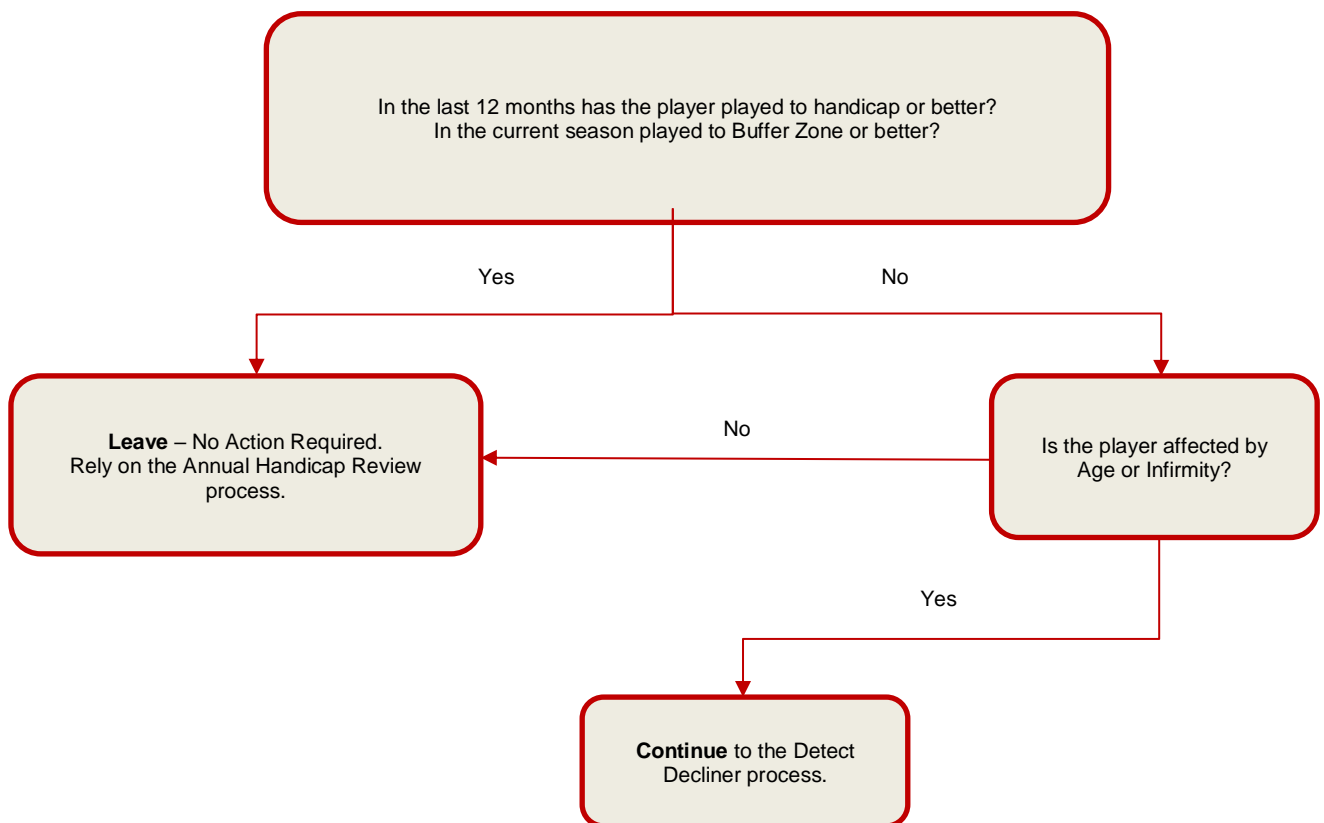
In 2016 CONGU introduced the Continuous Handicap Review (Clause 23D) to run alongside the Annual Review (AR) Report to identify those players who may be struggling to play to handicap during the season.

Your handicap software includes a report that will identify players that have received at least 7 consecutive x 0.1 increases. We would recommend that you run this report at least once per quarter.

The handicap committee should then review the report and consider the following steps to narrow down the list to highlight those players most in need.

To answer these questions you will need:

- The playing record of each player identified
- Knowledge of previous Annual or Continuous Handicap Reviews
- Knowledge of the Player (age, ill health or injury)



**Detect Decliner****Step 1**

Has the player appeared on the previous Annual Handicap Review (AHR) report or the previous Continuous Handicap Review (CHR) report?

*If Yes* – then the player is likely to be a decliner and was either in need of a larger adjustment on that occasion or they have continued to decline. Continue to Action.

*If No* – continue to step 2.

**Step 2**

Consider how many 0.1 returns are in the scoring sequence and over what period of time

This will give an indication of whether this is a player undergoing a gentle decline, a player simply undergoing a period of poor form or a player in sharp decline. Continue to Action

**Action**

Having considered the evidence, you may decide not to take immediate action and instead defer for further consideration after the next AHR/CHR.

Alternatively, you may decide the player is indeed a decliner in need of an immediate handicap increase. Whilst the evidence may suggest an apparent need to increase the handicap significantly, we would advise that this should be carried out in stages over a period of reviews unless there are exceptional circumstances which would justify an immediate larger adjustment.

# **PART SIX**

## **DECISIONS**

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**1. QUALIFYING COMPETITIONS - Clause 17**

**Dec.1(a) Status of a competition when the use of fairway mats is obligatory (Revised)**

**Q.** *May an Affiliated Club conduct a Qualifying Competition(s) when the use of fairway mats to protect the course is obligatory?*

- A.** Yes, a club may run *Qualifying Competition(s)* under such conditions provided:
- their use is restricted to the preferred lie period (period as directed by the *Union*).
  - all other requirements for *Competition Play Conditions* have been satisfied.
  - a *Local Rule* for the use of fairway mats has been set out in the Terms of Competition.
  - The mat is not to be used for strokes made with a putter.

The suggested wording is:

'When a player's ball lies in a part of the general area cut to fairway height or less and a putter is not being used for the stroke, the ball must be lifted, placed on and played from an Astroturf, or similar type of, mat. The mat must be placed as near as possible to where the ball originally lay, and the ball must be placed on the mat. The ball may be cleaned when lifted.

If a ball when placed rolls off the mat, the player must try to place it a second time. If the ball again does not stay on the mat, the mat must be moved to the nearest spot, not nearer the hole, where the ball will come to rest on the mat when placed.

If the player accidentally causes the ball on the mat to move before a stroke is made, there is no penalty and the ball must be placed again on the mat.

If a tee is used to secure the mat into the ground, the ball must not be placed on the tee.'

The purpose of this decision is to help promote *Qualifying Competitions* whenever possible during the preferred lie period.

**Dec.1(b) Status of a competition when artificially surfaced tees are in use**

**Q1.** *May an Affiliated Club conduct Qualifying Competitions when artificially surfaced tees e.g. Astroturf are in use?*

- A1.** *Qualifying Competitions* may be played under such conditions provided:
- the artificial tees are located at positions that relate to a *Measured Course* or the altered course has been allocated a *Standard Scratch Score* by the *Union* or *Area Authority* if so delegated; and
  - all other requirements for *Competition Play Conditions* have been satisfied.

**Q2.** *Do artificially surfaced tees e.g. on concrete bases that do not strictly comply with the Rules of Golf definition of a Teeing Ground satisfy the above decision and permit the conduct of Qualifying Competitions?*

- A2.** Although artificially surfaced tees do not generally satisfy the two club-lengths in depth requirement in the *Rules of Golf* definition of a teeing ground, in such circumstances it is considered that the spirit of the rule is being honoured and that *Qualifying Competitions* can be played.

**Dec.1(c) Status of a competition when a local rule allowing Clean and Place ball in the General Area is in operation**

**Q.** *May a club run a Qualifying Competition when a Local Rule allowing cleaning of the ball in the General Area is in place?*

- A.** Yes

<b>Dec.1(d)</b>	<b>Status of a competition when competitors are required to lift a ball from the fairway and place in semi-rough</b>
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- Q.** *Would the introduction of a Local Rule permitting lifting the ball from the fairway and dropping into the semi-rough (first cut), in order to protect the fairway, render the competition Non-Qualifying?*
- A.** Yes, as such a procedure is not within the *Rules of Golf*, the competition is *Non-Qualifying*. To make it a *Qualifying Competition*, an alternative solution to fairway protection such as the use of preferred lies or fairway mats is required.

<b>Dec.1(e)</b>	<b>Status of a competition when bunkers are undergoing renovation</b>
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- Q.** *May an Affiliated Club conduct Qualifying Competitions when some bunkers on the golf course are being renovated, for example, in the course of a phased maintenance programme.*
- A.** Yes, provided that the club has defined the relevant bunker areas as ground under repair. Rules of Golf Definition of a Bunker clarifies that the status of bunkers defined in this way are automatically classified as “through the green” unless the Committee specifically states otherwise.

<b>Dec.1(f)</b>	<b>Status of a competition when green staff have carried out maintenance work during the course of the competition</b>
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- Q.** *Does maintenance work such as the cutting of rough, greens or watering of the greens in the course of a competition render the competition Non-Qualifying?*
- A.** No. Although not desirable, it is not unusual for course maintenance work to be carried out during the course of a competition. It is inadvisable, however, to conduct a *Qualifying Competition* on a day in which an operation such as hollow coring that has a disruptive influence on the playing of the game is being conducted.

<b>Dec.1(g)</b>	<b>Status of a competition in which shotgun starts are employed or competitors are authorised by the Committee to start other than at the first tee</b>
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Competitions in which competitors are authorised by the Committee to commence play elsewhere than from the first tee will be *Qualifying Competitions* for handicap purposes provided all other requirements of the *UHS* are satisfied. This includes ‘Shotgun Starts’.

<b>Dec.1(h)</b>	<b>Status of a play-off</b>
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A play-off over 18 or 9 holes is deemed to be a means of settling a tie in a stroke play event and is not classed as a *Qualifying Competition* for handicap purposes.

<b>Dec.1(i)</b>	<b>Handicap to be used in event of a <i>Member</i> holding a handicap from more than one handicapping authority</b>
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When a *Member* of an *Affiliated Club* also holds a handicap from a *Handicapping Authority* other than CONGU®, he must enter and play from his CONGU® *Handicap* in all *Qualifying Competitions*.

<b>Dec.1(j)</b>	<b>Limitation of handicaps in <i>Qualifying Competitions</i></b>
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- Q.** *May an Affiliated Club impose a limit of handicap to some of their Qualifying Competitions e.g. insist that a player with a Playing Handicap of 27 competes from a handicap of 18?*
- A.** This is contrary to the spirit of the UHS. Players must be allowed to play from their established handicap.  
The player must play off full handicap and the correct *Playing Handicap* must be used when calculating the *Competition Scratch Score*. The organising Committee may then adjust the scores for the purpose of awarding prizes for the competition.

<b>Dec.1(k)</b>	<b>Status of a competition when a <i>Local Rule</i> permitting the use of electronic distance measuring devices is in operation</b>
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REMOVED

<b>Dec.1(l)</b>	<b>Status of aggregate competitions</b>
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- Q.** *In what circumstances can scores in Aggregate Competitions be accepted as Qualifying Scores?*
- A.** When players take part in a competition under *Competition Play Conditions* in which the scores of two or more players are aggregated, and none of the participants in partnership play in the same group, the competition should be regarded as a *Qualifying Competition* and all scores recorded as *Qualifying Scores*.  
When players in partnership play, or can play, in the same group the competition is not a *Qualifying Competition* and the scores returned should be disregarded for handicap purposes.

<b>Dec.1(m)</b>	<b>Competition conditions that apply solely to the UHS</b>
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- Q.** *The administration of handicapping has become increasingly the domain of the computer resulting in Handicap Committees requiring competitors to provide assistance in various ways beyond that required by the Rules of Golf. These include:*
- *total the score and apply the correct handicap;*
  - *enter and total Stableford points on their card;*
  - *on completion of the round enter scores hole by hole into a computer terminal;*
  - *enter on the scorecard their computer reference number;*
  - *indicate on the card scores to be adjusted by the application of Nett Double Bogey or the Stableford formula;*
- Can the Committee in charge of the competition, or Handicap Committee, impose a penalty under the Rules of Golf when a player fails to comply with a request of the nature listed above?*
- A.** R&A Rules Limited has confirmed that 'provided a player fulfils the requirements of Rule 3/3(b) a penalty cannot be imposed under the *Rules of Golf* for failure to comply with these conditions. However, imposing a penalty of a disciplinary nature, such as suspension of handicap is not considered to be contrary to the *Rules of Golf*.' An alternative penalty would be to suspend the player's right to compete in club competitions for a specified period. (See *Committee Procedures* 5-A.5).

<b>Dec.1(n)</b>	<b>Failure to comply with a competition condition requiring entry by applying a swipe card to a computer terminal (Revised)</b>
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- Q.** *A club has a Competition Condition requiring entry by applying a swipe card to a computer terminal. What is the situation if a player fails to fulfil this obligation?*
- A.** *R&A Rules Limited has ruled that a Committee must lay down a procedure for entry (See Committee Procedures 5.A.2) and if a competitor fails to enter a competition in the correct manner he does not have an acceptable score.' Accordingly such a player does not have a score either for the competition or for handicap purposes.*

Clubs requiring players to make a computer entry for sign-in and /or score entry should ensure that they have contingency plans for their players to follow in the event that technical issues prevent players from complying with such Terms of Competition.

<b>Dec.1(o)</b>	<b>Failure to report 'Away' scores affecting handicap</b>
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- Q.** *A player failed to report to his Home Club one or more Qualifying Scores recorded away from the Home Club that would have resulted in a handicap reduction. Despite the fact that he was aware that a reduction in handicap should have been applied by himself under the provisions of Clause 20.11, he continued to play in competitions from a higher handicap than that to which he was entitled. What action can be taken?*
- A.** *He should be disqualified in all relevant competitions for returning a score card on which the recorded handicap was higher than that to which he was entitled. The fact that the competition had closed makes no difference. In addition, in the absence of a satisfactory explanation the Home Club may consider suspending the player's handicap under Clause 24.1. Any prize(s) won should be returned.*

<b>Dec.1(p)</b>	<b>Failure to return a scorecard on completion of round causing inconvenience to Handicap Committee</b>
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- Q.** *A few players fail frequently to return a scorecard on completion of their round in a Qualifying Competition causing the Handicap Committee additional work in establishing the player(s) who have failed to return cards in order that the competition can be closed and handicap adjustments made as appropriate. What sanctions can a club take against a player who fails to fulfil this basic requirement?*
- A.** *The club would be entitled to suspend the player's right to compete in club competitions for a specified period or, for more persistent offences, suspend his handicap for an appropriate period.*

<b>Dec.1(q)</b>	<b>Abandoned Competition where no completed rounds have been submitted</b>
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If a competition is abandoned before any competitor has completed a round, there is no CSS calculated and no handicap adjustments must be made on the basis of any partially completed rounds.

## 2. QUALIFYING SCORES – Clause 17

### Dec.2(a) Competitions extending over more than one round

- Q.** *May a player who fails to return a score, or is disqualified, in an early round of a competition over more than one round, continue to play in some or all of the remaining rounds?*
- A.** At the discretion of the organising Committee, unless prohibited from doing so by the Terms of Competition, a player may continue to play in subsequent rounds. He shall be regarded as competing in a *Qualifying Competition* and his score must be included in the *Competition Scratch Score* calculation.

### Dec.2(b) Status of scores in extended competitions with eclectic or aggregate awards

If, from a series of an unspecified number of scores, special prizes are awarded for the best eclectic score or the best nett or gross aggregate of a prescribed number of scores, the individual scores in the series will be *Qualifying Scores* provided each score is returned under *Competition Play Conditions* in a *Qualifying Competition* and not returned solely for the purpose of the eclectic, nett or gross aggregate awards where only a limited number of scores at holes have been recorded on the scorecard.

### Dec.2(c) Reserved

### Dec.2(d) Status of a marker in a *Qualifying Competition*

- Q.** *Can a person, other than a fellow competitor, appointed to act as a marker return a *Qualifying Score* for handicap purposes?*
- A.** A person appointed by an organising Committee to act as a marker cannot return a *Qualifying Score* for handicap purposes and his score must not be included in the *Competition Scratch Score* calculation.  
Subject to the provisions of Clause 21 and with permission from the Committee in charge of the competition the marker may return a *Supplementary Score*.

### Dec.2(e) Status of scores returned from outside the jurisdiction of CONGU®

- Q1.** *A player returns a score(s) from a competition organised by a club affiliated to a handicapping authority other than CONGU®. Is it a *Qualifying Score(s)* for handicap purposes?*
- A1.** Such scores should not be used directly to adjust handicaps. They may be recorded by the *Handicap Committee* and used in support of the *Annual Review* or *General Play Adjustment*.
- Q2.** *A Category 1 player returns four scores from a prestigious National Championship organised by a handicapping authority other than CONGU® that would warrant a reduction in handicap. Should these scores be entered in the *Player Handicap Record* as *Qualifying Scores*?*
- A2.** The scores should not be regarded as *Qualifying Scores* unless they are from a competition that has been approved by the player's *Union* as a *Qualifying Competition* for handicap purposes - see Clause 4.1(g) Such a competition should always have a *Competition Scratch Score* (or equivalent e.g. CBA) calculated.
- Q3.** *A player spends five months in Portugal where he is a member of a club and he plays frequently in competitions regulated by the EGA Handicapping System. His CONGU® *Exact Handicap* when he left for Portugal was 13.7. On return he reported his EGA *Exact Handicap* was 12.4. Should a *General Play Adjustment* be applied to reduce his CONGU® *Exact Handicap* to 12.4?*
- A3.** No, not directly. Because of differences in the operation of the two handicap systems, an EGA *Exact Handicap* is not directly comparable to a CONGU® *Exact Handicap*.



The player should be requested to return his current EGA Handicap Certificate to his *Home Club*. This will detail the player's EGA Exact Handicap and the Slope Rating from the competition tees at his Portuguese golf club. The following formula should be used to determine the 'Comparable Exact Handicap' that applies to his club golf in Portugal:

*'Comparable Exact Handicap' = EGA Exact Handicap x (Slope Rating of Competition Course/113)*

For example if the EGA Exact Handicap is 12.4 and the Slope Rating is 127, the 'Comparable Exact Handicap' is:  $12.4 \times (127/113) = 13.9$ .

A difference between the 'Comparable Exact Handicap' and the CONGU® *Exact Handicap* of within plus or minus 2.0 strokes is considered acceptable. A *General Play Adjustment* may be considered if the difference is more than 2.0 strokes above or below.

- Q4.** *A player who resides in Spain in the months of winter and has an EGA Handicap, asks for an upward revision in his handicap on return as he states that he plays from a handicap two strokes higher than his CONGU® Handicap at his club in Spain. Should the club increase his handicap based on this information.*
- A4.** No adjustment should be made solely on the evidence of EGA Course Handicap (equivalent to a CONGU® *Playing Handicap*). Course Handicaps in the EGA Handicapping System are adjusted to take account of differences between Par and the Course Rating as well as Slope. These adjustments can be up to three strokes different to the equivalent CONGU® *Playing Handicap* that would apply. The procedure for calculating the 'Comparable Exact Handicap' as outlined in A3 above should be used.
- Q5.** *A Category 1 player attending a Golf Academy or on a University Golf Scholarship in the USA returns home and states that he has a USGA Handicap Index lower than his CONGU® Exact Handicap. Can his Home Club apply a General Play Adjustment to make his CONGU® Exact Handicap the same as his USGA Handicap Index?*
- A5.** The possible adjustment of the handicap of such a player will be considered by the *Union* operating to agreed CONGU® guidelines. To facilitate a review of this nature it is essential that players in this situation return their full USGA Handicap Record and full scoring record from tournaments played during the period in question. All this information will be taken into account by the *Union* before a decision on any handicap adjustment is made. This is consistent with applying the audit procedure to *Category 1* players who remain within the CONGU® Handicapping System.

<b>Dec.2(f)</b>	<b>Player Score counts for 2 Competitions on the Same Day</b>
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- Q.** *Can a person submit one score to count for 2 different competitions on the same day?*
- A.** Whilst it is not against the Rules for one score to count for more than one qualifying competition on a certain day, it is essential that the single score is not processed in both competitions for handicap adjustment purposes. For this reason, it is not recommended that this be utilised. If a club do allow such an approach, it is up to The Committee to ensure that the scores are not counted twice for handicap purposes. The scenarios under which these may be managed on the club software are too numerous to provide a specific approach. However, simplistically, if both are run as separate competitions (as they are of different format – e.g. Medal & Stableford), one approach would be to generate the competition results for Competition A and then remove the scores for those players who are also playing in Competition B. The scores would then be input to Competition B and the results produced for that competition. Once the results have been completed, each competition can be finalised and handicap adjustments applied. As to which competition should count for adjusting the handicap of such players, it is a matter of choice for the club: there is no recommendation.

If the two competitions are of the same format and the combined CSS approach is taken, it is a simple matter of ensuring that the players whose scores count for both competitions are included in each result output. As it is a single competition, and the scores are only entered once, the overall CSS would apply.



<b>Dec.2(g)</b>	<b>Status of Individual Competition played in conjunction with a 4BBB Competition</b>
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Where an individual competition score is returned concurrently with a 4BBB Competition, the individual competition cannot be Qualifying for handicap purposes. Some rules for a 4BBB are applied differently to an individual competition and, under the Rules of Golf, take precedence over the individual round. It is for this reason that it cannot be a qualifying score.

### 3.                                      COMPETITION SCRATCH SCORE – Clause 18

<b>Dec.3(a)</b>	<b>Reserved</b>
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### 4.                                      ALTERATION OF HANDICAPS – Clause 20

<b>Dec.4(a)</b>	<b>Alteration of handicaps in the course of a competition over more than one round</b>
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In a Stroke Play or Match Play competition played over more than one round, the Committee in charge, in the Terms of the Competition, are required to establish whether or not the handicap of a player at the start of the competition applies throughout the competition.

In framing the Terms of Competition played over more than one round, the following guidelines are recommended.

1. In a competition such as a 36hole or 72-hole competition played in the same day or over a number of days within a short period of time the handicap of a player applying at the beginning of a competition shall apply throughout the duration of the competition. CONGU® strongly recommends that 'a short period of time' be interpreted as being on the same or consecutive days and that anything else represents 'an extended period of time'.

2. In a competition where individual rounds are over an extended period of time and there has been the opportunity to compete in other unrelated competitions between rounds, a player must play from the handicap current at the time of entry for each of the individual rounds of the competition.

This would apply for example, in a competition where a prize is awarded for:

- (a) the best nett aggregate in the Spring, Summer and Autumn meetings each of which was a separate competition in its own right; or
- (b) the best nett aggregate in a specified number of Monthly Medal competitions.

3. In a match play competition in which the rounds are played on successive days to establish a winner the original handicap applies throughout the competition.

4. In a match play competition in which the individual rounds have a 'to be played by' date over an extended period of time, a player should play from the handicap current at the time of each match play round.

<b>Dec.4(b)</b>	<b>Treatment of players who withdraw from the 2<sup>nd</sup> or subsequent round of a competition over more than one round</b>
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Regardless of the reason, a player who does not commence the 2<sup>nd</sup> or subsequent round of a competition must not be included in that round. They should neither be included in the CSS Calculation nor have any adjustment made to their handicap as a result of the round not played.

**5. REVIEW OF HANDICAPS – Clause 23**

<b>Dec.5(a)</b>	<b>Consequences if a reduction of handicap under Clause 23 (Review of Handicaps) is inappropriately applied</b>
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A reduction of handicap pursuant to Clause 23 can be made only when the *Handicap Committee* has reason to believe that the handicap of a player may be too high.

If the handicap of any player is reduced other than to the extent required by clause 20 or the correct application of clause 23, the player's handicap will not be a CONGU® Handicap and must not be used in any competition for which a CONGU® Handicap is required.

<b>Dec.5(b)</b>	<b>General Play Adjustment applied at a time when the player has not returned relevant Away scores – consequent action</b>
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A player competed in *Qualifying Competitions* away from his *Home Club* and subsequently reported these scores to his *Home Club*. However, before he reported the scores his handicap was adjusted under Clause 23 (B), *General Play Adjustment*.

If the away *Qualifying Competition* score or scores would have reduced the player's *Exact Handicap* to a lower handicap than that provided by the Clause 23 (B) adjustment, then the player's *Exact Handicap* must be further adjusted, otherwise the *Exact Handicap* adjusted under *General Play Adjustment* shall stand. The club may, at its discretion, reconsider the Clause 23 (B) adjustment in the light of the further information.

**6. HANDICAP ALLOWANCES – Appendix F**

<b>Dec.6(a)</b>	<b>Plus handicaps – strokes conceded when other than full handicap allowance applied</b>
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When calculating the number of strokes a plus handicap player should give the course when other than full allowance is to be applied, the rounding of fractions of a stroke shall be carried out in the usual way by rounding any 0.5 of a stroke upwards.

As a handicap of plus is mathematically a minus handicap (below zero), a 90% allowance applied to a handicap of plus 5 equals –4.5 which rounds upwards to –4 strokes. Strokes should be conceded to the course at the holes allocated stroke indexes 15, 16, 17 and 18.

The same will apply when calculating the 9-hole handicap allowance of a plus-handicap player. The general formula to do this is 9-hole Handicap Allowance = (Exact Handicap + 9-Hole SS – (9-Hole Par x 2)) / 2. So applying this to a player with a handicap of plus 4.0 on a 9-hole course with an SS of 73 and a par of 35 would give the following:

$$\begin{aligned}
 & ( -4.0 + 73 - ( 35 \times 2 ) ) / 2 \\
 \Rightarrow & ( 69.0 - 70 ) / 2 \\
 \Rightarrow & -1.0 / 2 \\
 \Rightarrow & -0.5 \\
 \Rightarrow & \text{Rounded } 0
 \end{aligned}$$

<b>Dec.6(b)</b>	<b>Handicap Adjustments made for competitions in which competitors play from different tees and when there are also handicap allowances to be applied for the type of competition</b>
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When a competition is played in which there are competitors playing from different tees and the type of competition requires that a handicap allowance is also applied, the adjustment to handicap due to the different tees must be applied first before the allowance for the competition is applied.

Example:

A mixed 4-Ball Better Ball competition:

<b>Men's Course (White Tees): SSS 70, Par 72 : Ladies' Course (Red Tees): SSS 70, Par 70</b>		
Score required to 'Play to Handicap'	Adjustment for different Tees	Allowance for Competition
Woman 36 pts	Playing Handicap + 2	(Playing Handicap + 2) x 90%
Man 38 pts.	Playing Handicap	Playing Handicap x 90%

## 7. GOLF COURSE

<b>Dec.7(a)</b>	<b>Decision Removed – See Appendix A</b>
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<b>Dec.7(b)</b>	<b>Distance points and <i>Measured Course</i></b>
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On some golf courses the placing of *Distance Points* at the back of the tees has made it difficult to conform to the definition of a teeing ground in the *Rules of Golf* and also to satisfy the requirements of Clause 12 of the *UHS*.

In order to clarify the situation and ensure that *Qualifying Competitions* are played over courses of correct length the following provisions now apply:

- Distance Points* on all new courses and on any new holes or holes that have had their length altered on existing courses must be placed not less than four yards from the back of each tee;
- on a reassessment of an existing *Standard Scratch Score* the calculation must provide for each hole being measured from a point not less than four yards forward of the back of each tee;
- any competition played over a course which fails to provide teeing grounds as defined by the *Rules of Golf* or to satisfy Clause 12 of the *UHS* shall be a *Non Qualifying Competition*;
- in exceptional circumstances a *Union* or *Area Authority* may sanction in writing the use of a Teeing Ground that does not satisfy these requirements.

**Note :** There is no requirement to change or reposition *Distance Points* on Existing Courses except under sub-clause (a) above.

It should also be noted that the requirements for a *Measured Course* include provision for tee markers to be placed in front as well as behind the *Distance Point* – see definition of a *Competition Tee*.

## 8. CATEGORIES OF GOLF CLUB MEMBERSHIP

Dec.8(a)	Status of 'Handicap Only' or 'Competition Handicap' (or the like) categories of golf club membership in the context of a CONGU® Definition of a <i>Member</i> .
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It is a matter for individual golf clubs to determine the nature of their categories of membership. However, forms or categories of membership such as 'Handicap Only' or 'Competition Membership' satisfy neither the spirit nor intent of the definition of a '*Member*' as contained in the CONGU *UHS* and do not qualify for the allotment of a CONGU® *Handicap*.

To satisfy the definition, '*Members*' of a golf club should have a reasonable and regular opportunity to play golf with each other, including participating in *Qualifying Competitions*. Peer review is an essential component of the *UHS*.

*Affiliated Clubs* if, and when, considering the introduction of new or modified forms or categories of Membership can obtain guidance in regard to compliance with the definition of a '*Member*' and eligibility for allotment of a CONGU® *Handicap* from their *Union*.

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Handicap strokes in hole-by-hole play-off [App. F Note 4]

Plus handicaps when other than full allowance applied [Dec. 6(a)]

Rounding of half strokes [App. F Note 1]

### **Handicap Alterations [Clause 20]**

During a competition over more than one round [Dec. 4(a)]

Notification by member to other Affiliated Clubs [Clause 8.4(b)]

Reduction into a lower Handicap Category [Clause 20.7]

Responsibility of player to reduce own handicap [Clause 20.11]

Rounding of Exact to Playing Handicap [Clause 20.8 and Note]

Upward Self Adjustment of Playing Handicap [Clause 8.5/1 shaded box]

### **Handicap Committee [Clause 7]**

Advising members of adjustment following Review of Handicaps [Clause 23.5, 23.8, 23.15, 23.18]

Composition [Clause 6 shaded box]

Discretion to reduce handicap of away player for single competition [Clause 23.9]

Display alterations to handicaps when made [Clause 7.5]

Procedure for Allotment of Handicaps – responsibilities and discretions [Clause 16.3]

Procedure for regaining a Competition handicap [Clause 26.3, 26.4]

Procedure for restoring a lost or suspended handicap [Clause 26.1, 26.2]

Requirement to make available current record of handicaps [Clause 7.6]

Responsibility to specify manner of reporting away scores [Clause 7.7(j)]

Responsibilities [Clause 7]

Requirement to carry out an Annual Review of handicaps [Clause 23.1, App. M]

### **Handicap Increases**

Upward Self Adjustment of Playing Handicap [Clause 8.5/1 shaded box]

## **Handicap Record**

Codes used in the Player Handicap Record  
 Content of Player Handicap Record [App. I]  
 Responsibility of Handicap Committee to maintain [Clause 7.7(a)]  
 Specimen Player Handicap Record [App. I]

## **Handicap Reductions [Clauses 8.5, 20.11]**

Away player- Discretion to reduce handicap for Single Competition [Clause 23.9]

## **Handicaps, Annual Review of [Clause 23 (A)]**

Advising members of adjustments following review [Clause 23.5]  
 Alterations to handicaps one stroke or more [Clause 23.2, 23.3 (a)]  
 Alterations to handicaps one stroke or more [Clause 23.2, 23.3 (a)]  
 Computer system to assist review [App. M]  
 Conducting the Annual Review [Clause 23/2 shaded box]  
 Guidelines for Annual Review / General Play Adjustment [App. M]  
 Processing of Annual Review Recommendations [Clause 23/3 shaded box]  
 Requirement for Annual Review [Clause 23/1 shaded box]  
 Responsibility of Handicap Committee to carry out [Clause 7.7(i), 23.1]  
 Review of Handicaps [Clause 23]

## **Handicaps, Regaining [Clause 26]**

Altering the status of a handicap [Clause 26.3, 26.4]  
 Following loss or suspension [Clause 26.1, 26.2]

## **Handicaps, Restoring**

Which has been lost or suspended for more than twelve months [Clause 26.2]

## **Handicaps, Status of [Clause 25]**

Competition Handicap ('c') [Clause 26.1]  
 Handicap that is acceptable for entry into competitions [Clause 25.3]  
 Is lost [Clause 25.1]

## **Handicaps, Suspension and Loss of Handicap [Clause 24]**

## **Home Club [Def.]**

Administration of handicaps [Clause 7.7]  
 Affiliated Club [Def.]  
 Changing club – requirement to send copy of handicap record [Clause 7.7(e)]  
 CSS used when member of more than one club playing over same course [Clause 18.8]  
 Procedure by member in changing Home Club [Clause 8.3]  
 Responsibility of player to report names of other Affiliated Clubs [Clause 8.4]  
 Selection of Home Club [Clause 8.2 and shaded box]  
 Specify the manner of reporting away scores [Clause 7.7 (j)]

## **Identifiers**

Two and Three Letter identifiers [App. I]

## **Incomplete Cards**

Responsibility to ensure return of all cards [Clause 7.3]  
 Status of incomplete cards [Clause 7, Note 1]

## **Increase of Exact Handicap**

May restrict increases of Exact Handicaps [Clauses 4.5 (c), 20.10]

## **Indices [App. G]**

## **Lost and Suspended Handicap [Clause 24]**

Cessation of membership and loss of handicap [Clause 24.7]  
 Forfeit of right to enter competitions [Clause 24.8]  
 Regaining a Lost and Suspended Handicap [Clause 26.1, 26.2]  
 Suspension and Loss of Handicap [Clause 24]

### **Match Play**

Handicap Allowances as directed by CONGU® [App. F]  
 Performance in match play – consideration in Review of Handicaps [App. M]  
 Recommendations for a Handicap Stroke Index [App. G]

### **Measured Course [Def.]**

Alterations to existing courses [Clause 12]  
 Course Measurement [Clause 11]  
 New Courses [Clause 12]  
 Permitted adjustments [Clause 13]

### **Member [Def.]**

Advising of handicap adjustment following Review of Handicaps [Clause 23.5]  
 Allotment of CONGU® Handicap [Clause 16.1]  
 Appeal procedure relating to Members [Clauses 4.1(e), 5.4, 6.10, 23.6, 24.4]  
 Availability of current handicaps in a prominent position [Clause 7.6]  
 Cessation of membership and loss of handicap [Clause 24.7]  
 Consequences of suspension of membership [Clause 24.5, 24.6]  
 If Member of more than one club select Home Club [Clause 8.2]  
 Entitlement of Member to play in Qualifying Competitions [Def.]  
 Requirement to retain Handicap Records of past and present Members [Clause 6.11]  
 Requirements on changing Home Club [Clause 8.3, 8.4]  
 Responsibility to report Away scores [Clause 8.10]

### **Mixed and Multi Tee Events [App. O]**

### **New Courses [Clause 12]**

### **Nine-Hole Qualifying Competitions [Clause 22}**

Buffer Zones [Clause 22.9]  
 Competition Handicap Allowance [Clause 22.3]  
 Competition Scratch Score shall not be calculated [Clause 22.8]  
 Designated Nine-Hole Course [Clause 22.1]  
 Must not be part of an 18-hole Qualifying Competition [Clause 22.10]

### **Non-Qualifying Scores**

Adjustment of Handicaps in Non-Qualifying Competitions [Clause 17.3/1 shaded box]  
 Scores in Non-Qualifying competitions not to be used directly for handicap adjustment [Clause 17.3]  
 Scores not acceptable as Qualifying Scores [Clause 17.2]

### **No Return (NR)**

Consequences of failure to report [Clause 8 Note 1]  
 Inclusion in the CSS calculation [App. B 1.1]  
 Increase in handicap resulting from [Clause 20.4]  
 Meaning and Usage of Term [Clause 8.10/1 shaded box]  
 Requirement to report [Clause 8.10]  
 Sympathetic consideration [Clause 7 – Note 1(c)]

### **One Shot Increase [Clauses 4.5(c), 20.10]**

### **Overseas Affiliate [Def.]**

List of overseas affiliates [inside front cover]

### **Par**

Establishing Par [Clause 10]  
 Not an indicator of course difficulty [App. G Note 1]  
 Par as a basis for handicapping [Clause 9.3/1 shaded box]  
 Reporting Par scores recorded away from Home Club [Clauses 8.10(b), 8.10(c)]  
 Table for converting Par scores to Nett Differentials [App. D]  
 Use of Par in determining Stableford / Nett Double Bogey adjustment [App. C]

**Player [Clause 8]. See also Member [Def.]**

Comply with entry conditions for Qualifying Competitions [Clause 8.6]  
 Have one handicap only [Clause 8.1]  
 Obtaining a CONGU® Handicap [Clause 16.2]  
 Prior to competitive play ascertain all handicap reductions have been made [Clause 8.5]  
 Produce a CONGU® Handicap Certificate on request [Clause 8.9]  
 Provide information to Home Club on Non-Qualifying Scores (if directed) [Clause 8.12]  
 Report all Qualifying Scores to Home Club as soon as practicable [Clause 8.10]  
 Requirements on changing Home Club [Clauses 8.3, 8.4]  
 Responsibilities of the Player [Clause 8]  
 Responsibility to reduce own handicap [Clause 20.11]  
 Return card at conclusion of round in a Qualifying Competition [Clause 8.8]  
 Specimen Player Handicap Record [App. I]  
 Upward self-adjustment of handicap [Clause 8.5/1 shaded box]

**Play-off**

Handicap strokes in Play-off [App. F Note 4]  
 Status of a Play-off [Dec. 1(h)]

**Plus Handicaps [Dec. 6(a)]**

Rounding of fractions of a stroke [Clause 20.8 Note 1, Dec. 6(a)]  
 Stroke Index, strokes conceded to the course [Dec. 6(a)]  
 When other than full allowance applied [Dec. 6(a)]

**Preferred Lies [Clause 15]**

Consent required for extension of period [Clause 15.2]  
 Local Rule [Clause 15.3]  
 Period during which Competition Play Conditions prevail [Clause 15.1]  
 Promotion of Qualifying Competitions during the period [Clause 15 shaded box]  
 Related decisions [Dec. 1(a), Dec. 1(b), Dec 1(c), Dec 1(d)]  
 Representations for extension of period [Clause 15 shaded box]

### **Qualifying Competitions [Def.]**

Competition conditions that apply solely to the UHS [Dec. 1(m)]  
 Competition Play Conditions [Def.]  
 Competition Tee [Def.]  
 Deliberately adjusting status of a competition [Clause 17 introductory shaded box]  
 Handicap from more than one Handicapping Authority [Dec. 1(i)]  
 Imposition of limit in handicap [Dec. 1(j)]  
 Opportunities to compete [Def. of Member]  
 Obligation of Union to provide list of approved competitions [Clause 4.1(g)]  
 Obligation of player to comply with entry conditions [Clause 8.6, Dec. 1(m), Dec. 1(n)]  
 Permitted Adjustment to a Measured Course [Clause 13]  
 Routine maintenance work has been carried out during a competition [Dec. 1(f)]  
 Shotgun starts [Dec. 1(g)]  
 Status of Aggregate Competitions [Dec. 1(l)]  
 Status of a Play-off [Dec. 1(h)]  
 Status of competitions where:  
   - Artificially surfaced tees are in use [Dec. 1(b)]  
   - Ball must be lifted from fairway and placed in rough [Dec. 1(d)]  
   - Bunkers are undergoing renovation [Dec. 1(e)]  
   - Local Rule allowing relief from a plugged ball 'through the green' is in place [Dec.1(c)]  
   - Use of fairway mats is in operation [Dec.1 (a)]  
 Use of Electronic Measuring Devices [Dec. 1(k)]

### **Qualifying Scores. See Scores**

### **Reduction Only [Def.]**

Applicability in abandoned competition [Clause 18.7]  
 Determined by CSS calculation [Clause 18.3]  
 Effect on CSS [Clause 18.6]  
 Not permissible to declare in advance [Def.]  
 Obligation of Player to report [Clause 8.10 Note 2]  
 Reduction only competitions [Clause 17.1 shaded box]

### **Records**

Club responsibility to retain handicap records and scorecards [Clause 6.11]  
 Computer software requirement [App. H 5 (a)]  
 Specimen Player Handicap Record, example [App. I]

### **Reporting Scores**

Consequences of failure to report all Qualifying Scores returned away [Clause 8.10 Note 1]  
 Player responsibility to report  
   - Away scores in Qualifying Competitions including No Returns [Clause 8.10]  
   - Non-Qualifying scores if so directed [Clause 8.12]  
   - Away scores returned in abandoned competitions [Clauses 17.1(b), 18.7]

### **Responsibilities**

Of the Affiliated Club [Clause 6]  
 Of the Handicap Committee [Clause 7]  
 Of the player [Clause 8]

### **Resolution of Ties [App. N]**

### **Rights and Responsibilities**

Of the Area Authority [Clause 5]  
 Of the Council of National Golf Unions (CONGU®) [Clause 3]  
 Of the Union [Clause 4]



## **Score Cards**

Obligation of players to return incomplete cards [Clause 7.3, Dec.2(c)]  
Requirement to retain competition score cards [Clause 6.11]

## **Scores**

Away scores to be returned by player to Home Club as soon as practicable [Clause 8.10]  
Correction of Disqualified Scores [App. P]  
Qualifying Scores [Def., Clause 17, Dec.2(a), Dec.2(e)]  
Requirement by Handicap Committee to record as soon as practicable [Clause 7.7(b)]  
Scores not acceptable as Qualifying Scores [Clause 17.2]  
Scores returned from outside jurisdiction of CONGU® [Dec. 2(e)]  
Scores to be recorded in Player Handicap Record in chronological order [Clause 7.7(b)]  
Small Fields [Clauses 18.4, 18.5, App.B]  
Status of scores in Non-Qualifying Competitions [Clause 17.3]  
Status of scores returned in a Play-off [App. F Note 4]  
Summary of Scores Table – player information [App. I]

## **Single CSS Adjustment [Def.] [App. B] [App. O]**

### **Small Fields**

Competition Scratch Score (CSS) [Clauses 18.4, 18.5] [App. B]  
Competition Scratch Score (CSS) Table B [App. B]  
When the number of competitors in Categories 1,2,3 and 4 is fewer than 10 [Clauses 18.4] [App.B]  
When the number of competitors in Categories 1,2,3 and 4 is fewer than 5 [Clauses 18.5] [App.B]

### **Stableford / Nett Double Bogey Adjustment**

Adjustment is for handicap purposes only [Clause 19.2]  
Calculating adjustment [App. C]  
Example of application of adjustment [Clause 19.1/1 shaded box]  
Purpose of adjustment [Clause 19 introductory shaded box]  
Requirement to make adjustment to all stroke play Qualifying Scores [Clause 19.1]

### **Standard Scratch Score (SSS) [Def.]**

Abandoned competition – CSS regarded as equal to the SSS [Clause 18.7]  
Accurate course measurement essential [Clause 11]  
Allocation – responsibility of the Union [Clause 9.2]  
Application for assessment or re-assessment [Clause 12.1, 12.2]  
Change in playing length – possible requirement to re-assess [Clauses 6.7, 12.2]  
Changes to a Measured Course – effect on SSS [Clause 13]  
Distance points in re-assessment of SSS [Dec. 7(b)]  
Effect of temporary length changes on SSS [Dec. 7(a)]  
Exemptions in allocation of SSS [Clause 9.6 shaded box]  
Factors that affect playing difficulty [Clause 9 shaded box]  
Minimum number of holes for SSS allocation [Clause 9.5]  
Systems for assessment of [Clause 9.3]  
Temporary / provisional SSS [Clauses 4.2(b), 9.4]

### **Status of Handicap**

Altering the status of a handicap [Clause 26.3, 26.4, 26.5]  
Competition Handicap [Clause 25.1]  
Requirement of computer software to identify players [App. H 5(f)]  
Restrictions related to status of handicap [Clause 25.2]  
Status of Handicap [Clause 25]  
Stipulation of minimum number of scores by Union [Clause 25.1]

## **Stroke Index**

Handicap strokes in Play-off taken in accordance with Stroke Index [App. F Note 4]  
 Plus handicaps – strokes conceded to the course [Dec.6 (a)]  
 Recommendation for separate stroke indices for Stroke Play and Stableford [App.G]  
 Recommendations for Stroke Index allocation [App.G]  
 Use in Nine-Hole Qualifying Competitions [Clause 22.4 and shaded box]

## **Supplementary Scores [Clause 21]**

At an away club [Clause 21.12, 21.13]  
 Competition Scratch Score (CSS) is not calculated [Clause 21.7]  
 Number of Supplementary Scores limited in each year [Clause 21.4]  
 Signify intention prior to commencement of play [Clause 21.6]

## **Suspension and Loss of Handicap [Clause 24]**

Another club cannot allot a handicap during period of player's suspension [Clause 24.9]  
 Circumstances leading to suspension [Clause 24.1, 8.10 Note 1]  
 Disciplinary procedure and notification [Clause 24.1]  
 Disciplinary proceedings initiated and directed by Home Club [Clause 24.2]  
 Player cannot use CONGU® Handicap during suspension for competition purposes [Clause 24.8]  
 Regaining a handicap following suspension [Clause 26.1, 26.2]  
 Suspension and loss of handicap [Clause 24]  
 Suspension of handicap applies at all clubs of which player is a member [Clause 24.6]

## **Tees / Teeing Ground [Clause 14]**

Alternative or temporary tees [Clause 13.1]  
 Location of Distance Point on teeing ground [Def., Dec. 7(b)]  
 Placement of tees with respect to Qualifying status [Dec. 7(a)]  
 Players competing from different sets of tees [App. O]  
 Recommended colours for tee markers [Clause 14]  
 Temporary or alternative tees [Clause 13.1]

## **Temporary Greens, Tees [Clause 13.1]**

## **Two and Three Letter Identifiers [App. I]**

Codes used in the Handicap Record [App. I]

## **Union [Def. Clause 4]**

Authority for allotment of Category 1 handicaps [Clause 16.3(f)]  
 Conduct an annual audit of players with handicap of +1[1] or better [Clause 4.1(i)]  
 Duty to ensure Affiliated Clubs discharge their responsibilities [Clause 1]  
 Produce a list of competitions deemed to be Qualifying [Clause 4.1(g)]  
 Responsible for the allocation of Standard Scratch Scores [Clause 9.2]  
 Settle any dispute referred [Clause 4.1(f)]  
 Responsibilities [Clause 4]