ENGLAND GOLF

Irish Edition

CONGU®

Unified Handicapping System

2012 – 2015

Effective 1 January 2012

(supercedes all previous versions)

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FOREWORD

In January 2008 three new concepts were introduced to the handicapping system with the aim of assisting club members to have handicaps that truly reflected their playing ability. All have proved highly successful. Nevertheless the system does not stand still and a number of further refinements, borne out of experience, are being introduced with effect from 1 January 2012.

The most significant change is in relation to the calculation of Competition Scratch Score (CSS). Historically this has been based on the number of Category 1,2 & 3 players for men and Categories 1,2,3 & 4 for ladies who achieve a score of Standard Scratch Score (SSS) +2 or better. The probability of a player attaining this target varies with each category and consequently the mix of the field can have a distorting effect on the outcome. Analysis of scores over the past four years has indicated that using SSS+Category Buffer Zone would give a more appropriate result particularly for fields containing few Category 1 and 2 players. Accordingly the calculation will move to this new basis with effect from 1 January 2012 and Appendix B, Table A has been amended.

Calculating the CSS for small fields, defined as those with less than ten players, results in step changes due to the influence that a single player may have on the result. There has been a concern that there are too many CSS=SSS+3 R/O results especially in ladies' competitions. This can result in ladies' handicaps not fully reflecting their playing ability. Having carried out research into this, a new Table B is being introduced. It will only operate to determine the CSS where the field has less than ten players and where the normal CSS calculation returns a SSS+3 R/O. When these conditions are met, the system will look at the best nett score achieved and will determine from the table whether this CSS as calculated stands or whether a lower one is more appropriate.

Nine-hole qualifying competitions have proved to be very attractive to many clubs and players. The original restriction of a maximum of ten such competitions that could be played in any year has already been removed. It has now been agreed that such scores can be recorded from all clubs of which a player is a member rather than just his or her home club. Further, the system will now allow the allotment of handicaps based on any combination of nine or eighteen hole scores subject to the cards representing 54 holes as is currently required with three eighteen hole cards.

The use of Supplementary Scores was also extended in 2011 to Category 1 players and this extension has been retained. There have been some concerns that these scores would create inappropriate play by players keen to raise or reduce their handicap. Fortunately little evidence has been seen of this.

There are two other areas where more assistance is to be given to handicap committees. These are in the areas of Annual Review and Exceptional Scores. Where a player submits less than six scores, it is difficult to know how realistic his/her handicap is but the Annual Review process will now look at the spread of the nett differentials and apply wider bands to flag up returns outwith the expected performance parameters. As for Exceptional Scores, club members tend to get upset when players win with very low scores and especially if they repeat the feat. Historically some handicap committees made discretionary cuts but these tended to be very distorting. Having reviewed the situation, four unions are going to introduce on a trial basis an exceptional score adjustment process. This process will not apply to Category 1 players in these unions. The results will be analysed in 2013 with a view to introducing it more generally if it proves to be worthwhile.

In the preparation of this manual I would like to thank the Manual Committee Chairman, Kevin Weir, and his colleagues for all their detailed work. It is also appropriate for me to thank the past and present Board members for all their input over the last four years.

Richard D Muckart, Chairman
Council of National Golf Unions Limited

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 ladies 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 leading to the required clause, decision or appendix.

Know the Definitions

Whenever a word or expression is used that is defined 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. You 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

PRINCIPAL CHANGES INTRODUCED IN THE 2012 REVISION

General

Definitions

Definitions have been introduced for:

- Alternate Day Competition
- Handicap – Competition Handicap Allowance
- Central Database of Handicaps
- Central Database of Handicaps ID Number
- Disability Golf Handicap

Definition of a Member expanded to incorporate submission of Supplementary Scores

System Changes – Administrative

Changes to the UHS of an administrative nature include:

- Requirement to upload Qualifying Competition Scores to Union CDHs
- Recommendation that Handicap Committees review initial scores of Members recently allotted a CONGU® Handicap and adjust if necessary – Clause 16.3(d)

System Changes – Operational

Changes to the UHS of an operational nature include:

- CSS calculation procedure has been amended, target score SSS+Category Buffer Zone – Clause 18/Appendix B
- Secondary CSS calculation phase for Small Fields i.e. 9 players or less – Clause 18.4
- Scores over 9 and 18 holes now permissible for allotment and regaining a CONGU® Handicap - Clauses 16.2/16.3
- Members of Affiliated Clubs can now return Nine-Hole Qualifying Competition Scores from all clubs of which they are a Member
- The Annual Handicap Review process has been expanded to include all players who have submitted three or more Qualifying Scores in the period between Annual Reviews or in the previous calendar year.
- Adjustment of scores, for result purposes only, in Mixed Competitions to reflect the difference between Par and SSS and the number of Stableford points required to 'play to handicap' – applicable adjustments now to be added to players needing fewest points to play to handicap - Appendix O
- Exceptional Score reductions are introduced on trial basis in England, Ireland and Wales – Clause 23 (C)
- Additional recommendations regarding Par 6 length – Clause 10
- Supplementary Scores available to all Handicap Categories – Clause 21.1
- Restriction on number of scores returned the previous year to qualify for return of Supplementary Scores removed – Clause 21.2
- Restriction on the number of Nine-Hole Qualifying Competitions that a section of a golf club may run removed – Clause 22

Decisions

- New Decision 8 introduced clarifying relationship of differing categories of membership within Affiliated Clubs and the CONGU® UHS definition of a Member.

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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 ladies 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 ladies 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.
- 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 operation**. 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.
- 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 and conditions of a 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 alternative date. 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 or Province.

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

Category 1	0 to +1	*Category* 4	0 to +4
Category 2	0 to +2	[C*ategory* 5	0 to +5]
Category 3	0 to +3		

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 Great Britain & Ireland 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 their respective *Union's CDH*.

Competition Play Conditions
Competition Play Conditions prevail during Stroke Play, Par/Bogey and Stableford competitions over 18 holes 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: For the purposes of the *UHS*, Par and Bogey competitions are identical.

Note 2: Special rules apply when the length of a *Measured Course* has been temporarily reduced or increased – see Clause 13.

Note 3: Special rules apply to Nine-Hole *Qualifying Competitions* – see Clause 22.

Competition Scratch Score (CSS)
The *Competition Scratch Score* is the score determined by Clause 18.

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*.

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.*

Disability Golf Handicap
A *Disability Golf Handicap* is a handicap allotted, in accordance with the provisions of Appendix K, to a person with a recognised disability who is unable to play to a handicap of 28 [36] or less.

Distance Point
The *Distance Point* is the position of a permanent marker on a tee from which the length of the hole was 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 stipulated 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.

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*:

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 28.0 [20.5 to 28.4]	21 to 28
[5]	[28.5 to 36.0]	[29 to 36]

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*.

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 a *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.

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 conditions of a 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*, or as a *Supplementary Score*.

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.

Standard Scratch Score (SSS)
The *Standard Scratch Score* is the score allocated to an 18 hole golf course (two rounds of a 9 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 a player's Home Club, 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 ladies and men who are *Members* of *Affiliated Clubs*.

Union
The *Unions/Associations* are the six national organisations, namely England Golf, Golf Union of Wales, Golfing Union of Ireland, Irish Ladies' Golf Union, Scottish Golf Union and the Scottish Ladies' Golfing Association.

Note: The English Golf Union and the English Women's Golf Association agreed to amalgamate in November 2011. The merger comes into effect on 1 January 2012 creating England Golf.

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 Limited 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. Ireland does not delegate part of its jurisdiction to *Area Authorities* (Provincial Council/District Executives).

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).
Ireland does 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.

(j) Establish a *Competition Scratch Score* for each round of every *Qualifying Competition* they organise.

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 Clause 9. In addition, it must:

(a) Ensure that *Standard Scratch Scores* are re-assessed at prescribed intervals or in accordance with licence agreements where appropriate.

(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.*

The *Union* may at its discretion:

4.5 (a) 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.

In Ireland *Home Clubs* are not so authorised. All proposed increases in handicaps must be submitted to the appropriate Provincial Council/District Executive.

(b) Require a player to return to his *Home Club* information regarding scores in *Non Qualifying Competitions* as provided by Clause 8.12.

In Ireland a player is required to return all *Non-Qualifying Scores* achieved in competitions which have been played over a *Measured Course* to which *Unions* have allotted a *Standard Scratch Score* and where *Competition Play Conditions* exist.

NB: This information is to be used by the *Handicapping Committee* for immediate consideration in accordance with the provisions of Clause 23(B) with the exception of Cat. 1 players.

(c) Restrict increases of *Exact Handicaps* to a maximum of 2.0 strokes in a calendar year as provided by Clause 20.10.
In Ireland, the maximum increase in handicap which is permitted in a calendar year is two strokes above the lowest handicap achieved in that calendar year.

(d) Direct that the provisions of Clause 25 shall apply.

4.6 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* (Provisional Council/District Executives):

5.1 Must administer the responsibilities delegated to it by the *Union* in accordance with the provisions of Clause 4.1 and Clause 4.5(a).

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 its 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 currently licensed by CONGU®.

6.6 Have a current Certificate of Course Measurement 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*.

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.

6.12 Provide the *Union* with such information as the *Union* requires to maintain a National Handicap Database.

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*.

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 a 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 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*:

(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* 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 Clause 23.5, advise players of changes made to their handicaps under the provisions of Clause 23.

(i) Prior to 31st December each year 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.

(j) Specify the manner by which 'away' *Qualifying Scores* must be reported by a *Member* to his *Home Club* – see Clause 8.10.

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* and notify that club and the others of his choice and supply each away club his *Home Club CDH ID Number*.
In Ireland, a player's *Home Club* is the club at which a *Member* plays most *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).

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*.

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 the following:
(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(b).

Note 1: Players are reminded that failure to report all *Qualifying Scores* returned away from their *Home Clubs* (including 'No Returns' 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.

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)
In Ireland, players and clubs must report to *Home Clubs*:
(a) All *Qualifying Scores* together with the relevant *Competition Scratch Score*.
(b) 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*.

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*.
- 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.

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 20/05, the player either did not return his scorecard or recorded a 'no score' at each hole. A *Nett Differential* could not be calculated and his handicap was increased by 0.1.
- In the Stroke Play competition dated 04/06, 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 either:

(a) The Course Rating System of the United States Golf Association or

(b) The Rating System of England Golf.

Note: A *Standard Scratch Score* determined by the Scratch Score System of the Ladies' Golf Union is valid until the golf course is re-assessed under the provisions of Clause 9.3(a).

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:

Roll	*Wind*	*Forced Lay-up*
Dogleg	*Elevation*	

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

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

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.

The England Golf Course Rating System takes account of the measured length of a golf course and location/wind together with factors that affect the playing difficulty. The ten factors that affect the playing difficulty of a golf course are:

Terrain	*Fairway Width*	*Rough*
Fairway Bunkers	*Out of Bounds*	*Water Hazards*
Trees	*Green Approach*	*Green*
	Green Missed Recoverability	

It is a requirement of the two course rating systems approved by CONGU® 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 In Ireland no course of less than 4,000 yards (3,658 metres), or less than nine holes, shall be allocated a *Standard Scratch Score.*

Golf courses in the following categories are exempt from the above
- Courses of less than 3,000 yards allocated a *Standard Scratch Score* prior to 1st. January 1993.
- Courses of less than nine holes allocated a *Standard Scratch Score* prior to 1st 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		LADIES	
	Yards	Metres	Yards	Metres
Par 3	Up to 250	Up to 229	[Up to 210]	[Up to 192]
Par 4	220 – 500	201 – 457	[180 – 430]	[165 – 391]
Par 5	440-720	402-658	[370-620]	[338-566]
Par 6	660+	602+	560+	511+

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 competent and experienced in the use of the appropriate measuring equipment who, to satisfy the requirement placed on the *Affiliated Club* by Clause 6.6, must provide a certificate of measurement:

(a) 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*.
(b) recording the type of measuring device used to establish the measurement and its accuracy.
(c) identifying any non-compliance, such as incorrectly sited permanent markers or the absence of such markers.

The 'competent' person must be familiar with the requirements of Appendix A.

Subsequent alterations to the length of the course will require a certificate only for 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.*
In Ireland, delegated to the Provincial Council/District Executives.

12.2 When alterations have been carried out to a course increasing or decreasing its length, the *Affiliated Club* must submit a Form of Application for reassessment of its *Standard Scratch Score* either directly to the *Union* or through its *Area Authority* to the *Union* if so delegated.
In Ireland, delegated to the Provincial Council/District Executives.

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

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 (91 metres) 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 (91 and 274 metres). 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.
In Ireland, delegated to the Provincial Council/District Executives.

13.2 Any variations to the above must be referred for consideration to the *Union* or *Area Authority* if so delegated. In Ireland, delegated to the Provincial Council/District Executives.

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*.

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 ladies 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 correct tees it is recommended that tee boxes or other objects in use to mark the teeing ground should be identified as follows:

Championship Tees	Black
↓	White
	Yellow
	Red
Forward Tees	Green/Blue

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

15.1 Preferred lies may be used during the period from 1 October to 30 April, 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.

15.3 It is emphasised that preferred lies must apply only when a Local Rule has been made and published in accordance with Appendix 1, Part B, 4c of the *Rules of Golf* as follows:

"A ball lying on a closely mown area through the green may be lifted without penalty and cleaned. Before lifting the ball, the player must mark its position. Having lifted the ball, he must place it on a spot within 6 inches [150mm] of and not nearer the hole than where it originally lay, that is not in a hazard and not on a putting green.

A player may place his ball only once, and it is in play when it has been placed (Rule 20-4). If the ball fails to come to rest on the spot on which it is placed, Rule 20-3d applies. If the ball when placed comes to rest on the spot on which it is placed and it subsequently moves, there is no penalty and the ball must be played as it lies, unless the provisions of any other Rule apply. If the player fails to mark the position of the ball before lifting it or moves the ball in any other manner, such as rolling it with a club, he incurs a penalty of one stroke.

Note: "Closely Mown Area" means any area of the course, including paths through the rough, cut to fairway height or less.

Penalty for breach of Local Rule: Match play – Loss of hole; Stroke play – Two strokes

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 relevant *Union/Area Authority* (if delegated). 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 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 Relief from a Plugged Ball 'Through the Green' 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 ladies only.

16. ALLOTMENT OF HANDICAPS

16.1 A handicap can be allotted only to a *Member* of an *Affiliated Club* and 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 such number of cards over 9 or 18 holes in such manner as his *Home Club* requires, with an expectation that the norm will be three 18-hole cards. However, any permutation of 9 and 18-hole cards may be submitted but must total a minimum of 54 holes at his *Home Club* (preferably over a *Measured 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.

(a) If a handicap has been previously held, refer to Clause 26 (Regaining a Handicap).

Otherwise:

(b) When reviewing the submitted cards, any score of more than 2 over Par for men and 3 over Par for ladies at any hole must be amended to 2 [3] over Par respectively. After these adjustments have been made an *Exact Handicap* shall, subject to the provisions of Clause 16.3(c), be allotted equivalent to whichever is the lower of:
the number of strokes by which the best of the submitted 18-hole rounds differs from the *Standard Scratch Score*, or - the aggregate number of strokes by which the best two of the submitted 9-hole rounds differs from the Designated Nine-Hole Course *Standard Scratch Score*.
The player's *Playing Handicap* shall equal the *Exact Handicap* allotted.

(c) The *Handicap Committee* must consider all the information available to them 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 the best adjusted score 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 by the best adjusted score.

(d) The *Handicap Committee* should review the initial *Qualifying Scores* returned by all *Members* 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).

(e) When a player fails to return cards to justify an *Exact Handicap* of 28.0 [36.0] he may, at the discretion of the *Handicap Committee*, be given an *Exact Handicap* of 28.0 [36.0].

(f) 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. In Ireland, delegated to the Provincial Council/District Executives.

16.4 The maximum handicap that can be allotted is 28 for men and 36 for ladies. (Maximum *Exact Handicap* 28.0 [36.0]). The maximum *Disability Golf Handicap*, that may be allotted to a person with a recognised disability, is 54 (Maximum *Exact Handicap* 54.0 [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 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 deliberately adjust the terms and conditions of a 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 continue to 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^{ths}.

17.1 Scores which must be recorded on a Player Handicap Record sheet are:

(a) *Qualifying Scores* as defined including *Supplementary Scores* and Nine-Hole Scores returned in compliance with Clauses 21 and 22 respectively.

(b) *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.

(c) *Disqualified Scores* in *Qualifying Competitions* – see Appendix P for interpretation of acceptable and unacceptable scores.
(d) Scores returned in a *Qualifying Competition* played over 9 or 18 holes on a course reduced in length under the provisions of Clause 13.
(e) 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 Appendix 1 of the *Rules of Golf* or associated guidance notes or have been approved by the R&A Rules Limited.
(f) Scores returned in a competition over no more than two days (which need not be consecutive) and in which only one return is permitted.
(g) Scores returned in a competition extended over three or more days solely to accommodate the number of players entered.
(h) In Ireland, all relevant *Non-Qualifying Scores* must be recorded on a Player Handicap Record Sheet.

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*:
(a) Scores returned in any better ball four-ball competition.
(b) Scores returned in competitions over other than 9 or 18 holes.
(c) Scores returned in any competition in which the form of play is not covered by the *Rules of Golf* and authorised Local Rules.
(d) 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*.
(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 Handicap Record Sheet.

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*. Performance in *Non-Qualifying Competitions* is only one of a number of factors to be considered in the *Review* of *Members*' handicaps.

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 Relief from a Plugged Ball 'Through the Green' 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
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

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(c) Status of Incomplete Cards and 'No Returns'
2(d) Status of a Marker in a Qualifying Competition
2(e) Status of Scores Returned from Outside the Jurisdiction of CONGU®

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.
- 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 18.6.

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*. In the above situation 1 up converted to a *Nett Differential* of -1 resulting in an *Exact Handicap* reduction of 0.1 of a stroke. The Stroke Play score is not relevant.

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 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 *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 Table B, if appropriate.
- (a) For Club Competitions the procedure specified in sub-clauses 1.1 to 1.15 must be applied.
- (b) For 'Open' Competitions the procedure specified in sub-clauses 2.2 to 2.5 must be applied subject to the provisions of 2.1.

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 less 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 less 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).

18/1 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 net 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* 4 for men and *Category* 5 for ladies.
  e.g. 10% Cat.1 50% Cat.2 40% Cat.3 [+ Cat.4 for Ladies]
- 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 Now Based on Returns in Players Respective Buffer Zones?

Q. *Why is the calculation of the CSS now based on the respective Buffer Zones of competitors in Handicap Categories 1, 2 and 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 ladies 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 has been determined that a move to assessing the scores of players against their respective *Buffer Zones* will increase the stability of the *CSS* calculation, without having a significant effect on *CSS* determinations in general. With many players being familiar with their own respective *Buffer Zone* for their handicap, this change should lead to greater awareness and understanding of the *CSS* calculation process.

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 Ladies] 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 Introduction of Nearest to Buffer Zone CSS Calculation for Fields of Less 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 less 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' midseason 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+3R/O. The introduction of the two stage CSS calculation, using Table B where appropriate, is intended to address this situation.

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

Decisions Relevant to Clause 18

3(a) Calculation of the *Competition Scratch Score* When a Club Runs Two Separate Competitions on the Same Day.

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 Bogey

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, 5th 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 5th 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 28.0 [20.5 to 28.4]**	**21 to 28**
[5]	**[28.5 to 36.0]**	**[29 to 36]**

20.2 The recording of scores must be kept by *Nett Differential*, i.e. the difference (+ or -) between the player's nett score and the *Competition Scratch Score*. (after the application of Clause 19 as appropriate). 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 four strokes above the Competition Scratch Score for Category 4 [five strokes for Category 5].

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:

		If *Nett Differential* is		
Handicap Category	*Exact Handicap*	Within *Buffer Zone*	Above *Buffer Zone*	Below *Buffer Zone*
		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 28.0 [20.5 to 28.4]	0 to +4	0.1	0.4
[5]	[28.5 to 36.0]	[0 to +5]	[0.1]	[0.5]

(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 x 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 *Category* to a lower *Category*, it must be reduced at the rate appropriate to the higher *Category* only so far as brings his *Playing Handicap* into the lower *Category* and the balance of the reduction shall be at the rate appropriate to the lower *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 x 0.4) = 20.4
20.4 - (4 x 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 2.0 strokes in a calendar year except increases granted under Clause 23.
In Ireland the maximum increase in handicap which is permitted in a calendar year is two strokes above the lowest *Exact Handicap* achieved in that calendar year.

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:

(a) report an away score(s) to his *Home Club* or

(b) 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).

Note: 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.

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.
- 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.

A *Member* may return a *Supplementary Score* for handicapping purposes in compliance with the following conditions:

21.1 Shall apply to all *Handicap Categories.*

21.2 A *Supplementary Score* may only be returned at the *Home Club* of the player.

21.3 An acceptable score for *Supplementary Score* purposes is any authenticated score over 18 holes under *Competition Play Conditions* over a *Measured Course* in compliance with the conditions listed in this clause. The format may be Stroke Play or Stableford.

21.4 Up to a maximum of ten *Supplementary Scores* may be returned annually.

21.5 Unless the *Affiliated Club* decides otherwise, a *Member* is limited to the return of one *Supplementary Score* per 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, shall be made in respect of the *Standard Scratch Score*.

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 'manipulation' is suspected.

Note: In submitting *Supplementary Scores*, players need to ensure that they are not in breach of Rule 7 of the R&A Rules of Golf (Practice). A Club Committee may apply the Note to Rule 7-1 and allow a *Supplementary Score* to be returned following the playing of a stroke play round earlier in the day.

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 in 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 Stableford with a 'neutral' 18 points for the nine unplayed holes being added to the Nine-Hole Stableford score.

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.

At the discretion of the *Affiliated Club*, *Qualifying Competitions* over Nine-Holes may be conducted for all *Members,* (i.e. both Home and Away players). The scores must be recorded as *Qualifying Scores* in the Player Handicap Records, 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* must be in Stableford format.

22.3 A Nine-Hole Competition Handicap Allowance must be calculated as follows:

[*Exact Handicap* + Nine-Hole *SSS* – (Nine-Hole Par x2)] / 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 x2)]/2= [12.8 + 69 – 68] / 2 = 6.9 rounded to 7.

Where the Nine Hole *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 Nine Hole *Competition Handicap Allowance* is recorded on the player's scorecard alongside the player's *Playing Handicap*.

22.4 Handicap strokes must be taken according to the Stroke Index for the 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	14	10	4	16	2	8	6	12	18

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 Eighteen Stableford points must be added to the result over Nine-Holes to obtain a *Qualifying Score* for handicap purposes.

22.6 Only players in *Handicap Categories* 2, 3, 4 and [5] may return Nine-Hole scores for handicap purposes.

22.7 A player in *Category* 2 recording the required *Nett Differential* for the transition from *Category* 2 to *Category* 1 must not have his handicap reduced below an *Exact Handicap* of 5.5, i.e. shall not be reduced into *Category* 1.

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:

Handicap Category	Buffer Zone (Stableford Points)
2	35-36
3	35-36
4 [5]	34-36

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

Note: A *Category* 1 player may participate in a Nine-Hole *Qualifying Competition* and his score should be recorded in his Player Handicap Record. No adjustment in handicap shall be applied i.e. his score must be disregarded for handicap purposes.

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 scores are the generally accepted minimum number to maintain a competition or active handicap the *AR* procedure has been extended to allow recommended handicap adjustments for players who have returned between 3 and 7 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 7 scores per annum are, therefore, made only after applying a much larger margin for error, than those applied to players who have returned 7 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 should 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.

(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 [and 5] *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 Provincial Council/District Executive 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 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. In Ireland, delegated to the Provincial Council/District Executives.

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 Committee to merely 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 in 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 at a time convenient to the *Handicap Committee* between the 31st of October and the 31st of December.

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. It is only the *Handicap Committee* taking all factors into consideration that can make the necessary differentiation.

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 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 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 Where appropriate, 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 should be consulted for guidance.

23.8 *General Play Adjustments* should be made in accordance with the provisions of Clauses 23.2 to 23.5.

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: In Ireland handicaps should 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.

(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, which a *Handicap Committee* may wish to consider. This can occur, for example, where a beginner or junior golfer is rapidly improving, where a player's circumstances have changed allowing them to play more competitive golf or where an initial handicap allocation has been made based on limited information available on a new *Member's* golfing ability and requires realignment. The ESR mechanism will make a recommendation, based on both the level of the scores returned <u>and</u> their frequency, for *Handicap Committees* to consider 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. This second *Qualifying Score* will also set a new trigger for any subsequent return of another low score when the count within the ESR process would be repeated. The average *Nett Differential* of the two scores is then compared to the

number of rounds in the sequence to establish an ESR. The application of an ESR is at the discretion of the *Handicap Committee* and would be applied over and above any handicap decrease already automatically applied by the system. 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 additional ESR increases as the average of the two *Nett Differentials* becomes lower and the number of scores in the sequence reduces.

Handicap Committees should always consider the player's previous scoring history before applying any reduction recommended by the ESR process.

23.10 At the discretion of the *Union*, *Handicap Committees* must, following submission of two low Qualifying Scores, by a *Member*, within a calendar year consider applying an Exceptional Scoring Handicap Reduction. *Handicap Committees* should note that if they apply the ESR recommendation this will further decrease a player's handicap, over and above any handicap decreases already applied by the *UHS*.
Ireland directs that *Handicap Committees* must, following submission of two low *Qualifying Scores* by a *Member* within a calendar year, apply the Exceptional Scoring Handicap Reduction.

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 -5.0**	1 stroke	0.5 stroke	No change
	-5.5 to -9.5	2 strokes	1 stroke	0.5 stroke
	-10 or better	3 strokes	2 strokes	2 strokes

23.11 The Exceptional Scoring Reduction does not apply to Category 1.
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.

Application of the Exceptional Scoring Handicap 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 15.6, *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 Score Reduction Table a further ESR of 1 stroke is recommended to the *Handicap Committee* for consideration
- If applied by the *Handicap Committee* this would further reduce the player's CONGU® *Exact Handicap* to 14.6, *Playing Handicap* 15

Example 2:
- A player of *Exact Handicap* 7.8 has the same *Nett Differentials* as in Example 1 above and his CONGU® *UHS* calculated *Exact Handicap* at the end of the sequence was 6.1.
- The ESR process would recommend a further reduction of 1 stroke to that applied automatically
- However this would reduce the player's handicap to 5.1 so the ESR process would adjust to recommend a 0.6 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 Playing Adjustment* after the return of early scores to adjust the respective handicaps to a level more reflective of playing ability.

23/6 Arbitrary General Play Adjustments

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 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*.

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 A *Union* may direct that the handicap of any player, in whatever *Category:*
a) who returns a stipulated minimum number of Qualifying Scores in a period between *Annual Reviews*, or during the previous calendar year, shall be marked as a 'Competition Handicap' or
b) who fails to return a stipulated minimum number of *Qualifying Scores* in the previous calendar year shall be marked as an 'Inactive Handicap'.
Ireland does not so direct.

25.2 A *Union* may direct the status of handicap that is acceptable for entry into for competitions where a *CONGU® Handicap* is required.
Ireland does not so direct.

Note 1 *Handicap Committees* have discretionary powers in very exceptional circumstances to allow the retention of a 'Competition Handicap' or 'Active 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 procedures for administering the Status of Handicap shall be the subject of separate advice provided by *Unions* to *Affiliated Clubs*.

26. REGAINING A HANDICAP

FOLLOWING SUSPENSION AND LOSS OF HANDICAP

26.1 If the handicap of a player is to be restored within six 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 all other cases the player shall be allotted a new handicap after he has complied with the requirements of Clause 16.

26.2 When restoring a handicap which has been lost or suspended for more than six 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. A *Category* 1 handicap must not be allotted without the approval of the *Union* or *Area Authority* if so delegated.
In Ireland, delegated to the Provincial Council/District Executives.

ALTERING THE STATUS OF A HANDICAP

26.3 A player whose status of handicap has under the provision of Clause 25.1
(a) not been marked as a 'Competition Handicap', or
(b) has been marked as an 'Inactive Handicap'
can regain a *Playing Handicap* after he has complied with the requirements of Clause 16.2.

26.4 When a handicap is being regained in accordance with Clause 26.3, the *Handicap Committee* should proceed as required by Clause 16 and in addition give due consideration to the handicap the player last held, his age and potential playing ability.

26.5 A *Category* 1 handicap must not be allotted without the approval of the *Union* or *Area Authority* if so delegated.
In Ireland, delegated to the Provincial Council/District Executives.

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. Handicaps for Juniors
K. Handicaps for Players with Disabilities
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

APPENDIX A

GOLF COURSE MEASUREMENT

It is important that golf courses are measured accurately. Measurement must be conducted using the following criteria:

1. Measuring Equipment

Course measurement must be carried out using one of the following:

1.1 Surveying equipment
1.2 An electronic measuring device (EMD)
1.3 A Global Positioning System (GPS)

An accuracy of +/- 1 yard or better at a distance of 250 yards is required.

2. 'Competent' Person

Measurement must be carried out by a person competent and experienced in the use of the appropriate measuring equipment, subject to review by the *Union* that is responsible for the issue of *Standard Scratch Scores* to *Affiliated Clubs*.

3. Measurement

3.1 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.
3.2 The *Distance Points* used as the starting points in the measurements should satisfy the requirements of Decision 7(b)
3.3 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.
3.4 Measurements must be made for every set of tees used for *Qualifying Competitions*.

4. 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.

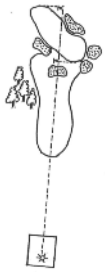

Figure 1
Measuring set-up
for a Par-3 Hole

Figure 2
Measuring set-up
for a Par-4 Hole

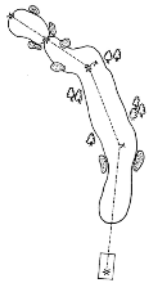

Figure 3
Measuring set-up
for a Par-5 Hole

Key: **Instrument Set-Up** **Reflector Set-Up**

APPENDIX B

COMPETITION SCRATCH SCORE PROCEDURE

Number of Competitors (including 'No Returns' and 'DQ's')		Percentages		Rounded %	
Category 1	**A**	A x 100 ÷ D	**F**	F to nearest 10%	**I**
Category 2	**B**	B x 100 ÷ 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 x 100 ÷ 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].

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), in their *Handicap Category Buffer Zone* and better before the application of Clause 19.

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

Handicap Category	Lower *Buffer Zone* Boundary	
	Stableford Points	Par/Bogey
1	36 + (Par - SSS) -1	(Par - SSS) -1
2	36 + (Par - SSS) -2	(Par - SSS) -2
3	36 + (Par - SSS) -3	(Par - SSS) -3
4	36 + (Par - SSS) -4	(Par - 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.

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*.

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 less 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 less 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*, <u>but</u> no handicaps shall be increased - see Clause 18.7.

In the event of all the competitors in a *Qualifying Competition* holding handicaps in *Categories* 4 for men or 5 for ladies, the *Competition Scratch Score* shall be the *Standard Scratch Score*.

Note: 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. 'Open' Competitions

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

2.1 When the number of either 'Home' players or Visitors is less 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*.

2.2 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.

2.3 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.

2.4 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.

2.5 The procedure for calculation of a *CSS* under this clause shall be in compliance with sub-clauses 1.1 to 1.15 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 in the course of 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

Handicap Categories			Adjustments to *SSS* to Determine the *CSS*					
1	2	3 [& 4]	+3 (R/O)	+3	+2	+1	0	-1
I	J	K	Values of L (Percentages)					

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
I	J	K	Values of L (Percentages)					

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
I	J	K	Values of L (Percentages)					

TABLE B - 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 Calculations:

Example 1:
A Ladies' competition had an entry of 35 players, as follows:

Category 1	Category 2	Category 3	Category 4	Category 5
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 %	
Category 1	**A**=1	A x 100 ÷ D	**F**=3.3%	F to nearest 10%	**I**=0%
Category 2	**B**=2	B x 100 ÷ D	**G**=6.6%	G to nearest 10%	**J**=10%
Categories 3 [& 4]	**C**=27			100 minus boxes I & J	**K**=90%
Total	**D**=30			Total	**100%**
Number of Nett Scores in Category *Buffer Zone* and better (Categories 1,2,3 [&4])	**E**=5	E x 100 ÷ D	**H**=16.7%	Box H to nearest whole number	**L**=17%

Referring to the row in Table A, Appendix B, 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 85 players, as follows:

Category 1	Category 2	Category 3	Category 4
9	32	39	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 %	
Category 1	**A**=9	A x 100 ÷ D	**F**=11.3%	F to nearest 10%	**I**=10%
Category 2	**B**=32	B x 100 ÷ D	**G**=40.0%	G to nearest 10%	**J**=40%
Categories 3 [& 4]	**C**=39			100 minus boxes I & J	**K**=50%
Total	**D**=80			Total	**100%**
Number of Nett Scores in Category *Buffer Zone* and better (Categories 1,2,3 [&4])	**E**=23	E x 100 ÷ D	**H**=28.8%	Box H to nearest whole number	**L**=29%

Referring to the row in Table A, Appendix B, 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	Category 2	Category 3	Category 4	Category 5
1	1	5	0	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, Appendix B, 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+3R/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. Table B must now be referred to.

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.

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 4's and 8 or more on Par 5's. 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 4's and 7 or more on Par 5's. 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 Differentials	-1	-2	-3	-4	-5	-6	-7	-8	-9	-10	-11	-12	Over Buffer Zone
Exact Handicaps: 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
LADIES ONLY													
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 - 36.0	-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

Note: Maximum Exact Handicaps: Men 28.0, Ladies 36.0

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.

Match Play	*Singles*	*Full difference between the handicaps of the players*
	Foursomes	*1/2 difference between aggregate handicaps of each side*
	Four-ball (better ball)	*Back marker to concede strokes to the other 3 players based on 3/4 of the difference between the full handicaps*
Stroke Play	*Singles*	*Full handicap*
	Foursomes	*1/2 aggregate handicap of partners*
	Four-ball (better ball)	*Each partner receives 3/4 of full handicap*
Par/Bogey	*Singles*	*Full handicap*
	Foursomes	*1/2 aggregate handicap of partners*
	Four-ball (better ball)	*Each partner receives 3/4 of full handicap*
Stableford	*Singles*	*Full handicap*
	Foursomes	*1/2 aggregate handicap of partners*
	Four-ball (better ball)	*Each partner receives 3/4 of full handicap*

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 Conditions of the Competition (*Rules of Golf* 33-1) 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.

Other Forms of Play

CONGU® recommends the following allowances:

Greensomes Stroke Play - *Lower handicap x 0.6 plus higher handicap x 0.4*

Notes:

- If the handicaps of the partnerships are equal, the Greensome Handicap Allowance is half the combined handicap.
- To facilitate the calculation of the Greensome Handicap Allowance a Conversion Table is provided.
- Match Play – Full Difference between Greensomes Handicaps

Decision Relevant to Appendix F

6(a) Plus Handicaps – Strokes Conceded When Other Than Full Handicap Allowance Applied

APPENDIX F (Cont.)

GREENSOMES HANDICAP ALLOWANCE CONVERSION TABLE

	-6	-5	-4	-3	-2	-1	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
-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	2.0	2.4	2.8	3.2	3.6
-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	2.6	3.0	3.4	3.8	4.2
-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	3.2	3.6	4.0	4.4	4.8
-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	3.8	4.2	4.6	5.0	5.4
-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	4.4	4.8	5.2	5.6	6.0
-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	5.0	5.4	5.8	6.2	6.6
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	5.6	6.0	6.4	6.8	7.2
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	6.2	6.6	7.0	7.4	7.8
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	6.8	7.2	7.6	8.0	8.4
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	7.4	7.8	8.2	8.6	9.0
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	8.0	8.4	8.8	9.2	9.6
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	8.6	9.0	9.4	9.8	10.2
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	9.2	9.6	10.0	10.4	10.8
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	9.8	10.2	10.6	11.0	11.4
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	10.4	10.8	11.2	11.6	12.0
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	11.0	11.4	11.8	12.2	12.6
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	11.6	12.0	12.4	12.8	13.2
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	12.2	12.6	13.0	13.4	13.8
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	12.8	13.2	13.6	14.0	14.4
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	13.4	13.8	14.2	14.6	15.0
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	14.0	14.4	14.8	15.2	15.6
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	14.4	15.0	15.4	15.8	16.2
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	14.8	15.4	16.0	16.4	16.8
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	15.2	15.8	16.4	17.0	17.4
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	15.6	16.2	16.8	17.4	18.0
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	16.0	16.6	17.2	17.8	18.4
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	16.4	17.0	17.6	18.2	18.8
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	16.8	17.4	18.0	18.6	19.2
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	17.2	17.8	18.4	19.0	19.6
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	17.6	18.2	18.8	19.4	20.0
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	18.0	18.6	19.2	19.8	20.4
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	18.4	19.0	19.6	20.2	20.8
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	18.8	19.4	20.0	20.6	21.2
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	19.2	19.8	20.4	21.0	21.6
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	19.6	20.2	20.8	21.4	22.0
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	20.0	20.6	21.2	21.8	22.4
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	20.4	21.0	21.6	22.2	22.8
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	20.8	21.4	22.0	22.6	23.2
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	21.2	21.8	22.4	23.0	23.6
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	21.6	22.2	22.8	23.4	24.0
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	22.0	22.6	23.2	23.8	24.4
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	22.4	23.0	23.6	24.2	24.8
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	22.8	23.4	24.0	24.6	25.2

APPENDIX F (Cont.)

GREENSOMES HANDICAP ALLOWANCE CONVERSION TABLE (Cont.)

	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36
-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
-5	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
-4	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
-3	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
-2	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	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
0	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
1	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
2	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
3	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
4	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
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
6	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
7	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
8	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
9	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
10	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
11	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
12	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
13	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
14	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
15	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
16	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
17	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
18	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
19	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
20	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	25.6	26.0	26.4
21	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	26.2	26.6	27.0
22	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	26.8	27.2	27.6
23	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	27.4	27.8	28.2
24	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	28.0	28.4	28.8
25	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	28.6	29.0	29.4
26	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	29.2	29.6	30.0
27	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	29.8	30.2	30.6
28	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	30.4	30.8	31.2
29	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	31.0	31.4	31.8
30	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	31.6	32.0	32.4
31	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	32.2	32.6	33.0
32	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	32.8	33.2	33.6
33	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	33.4	33.8	34.2
34	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	34.4	34.8
35	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	35.4
36	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

APPENDIX G

HANDICAP STROKE INDEX

Rule of Golf 33-4 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 as follows:

(a) 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.

(b) 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.

(c) 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 7th to the 10th indices should be allocated so that a player receiving 10 strokes does not receive strokes on three consecutive holes.

(d) 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 10th hole, at the 9th or 10th holes. This avoids a player receiving an undue advantage on the 19th 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.

(e) 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 situations 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.

If a golf club conducts Stableford, Par or Bogey competitions in which men and ladies compete in the same competition, albeit from different tees, it is recommended that a common 'Handicap Stroke Index' be provided. Such an action will facilitate the management of the competition and subsequent handicap adjustment.

These recommendations supplement those made by the Royal and Ancient Golf Club of St. Andrews contained in "Guidance on Running a Competition".

APPENDIX H

COMPUTER SOFTWARE RELATING TO THE CONGU® UNIFIED HANDICAPPING SYSTEM

Possession of a 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 2012.

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*.
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) If so required by the *Union* 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 *Home Club* competitions.
- Provide any formula for handicap adjustments other than as provided in Clauses 19 and 23.
- 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: A N Other — Other Clubs: — Date of record:
Home Club: Somewhere GC — Handicap Increases made: Immediately — Current Handicap:

1	2 Score Entry Date	3 Comp Date	4 Rnd 1 2	5 Competition	6 Course	7 SSS	8 CSS	9 Ident.	10 Gross Score	11 Hcp	12 Nett Score	13 Stab. Adj. 19.1	14 Adj. Gross Score	15 Stab./ Par Score	16 Par	17 Gross Diff	18 Nett Diff	19 H/cap Adj.	20 Rev Exact H/cap	21 Rev Play H/cap
23	21/09	21/09		Nine Hole Stab.	Home Club	69	n/a	Q9H	n/a	14				29	70	21	7	0.1	14.5	15
22	14/09	14/09		Autumn Cup	Home Club	70	69	QZH	88	14	74		88			19	5	0.1	14.4	14
21a	06/09	06/09		Open Meeting	ABC GC	72	74	QSA	n/a	14				30	73	19	5	0.1	14.3	14
20a	05/09	05/09		Young Cup	Home Club	70	73	QZH	85	15	71		86			13	-2	-0.6	14.2	14
19a	04/09	04/09		Open Meeting	ZZZ GC	72	75	QRZ	87	16	71		87			12	-4	-1.2	14.8	15
RE-CALCULATE EXACT HANDICAP WHEN CSS OF AWAY SCORE KNOWN																				
21	06/09	06/09		Open Meeting	ABC GC	72	74	QSA	n/a	15				30	73	20	5	0.1	14.9	15
20	05/09	05/09		Young Cup	Home Club	70	73	QZH	86	16	70		86			13	-3	-0.9	14.8	15
19	04/09	04/09		Open Meeting	ZZZ GC	72	72	QZA	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				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	QZH	92	18	74		92			22	4	0.1	18.1	18
13a	30/07	30/07		July Trophy	Home Club	70	70	QZH	94	18	76		94			24	6	0.1	18.0	18
12a	29/07	29/07		July Bowl	Home Club	70	70	QZH	100	18	82	-2	98			28	10	0.1	17.9	18
15	28/07	15/07		Open Meeting	YYY GC No.2	72	73	QZA	87	20	67		87			14	-6	-1.8	17.8	18
RE-CALCULATION OF EXACT HANDICAP FOLLOWING LATE ENTRY OF AN AWAY SCORE																				
14	06/08	06/08		August Medal	Home Club	70	70	QZH	92	20	72		92			22	4	0	19.8	20
13	30/07	30/07		July Trophy	Home Club	70	70	QZH	94	20	74		94			24	4	0.1	19.8	20
12	29/07	29/07		July Bowl	Home Club	70	70	QZH	100	20	80	-2	98			28	8	0.1	19.7	20
11	08/07	08/07	2	Par - Rd 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 - Rd 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	QSS	89	19	70		89			19	0	0.0	19.4	19
8	26/06	26/06		Faith Trophy	Home Club	70	71	QZH	92	19	73		92			21	2	0.0	19.4	19
7	25/06	25/06		Summer Cup	Home Club	70	70	QZH	97	19	78	-1	96			26	7	0.1	19.4	19
6	05/06	05/06		Stableford	Home Club	70	70	QSH	n/a	19				32	70	23	4	0.1	19.3	19
5	04/06	04/06		June Medal	Home Club	70	70	QZH	NR	19			90			20	1	0.0	19.2	19
4	21/05	21/05		New Trophy	Home Club	70	70	QZH	85	21	64		85			15	-6	-2.0	19.2	19
3	20/05	20/05		Open Meeting	XXX GC	71	73	QZA	NR	21						NR		0.1	21.2	21
2	07/05	07/05		Spring Cup	Home Club	70	70	QZH	96	21	75		96			26	5	0.1	21.1	21
1	06/05	06/05		May Medal	Home Club	70	72	QZH	98	21	77	-1	97			25	4	0.0	21.0	21
		01/05		Handicap Brought Forward				HBF											21.0	21
	2011	**2011**																		

The entries on lines 11a, 12a, 13a and 18a, 19a, 20a show the effects of re-calculating adjustments dictated by late information being received by the Home Club and replace the information in the shaded areas on lines 12, 13, 14 and 18, 19, 20.

The following three letter identifiers are currently in use:

IHA	Initial Handicap Award
HBF	Handicap Brought Forward
ARI	Annual Review Increase
ARR	Annual Review Reduction
GPI	General Play Increase
GPR	General Play Reduction
ESR	Exceptional Score Reduction
CHC	Competition Handicap Status Change
CHR	Competition Handicap Regained
PHS	Playing Handicap Suspended
PHR	Playing Handicap Restored
THA	Transferred Handicap Allocation
QZH	Qualifying Stroke Play Home
QPH	Qualifying Par/Bogey Home
QSH	Qualifying Stableford Home
QSS	Qualifying Supplementary Score
Q9H	Qualifying Nine Hole Score
QZA	Qualifying Stroke Play Away
QPA	Qualifying Par/Bogey Away
QSA	Qualifying Stableford Away
QRZ	Qualifying R/O Stroke Play
QRS	Qualifying R/O Stableford
QRP	Qualifying R/O Par/Bogey
ARO	Abandoned Reduction Only
NZH	Non-Qualifying Stroke Play Home
NPH	Non-Qualifying Par/Bogey Home
NSH	Non-Qualifying Stableford Home
NZA	Non-Qualifying Stroke Play Away
NPA	Non-Qualifying Par (Bogey) Away
NSA	Non-Qualifying Stableford Away
COR	Corrected Score
COS	Corrected Overseas Score

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

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

6. In a 36 hole competition the conditions of the 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 9th July until 7th 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.)

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 Played	*Qualifying Competitions*									Ten best *Gross Differentials* returned during preceding 12 months
			Scores	SS	9HS	NR's	R's	*Nett Differentials* <BZ	=0	=BZ	>BZ	*Qualifying Competitions*
Other AN	21.0	14.5	22	21	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

CLUB HANDICAPS FOR JUNIORS - RECOMMENDATIONS

CONGU® recommends the following procedures for allotting and adjusting club handicaps for Juniors:

1. **Obtaining a Handicap**

   1.1 To obtain a handicap a junior must submit such number of cards over 9 or 18 holes in such manner as his *Home Club* requires, with an expectation that the norm will be three 18-hole cards. However, any permutation of 9 and 18-hole cards may be submitted but must total a minimum of 54 holes at his *Home Club* (preferably over a *Measured 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. In addition, at the discretion of the National Union/Association, when competitions/ meetings are organised by a County Committee/ *Area Authority* such scores may be submitted, for handicap allotment, from away clubs provided they are signed by a person acceptable to the County Committee/*Area Authority*.

   1.2 Any score more than 2 [3] over Par at any hole must be amended to 2 [3] over Par. (The maximum reduction under this clause shall be 6 strokes per round.)

   1.3 After these reductions have been made an *Exact Handicap* shall, subject to the provisions of Clause 16.3(c), be allotted equivalent to the number of strokes by which the best of the submitted rounds differs from the *SSS* of the course.

   1.4 Juniors justifying a handicap of 28 [36] or less must have their handicap controlled and adjusted in accordance with the stipulations contained in the current CONGU® *UHS*.

   1.5 Handicaps in the range 29 to 54 [37 to 54] may be allotted as Club Handicaps to those juniors not capable of playing to a handicap of 28 [36] or less.

Note: At the discretion of the *Home Club* it is permissible for Club Handicaps, in the range of 29 to 54 [37 to 54], to be allotted to juniors submitting cards over 6 holes, such cards to be adjusted to an 18 hole score, e.g. a junior with a 'best of three' score of 40, adjusted in accordance with paragraph 1.2, over 6 holes on a course with a par of 23, would receive a handicap of (40 x 3) – (23 x 3) = 51.

2. **Alterations to Handicaps**

   2.1 Juniors with a handicap of 28 [36] or less must have their handicap adjusted in accordance with Clause 20 of the CONGU® *UHS*, otherwise:

   2.2. Returns of 1 - 6 strokes below the *SSS* will result in handicap reductions of 0.5 of a stroke for each stroke below the *SSS*.

   2.3. Each additional stroke below the *SSS* will result in a further reduction of handicap of 1 stroke, e.g. A junior with a Club Handicap of 42 returning a nett score of 64 over a course with an *SSS* of 72 will be reduced as follows:

   $$42 - (6 \times 0.5) - (2 \times 1) = 37$$

   2.4. No *CSS* shall be calculated, *Buffer Zones* do not apply and handicaps must not be increased other than in exceptional circumstances under clause 19.

   2.5 When a junior's handicap is to be reduced so that it goes from a Club Handicap to a *CONGU® Handicap*, it must be reduced at the rate appropriate to the higher category only as far as brings his handicap down into the lower category. The balance of the reduction must be appropriate to the lower category,

   For example:

   (a). A junior boy with a Club Handicap of 30 returning a nett score of 64 over a course with an *SSS* of 70 shall be reduced as follows:

   $$30 - (4 \times 0.5) - (2 \times 0.4) = 27.2$$

(b). A junior girl with a Club Handicap of 40 returning a nett score of 64 over a course with an *SSS* of 73 shall be reduced as follows:

$$40 - (6 \times 0.5) - (1 \times 1) - (2 \times 0.5) = 35$$

(Such a junior, having attained a *CONGU® Handicap*, will subsequently have his/her handicap adjusted under paragraph 2.1.)

3. **General**

3.1 All junior *Qualifying Competitions* involving competitors with a handicap of 28 [36] or less must be played off a *Measured Course* with an official *SSS*.

3.2 The scores of competitors playing from a Club Handicap must be excluded from any *CSS* calculation.

3.3 In the event of a majority of juniors competing with Club Handicaps, it may not be practicable to play off a *Measured Course*, in which case those with *CONGU® Handicaps* may only be adjusted under the terms of Clause 23.

Alternatively, if mixed handicaps, i.e. CONGU® and Club are competing, separate divisions may be run, *CONGU® Handicap* juniors playing off a *Measured Course*, Club Handicap juniors playing off tees deemed by the Club to be appropriate to their age and standard.

APPENDIX K

HANDICAPS FOR PLAYERS WITH DISABILITIES

CONGU® is pleased to note the increasing number of people with a disability playing the game of golf. It is hoped that these handicap recommendations will facilitate the acceptance of golfers with disabilities into competitions at club level and to allow them to compete alongside their able-bodied counterparts whenever possible.

It is appreciated that many players with a disability have achieved, or are capable of achieving, a *CONGU® Handicap* but where a disability prevents this standard being attained then the allotment of a *Disability Golf Handicap* will allow such players to compete on a more equitable basis.

In conjunction with handicapping issues, the *Rules of Golf* have also been modified to facilitate the playing of the game by people with disabilities. The R&A's publication "A Modification of the Rules of Golf for Golfers with Disabilities" explains the adjustments to the Rules that are permitted for each disability category. It can be downloaded from the R&A's Website or obtained directly from the R&A. The modifications to the *Rules of Golf* have been agreed by the R&A Rules Limited and by the United States Golf Association.

The modification to the *Rules of Golf* can only apply if introduced by the Committee in charge of a competition.

The *Rules of Golf* recognise five categories of disability
- Blind golfers
- Amputee golfers
- Golfers requiring Canes or Crutches
- Golfers requiring Wheelchairs
- Golfers with Learning Disabilities

CONGU® recommends the following general procedures and controls for allotting and adjusting handicaps for golfers with disabilities.

1. **General Procedures and Controls**
   1.1 It is the prerogative of a club Committee whether or not to allow players with a *Disability Golf Handicap* to compete in its competitions.
   Their scores, when permitted, however should not be included in any *CSS* calculation.
   1.2 Clubs should also be aware of any Health & Safety issues prior to allowing players with certain disabilities to play their course(s).

2. **Handicap Allocation Criteria**
   The following conditions must be complied with prior to a person being issued with a *Disability Golf Handicap* in excess of a *CONGU® Handicap*.
   2.1 Confirmation of membership from the relevant organisation.
   2.2 Production of the relevant disability certificate from the European Golfing Disability Association (EGDA) or a National Certificate of a Disability.

3. **Handicap Portability**
   Disability Golf Handicaps can be used in 'away' open competitions provided that the following conditions are complied with:
   3.1 Approved within the conditions of the competition.
   3.2 Production of the *Disability Golf Handicap* Certificate.

4. **Obtaining a Handicap**

4.1 To obtain a *Disability Golf Handicap* a person with a disability must submit such number of cards over 9 or 18 holes in such manner as his *Home Club* requires, with an expectation that the norm will be three 18-hole cards. However, any permutation of 9 and 18-hole cards may be submitted but must total a minimum of 54 holes at his *Home Club* (preferably over a *Measured 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.

4.2 Any score more than 2 [3] over Par at any hole must be amended to 2 [3] over Par. (The maximum reduction under this Clause shall be 6 strokes per round.)

4.3 After these reductions have been made an *Exact Handicap* shall, subject to the provisions of Clause 16.3(c), be allotted equivalent to the number of strokes by which the best of the submitted rounds differs from the *SSS* of the course.

4.4 Golfers with a disability justifying a handicap of 28 [36] or less must have their handicap controlled and adjusted in accordance with the stipulations contained in the current CONGU® Unified Handicapping System.

4.5 Handicaps in the maximum ranges of 29 to 54 [37 to 54] (depending on the disability category) may be allotted as *Disability Golf Handicaps* to those persons with a disability not capable of playing to a handicap of 28 [36] or less. *Disability Golf Handicaps* are recognised as CONGU® Handicaps and all *Qualifying Scores* returned by golfers with a disability shall be submitted to the *CDH*.

5. **Alterations to Handicaps**

5.1 Golfers with a disability holding a handicap of 28 [36] or less must have their handicap adjusted in accordance with Clause 20 of the CONGU® *UHS*, otherwise:

5.2. For golfers with a *Disability Golf Handicap* of 29 to 54 [37 to 54] any returns below the *SSS* will result in handicap reductions of 0.5 of a stroke for each stroke below the *SSS*.

5.3. Subject to the provisions of Clauses 18.3 and 18.6 if a golfer with a *Disability Golf Handicap* returns a score with a *Nett Differential* above his *Buffer Zone* (including Clause 19 adjustments, if applicable), or records a 'No Return', his *Exact Handicap* is increased by 0.1.
Note: The *Buffer Zone* band for *Disability Golf Handicaps*, 29-54 [37-54] shall be 0 to +5.

5.4 When a golfer with a *Disability Golf Handicap* is to be reduced so that it goes from a *Disability Golf Handicap* to a *CONGU® Handicap*, it must be reduced at the rate appropriate to the higher category only as far as brings his handicap down into the lower category. The balance of the reduction must be appropriate to the lower category.
For example:

(a) A male golfer with a *Disability Golf Handicap* of 30 returning a nett score of 64 over a course with an *SSS* of 70 shall be reduced as follows:

$$30 - (4 \times 0.5) - (2 \times 0.4) = 27.2,$$

(b) A female golfer with a *Disability Golf Handicap* of 40 returning a nett score of 64 over a course with an *SSS* of 73 shall be reduced as follows:

$$40 - (8 \times 0.5) - (1 \times 0.5) = 35.5$$

5.5 A golfer with a *Disability Golf Handicap*, having attained a *CONGU® Handicap*, will subsequently have his handicap adjusted under paragraph 5.1. The handicap will not normally revert to a *Disability Golf Handicap*.

5.6 Handicap Committees should monitor the handicaps of golfers with a disability on a regular basis and adjust handicaps, when required, in accordance with Clause 23.

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**
Appoint a *Handicap Committee* as required in the 'Responsibilities of the Affiliated Club'?	6.3	
Issue handicap certificates with the *CONGU® Handicap* mark?	6.4	
Calculate and maintain handicaps strictly in accordance with *UHS* 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 *Qualifying Competitions* are played?	6.6	
Know of its responsibility to notify the *Union, or Area Authority* if so delegated, when permanent changes have been made to the course, particularly increases and decreases in playing length?	6.7	
Ensure that all *Qualifying Competitions* are played from a *Measured Course* as defined and inform green staff of this requirement?	6.8	
Have a starting/booking system by which a competitor must signify his intention of playing before commencing play on the day of a competition?	7.2	
Ensure all Competition Scores are uploaded to the *Union CDH*	7.4	
Display a list of current handicaps in a prominent position?	7.6	
Conduct an *Annual Review* of the handicaps of all *Members* with consideration given to increases and reductions alike?	7.7(i)	
Have a book or equivalent recording system to allow *Members* to return details of Away scores?	7.7(j)	
Display a notice or otherwise advise (and remind) *Members* of their responsibilities to the *UHS*?	8	
Accept that adjusting the conditions of a competition e.g. Open singles, to make it *Non-Qualifying* on a technicality is an abuse of the spirit and intent of the *UHS* that may result in the *Union* 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 *Reduction Only*.	Definition	
Increase and decrease handicaps as soon as practicable after the conclusion of a *Qualifying Competition*?	20.9	
Accept for handicapping purposes *Supplementary Scores* in accordance with *Union* requirements?	21	
Have a defined procedure for *Members* to signify, in advance, their intention to return a *Supplementary Score* and provision for the return of cards?	21.7	
Have a recognised procedure to advise *Members* of handicap alterations following *Annual Review* or *General Play Adjustment?*	23.5	
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 your 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.
- 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.
- 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.

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 2012 handicap software package.

The report will 'flag 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* should:

- 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 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.
- Not apply a formula to make adjustments such as the winners of club match play events being the subject of a handicap reduction of two strokes.

APPENDIX N

RESOLUTION OF TIES

Rule 33-6 of the *Rules of Golf* empowers the Committee to determine the method for deciding the result of ties in both stroke play and match play. Further guidance and recommendations are given in Appendix I Part C 11 of the *Rules of Golf*.

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. Appendix I Part C sets out in 11 (c) 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

In addition to mixed gender competitions in which men and ladies play in the same competition from different sets of tees for the same prizes, there are other events in which to account for age/playing ability differences, it may also be deemed desirable for participants to use different sets of tees. Examples are:

- Adult and Junior Competitions.
- Member and Senior Member Competitions.

In virtually all cases, the different sets of tees will have been allocated different *Standard Scratch Scores* by the *Unions*. In order to maintain equity in handicapping and determination of 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*.

Note: In *Qualifying Competitions* any adjustment necessary should 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.

Competition Handicap Allowances for Qualifying Competitions

Competitions in which competitors play from different tees in *Qualifying Competitions* may be in three formats – Medal Stroke Play, Stableford and Par/Bogey.

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 $SSS_{Ladies} - SSS_{Men} = 2$.	Ladies' Course (Red Tees): SSS 72 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

Any adjustment that results in a playing handicap above the maximum *Exact Handicap* allowed (28.0 [36.0]) 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 (eg 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 SSS's being different and an adjusted *Competition Handicap Allowance* being required if the competition had been Medal Stroke Play).

With Course B, a Lady playing to her handicap would return 36 points, whilst a Man would return 38 points when playing to his. The scores cannot be equitably combined in this situation (despite the SSS's being the same and no adjustment being required if the competition had been Medal Stroke Play).

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 player plays from.

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 2 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 Ladies – see table below).

Example:

Men's Course (White Tees): SSS 70, Par 72 :		Ladies' Course (Red Tees): SSS 70, Par 70
Score required to be returned to 'play to handicap'	Strokes received for Handicap purposes	Strokes received for Competition purposes
Lady 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 less 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*.

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
Lady 1 Up	Playing Handicap	Playing Handicap
Man 1 down	Playing Handicap	Playing Handicap + 2

Note 1. To provide the most equitable basis for handicap alteration purposes a single *Competition Scratch Score* adjustment should be calculated for the field, where practicable.

Note 2. The foregoing method of handicap adjustment cannot be applied to Men and Ladies (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 Lady playing from the Men's tees requires an additional stroke allowance to the extent determined by the difference in the Men 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 3. To comply with the *Rules of Golf* 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.

Information in regard to handicap adjustments and allowances in other forms of mixed competition such as Fourball and Team competitions in various formats and the recommended procedure for establishing the winner in a scratch competition using Gross Differentials from the tees played from is contained on the CONGU® website.

APPENDIX P

DISQUALIFIED SCORES IN QUALIFYING COMPETITIONS

Clause 17.1(c) of the *UHS* provides that a Player Handicap Record must include *Disqualified Scores*.

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

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'.

Rule No.	Nature of Breach	Action for Handicap Purposes	Note
3-2	Failure to hole out in stroke play.	Adjust score for hole at which offence occurred under Clause 19. (Stableford/Nett Double Bogey Adjustment)	1
3-3	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)	
6-2(b)	Handicap on card too high.	Adjust handicap to provide a correct score.	
6-2(b)	No handicap included on card	Score acceptable	
6-6(b)	Card not signed by player or marker.	Score acceptable unless marker had a valid reason not to sign card.	2
6-6(b)	Undue delay in returning scorecard.	Score acceptable.	
6-6(d)	Score entered on card on a hole is lower than actual score.	Accept adjusted score unless breach premeditated.	2
7-1	Practice before or between rounds.	Score acceptable for rounds completed before any breach of Rule 7-1	
11-4	Play from outside of teeing ground not corrected.	Adjust score under Clause 19. (Stableford/Nett Double Bogey Adjustment)	1
15-3(b)	Play of wrong ball not corrected.	Adjust score under Clause 19. (Stableford/Nett Double Bogey Adjustment)	1
20-7(c)	Serious breach of ball played from wrong place not corrected.	Adjust score under Clause 19. (Stableford/Nett Double Bogey Adjustment)	1
20-7(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)	

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.

Rule No.	Nature of Breach	Action for Handicap Purposes	Note
1-2	Exerting undue influence on ball – serious breach.	Not acceptable.	
1-3	Agreement to waive rule.	Not acceptable.	
3-4	Refusal to comply with a Rule(s) of Golf.	Not acceptable.	2
4-1, 4-2, 4-3	Use of non-conforming clubs.	Not acceptable.	
4-4(c)	Excess club not declared out of play.	Not acceptable.	
5-1	Golf ball not on conforming list (when required as a condition of the competition).	Not acceptable.	
5-2	Playing characteristics of ball changed.	Not acceptable.	
6-3	Player failing to start within 5 minutes of the correct starting time and returning a score.	Not acceptable.	
6-4	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.	
6-7	Undue delay (repeated offence).	Not acceptable.	2
6-8	Discontinuance of play, unless reason for discontinuance acceptable to Committee.	Not acceptable.	2
7-1	Practice before or between rounds.	Not acceptable.	
11-1	Use of non-conforming tee.	Not acceptable.	
14-3	Use of artificial device, unusual equipment or unusual use of equipment.	Not acceptable. (An exception is the use of a distance measuring device as provided by a Local Rule).	
22-1	Ball assisting play (if Committee determines competitor has agreed not to lift a ball that might assist another player).	Not acceptable.	
33-7	Disqualification penalty imposed by Committee.	Not acceptable.	

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

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 premeditation element or, could have adversely affected the play of a fellow competitor, the score should normally be regarded as a 'No Return'.

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PART SIX

DECISIONS

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DECISIONS

1. QUALIFYING COMPETITIONS - Clause 17

Dec.1(a) Status of a Competition When the Use of Fairway Mats Is Obligatory

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 (1st October to 30th of April).
- 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 Conditions of the Competition.

The suggested wording is:
"A ball that comes to rest on a closely mown area through the green 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. The ball may be cleaned when lifted under this Local Rule.
If a ball when placed rolls from the mat it may be replaced without penalty. If it still fails to remain on the mat, the mat must be moved to the nearest spot not nearer the hole where the ball, when placed on it, will remain at rest. There is no penalty should the ball move or be moved after being placed on the mat and before making a stroke, including when addressing the ball or taking a practice swing.
Should a peg tee be used to secure the mat 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.
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 Relief From an Embedded Ball 'Through the Green' Is in Operation

Q. *May a club run a Qualifying Competition when a Local Rule granting relief for an embedded ball anywhere 'through the green' is in operation?*

A. Yes, as such a Local Rule is allowed by *Rules of Golf* 'Appendix 1 Part B 4a. Relief for Embedded Ball' in which a specimen Local Rule is provided.

Dec.1(d) Status of a Competition When Competitors Are Required to Lift a Ball from the Fairway and Place in Semi-Rough

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.

Dec.1(e) Status of a Competition When Bunkers Are Undergoing Renovation.

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 Decision 25/13 clarifies that the status of bunkers defined in this way are automatically classified as "through the green" unless the Committee specifically states otherwise.

Dec.1(f) Status of a Competition When Green Staff Have Carried Out Maintenance Work During the Course of the Competition

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.

Dec.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

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'.

Dec.1(h) Status of a Play-off

A play-off over 18 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.

Dec.1(i) Handicap to Be Used in Event of a Member Holding a Handicap from More Than One Handicapping Authority.

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*.

Dec.1(j) Limitation of Handicaps in Qualifying Competitions

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.

Dec.1(k) Status of a Competition When a Local Rule Permitting the Use of Electronic Distance Measuring Devices Is in Operation

Q. *May a club that has adopted a Local Rule permitting the use of electronic distance measuring devices run Qualifying Competitions?*

A. Yes, providing all other conditions for running a *Qualifying Competition* are met.

Dec.1(l) Status of Aggregate Competitions

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.

Dec.1(m) Competition Conditions That Apply Solely to the UHS

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 6-6 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 R&A Decisions on the Rules of Golf, Decision 6-6b/8).

Dec.1(n) Failure to Comply With a Competition Condition Requiring Entry By Applying a Swipe Card to a Computer Terminal

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 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.

Dec.1(o) Failure to Report 'Away' Scores Affecting Handicap

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.

Dec.1(p) Failure to Return A Scorecard on Completion of Round Causing Inconvenience to Handicap Committee.

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.

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 conditions of the 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) Status of Incomplete Cards and 'No Returns'

(a) All cards must be returned in *Qualifying Competitions*, whether complete or not.
(b) It is expected that every player who enters an 18 hole *Qualifying Competition* intends to complete the round.
(c) Since an incomplete card and a 'No Return' may have the effect of increasing a player's handicap, the club would be justified in refusing to accept a card or record a *No Return* when the player has walked in after playing only a few holes.
(d) Cards should not be issued to players when there is obviously insufficient light for them to complete the round.
(e) Sympathetic consideration should be given to players who have had to discontinue play for any cause considered to be reasonable by the organising Committee.
(f) Clauses 23 and 24 of the *UHS* give clubs the discretion to deal with players who persistently submit incomplete cards or make 'No Returns' if they consider they are attempting to "build a handicap".

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 x (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.

3. COMPETITION SCRATCH SCORE – Clause 18

Dec.3(a) Calculation of the Competition Scratch Score When a Club Runs Two Separate Competitions On the Same Day

When a club holds two or more separate competitions on the same day in which all competitors play only one round, a separate *Competition Scratch Score* must be calculated for each competition unless all competitors play from the same tees and use the same format.
If any of the competitions are over more than one round on the same day, then a separate *Competition Scratch Score* calculation must be made for each round.
In a *Qualifying Competition* where players compete for prizes in different classes, divisions or *Handicap Categories* only one *CSS* shall be calculated for the overall field.

4. ALTERATION OF HANDICAPS – Clause 20

Dec.4(a) Alteration of Handicaps In the Course of a Competition Over More Than One Round

In a Stroke Play or Match Play competition played over more than one round, the Committee in charge, in the Conditions 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 conditions of a competition played over more than one round, the following guidelines are recommended.

1. In a competition such as a 36 Hole 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.
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.

5. REVIEW OF HANDICAPS – Clause 23

Dec.5(a) Consequences If a Reduction of Handicap Under Clause 23 (Review of Handicaps) Is Inappropriately Applied.

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.

Dec.5(b) General Play Adjustment Applied at a time When the Player Has Not Returned Relevant Away Scores – Consequent Action.

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

Dec.6(a) Plus Handicaps – Strokes Conceded When Other Than Full Handicap Allowance Applied

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 0.5 of a stroke upwards.

As a handicap of plus is mathematically a minus handicap (below zero), three quarters of a handicap of plus 2 equals –1.5 which rounds upwards to –1 stroke. That stroke should be conceded to the course at the hole allocated stroke index 18.

7. GOLF COURSE

Dec.7(a) Teeing Areas

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 (91 metres) 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 (91 metres), but less than 300 yards (274 metres) 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.

Dec.7(b) Distance Points and Measured Course

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:

(a) *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.
(b) 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.
(c) 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*.
(d) 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 Definition of a Member.

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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