

**GOLF HOUSE KENTUCKY
TOURNAMENT OPERATIONS PROTOCOL
*COVID-19 RELATED GUIDELINES***

The following protocols are approved for the 2020 season as precautionary measures related to the COVID-19 pandemic. These protocols are designed in a responsible manner for all players, volunteers, host facility staff, and Golf House Kentucky staff. They are devised per the guidelines and recommendations outlined by the CDC and State Health officials and are subject to change.

Golf tournaments will not be conducted until Phase 2 of the re-open plans established by Kentucky State Health officials, which is consistent with national CDC guidelines. The Allied Golf Association’s “Back2Golf” (approved by the CDC) also serves as a reference tool in determination of when to begin our tournament programs.

These protocols will be executed consistently across all tournaments conducted by organizations in the family of Kentucky golf: Kentucky Golf Association, Kentucky PGA, Kentucky PGA Junior Tour, and Kentucky Golf Foundation. Executing these protocols consistently across the organizations is a responsible effort to eliminate doubt as to procedural actions while on site at an event. Any health concern not addressed in the protocols will be decided in a responsible manner.

We anticipate minor adjustments and modifications in operational execution will be necessary as facility accommodations are different. Again, the priority for each event is to be responsible in our efforts to follow CDC guidelines.

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PERSONAL PROTECTIVE EQUIPMENT (PPE) and OTHER SUPPLIES

- All tournament staff (GHK staff, rules officials, volunteers) are required to wear a mask in any situation where they interact with or are near others and when handling items that others may come in contact with during their tournament experience. Gloves must be worn when handling items that others may come in contact with during their tournament experience.
 - Masks will be supplied to the tournament staff by Golf House Kentucky.
- Tournament participants will be encouraged to bring their own masks and wear them when interacting with tournament staff and other individuals. Golf House Kentucky will NOT provide masks to tournament participants.
- Hand sanitizer and/or sanitation wipes will be available at the following locations:
 - Practice Tee
 - Players must use hand sanitizer/wipe upon arrival at tee
 - Practice Putting Green
 - Starting Tent
 - Scoring Area
 - Players must use hand sanitizer/wipe upon arrival at scoring area
 - All Tournament Staff Golf Cars
- Additional trash cans will be placed in strategic locations for disposal of sanitation wipes
- Bottled water will be available to players and distributed by tournament staff (wearing gloves)
 - Players will receive two bottles of water on the first tee and have the option to receive two bottles of water on the 10th tee. If players need additional water, they may contact a tournament staff member and water will be brought to the player immediately.
- Food will not be provided as part of the event. Facilities may offer food separate from the tournament provided it is offered in compliance with CDC and Kentucky Health Department guidelines and regulations.
- Tournament staff and players will have their temperature taken by a touchless thermometer upon arrival at the facility or before the start of their round.
 - Any player experiencing a temperature above 100.4 F and/or exhibiting symptoms that are consistent with COVID-19 is not permitted to participate in a GHK event. Any player exhibiting any symptoms is encouraged to seek medical attention and doctor's recommendation as to a return to play.
 - Any player diagnosed with COVID-19, or that has a family member they have come in contact with that has been diagnosed with COVID-19, is not permitted to participate in any GHK event for 30 days following a diagnosis, regardless of symptoms, and must present a note from a doctor clearing them to participate to the GHK Board.
 - Any player found in violation of the above policies or found to have purposely hidden or not disclosed symptoms or diagnosis, will be banned from the GHK for a length to be determined by the GHK Board.

REGISTRATION

- Player registration will not occur on site and players are expected to be on the tee 10 minutes prior to their assigned starting time for the round.
- Player gifts, if provided for an event, will be pre-packaged by GHK staff prior to the event and distributed at the scoring area following the round.
 - Any player withdrawing from an event will be provided their gift before leaving or sent following the event.
- Skins games will not be promoted or encouraged

PRACTICE AREAS

- Participants are not permitted to arrive at the host facility more than 45 minutes prior to their starting time. If a player arrives at the facility prior to 45 minutes of their starting time, they must remain in their vehicle.
- Practice areas are only available to participants **45 minutes prior** to their tee time.
 - Following our 15-minute tee time intervals, this will limit the practice areas to no more than two groups at a time.
 - Players will be restricted to warming up at every other station on the practice tee
- Tournament staff will monitor the practice areas to ensure compliance of the 45-minute time allotment.
- There are no additional time restrictions for practice tee or practice putting green protocols prior to the start of a player's round.
- All practice facilities are closed the remainder of the day to tournament participants following the conclusion of their round.
- Players should leave the facility upon completion of their round. Exception: if following the final round of the event, a player is in contention for first place, they will be permitted to remain on property. If they fall out of contention prior to completion of the championship, they should leave the premises at that time.

STARTING PROCEDURES

- Tee time events only, no shotgun events until we enter Phase 3
- 15-minute intervals between tee times
- The starting area is to be marked/roped off and posted with a sign restricting the area to the Starter and ONLY the players receiving instructions/teeing off.
 - NOTE: the first teeing area is not a part of and is outside the starting area
- Spots will be marked on the ground in the starting area for players to stand to maintain spacing while receiving instructions and other materials.
- Tournament information will be pre-packaged before arrival at the event site. This includes scorecards, Conditions of Competition, hole location sheets, etc. The packet of information will be laid on the table for players to pick up one at a time prior to any announcements made by the starter. Exchanging of cards will not be necessary given the way information will be distributed (players will not be assigned their own cards).
- Tournament information will also be available online and players may print documents from their home and bring with them. Players may also take photos of the tournament documents and refer to them during their round.
- A starter's box is viewed as a common area and players will not be allowed to access items normally located in a starter's box.
- We will have coolers on the first tee, in which the starter will hand out water while wearing gloves. The starter can provide bottles of water in a way where no one else will encounter the cooler.

ON THE COURSE (UPDATED JUNE 25, 2020)

- All players must play by the current USGA Rules of Golf and GHK Conditions of Competition.
- Caddies are not permitted.
 - The KPGA Junior Tour has implemented a separate policy for caddies. Please refer to the KPGA Junior Tour policies prior to attending their event.
- Players should follow proper social distancing protocol and stay at least six feet away from other competitors, partners, and other individuals while on property.
- Prior to or following a round, players should refrain from shaking another player's hand or contact of any kind with another individual.
- Players should not touch another players equipment.
- If golf car use is permitted, it is under the single rider policy in which one competitor will be allowed to drive the golf car throughout the competition.
 - If a player walking is to place their golf bag on the car, that individual must walk the entire round. They will not be permitted to ride or drive the golf car at any point.
- Beginning June 29, the EZ Lift flagstick devices that have been used in prior tournaments this year will be removed. Players must leave the flagstick in the hole during play of the hole and should not intentionally touch the flagstick. We realize there may be limited touching of the flagstick when removing the ball from the hole. In the event the flagstick is not centered in the hole, you may reposition the flagstick. Following touching of the flagstick, players should sanitize their hands.
- All bunker rakes will be removed for the entire competition. A local rule will be in place allowing competitors (whose ball lays in a bunker) to lift the ball, smooth the sand, and replace the ball within 1 club length no closer to the hole within the bunker. This will be at no penalty to the player. Please smooth footprints following play from the bunker.
- All individuals must maintain recommended social distancing when assisting players with ball searches, directional messaging and all other possible interaction points.
- Rules Officials must maintain recommended social distancing when assisting players with rules assistance. They must not assist the players with any situation where the official would deliberately need to touch either personal equipment of the player or golf course equipment.

SCORING PROCEDURE

- Players must utilize the Golf Genius scoring application for posting hole by hole scores during each competition round.
- One player will be designated by a GHK tournament official to digitally post all players' scores in their pairing group.
- All players will be assigned a paper scorecard (official scorecard) and their designated marker will populate the scorecard for each hole played. Since the scorecard will be assigned, exchanging of the scorecards is not necessary.
- Once the round is complete, players will be assisted by an official scorekeeper to verify all hole by hole scores are correct. The scorekeeper will be located in a separate and safe space (GHK Scoring Tent). The scoring area is for players and officials only.
 - The scoring table will not have a cloth, and all players will be positioned at an acceptable social distance from each other.
- Once all scores have been reported and verified by players and the scorer, each player will twice sign the scorecard in their possession – once on the “Scorer” line and once on the “Attest” line of the same scorecard.
 - The signature on the “Scorer” line is standard, and the signature on the “Attest” line will signify that the player signing approves his or her own score that was read aloud and verified by the scorer, the player and the scoring official.
 - This process will ensure that every player has signed twice – once as a scorer and once to attest their own score – without having to exchange scorecards
- The scorecard will then be placed in a box by the marker. These scorecards will be collected at the end of the competition round and kept for review if necessary.
- Players must remain in the designated scoring area until verification is complete. When the player leaves the scoring area, the score for that player is official. The player may not return to the scoring area once he/she has departed.
- The use of public monitors or digital scoreboards for viewing scores and/or summaries is prohibited. Players may view leaderboards on their personal electronic devices.

AWARDS PRESENTATION

- All award presentations will be conducted immediately following conclusion of the tournament at a location near the 18th hole.
 - If the tournament has multiple divisions, division awards will be presented immediately following conclusion of that division's competition.
 - Following the awards presentation for that division, players of that division should depart the premises.
- The Event Tournament Director will wear proper PPE, sanitize the awards, and lay them out in an organized fashion on the awards table.
- The award ceremony will be conducted by the Event Tournament Director and include recognition of sponsor(s), host facility staff, and champion(s). When a player's name is announced, they will proceed to the awards table and accept their respective award.
- Photos will be taken following conclusion of the awards presentation and will be taken individually.

INCLEMENT WEATHER & COURSE EVACUATION

- Every effort will be made to provide advance notice of inclement weather systems approaching the tournament site in enough time for players to return to the clubhouse. If a suspension of play is announced, players are strongly encouraged to return to the clubhouse or designated safety area. However, we all know storms can pop-up quickly during summer months. In the event the facility has on-course safety shelters, players will be reminded that while congregating in these areas, they must follow CDC guidelines (social distancing) and avoid congregating groups of more than 50. The shelter may not provide adequate space for players to maintain CDC guidelines, thus the reason for returning to the clubhouse. Designated shelter areas will be provided to players prior to their round.
- Players must follow the prescribed procedure as outlined in the USGA Rules of Golf, Rule 5.7b, when play is suspended for a dangerous weather situation such as lightning.
- All golf car use policies remain in effect during this procedure, including individual rider policies. Therefore, players that have chosen to walk the course during the round of play, must walk to the designated safety area.
- The Event Tournament Director will use the current policy when determining the need to suspend play. The current three phase system is in effect but modified in the following way:
 - When a dangerous weather system is encroaching on the event site, a minimum of 15 miles is used to determine when suspension of play will be signaled (current policy is 10 miles).
 - The Event Tournament Director may increase the minimum mile requirement based on variable conditions that may affect the weather system and the removal of players from the course; including wind speed, rain amount forecasts, size of golf course (acreage of property), and field size of players on the golf course.
- All precautions must to taken to adhere to the current social distancing guidelines including clubhouse capacity, use of personal vehicles during delays, alternate buildings on property, etc.
- Resumption of play must also comply with the golf car policy. Players must be given a sufficient amount to time to return to their playing positions before play is to resume.
- All practice facilities will be closed during inclement weather. Players returning to the course will not be permitted to practice before resuming play. Players who have not started their round are subject to the same protocols provided in the “Practice Facilities” section of this document.

LOCAL RULES

- Golf House Kentucky will provide updated information and clarifications concerning suggested modifications to the USGA Rules of Golf affected by CDC guidelines and governmental regulations.
- As these changes occur and when they affect any of the tournament events or championships, the changes will be added to the Conditions of Competition.
- Currently flagsticks, bunkers and bunker rakes, scorecards, scoring and holing out are addressed by the USGA. These rule related items have also been identified as modifications by Golf House Kentucky in the Tournament Operations Protocol Guidelines.

TOURNAMENT STAFF

- The Tournament Staff will provide a responsible effort to ensure execution of all protocols while at all tournament sites and environments.
- All tournament staff members must wear protective equipment while on property at a sanctioned event, as outlined in the COVID-19 tournament protocols.
- Masks are required for use when in the presence of other persons or when handling items others may come in contact with during their tournament experience. The wearing of gloves is required when handling materials that other persons may be handling as well.
- The Event Tournament Director will assign individuals to place signage for directional needs, CDC signage, time clocks, branded items, and starting and scoring tents and tables.
- Starters and scorers must use their best judgment when complying with social distancing and the need for verbal interaction with the players and others.
- All individuals must maintain recommended social distancing when assisting players with ball searches, directional messaging and all other possible interaction points.
- Rules Officials must maintain recommended social distancing when assisting players with rules assistance. They must not assist the players with any situation where the official would deliberately need to touch either personal equipment of the player or golf course equipment.

SPECTATORS

- Spectators are restricted from all areas of the golf course during the scheduled time of the event.
 - The events include:
 - KGA tournaments and championships
 - KPGA tournaments and championships
 - USGA qualifying rounds
- The KYPGA Junior Tour has established an alternate spectator policy. Please review that policy prior to attending a KYPGA Junior Tour event.

HOST FACILITY CORRESPONDENCE

Golf House Kentucky will work with the Host Facility to offer the following guidelines for the 2020 season. This is in effort to be responsible in conducting our tournament programming for participants. The guidelines are consistent with CDC and State Health Organization's protocols for social distancing, and have been approved by the KGA, KPGA and Golf House Kentucky Board of Directors.

Guidelines:

- The clubhouse must be open and follow the sanitation requirements put forth by the C.D.C and Kentucky State Health Organization (Phase 2).
- Restrooms must be open and available to players and tournament staff and must follow the sanitation requirements put forth by the CDC and State Health Organization.
- Host facilities must provide PPE to staff members that may come in contact with individuals or handle items that others may come in contact with during their time on property.
- There should be no handling of any participant's equipment by either the tournament staff or host facility staff.
- All golf cars must follow the sanitation requirements put forth by the CDC and State Health Organization.
- An appropriate number of golf cars should be available for tournament participants on a single rider basis, as well as golf car availability for tournament staff.
- All flags on the practice green must be removed by the host facility, if not removed already.
- An appropriate supply of practice balls should be provided per player and must be cleaned and left in the hitting area for use. Players should not have to reach into a common area to acquire practice balls.
- All practice balls must be cleaned before each use by the host facility.
- Devices used to clear balls from the short game area should be removed, if not already removed.
- All practice balls around the practice green must be removed by the host facility, if not removed already.
- If possible, please remove all flagsticks the night prior to the event to avoid points of contact by tournament staff.
- Cup liners must be placed in accordance with USGA Rules of Golf. The tournament flagsticks will have a device attached that meets CDC and State Health Organization guidelines that will eliminate the need for the player to place their hand in the hole to retrieve a ball. This will remove interpretations of "if the ball would have most likely been holed".
- All bunker rakes must be removed from the course by the Host Facility, if not removed already.
- Non-essential, removable items (benches, ball washers, etc.) must be removed from the course and practice areas, if not removed already.
- Food provided as a component of the event will be coordinated in advance between GHK and the facility. Since food is not offered through the event, the facility may offer food per CDC and Kentucky State Health Department guidelines.