

Rules Certification & Expenses Policy – February 11, 2015

1. A) A Level 4 Golf Canada Certified Rules Official will have attended one of the following:

- A Golf Canada Level 4 Rules Seminar,
- A PGA/USGA Regular Rules Workshop,
- A PGA/USGA Officiating /Tournament Administration Workshop,
- A Golf Canada Tournament Administration and Rules Workshop (TARS).
- A R&A Level 3 TARS Seminar.

and will have achieved a mark of 85% or better on the Golf Canada Level 4 exam, a mark of 92% or better on the PGA/USGA exam or a mark of 90% or better on the R&A Level 3 TARS exam.

B) A Level 3 Golf Canada Certified Rules Official will have attended one of the following:

- A Golf Canada Level 3 Seminar
- A PGA/USGA Regular Rules Workshop,
- A PGA/USGA Officiating/Tournament Administration Workshop,
- A Golf Canada Tournament Administration and Rules Workshop.

and will have achieved a mark 85% or higher on the Golf Canada Level 3 exam, a mark between 72% to 84% on the Golf Canada Level 4 exam, or a mark between 78% and 91% on the PGA/USGA exam.

The GAO Office must receive official documentation of exam results each time an individual attends a seminar, regardless of the mark achieved.

The GAO will maintain a database that includes:

- Seminars attended
- Examination results
- Tournaments officiated

2. All GAO Rules Officials will be required to maintain their status.

3. **Expenses**

The Golf Association of Ontario will cover the costs related to ensuring that Rules Officials are qualified, as outlined below:

- a) The Annual Budget will include funds for training of Rules Officials.
- b) GAO Volunteers attending a Rules Seminar for the first time must cover the initial costs of attending with personal funds unless otherwise approved by the Director of Rules & Competitions or the Executive Director.

c) Individuals must submit verification of their attendance at the Rules Seminar, along with receipts of the expenses incurred. On receipt of the verification letter and the invoices for expenses, the GAO will reimburse individuals as outlined below:

- 100% of all registration, hotel, travel and food cost if a mark of 72% or higher is achieved on the Golf Canada Level 4 exam, 85% or higher on the Level 3 exam or 78 % or higher on a PGA/USGA exam.
- No Expenses will be reimbursed if a mark lower than 72% is achieved on the Golf Canada Level 4 exam, 85% on the Level 3 exam or 72% on a PGA/USGA exam.

d) Individuals who are successful on the Golf Canada Level 3 exam and wish to become a GAO Rules official must register as a GAO Volunteer and once they become fully certified (completed 50 hours of on course work with the GAO) will be reimbursed as per above.

District Rules Officials attending a Level 3 or Level 4 Rules Seminar for the first time see 3 (b) above.

In order for a Golf Association of Ontario Volunteer to be considered for payment of expenses, the GAO's Director of Rules and Competitions must be advised *in advance* that the individual is planning to attend a seminar.

Requests to attend Rules Seminars in the United States (as an expense to the GAO), must be submitted to the Director of Rules & Competitions or the Executive Director for review. In general, these requests will only be approved when it is more convenient for the individual to attend the US seminar and there is no incremental cost to the GAO relative to attending a seminar in Ontario.

Individuals who attend a seminar under the above conditions and who are unsuccessful in the exam will require a review by the Director of Rules & Competitions or the Executive Director prior to attending another seminar on GAO costs.

An individual, who wishes to attend further seminars within their four-year certification cycle, must submit their request in advance for review by the Director of Rules & Competitions or the Executive Director.

4. To work at any GAO events as a Rules Official an individual must have a current golf Canada Level Three or Level Four certification.

5. GAO Volunteers who express an interest in becoming a Rules Official may assist Golf Canada certified *Rules Officials* at all GAO events. The objective is to provide an opportunity for field experience towards becoming certified. Volunteers will not be on the golf course in the capacity of a Rules Official without the presence of a *Certified Rules Official*.