



in association with



CLUB COMPLIANCE CHECKLIST

In order to comply with the requirements of the *Rules of Handicapping*, *Handicap Committees* and *Authorized Associations* are expected to:

(i)	Establish a Handicap Committee and support structure to ensure the World Handicap System is properly administered and the system's integrity is protected.	
(ii)	Ensure delegated stakeholders are fulfilling their responsibilities.	
(iii)	Establish procedures to follow when a delegated stakeholder is not fulfilling its responsibilities.	
(iv)	Provide education to delegated stakeholders on the World Handicap System and the responsibilities of that stakeholder.	
(v)	Establish procedures to follow for withdrawing a player's Handicap Index.	
(vi)	Maintain comprehensive, up-to-date player scoring records containing enough history, ideally at least two years, to enable that accurate calculation of a player's Handicap Index.	
(vii)	Communicate procedures to follow for handicap purposes when playing in an authorized format of play.	
(viii)	Authorize use of the World Handicap System calculations or procedures, including any agreements with third party vendor providers or computation services.	
(ix)	Review a player's Handicap Index at least once a year to ensure it continues to reflect the player's demonstrated ability.	
(x)	Adjust or withdraw the Handicap Index of a player: Whose Handicap Index no longer reflects their demonstrated ability. Who fails to meet their responsibilities under the Rules of Handicapping. Whose actions are determined to be for the purpose of gaining an unfair advantage. The player must be informed of any adjustments to, or withdrawal of, their Handicap Index and how long such adjustments or withdrawal will apply.	
(xi)	Settle any dispute or doubtful point referring to the <i>Rules of Handicapping</i> and establish appeal procedures.	
(xii)	Ensure all relevant scoring and handicapping information is available to other stakeholders, where required or appropriate.	
(xiii)	Apply and/or communicate the recommended, or stipulated, procedures for establishing <i>par</i> in accordance with the <i>Rules of Handicapping</i> . This will enable consistent application of maximum hole score and scores for holes not played, or handicap purposes.	
(xiv)	Notify the <i>Authorized Association</i> and/or handicapping software or system supplier of an inaccuracies when updating player <i>scoring records</i> .	
(xv)	Apply any applicable <i>penalty score</i> to a player's <i>scoring record</i> and advise the player of any applied adjustment.	
(xvi)	Where specified by an <i>Authorized Association</i> , seek approval for the allotment, reinstatement or adjustment of an elite level player's <i>Handicap Index</i> .	
(xvii)	Establish recommended <i>handicap allowances</i> .	
(xviii)	Determine <i>stroke index</i> allocations.	

World Handicap System Responsibilities Relating to the Golf Course and Type 1 Clubs

1	Have a verifiable course measurement for each set of tees with a <i>Course Rating</i> over which <i>authorized formats</i> are to be played.	
2	Inform the <i>Authorized Association</i> of any significant course alterations, particularly length changes and introduction of penalty areas, that could affect issued <i>Course Ratings</i> and <i>Slope Ratings</i> .	
3	Ensure that all <i>acceptable scores</i> are played from tees that have a <i>Course Rating</i> and <i>Slope Rating</i> , as defined within the Course Rating System.	
4	Maintain their <i>golf course(s)</i> in a manner consistent with the conditions presented when the <i>Course Rating(s)</i> were conducted.	
5	Display a <i>Course Handicap</i> and <i>Playing Handicap</i> adjustment table for each set of tees, for players' reference.	
6	Ensure that the posting of all <i>acceptable scores</i> is suspended in the event that course conditions are exceptionally poor. Prior to implementing, the <i>golf club</i> must first obtain approval from the appropriate <i>Authorized Association</i> .	
7	Ensure the <i>golf course</i> is marked in accordance with <i>the Rules of Golf</i> .	

Annual Compliance Responsibilities

In addition to maintaining the above list of ongoing responsibilities and resources, the World Handicap System may require annual compliance measures be accomplished in order to remain licensed and in good standing.

2020 Annual Requirement : Annual WHS compliance standards require at least (1) representative from each roster take part in a WHS Education Seminar (available online & in-person) and pass a 20-question quiz demonstrating their knowledge of the system. Please list the club representative who has accomplished this 2020 system requirement:

Printed Name/Club Role

We, the _____, have reviewed the USGA's Club Compliance Checklist and acknowledge that our club follows the requirements of the Rules of Handicapping.

By: _____

Printed Name
Handicap Chairman

Signature of Handicap Chairman
(NOTE: THE HANDICAP CHAIRMAN CANNOT BE AN EMPLOYEE OF THE CLUB)