



New Hampshire Golf Association

Covid – 19 Operating Procedures

Stay at Home 2.0 - Phase 1



The New Hampshire Golf Association has worked diligently to develop operating procedures that will be used as we navigate through the COVID – 19 Crisis. Our goal is to provide a safe environment for all of our competitors, NHGA staff, golf course staff, and spectators. We will resume operations on June 4th with the following policies and procedures in place. Our hope is that we're able to return to more normal tournament operations over the course of the season but those decisions will be made based on public health as well as CDC, New Hampshire HHS, and state government directives. Our updated policies for our tournament programs are as follows.

Tournaments & Championships

If any player is showing any signs of illness they are asked to stay home. Any withdrawals from events for illness will result in a full refund until further notice.

Player Communication

Players will receive a copy of the local rules, round specific hole location sheets, and scorecard via email prior to the round. It will be the responsibility of the players to maintain these documents on their own whether printed or digitally. A second reminder email will be sent the morning prior to the round to ensure each player is receiving proper communication.

Pre-Round

- Players are asked to arrive at the course no more than 15 minutes prior to their tee time
- The clubhouse and pro shop will be open at the discretion of the host club. If those areas are open, players must abide by state-mandated policies on social distancing. Restrooms will be available
- Driving range and putting greens will be monitored and social distancing strictly enforced
- In an effort to maintain social distancing, the NHGA will restrict the number of players allowed on any practice putting green or chipping green to however many holes have been cut in the green, with the maximum number allowed being nine (9)
- Players will be restricted to five (5) minutes in those practice areas when other players are waiting for access
- Host courses will be required to remove flagsticks from the practice putting and chipping greens
- Players are encouraged to warm up with IRONS ONLY to limit touching of range balls
- Wider than normal driving range stalls will be utilized to maximize social distancing
- Starters Boxes will not be in use
- Scoring
 - Championship events – Players will receive a hard copy scorecard and other relevant information (hole locations, local rules, etc.) prior to the round.
 - Non-Championship events – Players will be asked to keep score via the USGA TM App



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During Round

- Players are encouraged to walk. Carts are available, however a maximum of one person per cart will be allowed
- Flagsticks will not be touched or removed during the round.
- Rakes will be removed from bunkers and lift, clean, and place within one club length, remaining in the bunker, will be utilized until further notice. Players are asked to smooth their footprints the best they can after playing from a bunker
- All on course amenities will be removed including water stations and ball/club washing equipment.
- Caddies will be prohibited until further notice
- New Hampshire Golf Association asks that regardless of their position on the golf course that players maintain six (6) feet of distance between themselves and other players. This includes when they are preparing for a shot, walking down the fairway/rough, on the teeing ground, on the putting green, and all other locations.

Post Round

- Scorecards will not be exchanged at scoring area. Scores will be read to NHGA staff and then verbally attested
- Only 2 people (the player and marker) will be allowed in the scoring area at a time
- The NHGA will NOT have a digital leaderboard set up to avoid congregation. Players should check the NHGA website to see an up to date leaderboard
- Players will be asked to leave the course upon the completion of play and scoring
- All post event award ceremonies will be suspended until further notice. Awards will be shipped to players
- Low finishers that earn pro shop credit will have that credit kept in the shop or receive a physical gift certificate in the days following the competition via mail. Recipients are asked to contact the host club to make redemption arrangements. Players are not permitted to remain at the course in order to redeem pro shop credit

Food & Beverage

- Restaurants service will be available at the discretion of the host club. Restaurant and bar areas that are open will abide by state-mandated guidelines for social distancing
 - If preferable, a daily menu can be developed, published, and sent to the field. Players will have the opportunity to order in advance, prepay for their specified meal, and pick up this meal in walk thru fashion. The club will oversee all pricing and menu options. The NHGA will include the menu and a link to pay within the daily player info email including hole locations and local rules for the upcoming round.
- The NHGA will remove food and beverage from tournament operations until further notice

Weather Delays



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- Should play be suspended for inclement weather, players MUST seek shelter in their cars.
- Instructions to resume play will be sent via text and email notifications.

Miscellaneous

- All players should refrain from touching their fellow competitors in any way, including shaking hands prior to and following the round.
- Spectators will be held to the same social distancing requirements as players
- No spectator carts will be available

Junior Tour

If any player is showing any signs of illness they are asked to stay home. Any withdrawals from events for illness will result in a full refund until further notice.

Player Communication

Junior players and parents/guardians will receive a copy of the local rules and a scorecard via email prior to the round. It will be the responsibility of the players to maintain these documents on their own. A second reminder email will be sent to ensure both players and parents/guardians are receiving proper communication about the event.

Pre-Round

- Players are asked to arrive at the course no more than 15 minutes prior to their tee time
- The clubhouse and pro shop will be open at the discretion of the host club. If those areas are open, players and parents/guardians must abide by state-mandated policies on social distancing. Restrooms will be available.
- Driving range and putting greens will be monitored. Social distancing will be strictly enforced.
- In an effort to maintain social distancing, the NHGA will restrict the number of players allowed on any practice putting green or chipping green to however many holes have been cut in the green, with the maximum number allowed being nine (9).
- Players will be restricted to five (5) minutes in those practice areas when other players are waiting for access.
- Host courses will be required to remove flagsticks from the practice putting and chipping greens.
- Players are encouraged to warm up with IRONS ONLY to limit touching of range balls.
- Wider than normal driving range stalls will be utilized to maximize social distancing.
- Starters Boxes will not be in use.
- Scorecards will be provided for each player to keep score. Exchanging scorecards among players will be prohibited.

During Round

- Only one group of players will be allowed in the starting area at a time
- Spectators and parents/guardians will not be allowed to gather around the starting area and must maintain social distancing practices



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- Junior players are required to walk
- Flagsticks will not be touched or removed under any circumstances. Flagstick setup (raised cup, pool noodle, etc.) will be determined by the host club
- Rakes will be removed from bunkers and lift, clean, and place within one club length, remaining in the bunker, will be utilized until further notice. Players are asked to smooth their footprints the best they can after playing from a bunker
- All on course amenities will be removed including water stations and ball/club washing equipment. Players will be encouraged to bring their own water
- The New Hampshire Golf Association asks that regardless of their position on the golf course, players maintain six (6) feet of distance between themselves and other players. This includes preparing for a shot, walking down the fairway/rough, on the teeing ground, on the putting green, and all other locations.
- Spectators and parents/guardians wishing to walk along the course will be required to maintain all proper social distancing protocols.
- Spectator carts will be available at the discretion of the host club.

Post Round

- Scorecards will not be exchanged at scoring area. Scores will be read to NHGA staff and then verbally attested
- Only 2 people (player and marker) will be allowed in the scoring area at a time
- The NHGA will NOT have a digital leaderboard set up to avoid congregation. Players, spectators, and parents/guardians should check the NHGA website to see an up to date leaderboard
- Players will be asked to leave the course upon the completion of play and scoring
- All post event award ceremonies will be suspended until further notice

Food & Beverage

- All NHGA provided junior player lunches will be suspended for the 2020 season.
- Restaurant service will be available at the discretion of the host club. Restaurants that are open will abide by state-mandated guidelines for social distancing.

Weather Delays

- Should play be suspended for inclement weather, players and parents/guardians MUST seek shelter in their cars.
- Instructions to resume play will be sent via text and email notifications.

Miscellaneous

- All players should refrain from touching their fellow competitors in any way, including shaking hands prior to, and following the round.
- Players will not be allowed to share any kind of equipment, including warm up tools, clubs, gloves, bags, golf balls, etc.



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- Spectators and parents/guardians will be held to the same social distancing requirements as players.

Volunteers

NHGA staff and volunteers will abide by state-mandated policies regarding workplace safety. This includes physical distancing, hand washing, and guidelines regarding Personal Protective Equipment (PPE)

- The NHGA may limit volunteers who fall into an at-risk category
- Volunteers will stagger shifts and breaks
- Elimination of all in-person staff and volunteer meetings
- Communicate task assignments via email, text and/or radio
- Assign individuals specific vehicles, radios, tasks, and other equipment
- Disinfect radios prior to distributing to staff

Training

The NHGA will not ask volunteers to perform duties for which they have not been pre-trained.

- All pre-event training will be handled via webinar
- No in-person training will be held
- All volunteers will be trained on appropriate physical distancing policies and procedures.

Lunch/Meal Breaks

In order to maintain social distancing, NHGA Staff and Volunteers will have designated lunch / meal breaks. Lunch / meal breaks will be permitted the following guidelines:

- Maintain social distancing during all breaks
- Encourage employees and volunteers to have meal breaks outside or in their vehicle
- Where use of indoor dining is necessary each volunteer/staff member is to disinfect any surfaces they have come in contact with after each use.

On Course Policies

When on course at an event, all NHGA staff and volunteers are to practice social distancing as follows:

- Minimize physical interaction with competitors and fellow NHGA team members
- Keep at least six feet distance between yourself and other
- Do not shake hands with competitors or team members. Do not touch player's equipment
- Rulings should be given while maintaining social distancing.