

# SGGI WOMEN'S PENNANT CONDITIONS OF PLAY 2026

## Definitions

**Match –** is played between players representing their respective clubs as part of the pennant competition

**Contest –** is matches played between two clubs competing against each other as part of the pennant competition

1. Clubs are required to provide a player list for the 2026 pennant season ensuring listed players are a financial member of a South Gippsland club affiliated with South Gippsland Golf Inc (SGGI). Any player not listed by the Club prior to the commencement of the pennant season may not play in any section unless that player is a new member to the club. Any new member must still meet qualification criteria to play in finals. No player may play pennant for more than one club in South Gippsland during the season.
2. Teams / sections will be as follows.

Section	Players	Teams	Rounds	Finals
1	5	2	7	Decider (see 26c & d)
2	5	7	7	Top 2 teams
3	5	4	6	Top 2 teams

3. In the event of a bye being created by a club unable to field a team (after the draws have been completed), the SGGI Women's Match Committee may elevate teams from a lower section, or accept an additional team from a club.
4. If during the season a club is unable to continue fielding a team, the SGGI Women's Match Committee must be informed asap.
5. Match Play Format:  
In all sections, each round will involve 2 x Foursomes OR 2 x 4Ball matches plus one Singles match. Foursomes & 4Ball rounds will alternate.

Section 1: Players play Scratch matchplay

Sections 2 & 3: Players play Handicap matchplay

## **Tee Honour**

Players from the first-named team on the draw have the honour on the designated starting tee in all matches.

6. Teams in each section may be played without regard to handicap order. Two pairs and one singles player must be documented on the team sheet and submitted **30mins** prior to play.
7. For clubs with multiple teams, handicap order must be observed BETWEEN SECTIONS. There will be a one (1) GA Handicap buffer allowance between sections. eg: 14.3 – 15.3
8. The **MAXIMUM** Daily Handicap will be 45 for season 2026.

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9. The **MATCH PLAY INDEX** of the course being played is to be used to determine where shots shall be given or received
10. The Host Club is required to:
  - a. Provide a list of **LOCAL RULES** for each player and include a contact number for the Host Club's Liaison Officer for the day
  - b. Provide Tee Stewards for the day's play (multiple stewards if multiple tees used)
  - c. Provide numbered score cards with names and daily handicaps for handicap pennant (including calculated team playing handicaps for pairs events)
  - d. Provide numbered score cards with names and GA handicaps for scratch pennant
  - e. Use the **current** result sheets provided by SGGI Women's Match Committee, keep a completed copy as a record and give a copy to each team Captain
  - f. Display matches and contest result sheets
  - g. Record and forward the results sheets to SGGI Women's Match Committee member Barb Twite on the day of play. Results via electronic or manual means are acceptable. - Email: [arbatwite@outlook.com](mailto:arbatwite@outlook.com) or Mobile 0400 617 925
  - h. Appoint a representative who will make decisions about weather etc. (refer points 22 & 23)
  - i. If a club plays an ineligible player, ie a non-financial member of their club, (unless approved by SGGI Women's Match Committee), all matches through all sections on that day will be disqualified and will record 0 points for that round.
11. If a team, due to unforeseen circumstances, fields a team of less than 5 players on the day of play, the match in question may be forfeited or a substitute player can be arranged. Adherence to handicap order is still applicable between sections (refer point 7). This is particularly relevant to Clubs with more than one team. To avoid a forfeit, a **4Ball** pair may play with only 1 player.
12. After the team list has been submitted to the Host Club, if a nominated player in attendance is unable to play, then:
  - a) a forfeit will be given in that player's team position (singles or foursomes)
  - b) a 4Ball pair may play with only 1 player
13. Players arriving up to and including 30 minutes late at the tee may be excused if the reason is deemed legitimate. The Host Club to decide whether the excuse for lateness is legitimate. If reasonable circumstances prevail, matches may be played out of order with the agreement of the Captains. Agreement should not be withheld unreasonably.
14. Team Captains to provide completed Team lists on official provided sheets. These lists are to be handed to the Host Club Liaison Officer at least 30 mins prior to hit off time and to the opposing Captain 10 minutes after that. (Golf Australia Handicap Look Up Sheets for all Clubs are available on the SGGI Website <https://southgippslandgolf.org.au/> under Golf Activity/Women's Pennant for those who would like to view prior to the day)

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15. Team lists of a club who have completed or are yet to play in a section while other Section/teams are playing (ie having a Bye), must also be sent via SMS or email to the SGGI Women's Match Committee to the attention of Barb Twite. This applies to Sections 1 & 3 for round one in 2026.
16. On completion of the match, the winner/s are responsible for submitting correct match results to the HC Liaison Officer. Team Captains are responsible for ensuring that accurate information is recorded on the results sheet prior to signing.
17. In all sections a MATCH won is scored 2 points, a MATCH squared is scored 1 point. Ladder positions are determined by Points Won, then Holes Percentage (Holes Won divided by Holes Played, times 100). When a match is not completed the following with be applicable:

Scenario	Outcome
Player/Pair B concedes or forfeits match to Player/Pair A without any play occurring.	10/8 win to Player A.
Player/Pair A & B commence match. Prior to the 10 <sup>th</sup> hole, Player/Pair B concedes match for some reason (e.g. injury).	Player/Pair A is credited with winning each remaining hole until a victory is achieved.
Player/Pair A & B commence match and play at least 10 holes. Player/Pair B concedes after the 11th hole when Player/Pair A was leading 4 up.	6/5 win to Player/Pair A. Player/Pair A is credited with winning each remaining hole until a victory is achieved.
Player/Pair A & B commence match and play at least 10 holes. Player/Pair B concedes after the 11th hole when they were leading 4 up.	2/1 win to Player/Pair A. Player/Pair A is credited with winning each remaining hole until a victory is achieved.

18. Ladder/Results will be provided after the completion of each round via email to Club Captains and published on the SGGI Website <https://southgippslandgolf.org.au/> under Golf Activity, and Facebook pages South Gippsland Golf and Women of South Gippsland Golf
19. In sections 2 & 3 the top 2 teams will, at the end of the scheduled Rounds, play a Final on a neutral course to be arranged by the SGGI Women's Match Committee. Finals format will be 1 x Singles, 1 x Foursomes, and 1 x4Ball matches. Finals matches must reach a conclusion unless the overall contest result is already determined.

Section 1 is played over 7 rounds and the team with the most accumulated points is the Section 1 winner. The final round will be played as a mixed format as in Section 2 & 3. (see point 26c & d)

20. To be eligible to play in finals a player must play at least 50% (or in the case of 7 rounds, 3 games) of the season for their club to qualify. A Player can move up or through the sections and play finals for a higher section, but not down. A player will be deemed in the section they have played the majority of their matches in – if equal

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matches in multiple sections then the Club to determine the section the player will play in, still abiding by GA Handicap order (refer point 6 & 7).

21. Any protest on any match must be submitted in writing to the Host Club prior to leaving the clubhouse and the Host Club shall contact a SGGI Women's Match Committee member. Results sheets to be forwarded as normal with the match in question clearly highlighted.
22. **Inclement Weather**
  - a) **Prior to the Day:** If a course is unplayable due to inclement weather conditions, representatives of that Host Club are to notify participating Club Captains as soon as possible
  - b) **On the Day:** The Host Club representative along with the Course Superintendent (or their representative), makes the decision to suspend/abandon play. If play is suspended and if, after 1 hour's grace remains suspended, no points will be awarded for any contest/match.
23. **Heat Policy**
  - a) If the **forecast** temperature for the Host Club (using the Willy Weather Website / App) - at 6pm the night before - is 35 degrees or above, then the SGGI Women's Match Committee shall decide if the event will proceed.
  - b) If the **daily** temperature reaches 35 degrees or above at the Host Club, then play shall be abandoned. If play is abandoned no points will be awarded. The Host Club is responsible for monitoring the temperature using the Willy Weather App.
24. A player, after completion of their match, may caddy for another player.
25. All Contests/Matches to be played under the Rules of Golf as laid down by the R & A of St Andrews, along with the local rules as are in force at the course being played.
26. The SGGI Women's Match Committee permits the use of devices that measure or gauge distance only. A distance measuring device that is designed to measure other conditions that may affect a player's play (eg: gradient, windspeed, temperature etc) is not permitted regardless of whether such an additional function is used.

## **Conditions of Play relevant to Finals**

As well as those conditions previously stated (*refer points 19, 20*), the following Conditions of Play apply to all Finals Contests/Matches:

- a) Section 2 & 3 Matches will be played to a RESULT ie No squared matches,  
**UNLESS:**
  - b) the Captains of both teams agree that a match may terminate **IF** the contest is already decided.
  - c) Section 1 will complete all matches in Round 8 which may finish squared.
  - d) Section 1 if equal on **POINTS** after the completion of Round 8. There will be a one hole sudden death playoff, commencing with a singles, foursomes & then 4Ball if needed - playing in any order as nominated by the Team Captains but a player can only play once. If there is still no result a draw will be declared.
  - e) A Host Club phone number will be made available for any referee decisions or advice.

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- f) The SGGI Women's Match Committee will be responsible for determining if the course is unplayable (*refer point 24a*) and/or if inclement weather is forecast (*refer point 24b*)
27. The SGGI Women's Match Committee reserves the right to make any alteration deemed necessary to the current Pennant Conditions of Play.

### **ALL CLUB/TEAM CAPTAINS TO ENSURE EACH PLAYER IS AWARE OF THESE RULES/CONDITIONS**

#### **SGGI Women's Match Committee – Contacts**

Barb Twite	0400 617 925	email <a href="mailto:arbatwite@outlook.com">arbatwite@outlook.com</a>
Trish Owen	0418 504 624	email <a href="mailto:owen.patricia@mail.com">owen.patricia@mail.com</a>
Elly Berryman	0419 992 094	email <a href="mailto:elly@homeleighfarm.com.au">elly@homeleighfarm.com.au</a>
Liz Gleeson	0428 486 527	email <a href="mailto:edenwood5848@gmail.com">edenwood5848@gmail.com</a>

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## APPENDIX 1: PLAYER GUIDELINES

It is the responsibility of all players to observe their obligations as guests when playing away from their own club during regular pennant season play **and** finals.

South Gippsland Golf Inc is greatly appreciative of all clubs that host Pennant.

In return, it is expected that players would appreciate this opportunity and behave in a respectful manner when enjoying such access.

All players should note that, in accordance with Rule of Golf 1.2a, a player can be disqualified by the SGGI Women's Match Committee for acting contrary to the spirit of the game if it finds that a player has committed serious misconduct.

Host Clubs will be monitoring the field during the Pennant Season to ensure appropriate course etiquette is being adhered to by all players.

While the conduct expected of all players is fully outlined in Rule of Golf 1.2a, players should give particular attention to the following etiquette issues during Pennant:

- The carrying of sand buckets and use of sand to repair all divots.
- The repair of pitch marks on greens.
- The placement of litter in rubbish bins.
- The raking of all bunkers after playing from them.
- Behaviour that distracts the attention of fellow-competitors including the use of audible obscene language and club throwing.
- Pace of Play
- Non-emergency use of mobile telephones - *Mobile phones to be on silent - calls are permitted from the course to the clubhouse for rules or emergency assistance only. Mobile phone maybe used as a GPS*

Players who are observed to display serious breaches of etiquette may be disqualified in accordance with Rule of Golf 1.2a.

*In* addition, after completion of each round all sand buckets must be returned to sand bucket dispenser units. Under no circumstances may sand buckets be left scattered in the club car park. Players who are observed to leave sand buckets in the club car park will be subject to action in accordance with the GA Code of Conduct.

### Match Completion

On completion of the player/pairs match the winner is responsible for the result of the match being recorded with the HC Liaison Officer.

### GA Code of Conduct

All players, caddies and club officials are required to abide by [GA's Code of Conduct](#) In the event that a person is reported for a possible breach of the GA Code of Conduct, such report will be considered by SGGI Women's Match Committee.

### Notes

Clubs having any further or special course requirements such as golf shoe requirements are asked to provide such details to visiting clubs with adequate notice.

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## APPENDIX 2: TEAM CAPTAIN - GUIDELINES

### Prior

- If motorised carts are required please advise Host Club as early as possible to ensure they are able to meet your request/s
- Team Captains to advise Host Club number of lunches required by midday Friday prior to the Monday's play.

### On the day

- Prepare Team list (note: this can be done prior to arrival) with GA Handicap and daily handicap listed (section 2 & 3 only)
- Provide team list to HC Liaison Officer to prepare scorecards
- Collect money for Player Participation and lunch (\$15 or \$5 w/o lunch) and place in provided envelope returning to HC Liaison Officer when all collected
- When scorecards returned check they are all 'in order' and then provide the appropriate card to your player/s
- Ensure players are aware of their tee time and order of play

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## APPENDIX 3: HOST CLUB (HC) CLUB LIAISON OFFICER – DEFINITION & DUTIES

**HC Liaison Officer** is the coordinator for the day of SGGI Women's pennant play at the Host club providing a central point of contact, to ensure the day runs as planned, being available if required to resolve issues and share information as required

### DUTIES & BASIC REQUIREMENTS OF A HC LIAISON OFFICER

#### Prior

Team Captains to provide number of lunches required by midday Friday prior to the Monday's play

#### On arrival

- HC Liaison Officer to pre-allocate tables for each club so the team can gather there and prepare their paperwork etc
- Provide an envelope with the visiting Club's name on it to each Team Captain to collect payment for lunch and/or player participation (\$15 or \$5)

#### HC Liaison to be given team sheets from the Team Captains then:

- Prepare the scorecards for each player/pair – Section 2 & 3 checking daily handicaps have been calculated correctly
- Section 2 & 3 only - Calculate the playing handicaps for Foursomes and 4Ball pairings
- Number the cards (1, 2 & 3) in order of play for the day ie 1. Singles, 2. Pair #1, 3. Pair #2
- Write up Tee sheet lists (1<sup>st</sup> /10<sup>th</sup> tees) from cards, showing the order of play
- Provide completed scorecards back to Team Captains

#### HC Liaison Officer provide to Tee Stewards:

- Give a copy of Appendix 4 - Tee Steward Definition & Duties
- Order of the Day's play incl names of players and matches
- Copy of the Local Rules and Temporary Local Rules
- Phone number of person who will be present on the day at the club during play to call in case of emergency/rules query etc

#### Weather

HC Liaison Officer or their delegate is to monitor any inclement weather ie heat or rain on the day and suspend or abandon play as per the SGGI Women's Conditions of Play guidelines.

#### Results

It is the responsibility of each Player/Pair who have won their match to advise and confirm the individual results for their respective match to the HC Liaison Officer.

It is the responsibility of the HC Liaison Officer to then record the results on the SGGI Official *Results sheet* - then present to the Team Captains for checking and signing.

A copy of the completed *Results sheet* is then to be given to each Team Captain.

The HC Liaison Officer is then to submit the completed signed *Results sheet* to Barb Twite SGGI Women's Match Committee, as soon as possible after the completion of the day's play.

The HC Liaison Officer is to have in the Clubhouse a whiteboard or area to be able to record the final contest results and at the end of play announce the results to the teams present.

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## APPENDIX 4: TEE STEWARD – DEFINITION & DUTIES

**Tee Steward** is a Supervisor for the arrangements of assisting players, whilst ensuring the competition is conducted as per the SGGI Women's Pennant Conditions of Play

### DUTIES & BASIC REQUIREMENTS OF A TEE STEWARD

- 1) Obtain team list from HC Liaison Officer to ensure players hit off in correct order
- 2) Check that each player/team has a scorecard
- 3) Check that each player/team has a sand bucket

### ON THE TEE

- 1) Welcome players to the club
- 2) Introduce each player
- 3) Have them identify their balls with each other
- 4) Advise of any local rules if applicable
- 5) Remind them that they only are to have 14 clubs in their bag

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## APPENDIX 5: CADDIE - DEFINITION & DUTIES

**Caddie** - is one who carries or handles a player's clubs during play and otherwise assists their player in accordance with the Rules of Golf.

- is considered to be part of the player's equipment, and as such, is subject to all the applicable penalties.

### DUTIES & BASIC REQUIREMENTS OF A GOOD CADDIE

- a) Introduce yourself to the player and check that there are no more than 14 clubs in their bag.
- b) Ask what brand and number ball is being used by your player.
- c) Keep up with the play and go directly to your player's ball.
- d) Always stand to the side of the player when they are playing their shot.
- e) *NEVER STAND DIRECTLY BEHIND THE PLAYER, ie in their line of sight*
- f) Remain still whilst opponent is preparing to and playing shot or putting.
- g) Wipe clubs before replacing them in the bag.
- h) Do not give advice unless requested by the player.
- i) Do not provide advice or comment regarding the match in progress to the opponent.
- j) Do not touch a rake in the bunker until the player's ball is out of the bunker.
- k) Do not go onto the green to attend the flag unless asked to do so. In match play, a player should obtain approval of their opponent before asking their caddie to attend the flag.
- l) Always observe dress regulations, both on the course and in the clubhouse.

**Note: A player may have more than one Caddie during a match provided they only have one caddie at any one time.**

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## APPENDIX 6: PACE OF PLAY

- (i) All matches are expected to complete 18 holes in a maximum time of 3 hours and 45 minutes (12 and a half minutes per hole). In exceptional circumstances (such as extreme playing conditions), the SGGI Women's Match *Committee* or their Host Club representative has the authority to modify this time requirement.
- (ii) The first match of a *contest* will be considered to be *out of position* if at any point in the round the match is taking more than an average of 12 and a half minutes per hole to play.
- (iii) Any following match will be considered *out of position* if it
  - (a) falls a clear hole behind the preceding match; and
  - (b) is taking more than an average of 12 and a half minutes per hole to play.
- (iv) If a match is *out of position*, loss of hole penalties may be issued by either the members of the *SGGI Women's Match Committee* or appointed Referees to an individual who, by their pace of play is responsible for such delay. Officials are not required to issue warnings prior to imposing penalties.

A player receiving a penalty under this Term is also in breach of the GA Code of Conduct and may be subject to additional penalty under the Code.

### Note:

As part of implementing this Term and in the absence of mitigating circumstances, any match may be timed if it is *out of position*. From the commencement of timing, if any player exceeds 50 seconds on a 'first to play approach shot (including Par 3 tee shot), chip or putt', or 40 seconds if it is a tee shot or 'second or third to play shot', they shall be deemed to have had a bad time.

### When Timing Commences:

*Other than on the putting green*, the timing of a player's stroke will begin when it is their turn to play and they can play without interference or distraction. Reasonable time spent by the first player to play in determining their yardage will not count as time taken for the next stroke.

*On the putting green*, the timing of a player's stroke will begin after a player has been allowed a reasonable amount of time to mark, lift, clean and replace their ball, repair damage and remove loose impediments on their line of putt. Time spent looking at the line from beyond the hole and/or behind the ball will count as part of the time taken for the next stroke. If both players in a match are equally contributing to an unacceptable pace of play, they may be 'walked' a hole(s) until they are considered to be in position. Any player 'walked' under this Term is also in breach of the GA Code of Conduct and may be subject to additional penalty under the Code.

Repeated infringements of the Pennant pace of play requirements in the current season may be referred to the SGGI Women's *Match Committee* and may see a player subject to further action in accordance with the GA Code of Conduct.

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## Appendix 7: ON COURSE BEHAVIOUR

### Consumption of alcohol

Players and caddies are prohibited from consuming alcohol during a round. The following penalty structure applies for a breach of the above policy:

- First breach: Warning
- Second breach: One-Stroke Penalty
- Third breach: Loss of Hole (i.e. General Penalty)
- Fourth breach or any subsequent misconduct: Loss of Match (i.e. Disqualification)

The SGGI Women's Match Committee will impose any penalty, where applicable. Their decision is final.

### Anti-Doping Policy and Improper Use of Drugs and Medicine Policy

The Improper Use of Drugs and Medicine Policy within Sport Integrity Australia's National Integrity Framework and Sport Integrity Australia's National Anti-Doping policy apply for this event. The National Anti-Doping Policy prevails if there are inconsistencies. These can be found by [clicking here](#).