

SECTION 2 – CONSTITUTION AND POLICIES

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PART I – CONSTITUTION

The Constitution is posted on the New Zealand Golf website. A hard copy may be obtained from the National Office.

PART II – ANTI-DOPING POLICY

1. STATEMENT OF POSITION

- 1.1 New Zealand Golf Incorporated as the recognised governing body of golf in New Zealand:
Condemns the use of prohibited substances and prohibited methods in sport;
Seeks to ensure that athletes are able to compete in fair and equitable sporting events; and
Recognises that doping is fundamentally contrary to the spirit of sport.

2. PURPOSE

- 2.1 The purpose of this Policy is to:
- 2.1.1 Protect the athletes' fundamental right to participate in doping-free sport and thus promote health, fairness and equality for athletes worldwide;
 - 2.1.2 Ensure harmonised, coordinated and effective anti-doping programmes (including enforcement) at the international and national level in the sport of golf; and
 - 2.1.3 Give effect to the core aspects of the World Anti-Doping Code (the WADA Code) and achieve compliance with Drug Free Sport New Zealand Agency Act 2006 (the Act) and the International Golf Federation (IGF)
- 2.2 This Policy:
- 2.2.1 Incorporates by specific reference those Articles of the WADA Code that apply in this Policy;
 - 2.2.3 Includes the WADA Code as a Schedule to this Policy to assist the reader to refer to specific Articles of the WADA Code.

3. APPLICATION

- 3.1 This Policy applies to:
- 3.1.3 All athletes who are within the jurisdiction of New Zealand Golf Incorporated or New Zealand Golf Incorporated member organisations;
 - 3.1.2 All athlete support personnel within the jurisdiction of New Zealand Golf Incorporated or New Zealand Golf Incorporated member organisations; and
 - 3.1.3 All other persons who have acknowledged in writing that they are bound by this Policy or who are otherwise bound.

4. ROLES AND RESPONSIBILITIES

- 4.1 To achieve the purpose of this Policy, New Zealand Golf Incorporated will:
- 4.1.1 Educate and inform athletes and athlete support personnel about issues concerning doping in sport in accordance with paragraph 5 of this Policy;
 - 4.1.2 Assist Drug Free Sport New Zealand (DFSNZ), IGF and other relevant anti-doping organisations to conduct doping control in accordance with paragraph 6 of this Policy;
 - 4.1.3 Forward to DFSNZ for investigation in accordance with paragraph 11 of this Policy any allegations that a person to whom this Policy applies has or may have committed an anti-doping rule violation;
 - 4.1.4 Forward to the Sports Disputes Tribunal of New Zealand (the Tribunal), or IGF as required, for a hearing in accordance with paragraph 12 of this Policy any determinations from DFSNZ that a person to whom this Policy applies has allegedly committed an anti-doping rule violation; and
 - 4.1.5 Enforce in accordance with paragraph 14 of this Policy the sanctions imposed by the Tribunal or IGF on person to whom this Policy applies who is found to have committed an anti-doping rule violation.
- 4.2 In the event that New Zealand Golf Incorporated does not have jurisdiction in respect of a person to whom this Policy applies but a New Zealand Golf Incorporated member organisation does have jurisdiction in respect of that person, the New Zealand Golf Incorporated member organisation must assist New Zealand Golf Incorporated to comply with all of its obligations in respect of that person as set out in this Policy.
- 4.3 To achieve the purpose of this Policy all athletes to whom this Policy applies must:
- 4.3.1 Ensure that they are knowledgeable of, and comply with, this Policy and all applicable anti-doping policies and rules adopted pursuant to the WADA Code;
 - 4.3.2 Ensure that they read and understand the prohibited list as it relates to them; and
 - 4.3.3 Take responsibility, in the context of anti-doping, for what they ingest and use.
- 4.4 To achieve the purpose of this Policy all international level athletes, national level athletes and other athletes who are included in the registered testing pool must:
- 4.4.1 Provide New Zealand Golf Incorporated and DFSNZ with accurate and up-to-date contact information to enable out-of-competition testing to be undertaken;

- 4.4.2 Ensure that they are available for sample collection and for in-competition or out-of-competition testing to be undertaken;
- 4.4.3 Inform medical personnel of their obligations not to use a prohibited substance or prohibited method and to take responsibility to ensure that any medical treatment they receive does not violate this Policy and all applicable anti-doping policies and rules adopted pursuant to the WADA Code; and
- 4.4.4 Apply to DFSNZ, IGF or any relevant anti-doping organisation for a therapeutic use exemption for any documented medical condition which requires the use of a prohibited substance or prohibited method in accordance with paragraph 8 of this Policy.
- 4.5 To achieve the purpose of this Policy all athlete support personnel to whom this Policy applies must:
 - 4.5.1 Ensure that they are knowledgeable of, and comply with, this Policy and all applicable anti-doping policies and rules adopted pursuant to the WADA Code which apply to them or any athletes they support
 - 4.5.2 Support and assist DFSNZ, IGF and other relevant anti-doping organisations to conduct doping control; and
 - 4.5.3 Encourage any athletes they support to comply with this Policy and adopt anti-doping attitudes.

5. ANTI-DOPING EDUCATION

- 5.1 New Zealand Golf Incorporated or New Zealand Golf Incorporated member organisations will educate and inform athletes and athlete support personnel about issues concerning doping in sport, including by:
 - 5.1.1 Circulating or providing athletes and athlete support personnel with information materials and resources on doping in sport; and
 - 5.1.2 Cooperating with DFSNZ, IGF, the World Anti-Doping Agency (WADA) and other relevant anti-doping organisations to implement drug education and information programmes for athletes and athlete support personnel.

6. TESTING

- 6.1 New Zealand Golf Incorporated will assist DFSNZ to develop an annual testing programme, including by:
 - 6.1.1 Providing, in accordance with the Act, DFSNZ and IGF with the names of the athletes, number of athletes and classes of athletes to whom this Policy applies for out-of-competition testing;
 - 6.1.2 Identifying the sporting events, competitions and activities at which in-competition testing may be undertaken;
 - 6.1.3 Collecting or assisting with the collection of accurate and up-to-date athlete contact information for all international level athletes, national level athletes and other athletes included in the registered testing pool to be tested out-of-competition;
 - 6.1.4 Providing DFSNZ, WADA and IGF with, or assisting with the provision of, accurate and up-to-date athlete contact information [provided for in paragraph 6.1.3 of this Policy] to enable out-of-competition testing to be undertaken; and
 - 6.1.5 Informing DFSNZ as soon as possible in writing if an athlete retires, is no longer to be included in the registered testing pool, or is no longer to be tested out-of-competition.
- 6.2 New Zealand Golf Incorporated and New Zealand Golf Incorporated member organisations will cooperate with DFSNZ in respect of testing to be undertaken by DFSNZ using the best efforts to ensure that athletes are made available for testing conducted in accordance with the Act.
- 6.3 New Zealand Golf Incorporated and New Zealand Golf Incorporated member organisations will cooperate with IGF, WADA and any relevant anti-doping organisation in respect of testing to be undertaken using best efforts to ensure that athletes are made available for testing conducted in accordance with the WADA Code.

7. ANTI-DOPING RULE VIOLATIONS

- 7.1 All persons to whom this Policy applies may be subject to investigation and sanction under this Policy if they commit or are party to any one or more of the anti-doping rule violations as set out in Article 2 of the WADA Code.

8. THERAPEUTIC USE EXEMPTIONS

- 8.1 Athletes with a documented medical condition requiring the use of a prohibited substance or prohibited method must obtain a therapeutic use exemption in accordance with the **WADA International TUE Standard**.
 - 8.1.1 All national level athletes to whom this Policy applies must obtain a therapeutic use exemption from the NZSDA in accordance with the **WADA International TUE Standard**.
 - 8.1.2 All international level athletes to whom this Policy applies must obtain a therapeutic use exemption from IGF in accordance with the **WADA International TUE Standard**.
- 8.2 For appeals from decisions granting or denying a therapeutic use exemption, see paragraph 13.3 of this Policy.

9. DISQUALIFICATION OF RESULTS, CONSEQUENCES TO TEAMS

- 9.1 An anti-doping rule violation in connection with an in-competition test automatically incurs the consequences as set out in Article 9 of the WADA Code.
- 9.2 The consequences to teams for an anti-doping rule violation apply in accordance with Article 11 of the WADA Code.

10. SANCTIONS FOR ANTI-DOPING RULE VIOLATIONS

- 10.1 Every person who commits an anti-doping rule violation is liable for sanction in accordance with Article 10 of the WADA Code.
- 10.2 New Zealand Golf Incorporated will withdraw awards, placings and records won by an athlete and the athlete's team (where applicable – see IGF rules) in events and competitions conducted by, or under, the auspices of New Zealand Golf Incorporated from the date of the anti-doping rule violation.
- 10.3 Every person who is found to have committed an anti-doping rule violation is:
 - 10.3.1 Ineligible to receive direct or indirect funding or assistance from New Zealand Golf Incorporated, New Zealand Golf Incorporated member organisations, Sport and Recreation New Zealand (SPARC) and the New Zealand Olympic Committee (NZOC) for the complete period of any ineligibility;
 - 10.3.2 Ineligible from holding any position within New Zealand Golf Incorporated or New Zealand Golf Incorporated member organisations or being involved in any other way within New Zealand Golf Incorporated or New Zealand Golf Incorporated member organisations for the complete period of any ineligibility; and
 - 10.3.3 Ineligible from utilising any facilities, premises, grounds or resources of New Zealand Golf Incorporated or New Zealand Golf Incorporated member organisations for a sporting purpose for the complete period of any ineligibility, except as a spectator or supporter or as allowed by paragraph 10.4 of this Policy.
- 10.4 An athlete who is found to have committed an anti-doping rule violation may, during any period of ineligibility or sanction, participate in doping education programmes or counselling run or authorised by New Zealand Golf Incorporated and DFSNZ.

11. INVESTIGATION OF ANTI-DOPING RULE VIOLATIONS

- 11.1 DFSNZ will investigate any allegations that a person to whom this Policy applies has or may have committed an anti-doping rule violation.
- 11.2 A person to whom this Policy applies shall assist, to the extent that such assistance is not a breach of any statute or regulation, and not obstruct, DFSNZ and/or their agents to undertake investigations of any anti-doping rule violation, such assistance may include:
 - 11.2.1 Providing copies of any and all relevant documents; and
 - 11.2.2 Preparing written statements or providing witness testimony at any hearing convened by the Tribunal to determine if an anti-doping rule violation took place.
- 11.3 New Zealand Golf Incorporated and New Zealand Golf Incorporated member organisations will not publicly disclose or use information about a person who is alleged to have or has committed an anti-doping rule violation, except for a purpose under this Policy to DFSNZ, the NZOC and the Tribunal, until after the Tribunal has made a determination whether an anti-doping rule violation took place.

12. HEARING OF ANTI-DOPING RULE VIOLATIONS

- 12.1 Any person to whom this Policy applies who is alleged to have committed an anti-doping rule violation has a right to a fair hearing as detailed in Article 8 of the WADA Code.
- 12.2 Where New Zealand Golf Incorporated receives a determination from DFSNZ, IGF or anti-doping organisation that a person to whom this Policy applies is alleged to have or has committed an anti-doping rule violation it must refer the matter to the Tribunal for a hearing.
- 12.3 In hearing alleged anti-doping rule violations the Tribunal may determine its own procedure that, as far as reasonably possible, gives effect to the WADA Code.
- 12.4 ***The Tribunal will accept as a proven fact a positive test result determined by a test conducted by DFSNZ in accordance with the Act (subject to sections 20 and 23 of the Act.)***
- 12.5 The burdens and standards of proof and the methods of establishing facts and presumptions shall be as set out in Article 3 of the WADA Code.
- 12.6 If the Tribunal determines that an anti-doping rule violation has been committed, the Tribunal shall impose sanctions in accordance with Paragraph 10 of this Policy.
- 12.7 The Tribunal shall give notice of any determination in accordance with its rules. Where the Tribunal determines that an anti-doping rule violation has been committed it will record the name of the person who committed an anti-doping rule violation, the nature of the anti-doping rule violation and the sanction imposed.

13. APPEALS

- 13.1 In respect of appeals, Article 13 of the WADA Code applies. The practical application of Article 13.1 of the WADA Code for New Zealand is set out in paragraph 13.2 of this Policy.
- 13.2 The following parties shall have the right to appeal the decision of the Tribunal to the Court for Arbitration in Sport (CAS) within 10 working days of the date of the Tribunal's written decision:
 - 13.2.1 The person to whom this Policy applies who is the subject of the decision being appealed;
 - 13.2.2 New Zealand Golf Incorporated;
 - 13.2.3 DFSNZ;
 - 13.2.4 NZOC, International Olympic Committee or International Paralympic Committee as applicable, where the decision may have an effect in relation to the Olympic Games or Paralympic Games, including decisions affecting eligibility for the Olympic Games or Paralympic Games;
 - 13.2.5 IGF; and
 - 13.2.6 WADA.
- 13.3 An appeal to CAS shall not operate as a stay of proceedings on the decision to which the appeal relates unless the Tribunal or the Court of Arbitration for Sport so orders.
- 13.4 Appeals from decisions granting or denying a therapeutic use exemption are as set out in Article 13.3 of the WADA Code.

14. ENFORCEMENT OF SANCTIONS

- 14.1 The Tribunal will provide New Zealand Golf Incorporated with a copy of its decision and New Zealand Golf Incorporated will enforce the sanction imposed by the Tribunal.
- 14.2 New Zealand Golf Incorporated will recognise and enforce a sanction properly imposed by IF in accordance with the WADA Code on a person to whom this Policy applies who has committed an anti-doping rule violation.
- 14.3 New Zealand Golf Incorporated will recognise and enforce a sanction properly imposed by another International Federation, Anti-Doping Organisation or national sports organisation in accordance with the WADA Code on a person to whom this Policy applies who has committed an anti-doping rule violation.

15. RETIREMENT

- 15.1 International level athletes and national level athletes who retire must do so by notifying New Zealand Golf Incorporated in writing.
- 15.2 The athlete's retirement date will be the date New Zealand Golf Incorporated receives the notice, however, retirement will not:
 - 15.2.1 Excuse an athlete from submitting to testing or giving a sample requested on or before the retirement date;
 - 15.2.2 Prevent the analysis of a sample given by the person on or before their retirement date;
 - 15.2.3 Affect the results of testing referred to in paragraphs 15.2.1 and 15.2.2 of this Policy; and
 - 15.2.4 Prevent an athlete from being found to have committed an anti-doping rule violation, and being liable for the appropriate ineligibility period and sanction, on or before their retirement date.
- 15.3 A retired international level athlete or national level athlete must notify New Zealand Golf Incorporated in writing if they seek to return to international level or national level competition.
- 15.4 Any retired international level athlete or national level athlete must be entered in the registered testing pool and must provide accurate and up-to-date contact information for a full six months before participating as an international level athlete or national level athlete.

16. REINSTATEMENT

- 16.1 Subject to compliance with Article 10 of the WADA Code, a person to whom this Policy applies, and who has been found to have committed an anti-doping rule violation, may apply in writing to New Zealand Golf Incorporated for reinstatement after serving all sanctions and at the conclusion of any ineligibility period. Reinstatement of this person is then at the discretion of New Zealand Golf Incorporated.

17. LIMITATIONS

- 17.1 A period of limitation for commencement of actions applies as set out in Article 17 of the WADA Code.
- 17.2 This Policy shall not apply retrospectively to matters pending before the date that this Policy came into effect.

18. INTERPRETATION AND DEFINITIONS

- 18.1 The WADA Code in the Schedule to this Policy applies to the specific extent stated in Paragraph 2.2.1 and the comments annotating various provisions of the WADA Code may be used to assist in the understanding and interpretation of this Policy.
- 18.2 If there is any inconsistency between the WADA Code and this Policy, this Policy applies.

- 18.3 If any Article of, or Appendix to the WADA Code is amended, then any reference in this Policy is a reference to the then current Article or Appendix.
- 18.4 This Policy is to be interpreted as an independent and autonomous text.
- 18.5 Words in the singular include the plural and vice versa.
- 18.6 Words defined in this Policy have the meaning ascribed to them.
- 18.7 Words in this Policy which are not defined in the Policy but which are defined in the WADA Code have the meaning ascribed to them in the WADA Code.
- 18.8 'Act' means the New Zealand Sports Drug Agency Act 2006 including any amendments and any Act which may be passed in substitution for it.
- 18.9 'annual testing programme' means the programme developed under the Act.
- 18.10 'anti-doping rule violation' means the occurrence of one or more of the anti-doping rule violations as set out in Article 2 of the WADA Code.
- 18.11 'athlete' means a competitor as defined by the Act.
- 18.12 'attempting' has a corresponding meaning to attempt.
- 18.13 'CAS' means the Court of Arbitration for Sport which operates under the Code of Sports Related Arbitration.
- 18.14 'doping' means the occurrence of one or more of the anti-doping rule violations.
- 18.15 IGF means International Golf Foundation
- 18.16 'IOC' means the International Olympic Committee created by the Congress of Paris of 23 June 1894 which is entrusted with the control and development of the Modern Olympic Games pursuant to the Olympic Charter.
- 18.17 'national level athlete' means athletes designated by DFSNZ as being within the registered testing pool for New Zealand Golf Incorporated.
- 18.18 'New Zealand Golf Incorporated member organisations' means those organisations which operate within the hierarchy of member organisations below New Zealand Golf Incorporated, including by way of example, regional bodies and clubs.
- 18.19 'DFSNZ' means Drug Free Sport New Zealand established by the Act.
- 18.20 'Policy' means this Policy.
- 18.21 'positive test result' means a result of a test by DFSNZ, WADA or anti-doping organisation which shows the presence of a prohibited substance in a sample or the use of a prohibited method.
- 18.22 'registered testing pool' means the pool of athletes established by New Zealand Golf Incorporated and DFSNZ who are subject to out-of-competition testing as part of DFSNZ's annual testing programme.
- 18.23 'sample' means any biological material collected for the purposes of doping control.
- 18.24 'SPARC' means Sport and Recreation New Zealand established by the Sport and Recreation New Zealand Act 2002.
- 18.25 'tamper' has a corresponding meaning to tampering.
- 18.26 'test' and 'tested' have a corresponding meaning to testing.
- 18.27 'therapeutic use exemption' means an exemption obtained in accordance with the WADA International TUE Standard.
- 18.28 'Tribunal' means the Sports Disputes Tribunal of New Zealand established by SPARC.
- 18.29 'WADA Code' means the World Anti-Doping Code 2003 issued by the World Anti-Doping Agency; and automatically includes any amendments adopted by the World Anti-Doping Agency from time to time.
- 18.30 'WADA international standard for testing' means the specific international standard adopted by WADA under that name.
- 18.31 'WADA International TUE Standard' means the specific international standard adopted by WADA under that name.

19. EXECUTION

- 19.1 New Zealand Golf Incorporated will cooperate fully with SPARC to meet all terms, conditions and contractual obligations concerning doping including implementing and maintaining this Policy (and any future amendments.)
- 19.2 ***In accordance with Clause 18.2 a) (ii) of the New Zealand Golf Incorporated Constitution, New Zealand Golf Incorporated adopted this Policy with effect from the 1st day of December 2006.***

PART III – USE OF A MOTORISED CART POLICY

1. PURPOSE

The purpose of this Policy is to enable equal participation in New Zealand Golf's tournaments or qualifying rounds by disabled golfers/caddies.

2. PROCEDURE FOR REQUESTING A MOTORISED GOLF CART IN NEW ZEALAND GOLF TOURNAMENTS AND QUALIFYING ROUNDS

New Zealand Golf will evaluate, on a case-by-case basis, any request to use a motorised golf cart in New Zealand Golf tournaments or qualifying rounds due to a claimed disability under the Human Rights Act 1993 ('the Act'). In order for New Zealand Golf to properly evaluate such requests, it is necessary to submit medical documentation setting forth the exact nature of the disability and how that disability prevents such player or caddie from walking during a stipulated round. In addition, players will have to submit information sufficient to enable New Zealand Golf to determine that providing a motorised golf cart would not provide a player with an advantage over other players.

3. REQUEST FORM

Each player seeking a motorised golf cart for himself/herself or a caddie due to a disability under the Act must complete a motorised golf cart request form (Appendix I) and submit the form to New Zealand Golf with the original entry form. New Zealand Golf will not accept requests directly from caddies.

4. PROCEDURE FOR SUBMITTING A REQUEST FORM

In each instance where an applicant is submitting a request for a motorised golf cart, both the relevant New Zealand Golf tournament entry application and the motorised golf cart request form (including the required medical documentation as specified on the request form) must be submitted to New Zealand Golf by the player (not a caddie) simultaneously and together with the original entry application in writing and received by New Zealand Golf by no later than the date the tournament/qualifying round entry application is due. Such information must be sent to the New Zealand Golf Operations Manager. Facsimile, phone or on-line submissions will not be evaluated.

5. MOTORISED GOLF CART AVAILABILITY

At certain tournaments and qualifying venues, motorised golf carts may only be available on a first-come, first-served basis. Motorised golf carts may only be available during the tournament proper for those who, under the medical assessment qualify, have followed the above submission procedure and been approved by New Zealand Golf.

6. MULTIPLE USE OF A MOTORISED GOLF CART

Applicants seeking to use a motorised golf cart in more than one New Zealand Golf tournament/ qualifying round during a given tournament season, being a calendar year, must submit each such request individually in writing together with the tournament/qualifying round entry form, prior to the date of the relevant tournament/qualifying round entry form is due, but need only include the required medical information with the first request, provided no change to the relevant medical condition has occurred in the intervening time. New Zealand Golf will evaluate the medical information previously submitted on the person's behalf during the same tournament year, provided it is current as of the relevant submission and was otherwise submitted in accordance with the procedures outlined above.

7. INJURIES

Requests due to injuries or impairments that do not qualify as a 'disability' under the Act will not be granted. A disability protected by the Act means –

- i. Physical disability or impairment
- ii. Physical illness
- iii. Psychiatric illness
- iv. Intellectual or psychological disability or impairment
- v. Any other loss or abnormality of psychological, physiological, or anatomical structure or function
- vi. Reliance on a guide dog, wheelchair, or other remedial means
- vii. The presence in the body of organisms capable of causing illness.

APPENDIX I

Procedure for Requesting a Motorised Golf Cart in New Zealand Golf Tournaments and Qualifying Rounds

The following information is to be provided to New Zealand Golf by a player claiming a disability and seeking permission for himself/herself and/or caddie to use a motorised golf cart in New Zealand Golf tournaments or qualifying rounds.

1. Name of tournament for which use of a motorised golf cart is sought.

2. Is the motorised golf cart use sought for a player or caddie? Player / Caddie
(Please circle)
3. Please explain the nature of your/your caddie's disability and why it requires the use a motorised golf cart?

4. a. Is your/your caddie's disability permanent or temporary Permanent/Temporary
(Please circle)
b. How long have you/your caddie suffered from this disability? _____ Years _____ Months
c. How does this disability limit your/your caddie's ability to walk during tournament golf?

- d. Is your/your caddie's disability stable? Yes / No
(Please circle)
- e. Has it become worse over time? Yes / No
(Please circle)
5. Provide a current medical report from your/your caddie's physician that has evaluated your/your caddie's condition, describing the nature and extent of your/your caddie's disability and explaining why it would be beyond your/your caddie's ability to walk during this event. Such report must explain, in detail, your/your caddie's diagnosis and symptoms, and specifically describe how the condition impairs your/your caddie's ability to walk in general and during a golf tournament. Such report should be attached to and submitted together with this completed motorised golf cart request form.
6. Please provide the name, address and telephone number(s) of your/your caddie's treating physician(s) for the condition which you believe requires use of a motorised golf cart.
Name: _____ Name: _____
Address: _____ Address: _____
Telephone No: _____ Telephone No: _____
7. What is the current treatment plan for your/your caddie's condition? Identify medication(s) and therapy utilised to treat the condition, and any side effects experienced.

8. If your/your caddie's condition relates to a cardiac (heart) problem, please answer the following:
 - a. Have you/your caddie ever had coronary artery bypass surgery or an angioplasty? Yes / No **(Please circle)**
 - b. Do you/your caddie take cardiac medications? Yes / No **(Please circle)**

If yes, what are the medications and current dosages?

c. Do you/your caddie experience shortness of breath, chest or arm tightness, leg cramping while walking? Yes / No **(Please circle)**

If yes, how many metres can you/your caddie walk before stopping? _____metres

9. Have you/your caddie ever been given an impairment rating for this condition, relating to workers' compensation, a personal injury claim, or for Social Security Disability purposes? Yes / No **(Please circle)**

If yes, please provide details

10. Can you/your caddie walk up a flight of stairs without assistance, without walking aids and without holding onto the handrail? Yes / No **(Please circle)**

11. Do you/your caddie use walking aids (cane, crutches, walker, wheelchair, Back brace, leg brace) Yes / No **(Please circle)**

If yes, indicate the length of time you/your caddie use them each day. _____hours

12. Provide a list of golf tournaments you/your caddie have played/caddied in during the past five years and state whether you/your caddie walked or used a cart during these tournaments.



13. On average, how many times a week do you/your caddie play non-tournament golf? _____ times

14. In non-tournament play, what percentage of the time do you/your caddie walk when you/
your caddie play/caddie? _____ %

I certify that the information supplied above and in any attachments is true and correct.

Player's Signature _____

Print Name _____ Date _____

Please Note: ***This motorised golf cart request form (including all information requested above), medical report from physician and attached authorisation for release of medical information must be submitted to New Zealand Golf simultaneously and together with the original relevant New Zealand Golf tournament entry application, all of which must be submitted by the player (not a caddie) in writing, and received by New Zealand Golf by no later than the date and time the tournament entry application is due. Facsimile, phone or on-line submissions are not accepted.***

Authorisation for Release of Medical Information in Support of Request for Use of a Motorised Golf Cart

I authorise New Zealand Golf and their designated agents and medical professionals participating in the decision to provide a motorised golf cart to contact my health care provider(s) regarding my condition, which I believe constitutes a disability under the Human Rights Act 1993 entitling me to use a motorised golf cart during golf tournament competition.

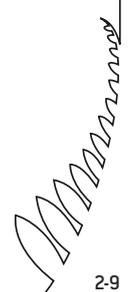
I authorise my health care provider(s) to communicate with New Zealand Golf, their designated agents and medical professionals participating in the decision to provide a motorised golf cart to provide such clarification or further information as may be necessary for New Zealand Golf to make a determination regarding my request for use of a motorised golf cart.

I authorise the release of any documentation medical records, or other information relating to my condition in connection with my request for use of a motorised golf cart.

Player's/Caddie's Signature _____

(Please circle appropriate person who requires the motorised golf cart and is signing this authorisation)

Print Name _____ Date _____



PART IV – DISCIPLINARY POLICY

The Constitution of New Zealand Golf empowers the Board to formulate policy for New Zealand Golf and to carry that policy into effect.

The Board of New Zealand Golf accordingly adopts the following rules as its Disciplinary Policy.

It should be clearly understood that disciplinary action may be taken in respect of conduct reflecting unfavourably on the game, whether it occurs on or off the course.

1. DISCIPLINARY COMMITTEE

- a. The Board of New Zealand Golf shall appoint a Disciplinary Committee of no less than three members, at least one of whom shall be a Board member, and one of those shall be designated as the Chairperson.
- b. Any member of the Disciplinary Committee who has a conflict of interest in any matter before the Committee must declare that interest prior to participation in the hearing. The Board may appoint a replacement for such member if considered necessary.

2. DEFINITIONS

- In this Disciplinary Policy:
- 'Board' means the Board of New Zealand Golf;
- 'club' has the same meaning as in the Constitution of New Zealand Golf;
- 'competitor' means a person who participates as a player in any golfing event or activity of, or sanctioned by, the International Golf Federation, New Zealand Golf, a District Association or any affiliate of those bodies or a member of an affiliated club or team who:
 - i. is a New Zealand citizen; or
 - ii. is present in New Zealand; or
 - iii. is competing in New Zealand.
- 'District Association' has the same meaning as in the Constitution of New Zealand Golf;
- 'financial penalties' means the withholding of grants, expenses, including reimbursement of expenses, and other benefits such as equipment;
- 'official' means a Board member, District Association administrator, manager, coach, referee, caddie or any other person contributing to or associated with golf in any formal capacity other than only as a competitor or only in the course of business;
- 'participant' means any competitor or official.

3. JURISDICTION

The Disciplinary Committee shall have the power and authority:

- a. To hear and determine complaints out of or relating to programmes, events or activities conducted by New Zealand Golf or attended by teams or individuals representing New Zealand Golf.
- b. With the leave of the Board of New Zealand Golf, to act in matters of discipline when requested to do so by any member District Association by way of appeal from any decision or ruling made by that member District Association or delegate of a member District Association.
- c. Without deviating from the broad general scope of the jurisdiction conferred, matters of discipline likely to reflect unfavourably on the game include:
 - i. dishonesty, including cheating in the course of any event;
 - ii. unsportsmanlike conduct and unnecessary gamesmanship;
 - iii. breach of codes of conduct applicable to participants;
 - iv. abuse of officials;
 - v. physical violence and threatening behaviour;
 - vi. criminal conduct;
 - vii. failure to comply with any penalty imposed under these rules;
 - viii. those matters particularly specified in Appendix I hereto.
- d. For the avoidance of doubt, all matters relating to doping will not be dealt with by the Disciplinary Committee under this policy but rather will be dealt with in accordance with the anti-doping policy of Drug Free New Zealand (website for further information <http://nzstda.co.nz>).

4. PROCEDURE

a. **Complaints**

Complaints are to be made in the first instance to the Chief Executive.

Complaints in writing may be made by any person including a Board member, officers of District Associations, clubs and members of the public.

On receipt of any complaint the Chief Executive may forthwith refer the matter for legal advice and, if satisfied upon reasonable inquiry that there is sufficient evidence of conduct that may give rise to the need for disciplinary action:

- i. if the matter is of a minor nature, may deal with it by way of warning or reprimand, whereupon the matter will be closed;
- ii. otherwise the Chief Executive, subject to the legal advice received, shall gather such written evidence as is reasonably available and within 21 days of the receipt of the complaint give notice of hearing as hereinafter provided.

b. **Appeals**

In cases where the Disciplinary Committee is acting as an appeal body at the request of a District Association and with the leave of the Board of New Zealand Golf, a written Notice of Appeal giving full details of the decision appealed from shall be given to the Chief Executive within 21 days after the date on which the decision was given. The Chief Executive shall, within 14 days of the receipt of the Notice of Appeal, give notice of hearing as hereinafter provided.

c. **Hearings**

Notice of any hearing of the Disciplinary Committee shall be given, in the case of a complaint, to the person or persons the subject of the complaint and the complainant; and in the case of an appeal, to the persons affected by the appeal and the appellant.

The notice shall specify the date, time and place fixed for the hearing and shall be accompanied by such material as will give the person to whom it is sent adequate notice of the subject matter of the hearing.

The hearing date shall be fixed no earlier than seven days from the date the notice is despatched – the period of notice may be waived by any person affected.

The notice shall advise parties to whom it is sent whether the hearing is to be conducted on written submissions or whether the parties are to be entitled to appear in person or by representatives to give oral evidence. The hearings will be in private.

The procedure for the hearing will be determined by the Disciplinary Committee but it is expected that both or either parties may attend with appropriate support or representation.

5. PENALTIES

- a. If a complaint is upheld by the Committee, it shall give its decision in writing within five working days, with reasons, and it shall have the power to impose on the defendant one or more of the following penalties:

Competitors:

- a letter of warning or a letter of censure;
- removal from a team;
- removal of benefits from a development team;
- disqualification of eligibility for a team;
- suspension from participation in national and / or district and / or club events for a finite period;
- a total ban from the game for a period;
- financial penalty;
- any other penalty deemed appropriate and reasonable by the Committee.

Officials:

- a letter of warning or a letter of censure;
- suspension from office for a period;
- removal from office;
- termination of contracted appointment, eg manager, coach, etc;
- removal from a committee;
- financial penalty;
- other penalty deemed reasonable or appropriate by the Committee.

- b. Prior to imposing any penalty, the Disciplinary Committee may invite the defendant to make comment on any penalty proposed.
- c. The defendant will also be given notice in writing of any penalty imposed. The Disciplinary Committee will determine to whom the decision shall be distributed.

Note:

The range of offences that may come under these disciplinary provisions is considerable. Guideline penalties are not generally appropriate. It would be expected that the Disciplinary Committee will deal severely with proven cases of:

- abuse of tournament officials;
- physical violence or threatening behaviour;
- conduct which may constitute a criminal offence.

Misconduct falling into these particular categories is likely to result in lengthy suspension and / or financial penalty.

6. IMPLEMENTATION OF PENALTIES

- a. Where the Disciplinary Committee has passed a resolution suspending or expelling any participant for any reason whatsoever, the resolution shall be reported to the Board of New Zealand Golf for the purpose of giving it effect through the jurisdiction of the Board and it shall be observed by District Associations and clubs from the date of receipt of advice of the decision.
- b. Where a District Association or club has passed a resolution suspending or expelling any participant for any reason whatsoever, that resolution shall be reported to the Board of New Zealand Golf for the purpose of being made general throughout its jurisdiction by District Associations and clubs and it shall be observed from the date of receipt of advice of the resolution.

7. RIGHT OF APPEAL FROM DECISIONS OF THE DISCIPLINARY COMMITTEE

- a. There shall be a right of appeal against a decision of the Disciplinary Committee to the Sports Disputes Tribunal of New Zealand.
- b. An application to appeal shall be lodged with the Sports Disputes Tribunal of New Zealand within 21 days of the publication of the Disciplinary Committee decision. Appeals to the Sports Disputes Tribunal of New Zealand may only be made on one or more of the following grounds:
 - i. That natural justice was denied;
 - ii. That the Disciplinary Committee acted outside of its powers and / or jurisdiction;
 - iii. That substantially new evidence has become available after the decision which is being appealed was made;
 - iv. In respect of a penalty imposed, that the penalty was either excessive or inappropriate.
- c. An appeal to the Sports Disputes Tribunal of New Zealand shall be heard and determined in accordance with the rules of the Sports Disputes Tribunal of New Zealand (copies of which are available from New Zealand Golf).

APPENDIX I

General examples of conduct likely to bring the game into disrepute (not an exhaustive list):

1. Failure to comply with the directions of tournament officials;
2. Theft;
3. Assault;
4. Verbal abuse;
5. Bad language;
6. Abuse of equipment:
 - throwing of clubs
 - breaking clubs
 - use of club other than within the intentions of the game, eg damaging trees or to display ill temper;
7. Drinking under-age;
8. Any misuse of alcohol or drugs;
9. Discourtesy as a billeted guest;
10. Ill-mannered behaviour;
11. Inappropriate dress;
12. Sexual or verbal harassment;
13. Entering and then failing to appear at a tournament;
14. Failing to complete a round or failing to return a stroke play card.

Team situation (in addition to the above):

1. Behaviour bringing the team or association represented into disrepute;
2. Failure to follow instructions;
3. Failure to account for team funds;
4. Failure to wear appropriate uniform;
5. Abuse of team uniform;
6. Sexual or verbal harassment;
7. Breach of any player agreement;
8. Failure to give of one's best.

PART V – SELECTION POLICY

The Selection Policy is posted on the New Zealand Golf website. A hard copy may be obtained from the National Office.