

Code of Ethics

The Professional Golfers' Association of America - Wisconsin Section

Section 1. Dedication

Believing that the growth of the game of golf and its high standing in this country is largely due to the efforts of its early PGA Professionals and because of their ideals of sportsmanship and ethical practices, the Association is dedicated to the perpetuation of those ideals. In the fulfillment of the purpose to which it is dedicated, the Association enjoins upon its members and associates rigid observance of a Code of Ethics. Membership in the Association confers no vested right to the holder thereof but is a conditional privilege that is revocable for cause.

Section 2. Authority

The Association Board of Directors has the inherent power and duty to prescribe standards of conduct for members and associates, to determine what constitutes grounds for discipline of members and associates, to discipline members and associates for cause, and to revoke the membership and/or associateship of every member or associate whose conduct materially breaches the Code of Ethics of the Association. Additionally, those aspiring to join the Association will be governed by these same standards.

Tournament Regulations, Conduct Eligibility and Policies

It should be understood by all WPGA professionals that the Section Tournament Policy Board Chairperson, in the conduct of his/her duties attending the general affairs of Section tournament activity, work in reference to and is guided by those factors of the National PGA's tournament regulations and the Wisconsin PGA Tournament Policy Board. These regulations are currently recognized as a part of the mandatory provisions of the government of the Association in the conduct of tournament activity. No Section can act in any way in variance with the Association in these respects.

The tournament activity of the Section is conducted primarily to serve the interest and welfare of the golf professionals of the Wisconsin Section of the Professional Golfers' Association of America. The Wisconsin Section tournament activities consist of a schedule of officially sponsored and co-sponsored events, unless special designation for a given event is authorized by the Section's Tournament Policy Board. Each of these events is played under the established rules and regulations that are applicable to the character of the event.

GENERAL GUIDELINES:

1. All Professionals are responsible for knowing the Rules of Golf.
2. All Professionals are responsible for knowing their starting times in Wisconsin Section sponsored or co-sponsored events.
3. All Professionals are responsible for seeing that their scorecard (paper or electronic) has been scored correctly and properly attested, before confirming it with the Official Tournament Scorer.
4. Tournament Participants are responsible for all personal charges incurred at the host club that are not already included in their entry fee. Non-payment to the club will subject the individual to disciplinary action. Disciplinary action may include the suspension of all participation in WPGA events.
5. Golf cars are included in the entry fee for all events. Walking will be allowed at select events and those events will be listed on the WPGA website under the competition / eligibility guidelines for each event. Caddies may be used providing it does not affect pace of play.
6. All professionals are responsible for their amateur handicaps (Must be World Handicap System approved handicaps.). Handicap revisions for the in-state Pro-Am Series will use indexes as of the specified date on the tournament information webpage. The Tournament Policy Board and section staff have the authority to adjust any amateur handicap it feels is not accurate, prior to the tournament in question. A handicap reduction policy will be in place throughout the year. In addition to the reduction policy, amateurs will be required to have seven scores posted in the past 12 months, or they will only get to use 75% of their handicap index.

CELL PHONES & MUSIC POLICY:

At all WPGA Player of the Year Point events and the Wisconsin State Open Series the following acts are a breach of the WPGA code of conduct policy. A local rule is in place under rule 1.2b to address a violation of one of these acts,

- a) The playing of music during the round.
- b) The ringing, vibrating or production of sound effects from a cell phone.
- c) Talking on a cell phone.

The following penalty structure has been put in place to address a violation under this rule.

First Breach – Warning Second Breach – One-Stroke Penalty Third Breach – Disqualification

Please note this code of conduct policy does not exempt a player from receiving the general penalty under the prohibited actions in rule 4.3a (4). All other serious misconduct violations would fall under rule 1.2a.

ELIGIBILITY:

Professionals eligible to compete, (providing the applicable rules of the event being played will permit) in Wisconsin Section sponsored and co-sponsored events, must be a WPGA member, associate or pre-qualifier/qualifier eligible approved tournament player, in good standing with the Wisconsin PGA Section.

1. Wisconsin PGA members and associates will be strongly encouraged to participate in events listed on the WPGA Calendar of events and not play in conflicting or unscheduled events. Members should not participate in any outside event that conflicts with a WPGA major tournament.
2. The Tournament Policy Board and the Wisconsin PGA reserve the right to invoke disciplinary action on individuals should they participate in multiple events conflicting with the WPGA schedule in order to maintain the well-being of the Section events. The TPB may also invoke a no-participation rule for select events if they feel the event is detrimental to the section.

NOTE: PGA of America, PGA Tour, WSGA or USGA tournament dates are not to be considered unscheduled or unsanctioned in respect of these matters.

CONDUCT:

1. The behavior of the professional contestants at Wisconsin PGA tournaments shall be carefully observed by the Tournament Policy Board.
2. Any conduct, which shows disrespect for the Tournament Policy Board, the PGA Code of Ethics or a knowledgeable violation of the USGA Rules of Golf shall constitute grounds for disciplinary action.
3. In addition to the Tournament Disciplinary Rules at the end of this document, the Tournament Policy Board has instituted a local rule under the WPGA code of conduct policy. The local rule is in place under rule 1.2b and addresses unbecoming conduct of a professional while an event is taking place. It will address excessive violations of any of the acts listed under Section #4 below.

The following penalty structure has been put in place to address a violation under this rule.

First Offense – Warning Second Offense – One-Stroke Penalty Third Offense – Disqualification

If the serious misconduct warrants, the committee may bypass the warning and one-stroke penalty and issue an immediate disqualification under rule 1.2a.

The following acts specifically will not be tolerated:

- A. Malicious damage to a golf course, whether intentional or accidental; or any damage to any part of the facility, or its equipment.
- B. Personal complaints: Criticisms or complaints involving PGA sponsors, host clubs, golf course or players must be made only to the Tournament Policy Board in private or writing. Such complaints will not be for general publication but will automatically be placed on the next Tournament Policy Board meeting agenda.

- C. Any WPGA member, associate, or pre-qualifier/qualifier eligible approved tournament player, whether a contestant or not, using loud, crude language or who engages in excessive drinking at the site of a Wisconsin Section tournament (before, during, or after the actual competition) shall be subject to disciplinary action under Tournament Regulations.
- D. Purposely throwing or breaking golf clubs, or any acts unbecoming a professional golfer to include, but not limited to, not using their best efforts while playing golf or disrespect for the game.
- E. Excessive gambling.
- F. Presenting an unkept appearance by way of their clothing or personal grooming. The Tournament Policy Board shall interpret this regulation.
- G. Any WPGA member, associate or pre-qualifier/qualifier eligible approved tournament player failing to turn in a score without notifying the committee, in any PGA sponsored or co-sponsored event, shall be warned and could be subject to Disciplinary Action for multiple offenses. (Example: Pickup and No Card is a Violation.)
- H. Not engaging in or reporting scores electronically.

TOURNAMENT ENTRY FEES:

American Express, Discover, MasterCard and VISA are accepted for entry fee payments via Bluegolf. Processing fees are included in the entry fee.

At the direction of the WPGA Tournament Policy Board, a priority window and lottery system are utilized for entry into the WPGA Four-Player Pro-Am events. Early entrants for the host course and sponsor teams are also honored for the Four-Player Pro-Am and Pro-Ladies events. Guidelines for professional substitutions at events where lotteries are warranted have also been implemented and stated on each tournament information webpage.

Members, associates or pre-qualifier/qualifier eligible approved tournament players who earn in excess of \$600 will receive a 1099 form from the Section. Direct Deposits for prize winnings will be issued by the PGA of America Section Accounting Services within 7 business days of the event. Mandatory ACH purse payments have been instituted by the PGA of America.

LATE ENTRIES:

Late Entry Policy - WPGA Professional Championships, WPGA Classics, Member Match Play & Assistant Stroke & Match Play – After the deadline passes, late entries will be accepted up until 11:59 PM, two days after the standard entry deadline. All players entering during this timeframe will be required to pay a \$25 late fee. WPGA Professional Championship specific - Late entrants will be allowed to advance to the national event as long they meet the eligibility guidelines and pay the appropriate fees.

Late Entry Policy – WPGA Pro-Ams & Pro-Ladies – Late Entries will be accepted for Pro-Ams and Pro-Ladies if a) capacity allows b) a player count has not been given to the host club c) The pairings have not been published. No late fees required.

Late Entry Policy – Pro-Pros, Pro-Scratch & Super Pro – Late entries will be accepted for Pro-Pros, Pro-Scratch and the Super-Pro in the following circumstances.

- If an odd number of teams are in the field at the time of the deadline: An additional twosome may be placed in the field at any point before the competition starts.
- If an even number of teams are in the field at the time of the deadline: An additional team or teams will only be added if even foursomes can be maintained, and the pairings have not been published yet. A team also may be inserted if a cancellation takes place leaving an odd number of teams.
- No late fees required in either case.

ENTRY CANCELLATIONS:

General Cancellation Policy - No refunds will be made after the entry deadline. If a player/group withdraws before the deadline, a cancellation fee will be kept by the WPGA.

Cancellation Policy WPGA Classics, WPGA Professional Championships, WPGA Match Play & Assistant Stroke & Match Play - Refunds will be granted minus a cancellation fee if a player withdraws from a tournament before the entry deadline. After the initial deadline passes a secondary cancellation policy has been put in place. From 11:59 PM on the deadline day until 11:59 PM two days after the deadline, players may cancel out of the event, but the cancellation fee will increase (fees are outlined on event page for each event on the WPGA website). After the secondary deadline the general policy states that there are no refunds, however some exceptions have been created to help with specific extenuating circumstances.

Cancellation Policy WPGA Four-Player Pro-Ams - The WPGA Four-Player Pro-Am events feature an escalated cancellation fee setup. Refunds will be granted minus a cancellation fee if a group withdraws from a tournament before the following dates. Up until two weeks prior to the event - \$50. After the first cut off and up until the entry deadline - \$150

Four exceptions to the above policies:

Exception #1 - Refunds will be granted for a death or birth in the family. (Cancellation fee still applies)

Exception #2 - Last minute injury or illness. If a player has to cancel from an individual event after the secondary deadline due to a last-minute injury or illness, they may request a \$50 BlueGolf credit. **To invoke this option the player must make the request prior to their start time. This exception may only be used once a year.** To request a BlueGolf credit the player should click on the request form link, located under the cancellation fee section of the event webpage for the event. The credit will be issued within a few days of receiving the form. It will be stored in your BlueGolf account for use on a future event or seminar.

Exception #3 - WPGA Classics - If a player is forced to cancel after the late entry deadline and they have signed up for the optional \$65 player's purse, they will be refunded that portion of their entry fee as long as they notify the Wisconsin PGA staff of their cancellation prior to their tee time.

Exemption #4 - Event switched to walking only due to conditions – Player cannot participate due to physical limitations – An individual can request a refund in writing but must state the condition that prevents them from playing. If warranted half their entry fee will be refunded.

IF PLAY IS SUSPENDED AND CANNOT BE COMPLETED:

Pro-Ams, Pro-Ladies, Pro-Specials & Pro-Pros: If nine or more holes have been completed the WPGA will use the lowest common number of holes finished to determine a winner for the competition. Starting with the first hole each team began the day on, using the designated number of holes, it will be determined how many strokes under-par each team is at that point. Prizes will be awarded accordingly. In this case no pro-am team purse refunds will be made but the \$40 pro contest money would be refunded to the team professional. Refunds would be provided via the credit card that was used to register.

WPGA One-Day Classics - Shotgun Starts – The event would be postponed or cancelled, and no purse or points will be distributed.

WPGA One-Day Classics - Tee Times off #1 – The format will be billed as two nine-hole events. If nine-holes are completed but the round is not, the event will pay out 50% of the purse in all divisions and the results will be based off of nine holes of play. 50% of the usual player of the year possible points will be awarded. Any entry fee money left after expenses will be placed in a professional's BlueGolf account as an event credit.

WPGA One-Day Classics - Tee Times off #1 & #10 - If nine-holes are completed but the round is not, the event will pay out 50% of the purse in all divisions and the results will be based off of nine holes of play. The purse money would be split between two contests. One involving players starting on #1 and one involving players starting on #10. Senior and player's purse divisions would be split based on eligible players off each side. 50% of the usual player of the year possible points will be awarded. Half the points would go to players starting on #1, half would go to players starting on #10. Any entry fee money left after expenses will be placed in a professional's BlueGolf account as an event credit.

All Non-Major WPGA Events: If an event is cancelled after play has started a pro-rated course fee will be worked out between the WPGA and club. Participants will then be refunded any remaining entry fee dollars.

Major Stroke Play Championships: If a suspended round is cancelled, the event will revert back to the standings after the last completed 18-hole round. Full points and purse will be awarded. If an event is shortened a partial refund will be at the discretion of the Wisconsin PGA staff with approval from the TPB chairperson. The staff and chairperson will make every effort to provide a partial refund but nothing will be guaranteed. Any refund would be provided via a credit to a professional's BlueGolf account.

MATCH SUSPENSION POLICY AND RESUMPTION:

When the section staff is not onsite and a match is suspended due to weather, darkness or by agreement, the players involved should make every effort to follow the USGA Rules of Golf and resume the match where they suspended play. Meaning at the same facility, same spot of the course, and with the same match status, where they discontinued play.

If they are unable to resume at that facility and spot due to circumstances such as facility or date unavailability, the players involved should use the following guidelines. The holes played prior to suspension will stand as played. IE – If Joe was 2up on Tim thru 8 holes, that will be the status of the match when play is resumed. Before resuming the match the parties involved should agree where and when they will officially resume the match. In this circumstance it does not matter which holes the players decide to play, however the holes should be played in the order they are intended.

LATE TO MATCH POLICY:

When the section staff is not onsite, the following policy has been instituted to address any player that is late for a match. It is recommended that all matches set an exact tee time for the start of the match. Late arrivals to the first tee – Match adjustment penalties. Matches still start on #1 but will be adjusted to the following,

- 1) Player arrives to the #1 tee up to 15 minutes late – Late player starts 1down.
- 2) Arrive 16 to 30 minutes late – Late player starts 2down.
- 3) 31 minutes or more late – Late player forfeits match.

MATCH SCHEDULING DISPUTES & GUIDELINES:

If there is a match scheduling dispute and it cannot be resolved, an individual / team can file a claim with the WPGA Tournament Policy Board.

The following expectations and guidelines will be used by the committee to determine if an individual / team will be advanced to the next round of the bracket.

- Participants are expected to set an exact date, time, and site when finalizing their match. Using approximate times or dates will be viewed as a fault by both sides.
- The higher number seeded team / individual should reach out to their opponent(s) within 7 days of the previous round being completed or bracket being released.
- If a team or individual proposes date options, the opponent(s) are expected to respond within five days.
- Any proposal from an individual / team should include at least three date / time options.
- If a team or individual is forced to cancel within three days of the deadline, both sides of the match should try to reschedule. If one side shows no interest in rescheduling, they will be required to provide an explanation as to why they cannot play on any of those remaining days. If the explanation is valid and the two sides cannot find a time/place, the side that canceled would concede.

Copies of the correspondence between the sides should be kept and saved until a match has been played. All participating individuals will have their cell phone and email address distributed to the field when the bracket is released.

DRESS CODE:

Dress Code is established by the Tournament Policy Board of the Wisconsin PGA as follows: “Proper golfing attire must be worn at all times during qualifying and tournament proper rounds and the Tournament Chairperson or duly appointed staff may prohibit play by those who do not conform to dress standards. This is interpreted to mean that the wearing of denim, cargo shorts, athletic shorts, tank tops or tee shirts will not be permitted. Proper attire for male participants will be a golf shirt and golf pants or Bermuda length golf shorts. Proper attire for female participants will be a golf shirt (sleeved or sleeveless) and golf pants, golf shorts or a skirt.

YARDAGE – MIXED GENDER EVENTS / SUPER SENIOR POLICY:

Mixed Gender - In mixed gender events the female participants will play approximately between 82 to 85% of the standard yardage of the male participants. This policy may be altered slightly if there are yardage issues posed by the general makeup of the host course.

Super Seniors - Pro-Pros - Professionals 65 or older will play at approximately 92 to 94% of the yardage of the standard tees. Players will be eligible as long as they've turned 65 before or on the date of the event. Exception – If a team attempts to qualify for the Four-Ball Match Play they must play the standard yardage at the Spring Pro-Pro Better Ball.

Super Seniors – Pro-Ams - Professionals 65 or older will have the option to play the intermediate pro-am yardage, when it is offered (5800 to 6050 yards). Professionals will be eligible as long as they've turned 65 before or on the date of the event. **Low Professional Contests** - If a professional opts to play the intermediate yardage, they will **ONLY** be able to compete in the low senior professional contest and are ineligible for the low professional contest.

ELECTRONIC SCORING & LOCAL RULES SHEETS:

Scoring/Scorecards - All Wisconsin PGA events utilize electronic scoring via the Wisconsin PGA app. The electronic card is the official scorecard. Professionals will have the option of keeping a paper card as a backup if they choose. At the conclusion of the round all participating professionals are expected to report to the scoring table to confirm their score and the score of the individual/group they may be marking for.

Hole Location/Rules Sheets – Paper hole location/local rules sheets will be provided to all players at Wisconsin PGA Player of the Year point events. Most other events will be paperless. Professionals can view the hole location/local rules sheet through the Wisconsin PGA app for any WPGA event, or print off a downloadable copy at home.

Tournament Disciplinary Rules

DISCIPLINE, PENALTIES & APPEALS

Each PGA of America Member or Associate Participant (“Participant”) in a Section golf tournament acknowledges the right and authority of the Section to (i) fine and suspend from tournament play; and/or to (ii) fine and permanently bar the Participant from Section tournaments. Any Participant in a Section event hereby releases the PGA of America Section, the PGA of America, the PGA Tournament Corporation, Inc., rules officials, each director, officer, member, employee, agent or representative of any of the foregoing jointly and severally, individually and in their official capacity, of and from any and all claims, demands, damages and causes of action whatsoever, in law or equity, arising out of or in connection with any such decision or action by the Section, PGA of America or any appellate body.

Fines are due and payable within thirty (30) days unless the Participant has made a written appeal. Should the appeal be denied, the fine will be due and payable within thirty (30) days of such denial of appeal; and the Participant will be ineligible to participate in any Section tournament and any other PGA of America tournaments and the tournaments of any other PGA Section until said fine is paid in full.

A. Advance Notification of Proposed Disciplinary Action

Except for penalties under the Rules of Golf and for “Minor Penalties” (as hereafter defined), any Participant subject to disciplinary action or penalty defined as a “Major Penalty” shall first be notified of such proposed action in writing. Such notice may be presented to the Participant by a tournament official. Within thirty (30) days from the receipt of the notice, the Participant shall submit to the Section Tournament Director or the Section Executive Director such facts or evidence of mitigating circumstances as may apply. Within thirty (30) days of receipt of such information from the Participant, the Section Tournament Director or the Section Executive Director shall notify the Participant in writing of the imposition of the proposed disciplinary action or penalty, or that the proposed action has been dismissed. After the imposition of any penalty hereunder, the Participant shall have the right to appeal to the Section Board of Inquiry as set forth in Section E herein.

B. Rules of Golf

Any Participant in a Section tournament who breaches the Rules of Golf of the United States Golf Association or Local Rules in effect for the conduct of such event shall be subject to the penalties provided in such Rules as well as any other penalties imposed by the Section consistent with this policy. The decision of the Section Rules Officials and/or the Section Tournament Committee with respect to such Rules breach shall be final and conclusive.

C. Conduct Unbecoming a Professional

Any Participant deemed guilty of conduct unbecoming a professional while participating in a Section tournament or in activities related thereto (e.g. practice rounds, hospitality events, etc.) shall be subject to fine, suspension and/or permanent disbarment from Section tournament play as provided in this policy. A fine of \$100 shall be levied for the first offense. A fine of \$200 shall be levied for the second offense, and a prohibition from participating in Section events for one year shall be levied for the third offense. Any Participant that is found guilty of more than three offenses for conduct unbecoming a professional charge may, at the sole discretion of the Section, be permanently prohibited from participating in all Section tournaments and also may be subject to PGA of America Code of Ethics charges. Notwithstanding the foregoing, the Section reserves the right to pursue Code of Ethics charges against any PGA Member/Associate for conduct charges related to the conduct of any participant at Section golf tournaments and related events at the sole discretion of the Section in compliance with the procedures for Code of Ethics hearings as set forth in this Article II of the Bylaws.

D. Classes of Penalties for Section Tournament Offenses

1. MINOR PENALTIES.

A Minor Penalty is a fine of \$100 or less and/or suspension from tournament play for two or less tournaments. A Minor Penalty may be imposed by the Section tournament officials responsible for the conduct of the tournament.

MAJOR PENALTIES.

A Major Penalty is a fine in excess of \$100, suspension from tournament play for more than three tournaments, and/or permanent disbarment from Section tournament play.

E. Appeals

1. MINOR PENALTIES.

Appeals from Minor Penalties shall be to the Tournament Committee Chairperson (or his/her designee). Such appeal may be in writing or oral. Such appeal shall be received by the Tournament Committee Chair no later than thirty (30) days subsequent to the infraction. The Tournament Committee Chair shall render the decision on appeal in writing within thirty (30) days of the receipt of the appeal and submit a final report to the Section Executive Director. The Section Executive Director shall submit this final report to the Association General Counsel. Such decision shall be final. Notwithstanding the foregoing, in the event that the Section determines that it would prefer that a Minor Penalty shall be submitted to the Board of Control for a hearing in lieu of action by the Section, then the Section Board of Inquiry will follow the same procedures set forth herein for all matters submitted to the Board of Control for Code of Ethics procedures.

2. MAJOR PENALTIES.

Within thirty days from the date of notification of a Major Penalty, the Participant may submit a written appeal to the Section Board of Inquiry. Failure to file such an appeal shall be deemed conclusively to be an admission of the charges specified in the notification. Thereafter, the Section Board of Inquiry will prepare a report of the matter to the Board of Control and the matter will be set for a hearing before the Board of Control in accordance with all applicable procedures set forth herein for ethics appeals heard by the Board of Control. The Board of Control shall hear the appeal either at the next regularly scheduled Board of Control hearing or at an expedited meeting that may be held in person or via conference call at the discretion of the Chair of the Board of Control. The decision of the Board of Control shall be final. An appeal shall operate to stay the effective date of any penalty, except suspension from a Section tournament then in progress or scheduled for the calendar week in which the alleged violation occurred, until after a final decision on the appeal.