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|  | | **Sgt (SI) L Beach**  **PCRF Minley**  Gibraltar Bks, Camberley, Surrey, GU19 7LP  Telephone: 01252 863584  Email: [Liam.beach441@mod.gov.uk](mailto:Liam.beach441@mod.gov.uk)  [raptcgolf@gmail.com](mailto:raptcgolf@gmail.com) | | APTC_Graduated_Colour72dpiAPTC_Graduated_Colour72dpi |
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| All RAPTC Golf Members & Association Members | | 19 August 2020 | | |

**ROYAL ARMY PHYSICAL TRAINING CORPS GOLF WINTER MEETING – 30 SEP 2020**

**Introduction**

1. The RAPTC Golf Society (RAPTC GS) will host the 2020 Winter Meet at Pine Ridge Golf Club on 30 Sep 2020 .

**Aim**

1. The aim of this event is to allow RAPTC Golf Society members to undertake Golf in a friendly & relaxed atmosphere. This is the first meeting of the year due to the Covid-19 pandemic and is also aimed at attracting new members.
2. The aim of this instruction is to provide sufficient warning and information about the event in order to maximise attendance.

**Format**

1. The event will be a 18 hole Stableford handicap competition.
2. **Golf Game Book:** The RAPTC Golf Society are attempting to utilise a golf scoring app to enable quick and easy scores to be collated and enable results to be calculated quickly and accurately.  The app is free to download and only requires one person in a three/four ball to enter the scores.  The app can be downloaded for Apple and Android phones and is called Golf game book.  It is a great app and I hope you all download it prior to attending the Winter meet.
3. Players who don’t have an official CONGU handicap will be afforded a handicap by the undersigned prior to play. Honesty is required!

**Target Audience**

1. All RAPTC Golf society members and interested golfers from the RAPTC. All members are encouraged to distribute the details of the event and the society as a whole to interested parties, all standard of golfers are welcome.

**Course Information**

1. Pine Ridge golf course has been designed to ensure an enjoyable but challenging round for golfers of all abilities and the event will be played from the ‘yellow tees’. The Course is a par 72 measuring 6,458 yards. Set within a mature pine forest the thoughtfully designed holes are a delight to play for both beginners and experienced golfers alike offering just the right balance to test both high and low handicaps. A **Top Tracer driving range** is also onsite**, however,** this needs to be booked via the pine ridge golf club website prior to visting if you wish to use it.

****Pine Ridge Golf Club**Old Bisley Road, Frimley,Camberley, Surrey,GU16 9NX.**

1. **Refreshments.** Tea, coffee and bacon rolls will be available on arrival.
2. **Point of contact.** The POC for the event is Sgt Liam Beach, 01252 863584.

**Cost**

1. The cost of participation for the event will be £34. This cost includes: tea/coffee, bacon roll on arrival, and 18 holes of golf. A sum of £10 will be refunded to those on the day who have paid their annual subs. (See below).
2. This event has been heavily subsidised by the RAPTC Golf Society and to qualify for the reduced fees, the annual subs payment of £10 must have been paid during 2020. This one off payment may be paid on the day to the undersigned or via bank transfer to the RAPTC Golf account:

**RAPTC GOLF**

**Sort Code:** 30 -90-09

**Account No:** 00267287

1. Annual subs that have been paid or that will be paid to qualify for reduced green fees at this event will carry over until 31 Mar 2021 due to the COVID-19 implications on the current golfing season.

**Prizes & Trophies**

1. The competition will consist of the following prizes:
   1. Winter Meet Champion (**18 hole Stableford score**).
   2. Nearest the pin. (**17th Hole Par 3**).
   3. Longest drive (**9th Hole Par 5**).

**Availability**

1. You are to ensure that this letter is brought to the attention of your Commanding Officer (CO) or Line Manager for approval. A copy of the Covid-19 Risk Assessment and the Actions on Contamination (which you should read) are enclosed and CO’s are to satisfy themselves they are content for the SP to be released. Should your availability for this match change, please contact the undersigned at the earliest opportunity.
2. Personnel who for any reason become unavailable for play having been allocated a slot, will be liable for the costs of the event – subject to the stance of Pine Ridge GC.

**On Duty Status**

17.All serving personnel are to ensure that their participation in the event has been published on their respective Unit Part 1 Orders, to formalise their ‘on duty’ status for this event.

**Travel**

1. Travel at Public Expense. Travel is authorised in accordance with 2019DIN10-025. Every effort must be made to minimise publicly funded travel, however travel must be in line with DAN-19 the current travel policy. **The sharing of private vehicles at the moment under current COVID-19 restrictions is inadmissible.**. At Annex B is an extract from the Army Sports Control Board (ASCB) with reference to AIs.

**Accomadation**

1. Accommodation is inadmissible for single day events.

**Dress and etiquette**

19. Normal golf dress codes applies, trousers/tailored shorts, polo shirt and golf shoes. To help the day run smoothly, please avoid slow play by using the ‘ready golf’ rules. If there is no possibility of scoring on a hole, then please pick up.

**Timings**

20. The outline timings are as follows:

* 1. 0730 - Arrive at Pine Ridge GC, admin and competition brief.
  2. 0745 - Coffee and bacon rolls.
  3. 0824 - First Tee Time 18 Holes of Golf.
  4. 0856 - Last Tee Time 18 Holes of Golf.
  5. 1330 - Prizes (on completion of all four balls).
  6. 1400 - Depart Pine Ridge GC.

**Returns**

21. Due to current restrictions numbers for this event are capped at **24** players. This will be determined on a first come first serve basis.

22. All personnel wishing to attend are to complete the proforma at Annex A and return it no later than 20 Sept 20 to the undersigned along with £34 made payable to the RAPTC Golf account with the players name and event in the reference, eg **L Beach PRGC** (Pine ridge golf club). Cancellations after 20 Sept 20 may be liable for a charge subject to Pine Ridge Golf Club conditions.

23. All members are requested to pass the details of the day on to any serving or retired members of the Corps who may be interested.

23. With only 24 spaces available, slots will be allocated on a first come first on the list basis. Those not able to get a slot will be offered the chance to be on a reserve list with final numbers being settled on 28 Sep 20 by the undersigned.

**Conclusion**

24. The RAPTC Golf Winter Meeting is aimed at providing new and existing members with the opportunity to enjoy a challenging round of golf in a warm and friendly environment. All queries are to be directed to Sgt Beach. [Liam.beach441@mod.gov.uk](mailto:Liam.beach441@mod.gov.uk) or by telephone on 01252 863584.

{Electronically signed}

LD Beach

Sgt

RAPTC Golf Secretary

Annexes:

1. Return Proforma for RAPTC GS Winter Meet 30th Sept 20.
2. Safe and Practical Guide for Army Golf Events during COVID-19. This is an AGA document and must be read by all participating.

ANNEX A TO RAPTC GOLF/WINTER/20 DATED 17 AUG 20

**RAPTC GOLF SOCIETY WINTER MEET – WED 30 SEPT 2020 PINE RIDGE GOLF CLUB**

To: Sgt L Beach, RAPTC Golf Secertary.

From:

Handicap:

Contact Number:

Email (work/civilian):

1. I will be Attending the RAPTC Golf Winter Meet at Pine Ridge Golf Club on 30 Sept 20.
2. I have paid £34 to the RAPTC Golf account with the Ref (*name* PRGC).

Signed: Date:

Please return this proforma & deposit to Sgt Beach (Liam.beach441@mod.gov.uk) NLT 20 Sept 20.

ANNEX B TO

RAPTC GOLF/WINTER/20

DATED 17 AUG 20

A safe and Practical Guide for Army Golf Events during COVID-19 produced and designed by the AGA.

Safe Steps

1. Course Access

2. Booking & Arrival

3. Check-in Protocol

4. To the First/Tenth Tee

5. On the Course

6. Getting Home Safely

**General**

Golf, for all of us is a passion of love and enjoyment. It is important to allow golfers at every level to enjoy the game in a safe environment providing mental and physical well-being, for the thousands of enthusiasts within the Army.

This guide, prepared by input from various industry and medical experts, outlines the robust,

monitored processes The Army Golf Association has taken to manage and maintain the

safeguarding of its members, associate members and officials.

These measures are designed to help cover each step, from home/unit, to the first teeing point and back home again, they will be in place for the foreseeable future until restrictions are relaxed

It should be noted any Player(s) not adhering to the following instructions/directions will be removed from the event/competition, asked to leave the course and may have their membership suspended with immediate effect.

1. **Travel to the Venue:**

Travel to and from sporting locations. Guidance on travel can be found in **FRAGO001 TO Pj PHOENIX OpO 001**. Service Personnel (SP) are to comply with Army Travel Policy for COVID-19 adhering to the restrictions imposed for military travel:

· SP are not to car share whilst traveling to the venue of an event unless authority is granted by the parent unit CoC.

· SP are to assess the travel distances to venues to ensure that Drivers Hours Regulations are adhered to.

· Where excessive travel distances are required SP are access the viability of attendance against potential risk. If there is any doubt the SP is advised not to travel.

1. **Course Access:**

In the initial period access to the course will be limited to organising officials and selected players following a formal online entry process. Visitors and Sponsors will be welcomed, managed within the event organiser’s own requirements, the host Golf Clubs specific rules on visitors and the easing of government restrictions.

To access the course, a player must

• Be a selected playing member of the event/competition

• Not recently have been out of the country for over 14 days

• Not be in self-isolation

• Not be displaying COVID-19 symptoms

1. **Booking & Arrival:**

• All entries into the event or competition must have been completed within the weeks leading to the event. The event organiser will be required to submit a self-declaration to the Sec AGA the day prior to the event/competition.

· All participants must have attended a Unit Forced Health Protection Brief prior to entering the event or competition and are required to self-declare to the event organiser before the event. Competitors who have not been briefed, including Associate Members, are to access the brief via the following link and then self-declare to the event organiser: <https://jive.defencegateway.mod.uk/videos/16686>

· Tee times will have been arranged by the event Organiser and notified to all participants prior to departure for the event —via website, email or phone.

• All players will be required to give a phone number or email address to enable contact tracing, details are to be submitted at the time of application/entry into an event or competition.

• All participants will be made aware of any specific measures prior to visiting the club.

• Golf equipment should be washed and cleaned before players leave their unit or place of residence.

• Members should travel to the club alone, or with members of the same unit where Army policy allows.

• Ample car parking spaces must be available to ensure social distancing, the event organiser must ensure this is achieved by nominating additional staff to assist in the management of the event.

• Arrival at the course should be no more than 20 minutes prior to allotted tee time.

• Always observe social distancing and do not congregate into groups.

• Locker rooms are likely to be closed, arrange golf attire and footwear at the car.

• Report to one of the event organisers upon arrival, to check-in.

1. **Check-in Protocol:**

• Mandatory check-in with the event organiser for all players.

• The clubhouse, Pro-Shop, half way house (including toilets), practice ground, putting green, practice nets and locker rooms may be closed. Additional protocol must be in place to enable access and use of such facilities.

• If the event/competition involves two rounds of golf in the same day, the Army has imposed additional rules over and above those of the Government and England Golf. No group gatherings are to take place in the clubhouse during the lunch period. Packed lunches or pre-arranged walk through facilities are to be in place.

• All entry fees are to be paid by Bank Transfer as notified by the event/competition organiser as stipulated in the event Admin Instruction.

1. **Use of the 1st & 10th Tees:**

• Play to be in 3 or 4 balls at 12 minute intervals or in line with the host golf club guidance. This is to be annotated on the event/competition booking sheet.

• Tee times to be strictly observed to ensure minimum 12 minute spacing.

• In the event there are both military and civilian participants Tee Times are to be arranged that all civilian’s play in the same flights and in the same block, either at the front or the back of the start list. Military and civilian players are not to be mixed.

• Arrive at the tee no more than 5 minutes prior to reserved tee time.

• An event organiser will be on hand to ensure social distancing in the car park and on the 1st & 10th tees where the 10th tee is used simultaneously.

• Social spacing signage identifies tee waiting areas

• Players starting on 10th tee are to comply with the host golf club rulings.

1. **On the Course:**

• Physical distancing must be observed throughout, particularly on tees and greens

• Rubbish bins, ball washers and benches may be covered or taped off

• Bunker rakes will usually be removed, players are to smooth sand with feet (prior to shot if necessary)

• Par three holes should be compulsory call up holes to avoid player congestion

• Flagsticks to remain in the hole and must not be touched

• Hole cups should be inverted for simple, contact free ball retrieval

• Once a hole is completed, the group in front must have exited the tee box before players can progress to the next hole

• Do not double back to play again if a ball is lost, unplayable, or in a penalty area.

• Equipment, food and drink must not be exchanged between players.

• Players must not pick up another players equipment, balls, tees etc (including broken tees).

• Players must refrain from handshakes following game.

· There will be no exchange of score cards at the conclusion of the round.

· If score cards are to be used, they are to be set into a suitable box overseen by the event Organiser or submitted electronically.

· Players are to announce their score to the event organiser on completion of their round, adhering to social distancing restrictions in place at the time.

· The event organiser will publish results electronically post the event, there will be no prize giving or presentation of trophies of any kind.

• All golfers must walk in from the course when completing their round.

1. **Getting Home Safely:**

• Post-round, players must return straight to their cars.

• Hands may be washed with facilities provided, event organiser will indicate locations.

• The event organiser will be on-site for up to 30-min following the conclusion of the event.

• Ensure clubs and equipment are cleaned thoroughly after use.

• Players must call or email the golf club with any post-round health issues or any COVID-19 related queries, at the earliest opportunity

**AGA**