



CISM

International Military Sports Council

CISM Sports Committee GOLF

Rules and Regulations

English Edition 2026

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Chapter I: General

1.1 USGA and R&A

CISM Golf events (such as the CISM World Military Championship and the CISM Military World Games) are conducted in accordance with CISM Regulations Edition June 2025, hereafter referred as Regulations, and under the rules and regulations established by the United States Golf Association (USGA) or the Royal & Ancient Golf Club (R&A). Exceptions apply when specified in these CISM Sports Committee Golf Regulations. Additional exceptions may be granted in consultation with the President of the CISM Sports Committee Golf (PCSC Golf).

All participants will be informed of any changes during the technical meeting. Such changes may also be communicated by means of a communiqué or through specific event regulations.

1.2 Organizing Country and Organization

The objective is to organize at least one CISM Golf Championship annually.

The CISM Board of Directors shall approve the calendar for the organization of the CISM World Military Golf Championship during the Annual CISM General Assembly (CISM Regulations article 2.2 and 2.5 A.8). This calendar provides confirmation from the respective Chief of Delegation of the Organizing Country for the competition to be held two years following the General Assembly and for the final calendar (with exact place and date) of the competition to be held one year following the General Assembly.

While Championships may be organized exclusively by the military, it is strongly recommended that civilian Organizing Committees be involved, as they can provide essential technical and logistical expertise.

At least six (6) months prior to, or at the earliest time possible before the date designated for the championship, the Organizing Country must contact the PCSC Golf to discuss all pertinent information concerning the championship such as:

- Contact information for the Chief of the Organizing Committee
- General course information to include score card and layout
- Athlete and VIP accommodations
- Athlete feeding facilities
- Transportation
- Registration procedures (pass control)
- Security (if deemed necessary)

If necessary, a pre-event visit by a member or members of the CISM Sports Committee Golf (CSC Golf) may be organized in consultation with the Organizing Country.

The PCSC Golf, or their representative, is responsible to look over the course and must assess the organizational aspects, the regulations, as well as the program. Any changes must be done with the consent of the Organizing Country.

For practical guidance, a Tournament Set Up Guide is provided in Annex A.

1.3 The CISM Golf Championship

1.3.1 Title of the CISM Golf event

"(Number) World Military Golf Championship "[CISM logo]– (CISM Regulations article 7.6).

1.4 Competitors

1.4.1 Participation criteria

All competitors must be personnel on **active duty** in the Armed Forces in order to compete in the golf championship organized by CISM, or under its auspices (CISM Regulations article 7.21). Competitors may be either professionals or amateurs, but they will only compete within their separate categories. All competing amateur golfers must maintain their Amateur Status as defined by the USGA and R&A rules. **At the time of registration, team captains/managers are to confirm amateur status of team members to the organization committee/CSC. In case of non-availability of amateur status, the respective player will not be allowed to participate in the amateur championship and will be considered a professional.** The names of the athletes and which category they are competing (amateur or professional) should be provided in the final agreement, and must be confirmed during the preliminary meeting.

1.4.2 Men's participation

Professional

Players known and declared as golf professionals and/or current proof of amateur status.

Senior Amateur

Players aged 40 years and older as of the first day of the tournament (not the practice round).

Open Amateur

Players with current proof of amateur status.

1.4.3 Women's participation

Professional

Players known and declared as golf professionals and/or current proof of amateur status.

Senior Amateur

Players aged 40 years and older as of the first day of the tournament (not the practice round).

Open Amateur

Players with current proof of amateur status.

1.5 Format

1.5.1 General

The championship will consist of individual and team competitions over **seventy-two (72) holes of medal (stroke) play**. Men and Women will compete in separate categories and each may include amateur and professional competition(s). Medals will be awarded in the professional events on condition that there are a minimum of eight (8) male professional players and six (6) female professional players respectively. Medals will be awarded in the senior category for players 40 years and over on the first day of the tournament (not the practice round) on condition that there are a minimum of eight (8) senior male players and six

(6) senior female players respectively. The overall champion may come from either the amateur or senior category. If a senior is declared the overall champion, the next best senior score would win the senior competition.

A minimum of two rounds completed are required to constitute an official championship.

1.5.2 Individual competition

The individual competition will be conducted as detailed in paragraph 1.5.1 above.

- Individual Champions. The winners in each category will be identified by the aggregate gross scores over the four-day period and will be declared champions with the appropriate title (CISM Regulations article 7.28).
- Ties. If two or more golfers are tied for the first three positions in a category, the tie will be broken as follows:
 - a. For the first place in each category, a sudden death play-off will take place normally starting on the first hole, or any other hole identified by the Organizing Committee prior to the start of the competition;
 - b. For the second and third place in each category, the method of matching cards shall be used in the following sequences:
 - c. The best score over the last eighteen (18) holes will identify the winner;
 - d. If still tied, the best score over the last nine (9) holes will identify the winner;
 - e. If still tied, the best score over the last six (6) holes will identify the winner;
 - f. If still tied, the best score over the last three (3) holes will identify the winner;
 - g. If still tied, the best score on the 18th hole will identify the winner;
 - h. If still tied, the best score on the 18th hole, then the 17th hole and so on, will identify the winner; and
 - i. Should the above sequence fail to identify a winner, then a sudden-death play-off shall take place as described in above.
- An individual penalty of disqualification shall rule out the player from the individual championship; however, the player may continue to be eligible to compete in the team championship, **unless the disqualification is based upon a violation of code of conduct.**

1.5.3 Team Competition

- Men's competitions: To be eligible to compete in the Men's Team competition, a minimum of four (4) amateur men (Open and/or Senior) are required. All rules of golf governing medal play are in effect. Details are as follows:
 - a. Scoring. For the Men's Team competition, the best four (4) amateur gross scores (Open and/or Senior) each day will count.
 - b. Team Champion. At the end of the four-day competition the Men's Team with the lowest aggregate score will be declared the Men's Team Champions with the appropriate title (CISM Regulations article 7.28);
 - c. Ties. If two or more teams are tied, the tie will be broken as follows:
 1. The lowest aggregate team score over the last day will identify the winner;
 2. If still tied, the lowest 3 aggregate scores over the last day will identify the winner;
 3. If still tied, the lowest 2 aggregate scores over the last day will identify the winner;
 4. If still tied, the lowest 1 score over the last day will identify the winner; and

5. If still tied, the same procedure as per para 1.5.3.men's competition c.1-4. above shall be applied using the scores over day 3, over day 2 and if necessary, over day 1, to identify the winner.

Women's competitions: To be eligible to compete in the Women's Team competition, a minimum of two (2) amateur women (Open and/or Senior) are required. All rules of golf governing medal play are in effect.

- Scoring. For the Women's Team competition, the best two (2) amateur (Open and/or Senior) gross scores each day will count.
- Team Champion. At the end of the four-day competition, the Women's Team with the lowest aggregate score will be declared the Women's Team Champions with the appropriate title (CISM Regulations article 7.28);
- Ties. If two or more teams are tied, the tie will be broken as follows:
 - The lowest aggregate team score over the last day will identify the winner;
 - If still tied, the lowest 3 aggregate scores over the last day will identify the winner;
 - If still tied, the lowest 2 aggregate scores over the last day will identify the winner;
 - If still tied, the lowest 1 score over the last day will identify the winner; and
 - If still tied, the same procedure as per para 1.5.3. women's competition c.1-4. above shall be applied using the scores over day 3, over day 2 and if necessary, over day 1, to identify the winner.

1.6 Awards

CISM championship awards include official medals, a Fair Play Award (CISM Regulations article 8.34) and the Don Keus Challenge Cup. All these awards shall be presented during the closing banquet.

1.6.1 Official medals

The Organizing Country, at its expense, must request from the CISM General Secretariat the following official medals for presentation (Procedures Manual, art.3.30).

1.6.2 Individual awards

Men's competitions:

- Professional (3)
Gold, Silver, Bronze
- Senior Amateur (3)
Gold, Silver, Bronze
- Open Amateur (3)
Gold, Silver, Bronze

Women's Competitions

- Professional (3)
Gold, Silver, Bronze
- Senior Amateur (3)
Gold, Silver, Bronze
- Open Amateur (3)
Gold, Silver, Bronze

* NOTE—Medals will be awarded in accordance with the number of players participating (See para 1.5.1).

1.6.3 Team awards

Men's competitions:

Amateur (Open and/or Senior): 6 medals for each of the 3 levels
Gold, Silver, Bronze

Women's Competitions

Amateur (Open and/or Senior): 3 medals for each of the 3 levels
Gold, Silver, Bronze

1.6.4 Fair Play Award

A Fair Play Cup, provided by the host country, will be awarded annually to the Team best exemplifying the spirit of Fair Play and Friendship through Sport (CISM Regulations article 8.34). The selection committee shall comprise of:

- Official CISM Representative
- PSCS Golf or their representative.
- Chief of the Organizing Committee or his representative.
- Chiefs of Mission participating countries

1.6.5 Don Keus Challenge Cup

The Don Keus Challenge Cup is awarded to the Mission that best represents participation and excellence. To be eligible to win the cup, a mission must participate in at least one team competition and also demonstrate excellence. Excellence will be scored using the total points of the Mission Men and / or Women's teams (not Senior or Professional) in accordance with the following chart:

SCORING CHART	
1st place	25 points
2nd place	20 points
3rd place	15 points
4th place	10 points
5th place	5 points

*NOTE-In the case of a tie, the Mission with the most points in the Men's category will win.

1.6.6 Award ceremony

Unless otherwise stated by the PCSC, players must attend official ceremonies in military uniform. Medals will be presented in the following order:

- Women's Individual Senior Amateur
Bronze-Silver-Gold (Play National Anthem)
- Women's Individual Professional
Bronze-Silver-Gold (Play National Anthem)
- Women's Individual Open Amateur
Bronze-Silver-Gold (Play National Anthem)

- Women's Team
Bronze-Silver-Gold (Play National Anthem)
- Men's Individual Senior Amateur
Bronze-Silver-Gold (Play National Anthem)
- Men's Individual Professional
Bronze-Silver-Gold (Play National Anthem)
- Men's Individual Open Amateur
Bronze-Silver-Gold (Play National Anthem)
- Men's Team
Bronze-Silver-Gold (Play National Anthem)

1.6.7 Records / Hole in One

The PCSC Golf will submit, if necessary, in addition to the final report:

Form151.6/e (Request for ratification of a CISM record) to identify Individual and Team records for both Men and Women as follows:

- Individual Records:
Men Open Amateur/Senior Amateur 18-hole record
Men Open Amateur/Senior Amateur 72-hole record
Women Open Amateur/Senior Amateur 18-hole record
Women Open Amateur/Senior Amateur 72-hole record
- Team records:
Men 18-hole record
Men 72-hole record
Women 18-hole record
Women 72-hole record
- A list of players who score a hole in one during the championship.

1.7 Invitation-Participation

1.7.1 Invitation

At least six (6) months before the championship's scheduled date, the Organizing Country must send an official invitation to all member nations (CISM Regulations article 8.1). The invitation file for the Championship shall contain the points listed in the CISM Regulations article 8.2. The invitation will include two (2) reply forms. The first is a preliminary agreement form (Annex "C" of this document) that must be returned to the Organizing Country at least three (3) months prior to the competition. The second is a final entry (Annex "D" of this document) that must be returned at least one (1) month prior to the competition. Details are listed in the CISM Regulations article 8. Two other forms, Composition of the mission (Annex E) & Commitment by Chief of Delegate of the participating Nation (Annex F) are also to be

returned along with above two agreements. (Please refer to Chapter VIII of the CISM Regulations for complete details pertaining to invitation procedure).

At least six (6) months before the scheduled date of the event, the Organizing Country will send an official invitation to member nations, and if desired, to invited nations. The official invitation will be drafted according to the CISM Regulations.

1.7.2 Invitation to CSC Members

The Organizing Committee shall send an invitation, Annex G, to each member of the CSC Golf using the mailing addresses provided by the PCSC Golf. Each CSC Golf member will reply directly to the PCSC Golf who will submit a joint reply to the Organizing Committee.

1.7.3 Composition of a mission

A Mission will consist of a minimum of one (1) golfer up to a maximum of eleven (11) personnel. The composition of a full mission often would be:

- Six (6) Men Golfers
- Three (3) Women Golfers
- One (1) Team Captain / Manager
- One (1) Chief of Mission

All missions may compete in the individual Men and Women's competitions. Missions may include two (2) male professional players and one (1) female professional player within the composition. No additional member may be included in the mission without special authorization from the Organizing Country. Further details are found in the CISM Regulations article 7.22.

1.8 Conduct of the Championship

1.8.1 Agenda of the competitions

Competitions last between will generally be eight (8) days. The Opening Ceremony is usually on the second day, and the Closing Ceremony is at the end. The Organizing Country may also include a cultural activity.

- Program:

1st day

- Arrival of the missions

2nd day

- Opening ceremony
 - Preliminary meeting
 - Practice round
 - Team Captains' meeting

3rd day

- 1st round of the competition
 - Preliminary meeting Organizing committee will prepare draw for the second round in accordance with the first round scores

- Team Captains' meeting

4th day

- 2nd round of the competition
- Organizing committee will prepare draw for the third round based on aggregate score of first two rounds
- Team Captains' meeting

5th day

- 3rd round of the competition
- Organizing committee will prepare draw for final round based on aggregate score of the first three rounds
- Team Captains' meeting

6th day

- Final round of the competition
- Closing ceremony and Banquet: Medals ceremony, Don Keus Challenge Cup and Fair Play awards

7th day

- Culture Day

8th day

- Departure of the missions

1.8.2 Official Meeting for the Championship

The following official meetings are considered to be essential to the effective conduct of a competition (CISM Regulations article 8.27):

- Preliminary meeting (CISM Regulations article 8.28)
- Meetings of the Jury of Appeal (CISM Regulations article 8.13)
- Meetings of the Technical Jury (CISM Regulations article 8.12)
- Meetings of the CSC Golf (CISM Regulations article 7.13)
- Meeting of the Anti-doping Commission (CISM Regulations article 8.14)
- Meetings of Team Captains/Managers

1.8.3 Meetings of the Team Captains/Managers

The Chief of the Organizing Committee plans a meeting on the day before the championship following the practice round. The purpose of the meeting is to clarify any questions concerning the golf course, including local course rules. The PSCS Golf will then conduct a meeting on each evening during the competition to ensure the smooth conduct of the championship. The following persons must attend:

- Chief of the Organizing Committee - Official CISM Representative
- President and members of the CSC Golf
- Technical Chairman/Chief Referee
- Team Captain/Manager and/or Chief of Mission of each participating nation.

1.9 Anti-Doping

1.9.1 Commitment to Clean Sport

CISM is fully committed to fair play and protecting the integrity of sport through strict anti-doping measures. The use of prohibited substances and methods, as well as any other anti-doping rule violations (ADRVs), such as the presence of a prohibited substance, use or attempted use, refusal to submit to testing, tampering with doping control procedures, or trafficking, is strictly forbidden in all CISM events.

1.9.2 Compliance with WADA Regulations

CISM is a signatory to the World Anti-Doping Code and adheres to all applicable International Standards issued by the World Anti-Doping Agency (WADA). These rules apply to all athletes, support personnel, and officials participating in CISM events, ensuring a harmonized and globally recognized approach to anti-doping within military sports.

1.9.3 Prohibited List

The WADA Prohibited List, updated annually, outlines all banned substances and methods. Athletes and their support personnel must review the latest version on the WADA website (www.wada-ama.org) to ensure compliance.

1.9.4 Therapeutic Use Exemptions (TUEs)

Athletes who require a prohibited substance or method for medical reasons must apply for a Therapeutic Use Exemption (TUE) in accordance with WADA's International Standard for Therapeutic Use Exemptions (ISTUE). The TUE process must be completed before competition.

1.9.5 Doping Controls

Doping controls are conducted at all CISM World Championships and other designated events in accordance with WADA's International Standard for Testing and Investigations (ISTI). Sample collection is performed by accredited Sample Collection Authorities (SCA), and all analyses are conducted in WADA-accredited laboratories.

1.9.6 Test Distribution Plan (TDP)

The number and type of tests to be conducted are determined by the Test Distribution Plan (TDP), which prescribes the minimum number of tests to be performed based on sport-specific risk assessments, past test results, the WADA Technical Document for Sport Specific Analysis (TDSSA), and participation in previous CISM events. The Local Organizing Committee (LOC) may conduct additional tests if desired. The CISM Secretary General signs the TDP, while the CISM Anti-Doping Manager oversees its implementation and execution A.

1.9.7 Anti-Doping Commission (ADC)

At each CISM World Championship, a CISM Anti-Doping Commission (ADC) is established to oversee doping controls. The ADC consists of the Official CISM Representative (OCR), who serves as the President of the Commission, the President of the CISM Sports Committee (PCSC) for the sport, and an Anti-Doping Representative from the Local Organizing Committee (LOC), who may be supported by an accredited Doping Control Officer (DCO) from the Sample Collection Authority.

1.9.8 Sample Collection and Analysis

Samples are collected following strict WADA protocols and analyzed at WADA-accredited laboratories. Results are managed according to the International Standard for Results Management (ISRM), and any adverse findings are subject to disciplinary action.

1.9.9 Consequences of Anti-Doping Rule Violations

Anti-doping rule violations can result in disqualification, suspensions, loss of titles/medals, and further sanctions by international federations or national anti-doping organizations. All decisions are made in line with the World Anti-Doping Code.

1.9.10 Education and Athlete Responsibility

CISM encourages all athletes and support personnel to complete WADA's Anti-Doping Education and Learning (ADEL) programs and to stay informed of their rights and responsibilities under anti-doping regulations.

1.9.11 Access to Updated Regulations

The CISM website (www.milsport.one) contains a dedicated "Ethics and Integrity" section, where the most up-to-date anti-doping regulations, policies, and educational materials are available. Athletes, coaches, and team officials are strongly advised to consult this section regularly for updates.

For the latest anti-doping regulations, also refer to the official WADA website: www.wada-ama.org

1.10 Other Activities

1.10.1 Press Conference on CISM Golf

The Organizing Committee's public relations officer shall organize a press conference with the Official CISM Representative and the Chairman of the Organizing Committee to promote CISM and its activities (CISM Regulations article 8.29 B.1.).

1.10.2 Cultural Event

It is the responsibility of the Organizing Country to include a cultural or tourist type activity in the program (CISM Regulations article 8.29 B.3.).

1.10.3 Reports

The following reports are to be submitted to the Official CISM Representative at the close of the competition:

Official CISM Representative Joint Report (CISM Regulations article 7.14 B.).

1.10.4 Unforeseen and Contentious Cases

The Official CISM Representative shall judge all unforeseen and contentious cases. They may consult with the Chairman of the Organizing Committee and / or the PCSC if necessary. Any cases that cannot be resolved may be submitted to the CISM Appeal Commission (CISM Regulations article 2.19).

Annex A: Tournament Setup Guide for the Organizing Country



Tournament Setup Guide



**CISM World Military
Golf Championships**

2.1 Introduction

The following guidelines are provided to help you pre-plan your event as much possible. This is not an all-inclusive, but a guide you can use as a foundation for any tournament. Establish checklists follow them to the letter, but don't try to do everything yourself. Delegate various responsibilities to your staff who have a special talent in that area. Follow up and have progress meetings at least weekly and more often as the event draws near. This keeps you informed on all aspects of the event planning and precludes things from getting out of hand prior to the tournament. Keep all of the checklists and modifications to your event as future reference and provide a copy to a member of the CISM Golf Committee (CSC Golf). Pay close attention to details to ensure every aspect of your plan is attended to well ahead of time. Detailed planning will give you confidence that everything can be done to ensure the event will run smoothly and is enjoyable for the players.

Don't wait until the last minute. Pre-plan as much as possible. Good prior planning and getting as much done ahead of time as possible allows time to solve any last minute and expected situations.

2.2 The Tournament Plan

If the plan is complete and well thought out, running the tournament will be a breeze. Don't be concerned with being over-organized because you can't execute what you didn't plan for. An early step should be to arrange a planning meeting with all of your principal staff to review the contract and establish our tournament checklists. This includes an event planning sheet and an event job responsibility sheet. Once the questions have been answered and duties assigned, it's time to really get into the finite details of the competition.

You, as the Chief of the Organizing Committee, will probably be involved with the majority of the tournament committee positions yourself. However, each member of your staff should have responsibility for tournament activities. The following are divided into activity categories.

2.3 Pull Carts/Motorized Carts

A sufficient amount of pull carts should be available for competitors. Motorized carts shall not be used by competitors, unless a waiver is approved by the Technical Jury. Caddies shall not be used unless a waiver is approved by the Technical Jury and are available to all players.

2.4 Course Setup

Course preparation starts with the entrance to your course, not the first tee or the first green. You want to give the contestant a good first impression when he or she turns that corner into the golf course. If they see how well kept the drive to the parking lot is they will naturally assume that the course is in the same condition. In the players' view, the overall condition of the course is the single most important element of a tournament. Good mowing practices with good striping (eye appeal) goes a long way toward satisfying the contestant. Course preparation should begin well in advance of the tournament. First, figure out the pin placements for the tournament; then keep open play away from those areas for 3-4 weeks. Grass clippings are another eyesore and rules problem. Ensure the maintenance crew keeps these clippings well out of play. These are just a couple of items that you and your superintendent need to discuss well ahead of the tournament. If you have any special requirement such as long drive, most accurate drive, closest to the pin, or tee marker

placements, make the superintendent aware well in advance so there are no surprises the day of the tournament.

There are several ways to work your crew in preparation for a tournament. An important element in your maintenance planning is to make any adjustments to the work schedule far enough in advance of the tournament so that the crew can do their own personal planning.

You might consider working a split schedule with half of the crew working the morning shift and the other half working the afternoon or evening shift. This reduces overtime and also ensures that some maintenance personnel are on hand during the tournament to react to any problems on the course. The Superintendent should have a radio with him at all times and be in contact with tournament headquarters and rules officials. In his absence the foreman on duty should maintain the radio. Here are a few considerations when preparing the course for an event.

2.4.1 Fairways

The importance of mowing the day of the tournament, or each day of the tournament ***including the practice round***, cannot be over-emphasized. A closely mown fairway (1/2" to 3/8") is the most desirable condition for players. If this height of cut is shorter than normal, start reducing to fairway height several weeks before the event. When time permits cross cut the fairways before the tournament. This will help reduce the graininess of the turf and provide a better cut. Start grooming early! Aerate, verti-cut, top dress and fertilize a month or so before the major event. If this is one of your majors, consider protecting the teeing areas a week or two ahead to allow time for the divots to repair. Continue good mowing practices by alternating the mowing patterns daily. Drag the tees daily if covered by dew. Treat your tees as you would your greens and you will have some very happy players.

2.4.2 Putting Green

The single most talked about, sensitive, and visible parts of your course are your greens. It's irrelevant how good your tournament is run if the greens are in poor condition. If they are too soft, too hard, inconsistent, or not mowed properly you will have a difficult time with complaints. Also, word will spread as to the condition of the greens and their impression of the course, and your course reputation will suffer. Firm dry greens provide the best test for golfers of any caliber. Protect the areas on the greens to be used for cup settings. The cutting height you choose for the greens should be based on the caliber of player in your tournament. The most important thing is that the greens be consistent in their speed. This is where the Stimpmeter comes in handy; however only your superintendent should be allowed to "Stimp" the greens. Greens must be cut on a daily basis to include all designated practice rounds. Green height must stay consistent from day to day, starting with the practice rounds.

2.4.3 Bunkers

The bunkers are another area that players use to judge the condition in golf course. If bunkers are not trimmed or properly filled with the right type of sand or weeded it gives the impression that course maintenance is substandard. The settled depth of sand in bunkers should be 4 to 6 inches, except that the sand in the faces of bunkers must be shallow enough and firm enough to prevent balls from plugging and perhaps becoming lost. If any fresh sand is put in to bunkers, it should be done at least 3 months before the competition. Then if there is no heavy rain storm, the sand should be soaked artificially so that it will firmly settle. All bunkers should be raked daily. It is recommended to place rakes outside bunkers at spots where they will east

likely come into play. Practice areas should be maintained similarly to the conditions on the course.

2.4.4 Practice Area

When preparing the golf course ensure that the driving range is maintained at the same level as the rest of the course. Practice bunkers should be raked daily and the putting green **should** be the first green cut in the morning before the contestants arrive. Your practice areas are just as important as the rest of the course, as these areas are the first part of the course the contestant uses. If you have a dispensing machine on your range, make sure it is full of balls and operational. The change machine should also be checked to ensure it is full of change or tokens and fully operational. Have a staff member at the driving range with a radio to help contestants. Test the PA system to ensure that it can be heard in all practice areas.

2.5 Food and Beverage

When planning for the golf event, you should also consider the food and beverage area and its relationship to the tournament. To make all of this easier, you might consider making a catering brochure for your food operation. You can add this to the tournament packages you provide. A key to a successful food and beverage operation is to use some type of check list to guide you through the event. Develop your own check list to conform to your operation.

2.6 Pro Shop

One of the biggest reflections on you and the way you manage your course is the way you prepare the pro-shop for a tournament. The shop should be, at a minimum, clean, organized, well run, and the personnel well informed on every facet of the tournament.

The following checklist may help you prepare the shop for a tournament:

- One week prior to your event, give the pro shop a good top to bottom cleaning. It makes cleaning during the tournament much easier.
- Based on the size of the tournament, adjust personnel schedules to cover the shop as well as other duties necessitated by the tournament.
- Have frequent meetings with your staff so they stay well informed. Conduct an after tournament meeting to discuss the successes and things to do better. Write an after action report on every tournament and event you hold. Have your assistants write an after-action report for their areas of responsibility.
- Establish a bulletin board for messages. Usually the score board is a good place for contestant messages.
- Have your proshop personnel wear name tags.
- If the tournament has a theme, think about decorating your proshop to that theme.
- Have a sale during the tournament. These are just a few items that you can use to make the operation run smoother. Add to the list those things that are unique to this event.

2.7 Pairings

One of the most important and sought after documents in your tournament is the pairing sheet. The pairings should be posted as far in advance as possible, and throughout the clubhouse so it's easy for contestants to find out when and where they play. Also, ensure that each person in the proshop, cartbarn, bagdrop, and club storage has a copy of the pairing sheet. The pairing sheet should be neatly typed. The following are some guide lines to be considered when making the pairings for your tournament:

- Tee time intervals should be established at 10-minute intervals

- Each group **must** have one player from a different country on day one.
- The pairing sheet should have the following information:
 - Originator of the event
 - Format
 - Name of course being played
 - Discontinuing play due to lightning or darkness
 - How to identify the rules officials and the rangers (marshals)
 - Players and play-off procedures with time and place

Ensure that all players know the rules official has the authority to penalize contestants for slow play. Guidance for match and stroke play draws are in the Rules of Golf.

2.8 Scorecard

Rule 33-5, of the Rules of Golf, states that each competitor shall be issued a score card containing not only the competitor's name, but also the date. Rather than print each contestants name on the card by hand consider using short file labels that can be typed in advance and easily removed for those last minute changes. This saves a lot of time particularly if you are running a multi-day tournament and change pairings after the first round. Consider having special score cards printed. Just make sure you budget for it and get the cards well ahead of time. One of your tournament sponsors may wish to supply the cards with their name or logo discretely printed somewhere on the card. Make sure that CISM logo is also printed on the card.

2.9 Scoring Area and Scoreboard

The bottom line of any tournament is the scoring and how efficiently the scoring committee runs the operation and gets the results out. There is nothing worse than waiting an hour for results. In the preparation and planning phases of the event ensure you assign enough people to do the scoring. If you are using a computer, assign a runner to bring the scorecards from the scoring area to the computer for posting. Keep the scoring secure so that only contestants and officials are allowed near the scoring table. **The scoring table should be located in plain view near the 18th green to ensure players hand in their score cards immediately following their round.** The scoring table should have a table cloth and a box or cup for the players to put their pencils when finished signing their cards. Remember, the scoring committee is responsible for the total score and the player is only responsible for the hole-by-hole totals.

The scoreboard is the one item everyone sees, studies, commiserates over, and reviews their standings. As a result of this the scoreboard should be your show case for the tournament. When you select an area to establish a scoreboard it should face north or south so that it does not face the sun. This makes it much easier on the scorers and the spectators. It should also be in an area that will accommodate both players and spectators. When planning the scoreboard's construction ensure that it is large enough to post the largest tournament the course can accommodate. It is important to ensure that you have enough score sheets to handle the event. You might consider having customized sheets printed for CISM.

These are just a few of the considerations you must take into account when laying out the score sheets and scoreboard. If you are using calligraphy pens make sure you have extras of the same size and color and that they do not dry up). The longest name determines the size pen you use. Don't crowd your work. Don't try to white out mistakes, as it never looks right. Use correction tape or cut portions of a score sheet to cover misprints. A glue stick comes in

very handy for repairs. Make sure you also have scissors, rule book, pairing sheet, note book, calculator, stapler, scorecards, tournament rules sheet, waste basket, sunglasses, sunscreen, and plastic to cover the score board in the event of rain, especially if it stays up overnight. Keep the area organized, clean, and free of spectators by roping off the score board area.

The players' names should be listed alphabetically on the score sheets by country. This will make it easy to find the names when posting and easier for the spectators to find who they are looking for. Put the score sheet header in the same color as the country on the score card. Include summary sheets in your planning. Summary sheets give the contestants a quick reference as to where they are and where team stands overall.

2.10 Arrivals and Registration

Here's an opportunity to reinforce the competitor's impression of your organization and golf club, good or bad! The following are some helpful hints for the arrival /registration area:

- Good signage to make it easy for the people to find the registration area.
- Friendly and knowledgeable staff manning the registration area.
- Appropriate Base Security personnel present.
- Have several digital cameras, photo and card printers and laminating machines on hand to prepare security passes for all participants.
- Have bag tags with each competitor's name on them, stickers or some method that can be used to identify golf bags.
- Large table with table cloth and chairs.
- Provide welcome information booklet detailing accommodation, eating and transportation arrangements for all participants: it should include a map of the Base, competition information, a rules sheet, a pairing sheet and a local restaurant guide.
- Alphabetized list of players with starting times and /or starting holes.
- Have visitor's passes at the front gate with an alphabetized list of the players by country (coordinate with Base Security).

With all of this information in hand, the guest should now feel comfortable and know everything he or she needs for participating in the tournament.

2.11 Starters

The starter in a major event is the voice of the tournament. They should be articulate, organized, and conversant with the tournament and its format. Make this position one of prominence. Besides announcing the players to the tee the starter's additional duty is to keep the tee running on time. This becomes critical when you are using a split tee format. The starter should not run the tee a head of the posted time, as this will cause as much of a problem as a late tee. The international representation of CISM will provide challenges in appropriate pronunciations of names. It is recommended that the starter become as familiar as possible with the names prior to each player being announced. Seek out the team captain or Chief of Mission for assistance in correct pronunciation.

2.12 Rangers and Marshalls

You might consider calling the ranger a "customer service representative" rather than ranger or marshal. This gives the customer and contestants a better feeling when approached by this person. The customer service rep should be equipped with a first aid kit, 2-way radio, towels, pairing sheet with starting times or starting holes, and, if possible, be trained in CPR. This

person, unless designated as an official, should not make a rules or pace of play call, but contact an official to make the call. The people you select should be friendly, project authority, and possess people skills.

2.13 Awards Presentation at Closing Banquet

The final part of the event must be as well organized as the first. The awards ceremony can make up for any shortcomings during the day, and allow the participants to leave with a good feeling, and wanting to come back again. If you are the Master of Ceremonies make sure you have notes that cover all of the bases. The following are some tips that will help make the awards presentation a success:

- Test the audio equipment well in advance. This is very important and should not be left to chance or the last minute.
- Set up the awards table close to the podium and label the order of presentation. Have a legible tournament summary in front of you. Ensure when you are addressing the group, you thank the staff, sponsors, volunteers, superintendent, tournament committee, prize committee, food and beverage staff.
- Start the awards with the least award first, progressing to the most important award.
- Play the National Anthem for each gold medal presented—i.e. Women's Individual, Women's Team, Men's Individual, Men's Senior and Men's Team Champions. Thank the appropriate winners and the rest of the players for participating in the event. Write an after-action report of the tournament as soon as possible. If you have committees, have each chairman write their report and then consolidate the reports. Submit this report to CISM representatives. Following the ceremony, call the local newspaper sports desk and give them the tournament results. You should also provide the same information to the base paper.

2.14 Staff Assignments

Each staff person has a responsibility for tournament activities. The following must be included in a check list for your various staff positions. The list should be divided in to activity categories with the following serving as a minimum:

	Staff Assigned	Date Required	Date Completed	Notes/Price
Budget				
Dates				
Entry Printed				
Entry Distributed				
List of Players				
Player Pairings				
Tee Times				
Player Flights				

Coordinator _____

	Staff Assigned	Date Required	Date Completed	Notes/Price
Awards/Prizes				
Tee/Hole Sponsors				
Optional: Putting Contest/award				
Optional: Closest to the Pin/award				
Optional: Long Drive Marker/award				
Optional: Straight Drive/award				

Coordinator _____

	Staff Assigned	Date Required	Date Completed	Notes/Price
Score Sheets				
Scorecards				
Scorecard Area/Tables				
Scorecard Posting				
Order Bag Tags				
Bag tags Prepared/Storage Tags Prepared				
Format Scorecard/Rules				
Event Summary Report				
Block Sheets/Summaries				
Playoff Procedure Posted				

Coordinator _____

	Staff Assigned	Date Required	Date Completed	Notes/Price
Local Rules				
Course Definition/Setup				
Hole Placement Charts				
Starter				
Rangers/Marshals				
Rules Committee				

Coordinator _____

	Staff Assigned	Date Required	Date Completed	Notes/Price
Registration Table(s)				
Starter's Supplies (pencils, scorecards, markers)/Starter's Table/Chair				
Scoring Table(s)/Chairs				
Pick up any optional contest markers				

Coordinator _____

	Staff Assigned	Date Required	Date Completed	Notes/Price
Furniture/Supplies				
Awards Table				
Pull Carts				
PA System				
Golf Range Setup/Attendant				
Bags/Clubs Storage				
Range Pick Up				

Coordinator _____

	Staff Assigned	Date Required	Date Completed	Notes/Price
Food Service/Menu				
Oncourse Food/Beverage				
Decorations				

	Staff Assigned	Date Required	Date Completed	Notes/Price
Entertainment/ Culture Day				
Bar/Beverage Service				
Guest Speakers				
Meeting Requirements				

Coordinator _____

	Staff Assigned	Date Required	Date Completed	Notes/Price
Publicity/Media/ Press				
Photography				
Historian				
Welcome Signs				
Press Releases				

Coordinator _____

	Staff Assigned	Date Required	Date Completed	Notes/Price
Accommodations Cleaned				
Linen Blankets/ Pillows				
Rooms Assigned & Listed				
VIP Rooms Assigned				
Keys & Master Keys secured				
Reading Lamps				

	Staff Assigned	Date Required	Date Completed	Notes/Price
Fans				
Garbage Cans				
Lounge/TV room				
Washrooms: Cleaned/Serviced/ Toilet Paper				
Cleaning Staff Scheduled				

Coordinator _____

	Staff Assigned	Date Required	Date Completed	Notes/Price
Vans/Cars/Busses Reserved				
Team Hosts Assigned				
Translators				
VIP Transport Assigned				
Military Police Informed				
Security Assigned				

Coordinator _____

2.15 Supplemental Checklist

Tournament Maintenance

- Fairways Mowed Practice Round
- Fairways Mowed-Each Day Competition
- Greens Mowed – Practice Round
- Greens Mowed - Each Day of Competition
- Tees Mowed- Practice Round
- Tees Mowed- Each Day of Competition
- Cups Changed-Each Day of Competition
- Bunkers Raked Practice Round
- Practice Range Tees Mowed
- Pin Placement Sheets Each Day of Competition

- Practice Green Mowed
- Bunkers Raked - Each Day of Competition

Administrative Preparations

- Score cards for each day
- Score sheets
- Tee Time sheets posted
- Tournament I formation and gift packs prepared
- Dress Code for competitors published
- Schedule of events published
- Siren or Airhorn available and tested

Annex B: Overview of substantive changes

This annex provides an overview of the substantive changes between the 2024 and 2025 editions of the CISM Golf Regulations. Only material modifications have been included. Editorial changes such as corrections of typos, grammar, or formatting have not been listed.

Article	Change	Summary
Throughout	Format Change	In line with other CISM Sports Regulations

Annex C: Preliminary Agreement



World Military Golf Championship CISM

Date

PRELIMINARY AGREEMENT

To be returned before xxxxxxx

COMPOSITION OF THE MISSION

TO:

Local Organizing Committee

xxxxxx

CISM-Office

Address:

Tel: +

Fax: +

E-Mail:

Copy:

CISM Headquarters

Address:

Tel:

Fax:

E-Mail:

cismsportsdepartment@milsport.one

COUNTRY

TOTAL NUMBER OF PARTICIPANTS:

Number of men golfers Amateur/Professional):.....

Number of women golfers (Amateur Professional):

Number of senior men golfers:

Number of senior women golfers:

CSC Golf member.....

YOUR CONTACT	
Rank/Name	
Phone/Mobile	
Fax	
E-Mail	

Annex D: Final Agreement



....World Military Golf Championship CISM
Date

To be returned before xxxxx

COMPOSITION OF THE MISSION

TO:

Local Organizing Committee

xxxxx

CISM-Office

Address:

Tel:

+

Fax:

+

E-Mail:

Copy:

CISM Headquarters

Address:

Tel:

E-Mail: cismsportsdepartment@milsport.one

COUNTRY

- Does your delegation need a visa to travel YES NO
If the answer is YES, start the process immediately.

- Do your athletes need TUE? YES NO
If the answer is YES, you can already start the process.

MEANS OF TRANSPORT: _____

	DATE	TIME	PLACE	FLIGHT NO
ARRIVAL				
DEPARTURE				

YOUR CONTACT		
Rank/Name		
Phone/Mobile		
Fax		
E-Mail		
DATE	SIGNATURE CHIEF OF DELEGATION	RANK/NAME

Annex E: Composition of the mission



....World Military Golf Championship CISM
Date

FINAL ENTRY

TO BE RETURNED BEFORE XXXX:

COMPOSITION OF THE MISSION

COUNTRY

NO	FUNCTION	RANK	FIRST NAME	LAST NAME	M/F	SENIOR
1	Chief of Mission					
2	Team Captain					
3	Amateur Athlete					
4	Professional Athlete					
5						
6						
7						
8						
9						
10						
11						
12	CSC Golf Member					

* Indicate whether the player is amateur or professional in the function category. Senior is any amateur over the age of 40 years old when the competition begins.

Annex F: Commitment By The Chief Of Delegation



....World Military Golf Championship CISM
Date

As Chief of Delegation, I declare my nation will participate in the CISM World Military Golf Championship.

I am aware of the regulations for CISM World Military Golf.

I attest to have read and understood the following obligations:

1. *The mission of the country that arrives for the championship without having previously submitted their final agreement can be excluded if their unexpected arrival is posing a serious problem to the organizing country.*
2. *Missions that are not in military dress for the opening ceremony of the championship will not be authorized to participate in the championship. The CISM Official Representative will notify the Chief of Mission if concerned of this decision.*
3. *In respect of the regulations and of the traditions of CISM, all political or religious actions during a CISM event are expressly forbidden and in particular, the distribution of documents of propaganda, photos, brochures, reviews etc. Violations will result in the exclusion of the delegation from the championship.*
4. *Chiefs of Missions are reminded that all members of the mission must respect CISM regulations and procedures. Any breach of these regulations and procedures may result in the disqualification of the member or the mission concerned.*

DATE	SIGNATURE CHIEF OF DELEGATION	RANK/NAME

Annex G: Invitation to CSC Member



....World Military Golf Championship CISM

Date

Invitation to CSC Member

TO BE RETURNED BEFORE XXXX:

PSCS Golf Address:

COUNTRY

The CSC Golf Member of my country

Will participate

Won't participate

In the CISM World Military Golf Championship that will take place

From/.../.... To..../.../....

DATE	SIGNATURE CHIEF OF DELEGATION OR REPRESENTATIVE	RANK/NAME