



## **ILGU HANDICAP APPEALS**

### **I. Handicap Adjustments by Home Club**

Where the handicap of a member of an Affiliated Club (hereinafter referred to as “member”) has been adjusted under Clause 23 of the CONGU® Handicapping System (hereinafter referred to as “UHS”), she may appeal the decision. Prior to the initiation of any procedure, the parties should familiarise themselves with Clauses 6, 7 and 8 of the “UHS”.

#### **I. Procedure**

The Irish Ladies’ Golf Union recommends the following procedure to be made available to a “member” dissatisfied with the determination made by the Club towards her pursuant to Clause 23 of the “UHS”.

- a) If the “member” is dissatisfied with any handicap adjustment made by the Handicap Committee of her Home Club, she should in the first instance notify the Handicap Committee and request that they would issue her with the reasons for the adjustment. She may then request the Handicap Committee to reconsider the decision and may make such representations, in writing, as she sees fit.
- b) If this does not resolve the matter the “member” may bring the matter to her Ladies’ Club Committee by lodging an appeal with the Honorary Secretary (see 1.2 below for Appeal Procedure at Club level)
- c) If the “member” remains dissatisfied, she may appeal in writing to the District Handicap Advisor of her Area Authority (District) within 28 days of receiving notification of the initial decision (see 1.3 below for Appeal Procedure at District Level).
- d) The Area Authority (District) will, at this point, request a report in writing on the matter from the Ladies’ Club Committee.
- e) The decision of the Area Authority will be final and will be communicated forthwith to the National Handicapping Committee.

#### **2. Appeal to the Home Club**

- a) Any “member” wishing to appeal against a handicap adjustment made by the Home Club pursuant to Clause 23 of the “UHS” must lodge her appeal in writing within 14 days of the adjustment, setting out the grounds of her appeal with the Honorary Secretary of the Home Club (Ladies’ Club).
- b) On receipt of a written appeal, the Ladies’ Club Committee shall appoint an Appeal Committee of at least three in number who can be fairly said to have no conflict of interest in the matter. The Appeal Committee must be competent in Handicapping Affairs and must have primary regard at all times to the “UHS”.
- c) Any handicap adjustment made by the Home Club will stand pending the outcome of the appeal.
- d) The Appeal Committee shall, in as timely a manner as possible, adjudicate upon the matter taking into consideration the written evidence from the appellant and from the Handicapping Committee, and shall seek such further evidence, written or oral, as it thinks fit.
- e) The Appeal Committee may uphold, amend or rescind the decision of the Handicapping Committee having due regard to the “UHS”.
- f) The Appeal Committee shall communicate its decision to the appellant within 14 days of its decision.

#### **3. Appeal to the Area Authority (District)**

- a) Any “member” who, having appealed against a handicap adjustment made by the Home Club pursuant to Clause 23 of the “UHS” and, having had such appeal heard wishes to further

- appeal the decision, must lodge her appeal in writing, setting out the grounds of her appeal, with the District Handicap Advisor of her Area Authority (District).
- b) The Area Authority shall appoint an Appeal Committee of at least three who can be fairly said to have no conflict of interest in the matter. The Appeal Committee must include a nominee from a panel appointed for such purpose by the National Handicapping Committee of the Union. This nominee must not be a member of the District Executive in the District where the dispute has arisen and shall Chair the proceedings.
  - c) Any handicap adjustment made by the Home Club as per the determination of the Club's Appeal Committee shall stand pending the outcome of the second appeal.
  - d) The Appeal Committee shall, in as timely a manner as possible, adjudicate upon the matter taking into consideration the written evidence from the appellant and from the Handicapping/Ladies' Committee(s), and shall seek such further evidence, written or oral, as it thinks fit.
  - e) The Appeal Committee may uphold, amend or rescind the decision of the Ladies' Club having due regard to the "UHS".
  - f) The determination of the Appeal Committee shall be final, and shall be communicated forthwith to the appellant and to the National Handicapping Committee for the purpose of the establishing of an evolving case law.
  - g) Any appellant who remains dissatisfied at the completion of this procedure may appeal exclusively by referral to Just Sport Ireland, within 14 days from receipt of such decision, for final and binding arbitration in accordance with the Just Sport Ireland Arbitration Rules.

## **2. Handicap Adjustments by Irish Ladies' Golf Union**

Where the handicap of a "member" has been adjusted by direction of the Irish Ladies' Golf Union following the District and/or National Matchplay competitions, she may appeal the decision as part of the Annual Handicap Review.

## **3. Handicap Suspensions by Home Club**

Where the handicap of a "member" of an Affiliated Club has been suspended under Clause 24 of the "UHS", she may appeal the decision. Prior to initiation of any procedure the parties should familiarise themselves with Clauses 6, 7 and 8 of the "UHS".

### **3.1. Suspension of Handicap**

The Union directs that all disciplinary matters pursuant to Clause 24 of the "UHS" will be heard by the Club, who alone shall have the authority to suspend the handicap of a "member" under that Clause. In dealing with such disciplinary matters, the Home Club must have regard to the following points:

- a) The principles of natural justice must always apply when handing down a sanction of suspension.
- b) The rules relating to Handicap Suspensions are set out principally in Clause 24 of the Unified Handicapping System. Where a "member" has persistently or blatantly failed to comply with the obligations and responsibilities of the "UHS" or where a serious breach of the Rules of Golf and Amateur Status has occurred, her handicap may be suspended.
- c) Clubs must put in place a process whereby minor infractions are dealt with by way of oral or written warnings. Suspension of handicaps should only arise where there have been repeated breaches or where there is a single serious breach.
- d) Where a Handicap Committee believes that there are sufficient grounds to justify a suspension of a player's handicap, it shall make a complaint to the Ladies' Club Committee who may refer it to the Club Committee/Council who should then appoint a Disciplinary Sub-Committee, who can be fairly said to have no conflict of interest, to investigate and hear the matter. The Disciplinary Sub-Committee shall first decide whether there is a prima facie case in which event they shall notify the "member" that they intend to investigate the matter. In the event that the matter proceeds to such an investigation, the "member" shall be furnished with details of the allegation made against her and shall be afforded an opportunity of stating her own case in writing.

- e) The Disciplinary Sub-Committee shall, in a timely manner, adjudicate upon the matter taking into consideration the written evidence from the appellant and from the Ladies' Club and may seek such further evidence, written or oral, as it thinks fit.
- f) The decision of the Disciplinary Sub-Committee shall be made as a recommendation to the Club Committee/Council for their final approval and communicated as soon as possible by the Honorary Secretary of the Club to the "member".

### **3.2. Appeal of the Area Authority (District)**

- a) Any "member" wishing to appeal against a handicap suspension handed down by the Home Club pursuant to Clause 24 of the "UHS", and related solely to a breach of the Rules of Golf and Amateur Status and/or the "UHS" must lodge her appeal in writing within 14 days of notification of the suspension, with the District Secretary of her Area Authority (District).
- b) The Area Authority shall appoint an Appeal Committee of at least three who have no conflict of interest in the matter. The Appeal Committee must include two nominees from the Executive of the Area Authority in question and a further nominee from the Executive of another Area Authority, who shall Chair the proceedings.
- c) Any handicap suspension made by the Home Club will be lifted pending the outcome of the appeal.
- d) The Appeal Committee shall, in a timely a manner as possible, adjudicate upon the matter taking into consideration the written evidence from the appellant and from the Handicapping/Ladies' Committee(s) and shall seek such further evidence, written or oral, as it thinks fit.
- e) The Appeal Committee may uphold, amend or rescind the decision of the Ladies' Club Committee having due regard to the Rules of Golf & Amateur Status and/or the "UHS" as applicable.
- f) The Appeal Committee shall communicate the decision in writing to the appellant within 14 days of its decision.
- g) Any appellant who remains dissatisfied at the completion of this procedure may appeal exclusively by referral to Just Sport Ireland, within 14 days from receipt of such decision, for final and binding arbitration in accordance with the Just Sport Ireland Arbitration Rules.

### **4. Handicap Suspensions by Irish Ladies' Golf Union or relevant District**

Where a serious breach of the Rules of Golf, Amateur Status or the "UHS" occurs at an event or Championship controlled by the ILGU or one of its Districts, the Union/District (as applicable) reserves the right to suspend the relevant "member's" handicap.