

# **New South Wales Veteran Golfers Association (Inc).**

## **Policy Guideline No.5**

### **NSWVGA TOURNAMENT PROGRAMME PROCEDURE.**

The planning and organisation of the Official Tournament programme is a time consuming task. Many factors must be considered such as local club commitments to established NSWGA tournaments, seasonal course problems, official holidays, previously allocated dates and unexpected circumstances. The planning of the final Programme occupies four stages, e.g. the planning of the programme for 2012 was commenced in November 2010.

Stage 1: The Trial Draft Programme is prepared in November of Year one for discussion at first Executive Meeting of Year two.

Stage 2: The Draft Programme is distributed by the Programme Co-ordinator to the respective Tournament Organisers in March of Year two for their approval or amendment as required. Any amendments should be discussed and submitted in either writing or Email to the NSWVGA Programme Coordinator before the end of April in Year two.

Stage 3: The Interim Programme with amendments will be distributed by the Programme Co-ordinator to the respective Tournament Organisers in May of Year two for their approval. Written or Email approval or disapproval is required.

Stage 4: The Final Programme is accepted by the Programme Coordinator who presents it to the NSWVGA Executive for ratification. It is then passed to the NSWVGA Secretary for inclusion in the official NSWVGA booklet.

### **PRINCIPLES EMPLOYED IN PLANNING**

The Programme Coordinator allocates dates from the dates of the previous year's programme, taking into account the normal Calendar movement from year to year. He may suggest and make changes which he feels will give an improved tournament progression.

Following despatch of the Draft Programme, if a Tournament Director wishes to change his allocated date, he must apply in writing or by email to the NSWVGA after consultation with the Programme Coordinator. However the tournament will only be moved to a vacant date or a date where the separation between the two venues exceeds 500 Km.

If an existing date becomes vacant, Tournament Directors may apply for that date to the NSWVGA through the Programme Co-ordinator. The vacant date will be allocated on his recommendation, having regard to the 500km separation criteria with existing events.

Applications to conduct events under the auspices of the NSWVGA should be submitted by the Group Secretary. Individual Club applications that have not been submitted through the concerned Group Secretary for ratification will not be considered.

The NSWVGA Executive must have final authority in the organization of this programme.

*Ian Vidler* – President NSWVGA (Inc)

*Len Payne* – Secretary NSWVGA (Inc).

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