

# **KELAB RAHMAN PUTRA MALAYSIA**

## **GOLF BY LAWS**

These Golf By Laws shall be in force under the General By laws of Kelab Rahman Putra Malaysia, hereafter known as the Club and is sanctioned by the General Committee, hereafter known as the Committee, who reserves the right to alter, amend or change any by laws contained herein with due notification to members of the Club.

### **1. GENERAL**

1.1. The game of golf shall be played in accordance with the Rules of Golf as laid down by Royal and Ancient Golf Club of St. Andrews and shall be adhered to at all times together with the Local Rules of the Club.

### **1.2. INFRINGEMENT**

The Committee, Management of the Club or their appointed staff on duty shall take appropriate actions on any member for any infringements of the Club's General By-Laws or the following Golf By Laws. Infringements may be subjected to disciplinary actions.

### **2. DEFINITION/IDENTIFICATION**

#### **2.1. MEMBERS**

Members are defined as Ordinary, Life, Corporate and Privileged Members.

2.2. An official golf identification tag (supplied at cost) shall be displayed by all Members whilst utilising the Club's golf courses at a conspicuous part of the golf bag and shall be made available for inspection upon request by any Member of the Committee or any other authorised personnel (Starter, Course Marshall etc)

#### **2.3. VISITORS/GUESTS**

a) **Guest are defined as :-**

- i) Person(s) introduced by the Committee or Management and they are non-fee paying.
  - ii) Members from Affiliated/Associated Clubs.
  - iii) Persons introduced by Members.
- b) Visitors are defined as person/s not introduced by Members and they are fee paying.

Visitors and guests whilst utilising the Club's golf Courses are required to display the appropriate Visitor's/Guest's tag in the same manner mentioned in Rule 2.2 and possess a valid golfer insurance.

**c) Visiting Professional Golfers / Foreign Professionals**

Recognised Professionals attached officially to MPGA/affiliated clubs or Foreign Professionals may be allowed to play on weekdays only with complimentary green fees provided that :-

- i) they show proof of identity and
- ii) have sought the permission of the Management.
- iii) Only four complimentary green fees a day are allowed.

**3. GOLFING ATTIRE**

3.1 The proper attire for golfers shall be :

- a) For men, sport shirts with collar & sleeves, trousers or shorts not more than 10 cms or 4 inches above the knee. All shirts must be completely tucked in.

- b) For ladies, sport shirts with collar & sleeves, pants or skirts or shorts not more than 10 cms or 4 inches above the knee. All shirts must be completely tucked in.
  - c) Proper Golf Shoes worn with socks.
  - d) Headgear like Caps, Hats or Visors are optional
- 3.2 Dress attire not permitted on the Golf Course shall include:  
Jogging shorts / boxers pants / track suits or their trousers / jeans / trousers which have rubber-pleated waist or pleated waist band using a string or cord for belting.

#### 4. **ELIGIBILITY TO PLAY**

- 4.1 Only players who have registered and whose names appear on the Course Ticket are allowed to play on the Golf Course provided they are able to show proof of owning a Golf Insurance policy or pay an additional of RM3.00 for daily Golf Insurance.

#### 4.2. **VALID / RECOGNISED CLUB HANDICAP**

Players without a valid CLUB HANDICAP or whose HANDICAP is above 24 for men and above 36 for ladies shall not be permitted to play on the 1<sup>st</sup> and 2<sup>nd</sup> Nine Course or in any competition unless otherwise expressly permitted by the Committee. However, men players with handicaps 25 to 28 are allowed to play on the 1<sup>st</sup> and 2<sup>nd</sup> Nine Course during weekdays.

#### 4.3. **PLAYERS WITHOUT HANDICAP**

Players, including guests and visitors without a valid handicap shall not be permitted to play on the 1<sup>st</sup> and 2<sup>nd</sup> Nine Course at any time. They are only permitted to play on the 3<sup>rd</sup> and 4<sup>th</sup> Nine Course.

#### 4.4. **RECIPROCAL ARRANGEMENTS**

- a) Unless otherwise specified, any guest belonging to any club or clubs with reciprocal arrangements with KELAB RAHMAN PUTRA MALAYSIA may use the Club's facilities for up to a

maximum of 14 times (or any other number of times as mutually agreed) in any one calendar year. Such privileges will not be granted if :-

- i. The guest has one or more places of residence, one of which is in SELANGOR or WILAYAH PERSEKUTUAN KUALA LUMPUR or PUTRA JAYA, whether temporary or otherwise or
  - ii. The guest whose place of work is in SELANGOR or WILAYAH PERSEKUTUAN KUALA LUMPUR or PUTRA JAYA, whether temporary or otherwise.
- b) All payments by affiliated/associated guests for Green Fees, Buggy/Turfmates or F&B shall be by cash or by credit cards accepted by the Club.

#### 4.5. **MEMBER'S GUEST**

- a) Unless otherwise expressly permitted by the Committee, a member may introduce up to three (3) guests per flight and the member must be playing in the same flight as the guest/s he/she introduces.
- b) Any member who introduces a guest shall be liable to the Club for all monies due to the Club incurred by the guest and shall also be responsible for the guest's conduct (see Golf By Law 12) including any infringements of the Local Rules and any By Laws of the Club committed by his/her guest.

#### 5. **LOCAL RULES**

- 5.1. The Committee may from time to time make such Local Rules as it thinks fit and may, from time to time, vary or rescind the same.
- 5.2. Any changes to the Local Rules shall come into force on the date fixed for that purpose and shall be posted on the Club's notice board.
- 5.3. Any additional Local Rules to be implemented shall be posted on the Club's Notice Board and shall be provided as an Annex to the score-

cards on competition days. All Local Rules in force are printed on current score cards.

## 6. **GOLF ETIQUETTE / COURTESY ON THE COURSE**

### 6.1. **SAFETY**

- a) Prior to playing a stroke or making a practice swing, the player should ensure that no one is standing close by or in position to be hit by the golf club, the ball or any stones, pebbles, twigs or the like which may be moved by the stroke or the practice swing.
- b) Whenever a ball when struck is heading towards another fairway, shout "FORE" or "BALL" loudly to warn anyone there even though you may not see them.

### 6.2. **CONSIDERATION FOR OTHER PLAYERS**

- a) No one should move, talk or stand close to or directly behind the ball or the hole when a player is addressing the ball or making a stroke.
- b) No player shall play until the players in front are out of range.
- c) Players searching for a ball should signal the players behind them to pass as soon as it becomes apparent that the ball will not easily be found. They should not continue play until the players following them have passed and are out of range.
- d) When the play of a hole is completed, players should leave the putting green immediately.

### 6.3 **SLOW PLAY / UNDUE DELAY**

- a) In the interest of all golfers, players should play without undue delay.

- b) A flight is Out of Position when there is a clear Par 3 or Par 4 hole ahead of them or when they arrive at the Tee Box of a Par 5, the flight ahead of them are already on the putting green of the same Par 5 and are holding up flights behind them.
- c) A flight Out of Position shall take immediate actions to increase their pace of play, to play faster in order to catch up with the flight ahead.
- d) If a flight fails to keep its pace on the course and is Out of Position, it should invite the faster flight behind to pass.
- e) The Course Marshals are empowered to take the following actions towards a flight that is Out of Position:
  - i. Issue a First Warning to the flight in question that they are Out of Position and that they should play faster.
  - ii. The Course Marshall shall follow and time the flight for the next hole to determine if they have caught up some time and played below the time allocated for that hole.
  - iii. The Course Marshal shall issue a Second Warning if he is satisfied that there was no improvement and that the flight in question did not increase their pace of play and the Marshall shall insist that the players pick up their balls without putting on the green and move on to the next tee box with every player adding two putts to their score.
  - iv. For a third Warning, the Marshals are empowered to direct the slow flight to the next tee box or be removed from the Course.

#### 6.4 **CARE OF THE COURSE**

- a. **HOLES IN THE BUNKERS** - Before leaving a bunker, a player should carefully fill up and smooth over all holes and footprints made by the player.

b. **REPLACE DIVOTS, REPAIR BALLMARKS AND DAMAGE BY SPIKES**

- i. Through the green, a player should ensure that any turf or divot removed or displaced by him is replaced at once, covered with sand and pressed down and that any damage to the putting green made by a ball is carefully repaired. Damage to the putting green caused by golf shoes spikes should be repaired upon the completion of the hole.
- ii. All golfers not using Turfmate or Buggies must carry a sand bucket to repair divot holes. Such buckets are provided and must be returned to the starter hut on completion of play.

c. **DAMAGE DUE TO FLAGSTICKS, BAGS, TROLLEYS ETC.**

- i. Players should ensure that, when putting down bags or the flagstick, no damage is done to the putting green and that neither they nor their caddies damage the hole by standing close to it, in handling the flagstick or in removing the ball from the hole. The flagstick should be properly replaced in the hole before the players leave the putting green. Players should not damage the putting green by leaning on the putters, particularly when removing their ball from the hole.
- ii. Bags, trolleys, turfmates and buggies must not be placed or parked on or near the putting green or teeing ground.

d. **GOLF CARTS, TURFMATES AND BUGGIES**

By Laws regulating the use of golf carts, turfmates and buggies, must be STRICTLY OBSERVED. Any damage to golf carts and the Club's property shall be charged to the member/player responsible for the damage, regardless of the cause. The Club and its officials will not be held liable for any

injuries or loss of life to any member/player arising from the use of golf carts, Club equipment and facilities.

- 6.5 The first infringement to the above Golf By Law 6.4 shall result in disciplinary actions to the person/s concerned and if such infringements are repeated within 12 months of the first infringement, the member responsible will be suspended for a period of one month. If, thereafter, the offences are repeated within 12 months of the last infringement, the member will be suspended for a period of 3 months.

## **7. PRIORITY ON THE COURSE**

- 7.1. The President, Vice-President and Captain of the Club shall have absolute standing and priority on the Course in that the flight in which they are playing in may tee off or play through or pass any flight ahead of them if they wish to do so.
- 7.2. A two-ball flight shall have no precedence over a three or four-ball flight on Weekends and Public Holidays, two ball flights are only permitted after 5.00 p.m.
- 7.3. A single player has no standing and must give way to a flight of two or more players.

## **8. COURSE CONTROL**

- 8.1. The Committee shall have the full authority to determine the opening or closure of the Course for normal play or due to inclement weather or reserve one or both Courses for competitions whether for particular classes of play or for particular occasions or otherwise, in whatever as the Committee may think fit.
- 8.2. In cases of emergency, the Captain, or any Committee Member or in their absence the Management may exercise the powers of the Committee with regards to Clause 8.1 above.
- 8.3. Members should have at their disposal 18 holes for play on any given day except on special occasions.

- 8.4. All afternoon flights crossing over to another nine before 4.30 pm shall have priority over new flights. After 4.30pm, new flights will be allowed to tee off and any late cross over flights will only tee off in an alternate manner starting with a new flight, followed by a cross over flight, another new flight followed by another cross over flight and so on.

New flights after 4.30 p.m. will be allowed to tee off on a first come first served basis as determined by the Starter on duty.

## 9. **FLIGHT BOOKINGS FOR WEEKENDS AND PUBLIC HOLIDAYS**

- 9.1 Flights bookings are required for weekends and public holidays and Booking days are every Monday for weekends and 7 days in advance for Public Holidays. Members may book flights by telephone or in person at the Reception Counter. Each Member shall be entitled to only one booking for each day of play. No member may book on behalf of another member. Children of members are not allowed to make bookings.
- 9.2 Both bookings by telephone or in person must be made with at least three players in one flight complete with names (including names of guest), membership numbers, handicaps, and the contact details of the Member making the booking.
- 9.3 Flights booked by members are not transferable. At least one of the names provided during booking must be present on the booked flight.
- 9.4 Any cancellation or replacement of a player/s in a booked flight must be made not later than 1.00pm one day before the booked day of play after which the booked day and time and the names of players are deemed confirmed.
- 9.5 A player who is confirmed to play but did not show up shall incur a NO SHOW charge of RM20.00 that will be debited into the absent member's account.
- 9.6 If a member has accumulated 3 or more NO SHOW penalties within the preceding 12 months, the member shall be suspended from

booking privileges including being a named person to play in a booked flight for a period of three (3) months.

- 9.7 On Weekends and Public Holidays, a member is allowed to introduce a maximum of three (3) guests per flight at member's guest rates. Additional guests shall be charged at Visitors' Walk In rates.
- 9.8 Members must play with their guest they introduced. In the event the member is unable to play with their guest or is unable to play at all, the member must inform the Management to avoid the guest/s being charged the Visitor's Walk In rates.
- 9.9 Block bookings for several flights are not allowed except for organised competitions or private competitions arranged by the Club or as directed by the Committee.

9.10 **BOOKING IN PERSON**

- a) Only members can make walk-in bookings
- b) Members who book in person at the Reception Counter may collect the serialised Booking Form by 6.30am or from any preset time as determined by the Committee on Booking Day by presenting their Membership Card for verification.
- c) One Member is only entitled to one Booking Form for each day of play. All Booking Forms has to be completed and signed.
- d) Only odd numbered flights (first flight, third flight and so on for each Nine) shall be allocated to Walk-in bookings and the date and time of play shall be assigned immediately.

9.11 **BOOKING BY TELEPHONE**

- a) Telephone bookings will be entertained starting from 9.30 am on Booking Day.
- b) Even numbered flights and the balance of the allocated flights for Walk-in Bookings not taken up shall be made available for

telephone bookings. The date and time to play shall be assigned immediately upon booking.

- c) Telephone Bookings must be confirmed by fax, e-mail or completing the Booking Form within the same day with the correct names, membership numbers and the date and time of play provided during the telephone booking.

## 10. **DEFINITION AND RESPONSIBILITIES OF THE FLIGHT LEADER**

10.1. The Flight Leader must be a member of KRPM. In a flight consisting of more than one member, the lowest handicap player shall be the Flight Leader. In case of equal Handicaps, the more Senior Member with respect to age will be the Flight Leader.

10.2 The Flight Leader shall be responsible for his entire flight to :-

- a) Tee off at the allocated time and tee box
- b) Maintain the proper Pace of Play
- c) Practice good golf Etiquette
- d) Conduct of the flight members and it's adherence of the Club's Rules and Bylaws.

10.3. For a flight without a KRPM member, the lowest Handicapper shall be the Flight Leader. In the case of equal handicaps, the more Senior Player with respect to age shall be the Flight Leader. This Ruling shall apply to all flights.

## 11. **STARTING TIMES**

11.1. The Management as directed by the Committee, shall have full powers to arrange the order of play at all times.

11.2. Unless otherwise provided, no flight shall start from any tee box other than the first and the tenth of any Course.

11.3. A flight should report to the starter at least 10 minutes before their scheduled or stipulated booked time.

- 11.4 Should all players in a flight are not present or has not reported to the Starter on duty or remained not ready to play at the stipulated booked time regardless of the actual tee-off time in the case of delayed starting times for whatever reasons shall immediately lose its position in the queue and rights to play.
- 11.5 A late flight that has lost their position may register themselves on a Wait List and will only be allowed to play on a booked time (or queue in the case of delayed starting times) of another late flight that has also lost their position or be queued behind the last flight provided the Course is not closed for any cross-over flights.

## 12. **TEMPORARY COURSE CLOSURE**

- 12.1 The Committee or in their absence, the Club's management shall have the absolute discretion to close or re-open the Course due to inclement weather. However, a player may choose to discontinue play due to inclement weather at his own discretion.
- 12.2 A series of long blasts of the siren shall signify that the Course has become unplayable and players may chose to complete the hole being played before stopping play.
- 12.3 A long continuous blast of the siren shall signify that the Course closure is due to an impending dangerous situation, normally approaching lightning and players **MUST** stop play immediately and seek shelter.
- 12.4 A series of short blast of the siren shall signify the reopening of the Course for play.
- 12.5 Flights who have reported to the Starter on time but are unable to start play or flights with lapsed tee-off times due to Temporary Course Closure shall lose their position and rights to play and if they wish, they may re-register themselves for only 9 holes of play instead of the booked 18holes.
- 12.6 Upon resumption of play after Temporary Course Closure,

- a) on the starting tee boxes, provided the Course is not closed for cross-over flights, flights with current stipulated booked tee-off times shall have precedence over flights with lapsed tee-off times. Golf By-Law 12.5 shall apply for these flights with lapsed tee-off times who would have lost their position albeit due to forces of nature.
- b) for players already on the Course, they **MUST** resume play from the last spot on the Course where they had stopped before the closure and not to replay the uncompleted hole.

### 12.7 **RAIN CHEQUES**

- a) Rain Cheques shall only be issued when there is a Temporary Closure of the Course.
- b) A rain cheque for 18 hole green fee and buggy/turfmate fees will be issued if a game is abandoned
- c) A rain cheque for 9 hole green fee and buggy/turfmate fees will be issued if a game of 18 holes is abandoned due to Course Closure after completion of 9 or less holes.
- d) No rain cheques will be issued for a 9 hole game if play has already started.
- e) No rain cheques will be issued for any Golf Promotion packages.

### 13. **PRACTICE PUTTING/CHIPPING GREENS**

- 13.1 Players using the practice putting and chipping greens are to adhere to the proper golfing attire as per Golf By Law 3
- 13.2 Children below 12 years old must be accompanied by an adult at all times.
- 13.3 No running is allowed on the practice putting greens
- 13.4 Chipping are allowed only from designated areas

## 14. **CONDUCT**

Golfers playing at KRPM should at all times observe the Club's bylaws. Failure to comply or adhere to the Club Bylaws and conduct herein may subject the member to disciplinary action. Every golfer shall ;

- 14.1. Register before playing on any Course.
- 14.2. Display an authorised golf bag tag. \*
- 14.3. Not declare a false handicap to play on any Course.
- 14.4. Not use another member's name to play on any course.
- 14.5. Tee off only from designated tee areas on any course.
- 14.6. Not tee off or take a shot while players ahead are within range.
- 14.7. Avoid causing injuries to any player ahead who is within range.
- 14.8. Refrain from making unnecessary loud noise or use abusive language to the annoyance of other players.
- 14.9. Not throw clubs or balls to the annoyance of other players.
- 14.10. Not cause any damage to any part of the course whatever.
- 14.11. Shall not threaten and/or abuse any fellow members, starters or staff of KRPM.
- 14.12 Shall abide to instructions and directives from the Starters and Course Marshals in their course of duty.
- 14.13. Submit duly signed scorecards after completion of play.
- 14.14. Not deliberately return or submit scorecards with incorrect scores.
- 14.15. Play in any interclub game after being selected, except with appropriate notification.

- 14.16. Abandon or discontinue play once the siren has sounded.
- 14.17. Not play two-ball flight at any stage of the game on courses reserved for 3 or 4-ball flights.
- 14.18. Not share clubs or golf bag with another golfer(s). Each golfer must have his/her own golf clubs and golf bag.
- 14.19. Not allow non-golfers or other golfers to accompany him in any round of golf when they are not registered to play.\*
- 14.20. Not cheat by deliberately moving any ball for a better lie; deliberately replacing lost balls to avoid penalty; etc.
- 14.21. Not fail to observe these Golf Rules or any other rules and by laws of the Club.
- 14.22. Disciplinary action will be taken against members who make false accusation or complaint against other members or staff.

**Note :** Exceptions on the above rules depicted by (\*) may be allowed when prior permission has been granted by the Captain, the Committee or the Club's Management.

## 15. **LIABILITY**

- 15.1 The Club shall not be liable for any mishap or injury to person/s, damage to or loss of property/personal belongings in or around the Club, Golf Courses, Practice Greens and/or Driving Range by any reason or cause whatsoever.
- 15.2 All members, guest or visitors shall indemnify the Club against any claims for any loss, damage or injury whatsoever arising from any actions, omissions, negligence and/or deeds of anyone within the premises of the Club.
- 15.3 All members should own a Golfer's Insurance Policy for such claims.