

CALTRANS

INVITATIONAL

GOLF TOURNAMENT

RULES & REGULATIONS

Adopted September 3, 2026,

Modified by TCraggs

Incorporates rules voted by Board from prior years

Proposed for Adoption

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OBJECTIVES

The objectives of the Caltrans Invitational Golf Tournament are:

- a. To encourage and promote, through the game of golf, camaraderie, relationships, and friendships among current and former employees of the California Department of Transportation, colleagues of other State agencies, their families, and friends.
- b. Promote membership in Golf Clubs in Caltrans Districts, Regions, and Headquarters.
- c. To organize, arrange, and direct golf tournaments and competitive play among the Clubs and their members.

DEFINITIONS

CALTRANS GOLF CLUBS

Caltrans Golf Club memberships are comprised of current or former employees of the Department of Transportation (Regular Club Members) or other State Agencies, their families, and friends (Club Members). Membership in Clubs can be formally managed through NCGA or SCGA as Associate Clubs, or informally maintained via regularly held tournaments and events comprised of a consistent group of golfers.

- a. **District Golf Clubs:** Clubs comprised of membership primarily from an individual Caltrans District (Districts 1-12 inclusive).
- b. **Bridge Golf Club:** Club comprised of membership primarily from the Headquarters Division of Engineering Services, a.k.a. Structures.
- c. **Highway Operations Golf Club:** Club comprised of membership primarily from the Headquarters Divisions of Traffic Operations, Maintenance and Equipment.

- d. **Headquarters Golf Club:** Club comprised of membership primarily from the Caltrans Headquarters Divisions at large, not including Bridge and Highway Operations Golf Clubs.
- e. **Regional Club:** A Club whose membership is typically comprised of individuals from contiguous Districts, e.g., Districts 1, 2 and 3, who do not otherwise have a District Golf Club as previously defined.

CALTRANS GOLF CLUB MEMBERS

Caltrans Golf Club Members are those players who formally belong to or regularly participate in any Caltrans Golf Club.

REGIONAL TEAM

Regional Teams are compiled on a year-to-year basis as warranted and composed of players in Districts and Headquarters that either do not have an established Caltrans Golf Club or whose Golf Club cannot field at least four Club Members in accordance with Rule III (f).

TOURNAMENT RULES AND REGULATIONS

RULE I - RULES OF PLAY

- (a) Rules of play shall be in accordance with the current USGA rules that are in effect at the time of the tournament, the local rules of the course being played, and any tournament or course specific rules established by the Tournament Committee to positively affect the pace of play and create a fair and enjoyable tournament experience.
- (1) Individual range finders and course provided GPS systems are allowed in accordance with USGA rule 4.3a. Disallowed uses include effective playing distance (e.g., slope based), club recommendation, gauged or measured variable environmental conditions such as wind speed or altitude.
- (b) The Board of Directors shall establish rules of eligibility for teams and players in all events.
- (c) Maximum Score: the maximum score on any hole is quadruple bogey:
 - Par 3 – 7 maximum
 - Par 4 – 8 maximum
 - Par 5 – 9 maximum

When a player reaches the maximum, they may pick up the golf ball and move to the next hole. They are not disqualified from the tournament and their score may still be used in team and individual competition. The player may keep playing the hole if they desire, but the maximum score above is to be recorded for scoring purposes.

- (d) Lost Ball or Ball Out of Bounds: Model Local Rule E-5 is in effect. The penalty is 2 strokes. A player may still hit a provisional ball or use the stroke and distance option and return to where the previous shot was played if they want.
- (e) Players may select which set of tees they want to play, including moving to a longer or shorter set of tees than the Default Tees established by the Committee. Tees, rating, slope, yardage and par will be listed on the Tournament Entry Form. Players must indicate their preferred set of tees. If no tees are selected, the player will be assigned to the Default Tees. A player's Course Handicap will be based on the selected tees.

RULE II - TOURNAMENT COMMITTEE

- (a) The Tournament Committee for the next tournament will be determined by the team representatives at the Board of Directors meeting held each year.
 - (1) The Tournament Committee, or the Chairman, Board of Directors in the absence of a Tournament Director, will have complete charge of running the tournament, within the rules and regulations set by the Board of Directors.
 - (2) The Tournament Committee shall set the entry fee per player and determine the date and location of the tournament.
 - (3) The Tournament Committee will designate the Default Tees for Men and Women. In general, The Default Tees for Men will be approximately 6000 yards in length, and for Women will be approximately 5200 yards in length.
- (b) The Tournament Committee is responsible for conducting an orderly tournament in conformance with these rules and regulations.

- (c) The Tournament Committee is responsible for insuring complete and accurate tournament scoring and prize results.
- (d) The Tournament Committee shall prepare and distribute to each participating team a complete compilation of the tournament results within 90 days of the tournament date.
 - (1) At a minimum, the tournament results shall consist of the following:
 - Financial summary
 - List of names of all participants, showing their scores for the Team and Individual Tournaments
 - Tournament prize results

RULE III - TEAMS

- (a) Each Caltrans Golf Club or Regional Club will be allowed to field one (1) team each except as provided below:
 - (1) If one or more of the above Clubs either does not send a team or field a team meeting the requirements of section (f) of this rule, and more than one Club wishes to field a second team, a drawing will be held to determine which Clubs(s) may field a second team. If a team drops below the designated number of members after the tournament pairings have been developed, this rule does not apply.
 - (2) The second team will be allowed only after all other Clubs with at least four Club Members have been filled to the minimum number of team members designated for the Tournament.
- (b) The authority to establish a Regional Team(s) as warranted on a year-to-year basis shall be vested with the Tournament Committee with the understanding that tournament competitive fairness and equity be considered.

- (c) The team event is open to all Caltrans Golf Club Members, and current and former employees of Caltrans.
- (d) A team will consist of a minimum of 8 players, with a maximum of ten (10) players. Team minimums may be adjusted by the Committee as warranted by the tournament's participation in any given year.
- (e) Players belonging to Caltrans Golf Clubs fielding teams in accordance with Rule III (c) and (d) cannot be members of Regional Teams.
- (f) Caltrans Golf Club teams shall have a minimum of 4 (four) Club Members, including a minimum of 2 (two) Regular Club Members. Regional Teams shall have a minimum of 4 (four) current or former employees of the Department of Transportation (Caltrans) or other State Agencies.

 - (1) Teams with less than ten (10) Club Member players will have players added by the Tournament Committee using the "Random Alternate Selection Procedure". First, each golf club with extra players signed up as "individuals" will be drawn at random (e.g. 1st choice --Dist. 3; 2nd choice--Dist. 10 etc.). Secondly, each golf club will note their priority of "individual" players on the "entry" form. Lastly, teams with vacancies will be filled with the name of the highest remaining priority player on the randomly selected team.
- (g) Players from a Golf Club that cannot field a team will have priority to play on another Golf Club's team, providing they meet the provisions of Rule III (b).

RULE IV-SCORING

(a) Team Competition

- (1)** Eight (8) lowest net scores are used for each course played during the two days of tournament play. This may be modified by the Committee if team minimums have been adjusted.
- (2)** Team ties are to be decided by using the ninth team player's net score of the course played on the second day of the tournament. If still tied, the tenth net score will be used. If one of the teams does not have a ninth or tenth net score the highest individual net score from each team shall be compared and the lowest of the compared individual nets shall determine the winner of the tie breaker.

(b) Individual Competition

- (1)** Individual competition is open to all team players, Caltrans Golf Club Members, plus all current and former Caltrans employees.
- (2)** The competition will be separated into flights with nearly equal numbers of competitors. The number of flights will be determined by the Tournament Committee.
- (3)** Flight scores will be total net scores on both courses.
- (4)** Ties will be decided by using the net score of the back 9 holes of each player for the course played on the second day of the tournament and if still tied using the pro-rata net score for the final six holes on the back nine and if still tied using the pro-rata net score for the final three holes of the back nine.

RULE V - HANDICAPS

- (a) Handicap indexes must be established through USGA Golf Handicap Information Network (GHIN).
 - (1) Handicap indexes shall be established in accordance with the rules and regulations established by the USGA. The maximum handicap index is 54.0 for both men and women.
 - (2) The current handicap index must consist of a minimum of three 18-hole or six 9-hole scores.
 - (3) A player's Course Handicap will be determined using the rating and slope for the appropriate tees of course played. Course rating and slope will be determined from the USGA GHIN service, not from the scorecard.
 - (4) The Tournament will be played at 100% of the Course Handicap.

RULE VI - RULES AND REGULATIONS CHANGES

- (a) All rules and regulations other than those covered by Rule I (a) shall be determined by the Board of Directors.
 - (1) No changes, additions to, or deletions, will be made to any rule or regulation except by the Board of Directors at their meeting.
- (b) Suggested changes shall be presented to the Board of Directors members within thirty (30) days prior to the Board of Directors meeting at the annual tournament for consideration and use in the following years' tournament.

BOARD OF DIRECTORS RULES AND REGULATIONS

1. BOARD MEMBERS

- (a) Each Caltrans Golf Club shown in Rule III (a) will furnish one (1) member and one (1) alternate to the Board of Directors.
- (b) The term of office for the member and the alternate will be two (2) years minimum.
- (c) Each Golf Club will provide the Chairman of the Board of Directors with the name, address, phone number, and email address of their member and alternate.

2. BOARD MEETINGS

- (a) Meetings will be held once a year, in conjunction with the annual tournament, or more often if deemed necessary by the Chairman, Board of Directors.
- (b) In order for a meeting to be held, or a vote taken, at least a majority of the members must be present.
- (c) Meetings of the Board of Directors will be held in a centrally located area or virtually via computer or via a conference call., if not at the annual tournament.

3. CHAIRMAN, BOARD OF DIRECTORS

- (a) The Chairman will be selected at the Board of Directors meeting from one of the members present.
- (b) The Chairman's term of office will be two (2) years minimum. The Chairman may serve more than two (2) years, if desired by Board of Directors and Chairman.

(c) Chairman's duties:

- (1)** Prepare and present proposed rule and regulation changes to the Board of Directors at their meeting.
- (2)** Arrange for meetings.
- (3)** Provide each District with the current rules and changes.
- (4)** Coordinate the conduct of the Caltrans Invitational Golf Tournament.

(d) Treasurer

- (1)** The Treasurer will be determined by the Board of Directors. The Chairman of the Board may serve as Treasurer, or it may be another Board Member.
- (2)** The Treasurer shall maintain the financial records for the Caltrans Invitational Golf Tournament. The Treasurer may maintain a bank account at a financial institution of their choice and is authorized to make financial transactions (write checks, make deposits and withdrawals, etc.) on behalf of the Board.

4. DUTIES OF THE BOARD OF DIRECTORS

- (a)** Prepare and adopt a set of Rules and Regulations for the Caltrans Invitational Golf Tournament.
- (b)** Update the Rules and Regulations, as requested by the Team Representatives (see Rule VII).
- (c)** Decide how the annual tournament shall be conducted.

5. OTHER RULES

(a) Door Prizes

- (1) At least \$1 of the tournament fee is to be used to purchase door prizes to be given away at the Awards Banquet.
 - (2) Each Team is to bring two prizes worth at least a combined value of \$75 to be given away at the Awards Banquet.
- (b)** The cost of the tournament entry fee for the Chairman, Board of Directors may be paid by the tournament entrants if budget allows and approved by the Committee.
- (c)** Any tournament participant scoring a hole in one is to be awarded \$100.
- (d)** Refunds will be given to players if the courses allow late cancellations, and they not charge for the players that cannot play. Players will forfeit the prize fee regardless of whether they get a refund for the golf.

FALL CLASSIC

- (1) The Fall Classic is an independent one-day tournament held in Northern California in October or November each year. It is open to all established Golf Clubs with at least two regular members participating.
- (2) The tournament will be conducted by the Northern California Caltrans Golf Clubs and is their sole responsibility.
- (3) The Tournament Director shall be a volunteer from one of the Golf Clubs. Additional members may assist the Tournament Director as needed.
- (4) The format, rules, and conduct of the tournament will be the same as the Caltrans Invitational Golf Tournament (State Tournament), or as modified as deemed necessary by the Tournament Director. A team will consist of a minimum of 8 players.
- (5) The Fall Classic shall be financially independent from the State Tournament. For simplicity, funds for both the Fall Classic and the State Tournament may be held in the same account at a financial institution, but separate accounting ledgers shall be maintained for each.