



R&A Rules Limited

Procedure for Making Decisions on Golf Equipment Standards (including Artificial Devices and Unusual Equipment)

1. General

- 1.1. In order to deal with routine or straightforward golf equipment submissions (including submissions in respect of artificial devices and unusual equipment) under the Rules of Golf (the "Rules") as efficiently as possible, these shall be considered, in the first instance, by a Sub-Committee of the full Equipment Standards Committee (the "Sub-Committee")
- 1.2. The Sub-Committee shall comprise the Chairman of the Equipment Standards Committee, the Executive Director – Rules and Equipment Standards, the Assistant Director - Equipment Standards and the Director – Research and Testing and decisions shall be taken by a minimum of two of the above individuals who must reach unanimous agreement.

2. Receipt of Submission and Initial Consideration by Sub-Committee

- 2.1. On receipt of a golf equipment submission (including a submission in respect of artificial devices and/or unusual equipment), the Sub-Committee shall review the sample and its accompanying papers to determine whether, in its view:
 - 2.1.1. The item conforms to the Rules; or
 - 2.1.2. The item does not conform to the Rules.
- 2.2. The Sub-Committee shall inform the person making the golf equipment submission (the "Applicant") of its decision and the reasons for it, in writing no later than 42 days after receipt by the Sub-Committee of the Applicant's golf equipment submission. The Applicant shall also be informed at this time that he has the right to request in writing and within 14 days of the date of the Sub-Committee's letter that his submission be considered by the full Equipment Standards Committee.
- 2.3. Where requested to do so by any member of the Sub-Committee, and prior to any determination being made under paragraph 2.1 above, the Sub-Committee shall refer the matter to the full Equipment Standards Committee. The Applicant shall be informed in writing that the full Equipment Standards Committee will review his golf equipment submission and of a reasonable timescale for this.
- 2.4. Pending review of the submission by the full Equipment Standards Committee, any decision taken by the Sub-Committee shall remain in full effect.

3. Consideration by the full Equipment Standards Committee

- 3.1. Upon receipt of the Applicant's written request to have his submission considered by the full Equipment Standards Committee (the "Committee") under paragraph 2.2, or where consideration is to be undertaken by the Committee by reason of the operation of paragraph 2.3, the Sub-Committee shall pass the submission and all other information obtained by the Sub-Committee as part of its deliberations to the Committee as soon as practicable.
- 3.2. The Committee shall consider the item and the written submissions of the Applicant and may write to the Applicant requesting the provision of any further information that may assist the Committee within 14 days of the date of the Committee's letter.
- 3.3. Following receipt of any further information from the Applicant, or where the Committee considers that it has sufficient information to determine the matter, it may either:
 - 3.3.1. Determine that the item conforms to the Rules; or
 - 3.3.2. Determine that the item does not conform to the Rules.
- 3.4. The Committee usually meets four times per year. Upon receipt of an applicant's letter requesting a full review of the case under paragraph 2.2 above or, where the submission is passed directly to the Committee under paragraph 2.3 above, the case will be allocated to the next available meeting of the Committee. Where a case reaches the Committee, whether referred under either paragraph 2.2 or 2.3, with less than one month before the next meeting of the Committee, it will not usually be practicable to hear the case at the next sitting of the Committee in order to allow for the collection of further information and consideration of that information. In such a case, the case will be considered at the meeting following the next available meeting of the Committee.
- 3.5. Following its consideration of the case, the Committee shall inform the Applicant in writing of its decision, and the reasons for it, no later than 42 days after the date of the meeting at which the case was considered. The Applicant shall also be informed at this stage of his right to appeal the decision of the Committee to the Appeals Committee in accordance with the R&A Rules of Appeal.
- 3.6. Pending appeal of the decision of the Committee to the Appeals Committee, the Committee's decision shall remain in full effect.

4. Grounds for Appeal

- 4.1. An appeal of the decision of the Committee may be made by the Applicant to the Appeals Committee within 42 days of the date of the Committee's decision letter.
- 4.2. An appeal may be made only on one or more of the following grounds:
 - 4.2.1. The Committee's decision was based on a misapplication of the Rules;
 - 4.2.2. The Committee's decision was not supported by the facts before it;
 - 4.2.3. The Committee's decision was procedurally flawed in a material way.
- 4.3. Any appeal shall be carried out in accordance with the R&A Rules of Appeal.