

IGF CODE OF CONDUCT FOR TOURNAMENT SUPPORT PERSONNEL AND OFFICIALS

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International Golf Federation / Executive Director's Office

The content of this code (the “**Code**”) applies all tournament support personnel of an event or competition under the jurisdiction of the IGF. “**Tournament Support Personnel**” refers to any tournament director, owner, operator, employee, volunteer, referee, technical official, IGF employee, and any of their respective agents, delegates, commissioners, or contractors, and any similarly situated person at an the event or competition under the jurisdiction of the IGF and any other person who receives accreditation for an the event or competition under the jurisdiction of the IGF at the request of Tournament Support Personnel.

The Code is aligned to the IGF values. The Code acknowledges that all Tournament Support Personnel, through their actions and behaviours, are essential to the effectiveness and reputation of the IGF and the sport of golf.

The Executive Director shall be the final authority for the interpretation of this Code as to all matters arising that requires immediate resolution at the competition site.

Breaches of any this Code shall be reported to IGF Integrity Committee Chairperson.

All Tournament Support Personnel during the the event or competition under the jurisdiction of the IGF and / or while they are on or off the course in the field of play,

- Must behave professionally, honestly and with integrity, and in a way that upholds the IGF Values and the good reputation of the IGF and golf at all times.
- Must give priority to the tournament schedule and adjust his/her own personal schedule accordingly.
- Must advise the IGF Technical Delegate as soon as possible if taken ill or becoming otherwise unfit to perform his/her duties during the the event or competition under the jurisdiction of the IGF;
- Must treat everyone with respect, courtesy, and without harassment.
- Must not act in such a way as to exhibit racial, national, ethnic or religious intolerance, by language or other conduct, to any person/s.
- Must act with care and diligence and perform work duties in a manner that is conducive to the health and safety of both himself/herself and others.
- Must be accountable for his/her own behaviour and actions when dealing with members of the public, athletes, stakeholders, other employees or volunteers of the IGF and others involved with the organisation of an event or competition under the jurisdiction of the IGF.
- Must not verbally abuse or intimidate in any form such as shouting or making gestures, or in any other way distract any spectator, team official, caddy, player, any other Tournament Support Personnel or anyone involved in the organisation of an event or competition under the jurisdiction of the IGF.
- Must not make, or attempt to make, any unwelcome, abusive or intimidating physical contact in any way with any spectator, player, caddy, team officials, any other Tournament Support Personnel or anyone involved in the organisation of an event or competition under the jurisdiction of the IGF.
- Must, at all times, respect the players’ right to privacy. On no account should he/she attempt to talk to any player while the player is physically or mentally preparing for his/her competition, nor immediately after the competition;
- Must not make improper use of inside information, nor of his/her status, power or authority.

- Must ensure all non-public information and documentation he/she is provided with, works with or generates in the course of his/her duties, is confidential and at all times remain the property of the IGF.
- Must disclose and take appropriate steps to avoid any conflict of interest (real or apparent) with his/her employment or engagement by the IGF.
- Must not, directly or indirectly, solicit, accept or offer any concealed remuneration, commission, benefit or service of any nature connected with the organisation of the IGF activities and/or the event or competition under the jurisdiction of the IGF.
- With respect to gifts given or received to or from any actual or potential competitor in the event or competition under the jurisdiction of the IGF, or any person or entity that could reasonably be expected to have a direct or indirect business or financial interest in the outcome of the event or competition under the jurisdiction of the IGF, or any person or entity that could reasonably be expected to give or require influence to or from any Tournament Support Personnel in connection with the event or competition under the jurisdiction of the IGF (together, the “**Sensitive Persons**”), Tournament Support Personnel may accept or give only gifts of nominal value from or to Sensitive Persons, in accordance with prevailing local customs, as a mark of respect or friendship.
- Must use IGF resources and facilities in a correct and responsible manner.
- Must adhere to all IGF policies and procedures such as but no limited to:
 - IGF Olympic Golf Regulations
 - IGF Code of Ethics
 - IOC Olympic Charter
 - IOC Code of Ethics
- Must comply with any lawful and reasonable directions given by anyone in the IGF who has authority to give the direction.
- Must present a neat appearance in both clothing and personal grooming and whenever required wear the appropriate team uniform.
- Must not participate in media interviews or meetings with journalists, where any statement relating to golf can be printed or broadcast, without approval of the IGF Executive Director.
- May not use his/her position to grant commercial exposure to any person or entity in connection with the event or competition under the jurisdiction of the IGF, including the IGF.
- May not use his/her position to make any political, social or religious statements to the general public.
- May not participate in any illegal wagering or gaming activity, and may not participate in any wagering or gaming activity (regardless of legality) in connection with any event or competition under the jurisdiction of the IGF.

Procedures for Determining Breaches of the Code of Conduct

Any allegation or suspicion of the Code shall be reported to the IGF Integrity Committee Chairperson.

The procedure used will be determined by the nature and the seriousness of the breach. Not every breach of the Code must be the subject of a formal investigation and determination. In some cases, the IGF Integrity Committee Chairperson will appoint the IGF Integrity Unit to investigate the facts and material relevant to the allegation(s). In other cases, the IGF Integrity Committee Chairperson may determine the

sanction and/or may decide to refer, at his/her sole discretion, the case to the IGF Tribunal for Hearing and/or to the relevant Professional Member to which the athlete is a member.

Suspension from Duty or re-Assignment to other Duties

A Tournament Support Personnel who is alleged to have committed a serious breach of the Code may be suspended from duty with or without pay until such times as the IGF Integrity Committee Chairperson has determined the matter following completion of a formal investigation.

A decision to suspend a person from duty or to re-assign them to other duties during an investigation will be exercised by the IGF Integrity Committee Chairperson in writing to the Tournament Support Personnel(s) concerned. Should a Tournament Support Personnel be suspended without pay and a serious breach is not proven, then the employee will be reimbursed for the loss of pay. Serious misconduct may result in removal from the Olympic Games and/or withdrawal of accreditation and/or re-assignment of job responsibilities, and/or dismissal from the IGF.