



## PGTI STANDARD AND PROCEDURES

Issued June 21, 2021

---

### GENERAL RULES:

Players are strictly obliged to stay inside the bubble.

1. A duly filled out initial Health Declaration Form that includes RT PCR result must be submitted to the Office of the Commissioner (GAB).

**\*REMINDER for PERSONS CONSIDERED HIGH-RISK.** Any person below twenty-one (21) years old, sixty (60) years old and above, those who are immunocompromised and have other health risks should take extra precaution or shall remain in their residences and will not be permitted within the facility.

2. All participants (players and staff) are not allowed to go outside the HOTEL and GOLF COURSE. Once the player leaves the bubble he will not be allowed to re-enter.

3. Daily temperature check is required. **If-and-when a participant registers a high temperature:**

Allow the individual to rest for 10 minutes before re-checking his temperature by designated safety officer per session. If on the second temperature check, the reading registers within the normal temperature range (36.1 deg. Celsius - 37.5 deg Celsius), he can proceed to practice/game.

However, if the temperature reading is still high, proceed to execute the Department of Health (DOH) protocol.

#### **DOH protocol:**

- Individual should head to a hospital triage
- Triage to check cause of high temperature
- X-ray procedure
- Diagnosis (abide by DOH procedure)

4. If the individual tests positive, he/she will be immediately be isolated. He/she will not be permitted to participate or will be automatically withdrawn in the competition.

5. Players are required to report to safety officer once they experience any of the Covid-19 Symptoms.
6. In the event that **an individual is confirmed COVID-19 positive**, the player/s will be withdrawn from the competition immediately.

---

## QUALIFICATIONS AND TOURNAMENT REGISTRATION

### QUALIFICATIONS:

1. Players **should not be allowed to participate** if they have:
  - a) flu-like symptoms or are feeling unwell. Experiencing headache, coughs and colds.
  - b) high-risk individuals such as those with pre-existing medical conditions.
2. Players will have to comply with RT-PCR Swab testing before entering the bubble. The player must have a negative (-) result. If the individual tests positive, he/she will be immediately be isolated. He/she will not be permitted to participate or will be automatically withdrawn in the competition.
3. Player participation is based on 2019 Order of Merits.
4. Only foreign players residing in the Philippines will be allowed to participate.
5. Players and Officials are restricted within the confines of the Bubble.
6. No spectators, trainers & coaches will be allowed.
7. No physiotherapists on site. of the Caddie on his personal account or carry or push his own bag. No club caddies will be allowed.

### REGISTRATION:

1. Players must register and pay online to avoid face to face contact and proper scheduling. Registration will be through our website at [www.lpgt.ph](http://www.lpgt.ph). No late registration will be allowed.
2. RT-PCR Swab test is required for players and caddies. Testing will form part of the Conditions of Competition.
3. Players will be together in-house for the duration of the tournament.
4. Players will have to cover RT-PCR Swab test of personal caddie.
7. If a player shows any symptoms of Covid-19 while in the competition, he/she will be required to take an RT-PCR swab test together with every player that has come in contact with him. Player will cover the cost of the test.
8. New entries will have to undergo same test protocol before they can join and be part of the bubble.

**SCHEDULE:**

- Saturday-** RT-PCR Swab test
- Sunday-** Release of Swab test Result
- Monday-** Hotel check in
- Tuesday-** Practice round
- Wednesday-** Round 1
- Thursday-** Round 2
- Friday-** Round 3 and Hotel check-out

**TESTING:**

RT-PCR Swab Test (Real-Time Polymerase Chain Reaction)

1. RT-PCR Swab Test is required. Players who will not comply, will not be allowed to join the tournament.
2. RT-PCR Swab test will be in The Country Club, Sta Rosa, Laguna. A separate email will be sent to you for instructions and forms. Cost of RT-PCR Swab test of players will be covered by PGTI once and the next swab tests will be covered by the players.
3. After the RT-PCR Swab testing, players and staff are required to self-quarantine and wait until the results are available. Once the player received his negative (-) result, she can proceed to the check-in counter of the hotel on the check in date.
4. The players and officials will only be allowed to check in the hotel, only if they get a negative result.
5. If a player f a player shows symptoms and is suspected to be covid +. He/she will be required to take RT-PCR. Cost will be covered by the player.
6. Our Safety officers will be checking on a daily basis. Players who will not comply, will not be allowed to join the tournament. Random location finder will be used to determine if the players are in compliance.
7. Caddies and Bus driver will be tested and will stay inside the bubble.
8. Strict implementation of social distancing in this area. Face masks must be worn at all times as well.
9. Bubble starts upon entry in the Tournament Hotel.

### **ISOLATION:**

1. An Individual with positive result or with temperature or experiencing symptoms of Covid-19 will be immediately placed in the Isolation Room of the Hotel or Golf Course. Contact tracing will be done, and all areas touched or been present in will be disinfected.
2. The case will be reported to B.H.E.R.T (Barangay Health Emergency Response Team). They will provide instruction if the patient will stay for monitoring or he/she will be picked up by BHERT to go to the nearest Hospital or quarantine facility.
3. The clinic nurse shall enter the isolation room with complete PPE.
4. The patient shall accomplish in detail the DOH checklist and endorsed properly to proper DOH or City Health Personnel for swab testing.
5. Safety officer to record details and coordinate with DOH or City Health Personnel.

---

### **ENTERING THE HOTEL AND GOLF COURSE**

#### **HOTEL:**

Approved Capacity 50% (150 guest)

- a. If the player tests negative, he/she will be permitted to check-in the hotel. Checking in will be by batch with social distancing. Room listing will be provided prior to check in dates to minimize time of check ins.
- b. Temperature checks before entering hotel. Temperature must be 37.5 degrees and below to be allowed to enter the Hotel.
- c. Players and staff will have to carry their own luggage/s. Minimize face to face contact with hotel personnel.
- d. Players will be allowed in common areas of the Hotel with strict social distancing. No dining outside the rooms. Safety officers will ensure protocols are being followed inside the hotel.
- e. No pets or guests are allowed.
- f. No room switching or staying in other rooms.
- g. Packed food (breakfast, lunch and dinner) will be served daily. Packed meals will be delivered on tables positioned outside each room. Meals may be taken in the designated areas assigned to PGTI or in your rooms.
- h. Outside food deliveries will be allowed provided each item goes through the hotel's disinfection procedure before this is brought to the room by the hotel staff.
- i. Laundry Service is available at the Hotel.
- j. Safety officer will be on site to coordinate and work hand in hand with the hotel's own safety officer.

**TRANSPORTATION:**

- a. Tournament Bus/ Shuttle will be available to/from the hotel and Golf course.
- b. 50% bus capacity (30 seats) for social distancing.
- c. Tournament bus will be disinfected every day.
- d. No talking/chatting or phone calls during the ride.
- e. Players with personal vehicles are allowed to bring their own vehicle with limited number of passengers to the hotel only. No personal vehicles will be allowed from the hotel to the golf course.
- f. Players will take the shuttle bus to/from the golf course and a schedule will be provided. Staff will take assigned vans from hotel to golf course.
- g. All other cars must be parked inside the secured parking area of the hotel. Cars will not be allowed to leave the premises during the tournament schedule.
- h. Mandatory face masks and face shields must be worn in the bus.

**PRACTICE ROUNDS:**

- a. Temperature checks before entering team bus. Temperature must be 37.5 degrees and below to be allowed to enter the golf club.
- b. Health declaration form will be filled up by the players and caddies before entering the golf course. (Please see annex A)
- c. A log sheet must be filled-in by all attendees for contact tracing purposes (if and when needed).
- d. Practice Round tee times must be booked no later than 2 days in advance through email  
Number of players on practice areas will be limited based on the size of the practice area.
- e. Follow marks on physical distancing and signs inside the facility as reminders on mask wearing, hand sanitization and other preventive measures.
- f. Mandatory wearing of face masks and face shields inside the Clubhouse.
- g. Avoid talking, loud chatter, having phone conversations inside bus. Observe physical distancing.  
No shaking hands and contact of any kind (fist bumps/high fives)
- h. Use of alcohol/ hand sanitizers before entering.
- i. Participants should bring their own personal towel and drinking bottle.
- j. Personal belongings and all equipment must also be sanitized (may use UV light/handheld UV devices/dry mist and the like).

---

**TOURNAMENT PROPER (ROUND 1 TO 4)**

**ARRIVAL AND DEPARTURE:**

- a. Temperature checks before entering team bus.
- b. Temperature checks before entering the golf course. Temperature must be 37.5 degrees and below to be allowed to enter the tournament premise.
- c. Players may only start practicing 15 minutes before their designated tee times (may vary depending on proximity of starting tees)
- d. Bays to be kept at least 5 paces apart
- e. Physical distancing should always be enforced.
- f. No high-fives, fist-bumps and other close-contact with other members or individuals.
- g. Alcohol and hand sanitizers must always be available around the practice area.
- h. All used equipment must be sanitized before and after use.
- i. Face masks must be worn at all times except during the game.
- j. Separate tent will serve as bag drop for all PGT players
- k. Any player who competes in the tournament, makes the cut, but is then unable to finish due to tested positive or temperature reading of 37.5 and above, will receive last place prize money.
- l. On the last day of the tournament, players will have to leave the hotel and golf course after her final round. Scores and ranking will be available online in PGTI website and Social media accounts.
- m. After the tournaments, all participants will undergo a mandatory 14 days self-quarantine. Participants must report to safety officer if they experience any of the COVID-19 symptoms within the 14 days.

**PRACTICE GREEN**

- Players must use their own practice balls on the practice green
- Players should maintain a minimum distance of 5 paces from each other
- Players are prohibited to use the practice facilities after the round and should depart once their round and scoring obligations are complete.
- Flagstick should not be touched or removed from the hole
- Face masks must be worn at all times.

**STARTER'S STATION:**

- a. Tournament officials will serve as marshals on and off course to ensure that safety protocols are being followed
- b. 12 minutes interval between groups of 3 players

- c. Only the flight on-deck is allowed to proceed to the starting tees
- d. Following flights must wait at the designated markers (clearly outlined on the ground) until the players' names are called.
- e. Caddy must leave the player's golf bag around each teeing area and move away at least 5 paces.
- f. Starters must wear a face mask and face shield at all times
- g. Sanitized scorecards will be sealed and can be collected from the starter's table
- h. Pencils will be available but no sharing.

#### **TOURNAMENT TENT**

- a. A tent will be used as the tournament office, otherwise a well-ventilated room with windows may be considered
- b. Acrylic partition in place to protect players and staff. Admin staff must always wear face mask and face shield.
- c. Players are not allowed inside the tournament administration office or tent unless for scoring and urgent concern. For inquiries or concerns, players should send an email to PGTI. (please see contact details)
- d. Staff will strictly follow social distancing and maximum number in a space allowed as per Joint Administrative Order no. 2020-0001 (not more than 10pax)
- e. Only assigned staff in a tent will be allowed.

#### **RANGE BALLS**

- Attendant to place range balls beside each hitting bay.

#### **FAIRWAYS**

- Players should walk maintaining the minimum distance of 5 paces from other players and caddies
- Face masks must be worn at all times

#### **BUNKERS**

- No rakes in the bunkers
- Preferred lies Local Rule is in effect on all bunkers
- Players may place the ball elsewhere in a bunker without penalty, within one club-length of where the ball came to rest, not nearer the hole.
- Please smooth out the bunker with your shoes after hitting your ball

#### **PUTTING GREENS**

- Minimum of 5 paces between players
- Caddies to leave golf bags outside putting greens

- Caddies are not allowed on putting greens
- Ball ejecting device, will be used for the PGTI Tournaments. Ball must not be collected from the hole by hands.

### **SCORING AREA**

- Players must proceed to the scoring area immediately after their round
- Dedicated high top scoring table with triangular acrylic shield for 3 to validate each scorecard. No chairs.

### **DROPBOX**

- Scorecards must be dropped in the UVC sterilizer drop box after checking and signing
- Players and personal caddies must leave the golf club within 30 minutes once their round and scoring obligations are complete
- Scores are available on the website and social media platforms.

### **ENGINEERING CONTROLS:**

- a. Estimated no of participants:
  - 30 Female professionals (Exact number to be confirmed)
  - Approximately 10 personal caddies
  - 25 Tournament Staff/Officials
    - a. 1x Tournament Director
    - b. 3x Admin Staff
    - c. 3 Media Personnel (sms and photographer)
    - d. 4x Rules Officials/Health and Safety Marshals
    - e. 2x Health and Safety Officers
    - f. 6x Event Setup Staff
    - g. 1x Live Scoring Staff
    - h. 5 PGTI
- b. Social distancing markers will be placed in the tournament premises.
- c. Hexagonal tents will be placed in strategic areas to serve as:
  - Thermal Screening and Health Declaration Area
  - Tournament Office
  - Score Recording Area
  - Media Room
  - Isolation Area
- d. A layout plan that shows the area where the players, caddies and officials can move around (bubble) will be identified and conveyed to everyone before the start of each event.



---

## REQUIREMENTS ON SITE FOR HEALTH AND SAFETY

- 22 units of foot operated alcohol dispensers will be placed all over the course. Each tee mound, and common areas of the golf facility will have foot operated alcohol dispensers.
  - Pop-up tents to be positioned on course to serve as hygiene stations.
  - Handsfree Ball Retrieval Device on each flagstick
  - PU Protective Curtain at Thermal Screening Area.
  - Acrylic protective shields for score recording.
  - UV Scorecard Drop Box..
  - Thermal Guns
  - Par stock of 70% Isopropyl Alcohol
  - Social distancing markers on queuing areas
  - On course signages/reminders for physical distancing and safety protocols
  - Sanitary Gloves
  - Surgical Masks
  - Face Shields

---

## Contact Details

### SAFETY OFFICERS:

**Carmella Alejado, SO1**

09550574802

[Carmella.alejado11@gmail.com](mailto:Carmella.alejado11@gmail.com)

**Roberto Rotairo, SO2**

09563201334

[Ramilroberto71@gmail.com](mailto:Ramilroberto71@gmail.com)

### For inquiries please contact:

Jhiue Castillo

**Pilipinas Golf Tournaments Inc.**

Tournament Administrator

[Pilipinasgolftournamentsinc@gmail.com](mailto:Pilipinasgolftournamentsinc@gmail.com)

09283165678



**HEALTH DECLARATION FORM**

Date : \_\_\_\_\_

<b>Temperature:</b> _____
---------------------------

Name: \_\_\_\_\_ Gender: \_\_\_\_\_ Age: \_\_\_\_\_

Address: \_\_\_\_\_

Mobile No.: \_\_\_\_\_ Nationality: \_\_\_\_\_

**Health Checklist**

1.	Particulars	Yes	No
Are you experiencing any of the following: (nakakaranas ka ba ng:)	a. Sore Throat (pananakit ng lalamunan / masakit lumunok)	<input type="checkbox"/>	<input type="checkbox"/>
	b. Body pain (pananakit ng katawan)	<input type="checkbox"/>	<input type="checkbox"/>
	c. Headache (pananakit ng ulo)	<input type="checkbox"/>	<input type="checkbox"/>
	d. Fever for the past few days (lagnat sa nakalipas na mga araw)	<input type="checkbox"/>	<input type="checkbox"/>
2.	Have you worked together or stayed in the same closed environment of a confirmed COVID-19 case? (May nakasama ka o nakatrabahong tao na kumpirmadong may COVID-19/ may impeksyon ng coronavirus?)	<input type="checkbox"/>	<input type="checkbox"/>
3.	Have you had any contact with anyone with fever, cough, colds and sore throat in the past 2 weeks? (Mayroon ka bang nakasama na may lagnat, ubo, sipon o sakit ng lalamunan sa nakalipas na dalawang (2) linggo?)	<input type="checkbox"/>	<input type="checkbox"/>
4.	Have you travelled outside of the Philippines in the last 14 days? (Ikaw ba ay nag byahe sa labas ng Pilipinas sa nakalipas na 14 na araw?)	<input type="checkbox"/>	<input type="checkbox"/>
5.	Have you travelled to any area in NCR aside from your house? (Ikaw ba ay nagpunta sa ibang parte ng NCR o Metro Manila bukod sa iyong bahay?) Specify (Sabihin kung saan): _____	<input type="checkbox"/>	<input type="checkbox"/>

I hereby authorize **PILIPINAS GOLF TOURNAMENTS, INC. (PGTI)**, to collect and process the data indicated herein for the purpose of effecting control of the COVID-19 infection. I understand that my personal information is protected by RA 10173, Data Privacy Act of 2012, and that I am required by RA 11469, Bayanihan to Heal as One Act, to provide truthful information. **PILIPINAS GOLF TOURNAMENTS, INC. (PGTI)** will not be held liable for any wrong information that I declared in this form, whether unintentionally or not and hereby reserves the right to hold any person/s liable under the abovementioned laws or any other applicable law for any untruthful or wrong information provided herein.

Any false information deliberately disclosed in this document will lead to a breach in the Players Regulations under Conduct Unbecoming of a Golf Professional. This can lead to a player being indefinitely banned from the tour.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_