

Practice Facility

RBC Canadian Open



Practice Facility

COMMITTEE DESCRIPTION

The Practice Facility committee is responsible for ensuring that the practice area(s) are running in a smooth and efficient manner for all competitors in the tournament. The competitors' practice areas include the tee deck, putting greens and bunkers.

The practice facility and putting green are areas where players will work on many aspects of their game with their coach and/or caddie. In most cases, the player will return to the practice facility after his round to continue to work on his game. It is important that the practice facility committee keep any distractions to a minimum. The practice facility committee will be one of the first committees on site in the morning and almost the last committee to leave after play.

The committee will have the assistance of the host club staff for washing and retrieving practice balls from the practice facility itself.

COMMITTEE FUNCTIONS

Supplies

It is important to make sure all range supplies have been delivered to the practice area by the time the range opens to players starting the Sunday prior to the tournament. The list of supplies includes: coolers with bottled water, garbage containers, name plates and names, water buckets, golf balls, golf ball bags and tees. It will be the Practice Facility committee's responsibility to make sure that all of these items are in good supply throughout championship week. Note: Keep range ball boxes high and dry to re-package balls on Sunday after the last groups have left the practice areas.

The Practice Facility committee will be issued one radio, typically controlled by the Chair, Vice Chair or designate, to be used to inform Golf Canada staff if any supply issues arise. Other duties include making sure all the names of the players in the field have been supplied (obtain a final tournament field list from Golf Canada staff) and working with the club staff to establish a schedule for golf ball pickup and cleaning.

Golf Balls

Golf balls are supplied by Golf Canada (the supply is limited) and the committee will bag the golf balls for distribution. The host golf club is responsible for collecting, washing and delivering the golf balls to the committee headquarters (small tent located within practice facility). If there is more than one brand or type of golf ball, it is important that types of balls are not mixed together. It is important that when the balls come back from being washed that they are sorted into each brand type. The bags will hold between 40 and 50 golf balls. Four players or their caddies will take a bag or two of the brand/type of ball of their choice. When the player is done, collect the unused balls and bags and bring them back to the range headquarters. Golf balls are also available to the Monday and Wednesday pro-am contestants. However, because of the limited space on the range, Pro-Am contestants will be limited to a reduced quantity (i.e. 20 balls each) of balls to hit at a predetermined hitting station. This is also to help with the flow of Pro-Am contestants using the range and to give them all equal opportunity to practice prior to their round.

Practice Facility/Range Security

Volunteer Security will control access to the practice range. A security chart will be provided at the entrance to the practice range by Golf Canada, which will show the types of tickets/badges that gain access to the range and practice area.

Range Signs (Plates and Names)

An inventory of names and plates will be located in the range committee headquarters. The plates can be set up each morning; but the names will change with each player that hits balls from that station. When a player selects a station at the practice tee, place his name in the corresponding plate behind the tee. If the player is not recognized, look on his golf bag or ask his caddie when the player is not within earshot. Once the player is finished, remove the name and place it back in inventory, in alphabetical order. During the Monday and Wednesday Pro-Ams the name plates are to be used for the professionals only.

At the end of each day, the plates should be returned back to the practice headquarters as the greens staff will need to cut the grass on the tee deck. Names should also be placed back in their receptacles in alphabetical order. Every morning the Practice Facility volunteers should move the ropes so that players are hitting off a fresh area. Course maintenance staff may decide the hitting area.

Practice Green & Chipping Area

These additional areas are dictated by the layout of the course. Practice Facility volunteers will be stationed at these areas to collect balls, monitor access and deal with any issues that may arise.

HOURS OF OPERATION

A good rule to follow is to have the range ready to be open at sun-up and to keep the range open until the last player leaves. On the final Sunday, the range will be closed after the last players have teed off. A small group of range volunteers will have to remain on duty if there is a possibility of a play-off. Any players with the chance of going into a play-off will want to practice, especially if they have finished much earlier than the other players.

Pre-Tournament

Saturday	TBD (Set-up)
Sunday	9:00 A.M. – 9:00 P.M.

Tournament Week

Monday & Tuesday	5:30 A.M. – 9:00 P.M.
Wednesday	5:30 A.M. – 9:00 P.M.
Thursday & Friday	5:30 A.M. – 9:00 P.M.
Saturday	5:30 A.M. – 9:00 P.M.
Sunday	5:30 A.M. – 8:00 P.M.

EVENT CHECKLIST – PRACTICE FACILITY CHAIR

Pre-Tournament

Sunday

- The range opens for PGA players at 12:00 p.m. and will remain open until the last player leaves
- Volunteers will have little to do on Sunday, a minimal number of volunteers can operate the range
- Make sure players have proper range balls, not the ones used by the host club
- Club balls should be stored by full time host club staff

- All equipment supplied by Golf Canada should be on the range
- Determine with Golf Canada the roping pattern and hitting area pattern for the week

Tournament Week

Monday (Monday Pro-Am)

- This day is very busy and serves as an excellent trial run for the Championship Pro-Am
- Range needs to be ready by 8:00 a.m. and remain open until 9:00 p.m. (or dusk)
- Range will be split in two sections as follows:
 - An area for the pros
 - An area for the amateurs (there will be further instructions on how to handle the amateurs)
- Name plates set up in professionals area only
- Make sure the following items are in place:
 - Coolers with bottled water
 - Garbage containers
 - Name plates
 - Water buckets
 - Golf balls supplied by Golf Canada, not the clubs practice balls
 - Golf ball bags
 - Tees
- When a player leaves, take down his name and pick up the unused balls from the tee area
- Make sure golf balls are available in bags at the entrance to the range

Tuesday

- Range needs to be ready by 5:30 a.m. and will open until 9:00 p.m. (or dusk)
- Make sure the following items are in place:
 - Coolers with water bottles
 - Garbage containers
 - Name plates
 - Water pails
 - Golf balls supplied by Golf Canada, not the clubs practice balls
 - Golf ball bags
 - Tees

Wednesday (Championship Pro-Am)

- Busiest day of the tournament for the Range committee
- Range needs to be ready by 5:00 a.m. and remain open until 9:00 p.m. (or dusk)
- Range will be split in two as follows:
 - Area for the pros
 - Area for the amateurs (there will be further instructions on how to handle the amateurs)
- Name brackets set up in professional area only
- Make sure the following items are in place:
 - Coolers with water bottles
 - Garbage containers
 - Name plates
 - Water pails
 - Golf balls supplied by Golf Canada, not the clubs practice balls
 - Golf ball bags
 - Tees

Thursday to Sunday

- Range needs to be ready to go by 5:30 a.m. and will remain open until 8:00 p.m.
- Make sure the following items are in place:
 - Coolers with water bottles
 - Garbage containers

- Name plates
- Water pails
- Golf balls supplied by Golf Canada, not the clubs practice balls
- Golf ball bags
- Tees

Note: If play is suspended or delayed, the Practice Facility committee is still required to be present at the practice area(s). Once a decision has been made to resume play, you will be notified immediately by Golf Canada. All players will then proceed to the range, and will be permitted a short warm up period. Vans will pick up players and proceed out onto the golf course.

EQUIPMENT CHECKLIST

- Tent
- Tables & chairs
- Name plates & names
- Golf balls
- Water buckets
- Ball bags
- Tees
- Garbage cans
- Coolers
- Water & ice
- Radio
- Towels

APPENDIX A: SAMPLE RANGE VOLUNTEER HANDOUT**RANGE VOLUNTEER FUNCTIONS**

1. PREPARATION, MAINTENANCE, AND CLOSURE OF RANGE
2. KEEP ANY DISTRACTIONS TO A MINIMUM
3. MAKE SURE PLAYERS HAVE PROPER RANGE BALLS AS SUPPLIED BY GOLF CANADA
4. MAKE SURE GOLF BALLS ARE IN PLACE. BALLS ARE TYPICALLY ISSUED IN BAGS BY A RANGE VOLUNTEER LOCATED NEAR THE PLAYERS ENTRANCE TO THE RANGE UNDER A TENT
5. ENSURE THAT THE FOLLOWING ITEMS ARE IN PLACE ON THE RANGE
 - a. COOLERS WITH WATER BOTTLES
 - b. GARBAGE CONTAINERS
 - c. NAME BRACKETS
 - d. WATER PAILS FOR CADDIES TO WET THEIR TOWELS
 - e. TEES
6. WHEN A PLAYER SELECTS A PRACTICE TEE, PLACE HIS NAME IN THE CORRESPONDING BRACKET BEHIND THE TEE. YOU MAY NOT RECOGNIZE THE PLAYER, LOOK ON HIS BAG, OR ASK HIS CADDIE WHEN THE PLAYER IS NOT CLOSE TO YOU.
7. WHEN A PLAYER LEAVES, TAKE DOWN HIS NAME AND PICK UP THE UNUSED BALLS FROM THE TEE PAD.
8. ENSURE THAT THE CHIPPING AND PRACTICE AREAS ARE STAFFED THROUGHOUT ITS USE AND THAT THE AREA IS KEPT IN A NEAT AND ORDERLY MANNER
9. **DO NOT APPROCH PLAYERS WITH A REQUEST FOR PICTURE OR AUTOGRAPH**

CLUB STAFF AT THE RANGE WILL BE RESPONSIBLE FOR THE WASHING AND RETRIEVING OF BALLS FROM THE RANGE.