

Standard Evaluation Procedures

GEO Certified®

Club and Course Management

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Reference: A8

Version: 2.0

Approval Date: March 2013

Amendment Dates: June 2014, January 2015

Official Language: English

Standard Evaluation Procedures will be revised at least every 5 years

(In case of inconsistency between translated versions, reference shall default to the official language version)

Company Limited by Guarantee

Registered in Scotland SC278048



Overview

The evaluation of standards is completed every three to six years from the date of its approval. Each evaluation assesses the impact that the standard has had since its implementation.

In addition, monitoring reports, oversight reports, or any additional reports concerning a standard may be completed following the evaluation procedures below.

Scoping

1. A scoping document will be prepared stating:
 - a. Contact information for the organization
 - b. Information on how to contribute
 - c. At a minimum, address the following questions:
 - i. What conclusions can be drawn from the data regarding the standard?
 - ii. How do the results compare with desired impacts?
 - iii. What other factors could have influenced the results?
 - iv. What unintended effects (positive or negative) resulted from the activities assessed?
 - v. How should the standards or programme content be refined to strengthen the likelihood of achieving the desired long-term impacts?

Review and Consultation

2. Stakeholders will be consulted to identify results (positive and negative) of the standards being evaluated. There are two forms of consultation, the main one being via a questionnaire based response from certified clubs. Questionnaire will be developed by GEO Ltd, approved by the Advisory Council with input from selected stakeholders of key relevance. Additional feedback will also be sought through structured discussions and noted responses at stakeholder engagement forums.

Information and Data Requirements

3. Information requirements for the report will be assessed to determine what data already exists, what data may need to be collected and how that data can be collected.
4. Data will be reviewed for quality including completeness, errors and uncertainties, sampling errors, and data validation methods.
5. Methods for data analysis and why these methods were used will be documented.

Report

6. Standards / Evaluation / Monitoring / Oversight Report will be created and includes the following:



- a. Scope of the report to be undertaken
- b. Monitoring methods – what data was collected, how data was collected, any thresholds used, any data manipulation that occurred
- c. How the data was analyzed and conclusions drawn
- d. Findings and conclusions, with a detailed checklist based on indicators
- e. Limitations of the review including the limitations or uncertainties in the data, and external influencing factors
- f. Recommendations, where appropriate

Approval and Publication

7. The Advisory Council will review the report for accuracy in the reporting, findings, conclusions, and recommendations.
8. The report will be made available to the public along with information on how stakeholders may review the findings and provide additional feedback.

