

PLANT MAINTENANCE

TREE TRIMMING

GENERAL

Contents	Page
1. General	1
2. Scope and Arrangement	2
3. Securing Permits	2
4. Contracting Tree Trimming Work	3
5. Performing Tree Trimming Work	3

1. GENERAL

1.01 The purpose of this Section is to fix departmental or group responsibilities and outline procedures to be followed in securing tree trimming permits, contracting and inspecting tree trimming work, and the methods or operations to be followed in performing such work.

1.02 Trees are frequently the cause of trouble in telephone plant and trimming or removal is necessary to avoid interruptions to service or costly maintenance or repair work on the outside plant.

1.03 No tree trimming shall be done without first securing permission to do such work from the property owner or public authority where such permission is necessary.

1.04 Extensive tree trimming work is generally done under contract with accredited commercial tree surgeons or by competent trained tree trimmers. Cases involving minor tree trimming shall generally be handled by our own forces (such as small limbs 1" in diameter or less).

1.05 Field forces involved in tree trimming operations or inspections should be familiar with and follow the Bell System Practices or other instruction covering the operations or methods to be used in the trimming of trees.

2. SCOPE AND ARRANGEMENT

2.01 To facilitate the use, revision, and extension of the information on tree trimming, the subject has been covered in the following sections:

- G10.912.1 General
- G10.912.2 State Highway
- G10.912.3 Los Angeles City
- G10.912.4 Los Angeles County
- G10.912.5 Counties and Cities Other Than
Los Angeles
- G10.912.6 Private Property

3. SECURING PERMITS

3.01 In general, the right of way superintendent will be responsible for securing permits to trim trees on city streets, alleys, public places, county roads, and state highways, and all requests for such permits should be routed to him (exception City of Los Angeles or other Governmental Bodies covered in detail in Sections G10.910.3, G10.910.4, and G10.910.5). In general, written permits are not required on private property where the trees are on the same property as the pole line and also where the trees are on adjacent property and overhang the property on which the pole line is located providing the permit to place the pole includes trimming rights. Where there is any uncertainty as to this right or where there is objection raised by the property owner or occupant, who should be contacted before trimming is done, the matter should be referred by the employee to his supervisor who will arrange with the right of way group for such action as is necessary.

3.02 Form PF-1032, together with transmittal letter, form PF-39 (engineers) or form P-3028 (plant service, toll, and construction), shall be used in requesting the right of way superintendent to secure tree trimming permits as covered in the other sections of this tree trimming practice.

3.03 The right of way superintendent, upon receipt of the permit, shall send the permit to the originator of the request or the centralized control group through which the request was sent.

3.04 If permission to trim trees is refused, the matter shall be referred to the district plant engineer by the originator of the request.

4. CONTRACTING TREE TRIMMING WORK

4.01 The District Construction Superintendent, at 1932 South Grand Avenue, Los Angeles, in charge of contracts or cost plus, shall be responsible for securing necessary approvals for contracting tree trimming work where a specific contract or cost plus work authorization is involved.

4.02 Such work shall be contracted only to approved tree trimming concerns.

4.03 Contracts shall not be awarded until all necessary permits have been secured.

4.04 The procedure to be followed where the tree trimming is handled by the plant service or other forces under a purchase order as for the City of Los Angeles, or by other arrangements not requiring a specific contract or cost plus authorization, is covered under the other sections of this series.

5. PERFORMING TREE TRIMMING WORK

5.01 Before commencing work, proper notification shall be given the grantor of the permit as called for on the permit or in other instructions.

5.02 In tree trimming work covered by a specific contract or cost plus authorization, the district construction superintendent responsible for contract work and inspection shall be responsible for seeing that the work is performed in a satisfactory manner and in accordance with permit restrictions and prescribed tree trimming methods and practices. At outlying points this inspection may be delegated to the forces requesting the trimming to avoid sending an inspector from a centralized group in Los Angeles. The district construction superintendent shall also be responsible for inspection of tree trimming work covered by purchase orders or by other arrangements where the request for such work has been routed through the construction department as outlined in the other sections of this practice.

5.03 In general, where tree trimming work is arranged for by the plant service or toll forces and no specific contract or cost plus authorization has been requested of the construction department these forces will also be responsible for the inspection of the completed work.

5.04 All conditions outlined on the permit shall be adhered to and work shall be done to the satisfaction of the permitter.