

NES Utility Vegetation Management Manual



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1.0 Definitions

Accessibility – Manifest work tasks can be designated as bucket or manual.

- a) Bucket access where lines are located along a road or public/paved surface.
- b) Climbing access where lines and the subsequent work is off the road or public/paved surface along a driveway or other area inaccessible to bucket traffic without permission.
- c) Limited access is inaccessible to all equipment; or, presents other equipment set-up hazards such as steep terrain.

Brush – any woody stem less than 4” in diameter at breast height, including tree brush. One unit of brush is equal to a 500 sq. ft. area.

Communication – NES performs a comprehensive communication campaign with customers to educate and inform about planned cycle maintenance. See item 6 for typical communications process.

Cycle -- refers to the time period required to plan, schedule and perform UVM tasks for every circuit on the NES system.

- The current NES distribution cycle is 3 years and includes approximately 4,600 distribution miles.
- The current NES transmission cycle may be 1 or 2 years and includes approximately 360 miles.

Directional Pruning Cut – A pruning cut made at a lateral node that is at least one-third (1/3) to one-half (1/2) the diameter of the portion being reduced that directs future growth away from a target (utility facilities).

Drop Top Conifer Trim – refers to a work task where the apical meristem of a conical evergreen or deciduous conifer is trimmed for the first time.

Drop Top Deciduous Trim – refers to a unit of work where the entire crown of a deciduous tree is reduced to obtain line clearance while keeping a uniform crown height. This work task can also be used for species that cannot be pruned to standards using other trim types (i.e. crape myrtle) and must be “flat topped”.

Hazard Removal – refers to a unit of work where the tree will be cut down and left on site except for debris smaller than four inches (<4”) in diameter which should be run through the chipper and removed from the site.

Hazard Trim – refers to a unit of work where the canopy of the tree will be pruned below the lowest attachment (typically communication cables) i.e. “rolled back” such that any subsequent failure will not strike NES facilities and left on site except for debris smaller than four inches (<4”) in diameter which should be run through the chipper and removed from the site.

Heading Cut – A pruning cut made to reduce the length of a stem or branch back to a lateral node that does not meet the minimum one-third (1/3) diameter rule for lateral pruning.

Line-clearance qualified trimmer – A worker who has been specifically trained, evaluated, and authorized to perform vegetation work within close proximity to energized electrical conductors, in accordance with OSHA 29 CFR 1910.269 and ANSI standards (primarily ANSI Z133).

Lump Sum Crews -- Personnel performing UVM work for a fixed price or lump sum.

Manifest – set of trimming and removal instructions by address, span and/or NES pole number. Manifest includes maps, customer service requests, parcel summary reports, and special notes.

Mechanical Trim – refers to a unit of work that is completed using mechanical equipment such as a Jaraff, Sky Trim, etc.

Minimum Approach Distance (MAD) – The closest distance a worker, tool, or piece of equipment is permitted to approach an energized electrical conductor or equipment without additional protective measures to prevent electrical shock based on the system voltage.

NES Designated Representative (NES DR) – Typically the NES Senior Utility Arborist (SUA), VM Supervisor, or Operations Planning Supervisor. The NES DR can also be the administrative contractor who is planning or auditing circuits for planned cycle maintenance work.

NES system - The NES system is divided into seven (7) areas and each area is assigned to a Senior Utility Arborist (SUA). Appendix B shows the Area breakdown and includes contact information for the responsible SUA

Ornamental Species – vegetation planted by someone to add aesthetics and value to property.

Planned Cycle Maintenance Crew(s) (PCM) – crews performing vegetation management work for planned cycle maintenance. Work may be issued on a work unit or lump sum (fixed price) basis.

Planned Cycle Maintenance Work – refers to vegetation management work on all circuits on the NES System for a specified period. Work assignments are distributed as a substation/circuit work unit. Work is captured as an individual task, issued by map page(s) within the specified circuit, audited according to work completion dates, and may be invoiced by completed work task (entire circuit, % complete, etc.) or utilizing Time and Material rates.

Safety Trim – refers to a work task where portions of a tree are removed to mitigate any line catch potential or to make the work safe for an arborist not employed or contracted by NES to perform the tree removal.

Secondary Only Trim – refers to a work task where 6 feet of clearance is required for conductors at the secondary voltages providing service to multiple locations. Examples for this type of clearance include open route/3 wire services, pole to pole services, etc.

Service Only Trim -- refers to a work task where 1 to 3 feet of clearance is required for an individual service drop between the transformer and the structure.

Service Provider or Trimming Crew(s) (TC) –NES contractors who perform utility vegetation management services

Stub Pole – poles on the system that do not carry distribution or transmission facilities but are used as anchor or support for aerial guy wires backing up other facilities.

Supervisor or General Foreman refers to contractor's on-site lead representative.

Transmission Only Trim – refers to a unit of work consisting of the removal of all woody stems to provide clearance for transmission facilities, when no distribution circuits are present below, such that none are within specified clearance as described in the Transmission Vegetation Management Work Plan.

Tree Brush – all hardwood and softwood tree species less than 4" DBH.

Trim -- refers to a unit of work consisting of the removal of all woody stems within the specified clearance distance to include 15 feet below, beside, and above all high voltage conductors associated with the span both distribution and transmission. This clearance includes all circuits in a span.

Uber Over 15+ Trim -- refers to a unit of work consisting of the removal of all woody stems within the specified clearance distance to include 15 feet below, beside, and above all high voltage conductors associated with the span to include both distribution and transmission, as well as limbs greater than fifteen feet above NES primary facilities such that no woody stems overhang said facilities.

Unplanned Maintenance Crews (UPM) – Dedicated crews who perform unplanned vegetation management or emergency work and are available 24/7 on a rotating schedule. May also be referred to as time & material (T&M).

Unplanned Vegetation Management Work –includes emergency, storm, customer-initiated requests, engineering/operations requests for construction or maintenance, and hot spot or cycle buster for circuit reliability.

UPM Crew Composition – the UPM crew shall be staffed by one lead climber/bucket resource and one climber/bucket resource. Exceptions to crew compositions must be approved by the NES DR, in advance.

UPM Supervisor – An employee designated to oversee the UPM crew(s) to ensure accurate and efficient work. This employee will be the central point of contact for NES DR.

UPM Lead Climber/Bucket Resource – An employee proficient in the use of an aerial bucket device that also has a minimum of three years UVM climbing experience.

UPM Climber/Bucket Resource – An employee trained in the use of an aerial bucket device and UVM climbing techniques.

UPM Ground person Resource – An employee that has not been fully trained in the use of an aerial bucket device and UVM climbing techniques.

Vine Spray Unit – unit of measure for the vine pole patrol that includes a 10' radius around the pole and 3' around the guy wire.

Wood residue - leaves, brush, limbs, wood chips, or logs resulting from trimming and removal operations.

Zone, Border – area outside wire zone and defined on manifest in feet, typically 15' either side of the wire zone.

Zone, Guy Wire - area around a guy-wire defined in feet, typically 3'.

Zone, Pole Safety – 10' radius around pole in unmaintained areas. May be reduced to a minimum 3' radius at SUA discretion. See Section C UVM Guidelines and Technical Specifications -- Planned Cycle Maintenance -- 20.9 for considerations.

Zone, Wire – 5' each side of pole centerline; typically, distance for 10' cross arm and 3 phases of conductor.

2.0 Standards

2.1 Contractor agrees to the following to help NES meet Tree Line USA Requirements:

- 2.1.1 Incorporate best management practices guidelines which include but are not limited to ANSI A300, Part 1 & Part 7, ISA Underground Construction and National Arbor Day Foundation.
- 2.1.2 Employ work practices that comply with all federal, state, and local tree care statutes, regulations and ordinances.

2.2 Workers and supervisors are required to attend NES annual worker training.

3.0 Communications Tools

3.1 These tools are available to provide a courtesy notice of impending Vegetation Management work:

- 3.1.1 Post cards can be mailed out to customers, advising them of upcoming vegetation maintenance work (Appendix H-1).
- 3.1.2 Interactive voice response (IVR) calls can be placed to all customers on the circuit advising them that work planners will be in their area.
- 3.1.3 Work planners (AC planners) are expected to perform a courtesy knock on each door to identify themselves on the property and discuss the trimming plan. If the customer is not home, a yellow sticky note is left on the door with information and the Hotline phone number (Appendix H-2).

- 3.2 NES has a Vegetation Management Hotline for customer inquiries. This phone number is provided on all documentation and as the callback number for the IVR when it is sent.
- 3.3 Interactive voice response (IVR) calls can be placed to all customers on the circuit advising them that vegetation management crews (planners or tree trimmers) will be in their area soon.
- 3.4 When contract UVM crews arrive to perform work, they are expected to perform a courtesy knock on the door. If the customer is not available, an orange sticky note should be left on the door (Appendix H-2).
- 3.5 TC crews are provided decals or magnets for equipment to identify them as “NES Contractors”.

4.0 Customer Communications Guidelines

- 4.1 NES DR shall make a reasonable effort to contact the customer as notification of proposed trimming and schedule prior to UVM work being performed.
- 4.2 Customer communications note shall be left at each premise where work is planned if no one is available to discuss the work on site.
- 4.3 NES DR will make a reasonable effort to obtain acknowledgement signature from resident for necessary tree removals in maintained areas.
- 4.4 TC shall perform a courtesy knock and make a reasonable effort to speak, in person, with the resident.
 - 4.4.1 The TC will use appropriate NES VM communication door hangers, brochures, or stickers at each premise where work is performed. See Appendix I (1, 2, &3).
- 4.5 TC shall designate at least one person per work site as the Customer Contact. This individual must be clearly identified and available to speak with customers on site.
 - 4.5.1 NES may provide up to two (2) Customer Contact Vests (CCVs) annually. Other forms of designation are acceptable but must be approved by Vegetation Management Supervisor before being deployed on the system.
- 4.6 TC or AC should immediately leave the property when a customer is angry or threatening. Contact the proper authorities and NES DR after vacating the property.
- 4.7 For refusals requiring a Final Notice letter being sent, the NES DR will accompany TC to the work site on the scheduled date.

5.0 Planned Cycle Maintenance (PCM) work

5.1 Planned Cycle Maintenance work may be issued by Units, Time & Equipment, or Lump Sum/Fixed Cost.

5.2 Clearances for overhead high voltage lines:

5.2.1 Overhang Clearance:

5.2.1.1 For distribution voltages (4kV-23.9kV), all branches/limbs that overhang primary lines **should be removed**.

5.2.1.2 No overhang allowed on transmission voltages (69kV and higher).

5.2.2 Bottom Clearance:

5.2.2.1 Distribution -- Fifteen (15') feet below primary conductor. See *Appendix A – Clearance Standards*.

5.2.2.2 Transmission – Fifteen (15') feet below bottom conductor.

5.2.3 Side and Through Clearance:

5.2.3.1 Distribution – Fifteen (15') feet from conductors. See *Appendix A – Clearance Standards*

5.2.3.2 Transmission – Fifteen (15') feet from conductors.

5.3 As noted on manifest and marked in the field, remove trees, shrubbery, brush, or vines encroaching into required clearances for NES facilities (power lines, poles, or other equipment).

5.4 Planners & Auditors will mark prescribed tasks with spray paint, as detailed in section 6.0, to indicate planned work. Paint color for initial planning changes each cycle.

5.5 Planners & Auditors will also use flagging tied around vegetation to draw attention from property owners or vendors.

5.5.1 Yellow flagging – used to indicate to the property owner a tree that NES would like to remove.

5.6 A Pole Safety Zone shall be prescribed to provide adequate clearance for NES workers.

5.7 Vines growing on poles and down guys will be cut off at the ground line and at five feet (5') above the ground. Manual tools to be used for safety purposes. Do not pull vines from NES lines or equipment. Treat the root collars and stubble with herbicide in accordance with Section 14.

5.8 Stumps will be treated with herbicide in accordance with Section 14.

5.9 In cases where trees are attached to fences, walls or other solid structures, cuts will be made above the structure and stumps treated with herbicide in accordance with Section 14.

6.0 Paint Markings

6.1 All paint markings should be made at a uniform height, location, and within view of the most reasonable access point (when possible) for ease of identification.

6.2 Markings should be discreet/minimalistic such that it does not detract from the natural surroundings.

6.3 Trees planned for trimming shall be marked with one (1) dot using the current cycle color.

6.4 UberOver 15+ trims shall be marked with two (2) dots using the current cycle color.

6.4.1 Double dots shall be applied in a straight line in an over-under fashion.

6.5 Removals shall be marked with red paint on original planning.

6.5.1 Red "X" indicates tree removal.

6.5.1.1 Red slash marks on brush are used to indicate a brush removal area or individual stems.

6.6 NES DR will mark add-ons and/or rework with fluorescent orange paint.

6.6.1 The fluorescent orange paint shall be used for any task identified after the initial planning.

6.7 Double dots for rework shall be applied directly beside the original trim dot. Do NOT cover the original dot when indicating rework.

7.0 Trimming

7.1 See definitions on pg. 4 – 7 for trim task prescriptions.

7.2 There should be no overhang left over primary lines along main routes and through neighborhoods or industrial areas feeding many customers. Prudent assessment should be applied on taps feeding very few customers.

7.3 See Clearance requirements on Appendix A.

7.3.1 Unless otherwise specified by NES personnel, Hendrix aerial cable systems shall have the same clearance standards as other overhead primary conductors.

7.4 NES does not trim for private light pattern but will trim to assist with maintenance or restoration of service. Contact SUA.

7.5 Always set the appropriate expectation with the customer on how the trimming will look. NES does not round over for appearance.

7.6 Consult SUA about offering the option to hire a private arborist that can trim to their aesthetic liking given that NES distance specifications are followed.

8.0 Removals

8.1 Tree removals shall be categorized by measuring the trunk diameter at approximately four and a half (4.5') feet above ground level or diameter at breast height (dbh).

8.2 Trees in the wire and/or border zone that cannot be safely and economically maintained shall be targeted for removal during cycle work.

8.3 In unmaintained areas, woody vegetation in the wire and/or border zone that is less than twelve inches (< 12") DBH should be removed to prevent future trimming.

8.4 See Tree Removal Guidelines Flowchart. Appendix C.

9.0 Pruning Guidelines

9.1 TC will follow "directional pruning" techniques to laterals.

9.2 All trimming cuts shall be made to direct future growth away from conductors.

9.3 Branches or limbs shall be cut as close as possible to the branch collar of the supporting trunk or limb without damaging the branch collar.

9.4 Cuts should be made back to a branch which is at least one-third (1/3) of the diameter of the portion being removed. If no such point is present, then the cut should be made at the parent branch/main trunk.

9.5 Unless otherwise instructed by NES DR, tree limbs shall not be stubbed off at the edge of the minimum clearance.

9.6 For a select few species (Pine, Cedar, Southern Magnolia, and Bradford Pear), the use of small Heading cuts (< 2") are appropriate to reduce the length of the branch where no acceptable lateral can be found beyond the prescribed clearance limits.

9.7 Precautions shall be taken to avoid stripping or tearing of bark when cutting large diameter limbs.

9.8 Dead branches shall be removed by making cuts as close as possible to the living tissues that surround the dead branch at the base.

9.9 Climbing irons or hooks should not be used except in cases involving tree removal work, emergency rescue, or when required for worker safety.

9.10 TC will not “shape up” or “round over” tree for aesthetic reasons.

9.11 Hanging or severed limbs resulting from VM operations will be removed from the trees the day they are cut.

10.0 Cleanup & Debris Disposal

10.1 Wood residues resulting from regular trimming and removal operations during planned cycle maintenance shall be removed from customer property, roadways and/or rights of ways.

10.2 Disposal of wood residue should be made at approved location(s) and in compliance with all applicable laws and regulations.

10.3 TC will obtain any license(s), permit(s), etc., which are required from any entity that might regulate disposal of materials generated by such an operation.

10.4 NES does not clean-up brush, trim debris, or logs resulting from natural causes (i.e. weather-related events) or hazard tree tasks.

10.5 During emergency or other conditions, the NES DR may authorize cleanup and/or removal of wood residue to improve public safety.

11.0 Herbicide Treatment

11.1 NES Contractor will handle, store, apply, and dispose of herbicides in a prudent and safe manner in accordance with all local, state, and federal laws governing the use, disposal, and application of herbicides.

11.2 Contractor will exercise prudent work practices to ensure that the general environment is not harmed as a result of the method, location, or timing of herbicidal applications.

11.3 Specimen Labels shall be furnished to NES prior to any application.

11.4 NES reserves the right to change the herbicides, timing, and/or locations where herbicides are to be applied.

11.5 Contractors are encouraged to utilize sub-contractors normally employed in herbicide application projects. However, the use of sub-contractors must be authorized by the NES VM Supervisor before coming onto the system.

11.6 Contractor shall be responsible for transporting herbicides to the job site.

11.7 No herbicides may be stored on Nashville Electric Service property.

11.8 No equipment washing will be allowed at the work site or any unapproved sites, as governed by the appropriate regulatory agencies.

11.9 For cut stump or stubble applications, vendor shall use a dye locator with the herbicide.

12.0 Specific Herbicide Application Types

12.1 Herbicidal Treatment for Vines

12.1.1 All vines shall be treated with herbicide via a basal or foliar application.

12.1.2 Herbicidal mixture shall be applied according to the label for the specified application type.

12.2 Herbicidal Treatment for Stumps (Basal)

12.2.1 Contractor will chemically treat stumps of all removals (tree & brush) that are not scheduled to be ground.

12.2.2 All stumps must be treated with an oil-based chemical mixture. The application should be made within one hour of the removal.

12.2.3 The herbicidal mixture shall be applied according to the label and best practices for this application type.

12.3 ROW Herbicidal Applications (Limited Scope Projects, Tree Growth Regulator (TGR), or IVM ground maintenance)

12.3.1 Contractor shall provide a full-time person for the entirety of the project to serve as Lead for the project.

12.3.2 Lead person must be able to communicate effectively with customers, and personnel.

12.3.3 Lead person must be available to attend Community meetings and present project goals, answer questions and manage public relations.

12.3.4 Contractor shall observe NPDES guidelines regarding aquatic applications.

12.3.5 Contractor shall treat all applicable brush as prescribed.

13.0 Stump Grinding

13.1 NES DR will measure stump size in whole inches and mark measurement location with line of red paint.

13.2 The stump locations and sizes will be furnished in electronic format.

13.3 Grind stump to a depth of 6 to 8 inches below the ground level.

13.4 Leave enough chips to settle to the surrounding ground height (approximately 4 inches high) and remove excess chips.

14.0 Manifest – Original and Rework

14.1 NES will supply work documents in electronic format via then current software platform.

14.2 The electronic format may include a Spanish translation.

14.3 All Customer requests shall be explicitly followed, including prior notices and scheduled trimming dates for customers to be present.

14.4 Add-ons and field changes must be approved in advance by the NES SUA.

14.5 Reworks will be available on the same software platform as well.

15.0 Work Task Submission for Planned Cycle Maintenance Work

15.1 Planned Cycle Maintenance crews will submit completed work tasks via the appropriate electronic software or application.

15.1.1 Currently the platform is iOS (Apple) based.

15.2 Accurate and timely submission of completed work tasks is integral to the workflow processes staying on track as delays will affect auditing and thus invoicing of the circuit.

16.0 Claims

16.1 Nashville Electric Service (NES) expects a timely response and resolution to customer claim issues. Under the terms of our agreement, contractors are solely liable for damages caused during the course of their work and are obligated to restore property to its pre-damage condition or fully compensate the property owner for damages.

16.2 If the claim issue is not resolved in accordance with the standards listed, NES reserves the right to take action that could adversely affect future dealings up to and including termination of the contract.

16.3 Claims of significant damage or constituting excessive loss may result in the contractor being immediately removed from the NES system.

17.0 Ground Maintenance

17.1 The vendor shall follow the maintenance prescriptions and schedule as set forth in the ROW manifest.

17.2 Arborists assigned to each area are responsible to assist with oversight of the planned IVM work in their respective areas.

17.3 Work shall be issued to the vendor and submitted as complete via vendor owned electronic device. Current application utilized the iOS platform.

17.4 Work submitted as complete shall be audited for compliance with the work plan and this UVM Manual.

18.0 Herbicidal Applications

18.1 NES intends to leverage the industry knowledge of the vendor for best practice and mixtures so NES does not specify the herbicidal applications to be used on the system but information on those mixes and applications shall be provided to NES before use on the system.

18.2 In areas of manual vegetation removal, the cut stubble method shall be the preferred mode of herbicidal applications.

18.3 In areas of mechanical vegetation removal, selective backpack applications shall be the preferred mode of herbicidal application.

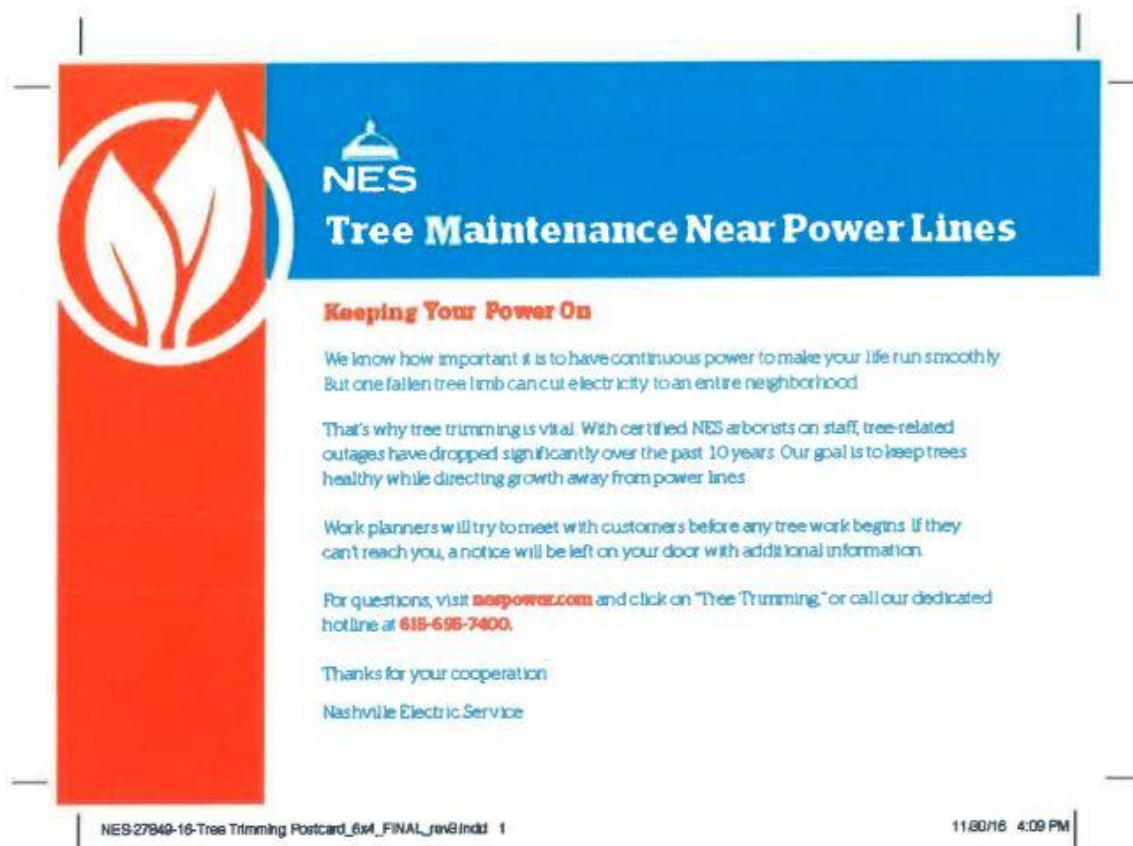
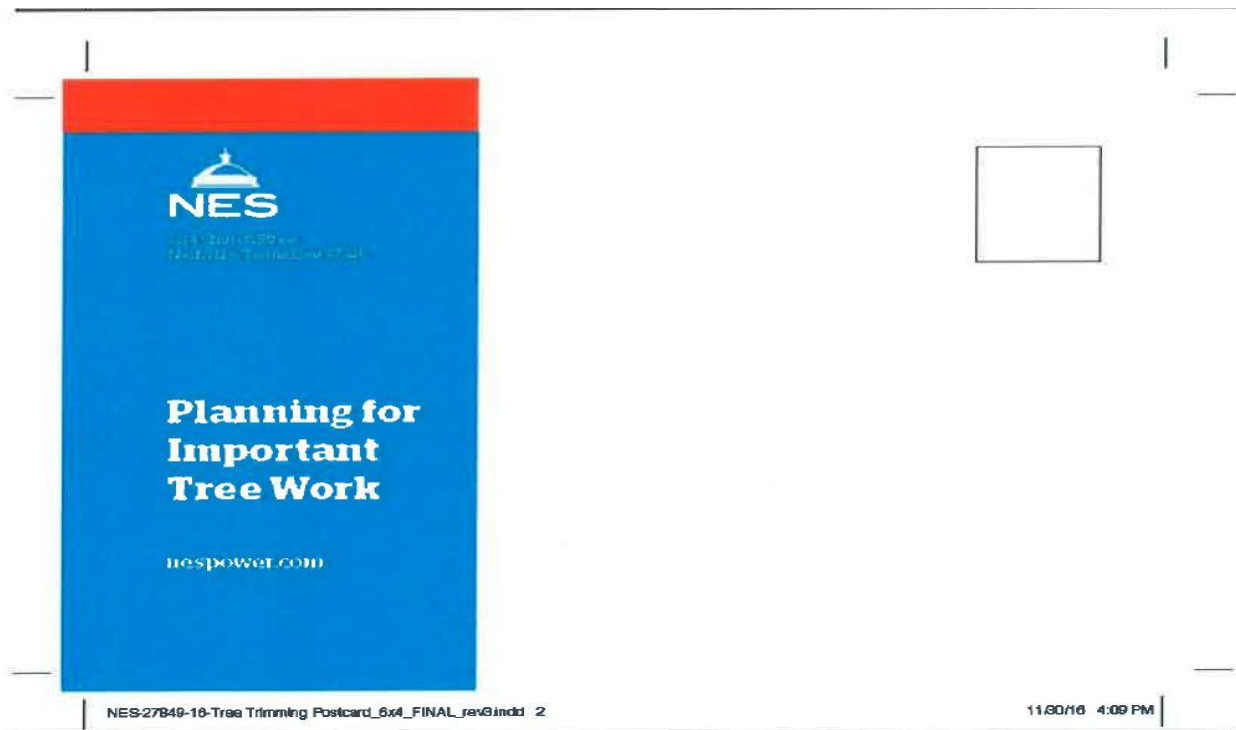
18.4 In some areas a modified high-volume mode of application shall be acceptable. These areas must be previewed and pre-approved by NES personnel before this mode of application can be utilized.

APPENDIX A – Side and Bottom Clearances

Species	Clearance in Feet	
	Lateral Clearance for Primary	Clearance below Neutral
Colorado Blue Spruce	15	10
Dogwood	15	10
Eastern Red Cedar	15	10
Holly	15	10
Ironwood, Blue Beech	15	10
Jack Pine, Black Pine	15	10
Kwansan Cherry	15	10
Redbud	15	10
Southern Magnolia	15	10
Yoshino Cherry	15	10
Blackgum	15	10
Cucumber Magnolia	15	10
Cypress	15	10
Ginko	15	10
Golden Rain Tree	15	10
Hemlock	15	10
Osage Orange	15	10
Persimmon	15	10
Red Oak (pin, water, willow)	15	10
Saucer Magnolia	15	10
Spruce	15	10
Sugar Maple	15	10
Virginia Pine	15	10
White Oaks	15	10
Ash	15	10
Basswood (Linden)	15	10
Beech	15	10
Black Cherry	15	10
Black Walnut	15	10
Catalpa	15	10
Elm	15	10
Hickory	15	10
Ornamental Pears	15	10
Sassafras	15	10
Sweetgum	15	10
Ailanthus (Tree of Heaven)	15	10
Birch (Except European)	15	10
Black Locust	15	10
Black Willow	15	10
Cottonwood	15	10
Hackberry	15	10
Honey Locust	15	10

Lombardy Poplar	15	10
Mulberry	15	10
Paulownia	15	10
Pines (Loblolly, Shortleaf, White Pine)	15	10
Red Maple	15	10
Silver Maple	15	10
Sycamore	15	10
Tulip Poplar (Yellow Poplar)	15	10
Weeping Willow	15	10

APPENDIX B (1) – Customer Communication Cards



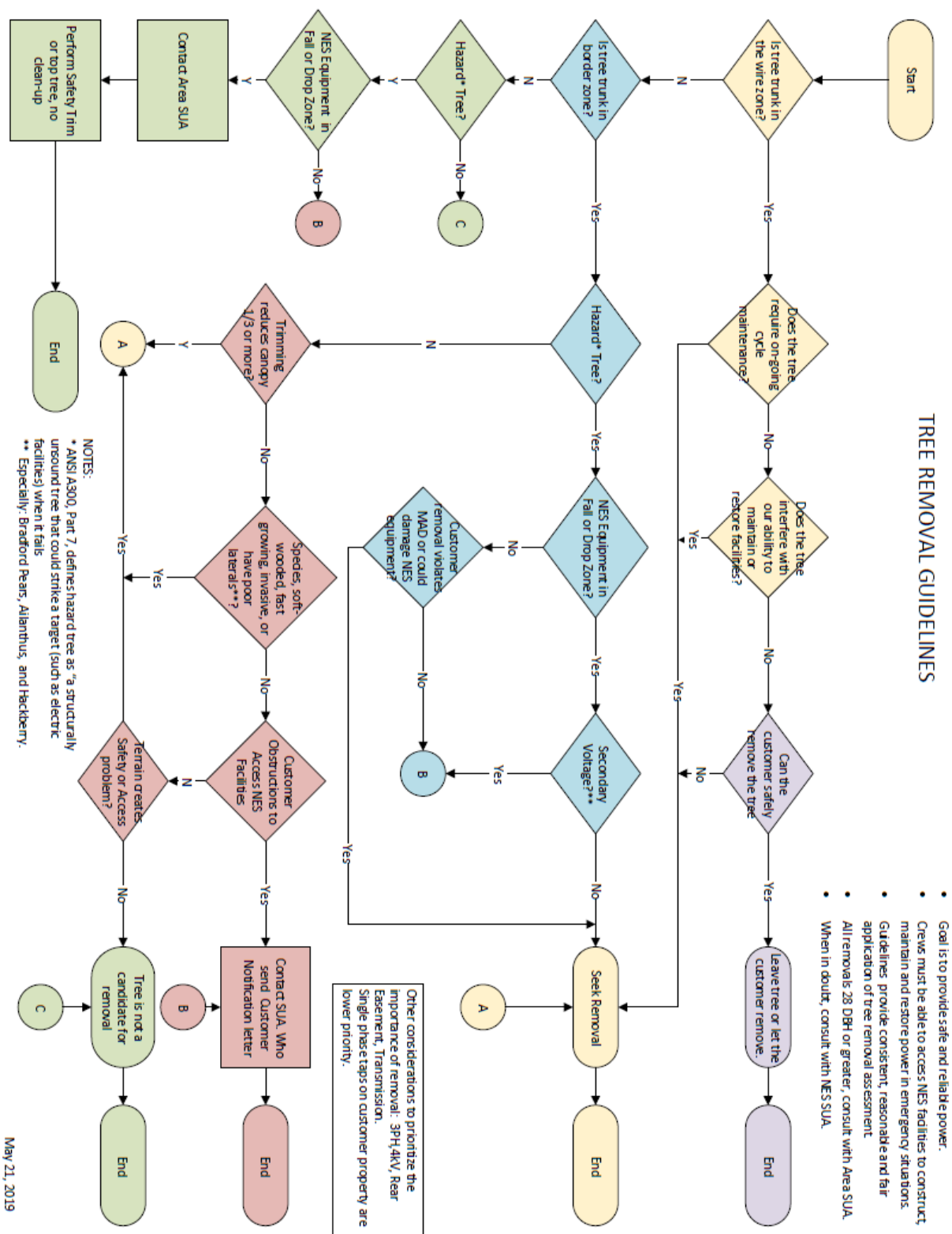
APPENDIX B (2) – Customer Communication Cards

Important Tree Work Scheduled  Our tree program is key to preventing power outages and providing you with the most reliable service possible. NES crews are working in your neighborhood to clear trees, limbs or other plant growth near electric lines and equipment. ☐ Trees marked with a spot of yellow / green / orange at the base are to be trimmed. ☐ Trees marked with a red "X" will be removed and treated to prevent sprouting. A temporary blue dye is used to show where the treatment is applied. ☐ For trees marked with a yellow ribbon, please call NES at 615-695-7400. ☐ Vegetation marked with red paint will be removed and treated to prevent regrowth. A temporary blue dye is used to show where the treatment is applied. ☐ Other: _____ NES Contact: _____  For more information about the tree work that is scheduled, call our dedicated phone number at 615-695-7400 or visit nespower.com and click on "Tree Trimming". NES-27102-17 Warning for Trimming of Trees, No Storm Jan2017_01010001-1 1/18/17 2:25 PM	Importante Trabajo Programado sobre los Árboles Nuestro programa de árboles es clave en prevenir apagones y proveer el servicio eléctrico más confiable posible. Representantes de NES están trabajando en su vecindario para remover árboles, ramas o plantas que estén cerca de cables y equipos eléctricos. ☐ Los árboles marcados con un punto amarillo / verde / naranja en la base serán podados. ☐ Los árboles marcados con una "X" roja serán eliminados y tratados para prevenir el rebrote. Un tinte azul temporal se utilizará para mostrar dónde se aplicó el tratamiento. ☐ En el caso de árboles marcados con una cinta amarilla, llame a NES al 615-695-7400. ☐ Vegetación marcada con pintura roja se eliminará y se tratará para prevenir el rebrote. Un tinte azul temporal se utilizará para mostrar dónde se aplicó el tratamiento. ☐ Otros: _____ Contacto de NES: _____ Para obtener más información acerca de los trabajos programados sobre los árboles, llame a nuestro área telefónica específica al 615-695-7400 o visite nespower.com y haga clic en "Trabajo de Árboles". NES-27102-17 Warning for Trimming of Trees, No Storm Jan2017_01010001-2 1/18/17 2:25 PM
Sorry we missed you.  Hi! We were at your home today to perform tree work near NES power lines and equipment. NES Contractor: _____ Explanation: _____  If you have questions or concerns, call our dedicated phone number at 615-695-7400 or visit nespower.com and click on "Tree Trimming". NES-27102-17 We Missed You, No Storm Jan2017_01010001-1 1/18/17 2:25 PM	Lamentamos no haberlo encontrado. ¡Hola! Hoy estuvimos en su vivienda para podar sobre los árboles que están cerca de los cables y equipos eléctricos de NES. Contratista de NES: _____ Explicación: _____ Si tiene alguna pregunta o inquietud, llame a nuestra línea telefónica específica al 615-695-7400 o visite nespower.com y haga clic en "Trabajo de Árboles". NES-27102-17 We Missed You, No Storm Jan2017_01010001-2 1/18/17 2:25 PM

APPENDIX B (3) – Customer Communication Cards

 Tree Removal Acknowledgement Please sign this card and leave it on your door so that we know you received this information. Print Name _____ Owner's Signature _____ Date: ____/____/____ Official Use: NES Representative _____ Company/Crew Number _____ Removal Address _____ Primary Phone _____ Secondary Phone _____ Number of trees to be removed _____ Substation/Circuit _____ Description/Location _____ Date Removed: ____/____/____ If you have questions or concerns, call our dedicated phone number at 615-695-7400 or visit nespower.com/treetrimming.html.	 Confirmación de Remoción de Árboles Por favor, firme esta tarjeta y déjela colgada en su puerta para que sepamos que usted recibió esta información. Imprimir Nombre: _____ Firma del propietario: _____ Fecha: ____/____/____ Uso oficial Representante de NES: _____ Empresa/ Número tripulación: _____ Dirección de la eliminación: _____ Teléfono principal: _____ Teléfono secundario: _____ Cantidad de árboles a ser removidos: _____ Subestación/Circuito: _____ Descripción/ Ubicación: _____ Fecha Retira: ____/____/____ Si tiene alguna pregunta o inquietud, llame a nuestra línea telefónica específica, 615-695-7400, o visite nespower.com/treetrimming.html.
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APPENDIX C – Tree Removal Guidelines



APPENDIX D – Tree Planting Form

Revision: June 13, 2018

TREE PLANTING FORM NASHVILLE ELECTRIC SERVICE

Date* _____ Substation/Circuit _____

Customer Name _____

Planting Address _____

Removal Address _____

Home _____ Mobile _____ Business _____

Number of trees to be removed _____ Number of stumps to be removed _____

Number of trees to be planted _____ Diameter each stump _____

COMMON NAME	QTY	Feet from Power Lines	COMMON NAME	QTY	Feet from Power Lines
SHRUBS			FLOWERING TREES		
Schip Laurel	_____	10'	Forest Pansy Redbud	_____	15'
Leatherleaf Viburnum	_____	10'	Cherokee Brave Dogwood	_____	15'
Glossy Abelia	_____	10'	Yoshino Cherry	_____	20'
Forsythia	_____	10'	Natchez Crape Myrtle	_____	20'
SMALL TREES			SHADE TREES		
Star Magnolia	_____	15'	October Glory Maple	_____	45'
Sweet Bay Magnolia	_____	20'	Shumard Red Oak	_____	45'
Trident Maple	_____	20'	Black Tupelo (Black Gum)	_____	45'
EVERGREENS			FRUIT TREE & BUSH		
Nellie R. Stevens Holly	_____	15'	Bartlett Pear (5 gal.)	_____	20'
"Emerald Green" Arborvitae	_____	15'	Blueberry Bush (3 gal.)	_____	10'
OTHER					

**Completed forms must be returned within 30 days of offer. Planting season is November through March.
Send completed forms to: Vegetation Management Dept., Nashville Electric Service, 1214 Church Street, 37246.*

Customer's Signature _____ VM Supervisor _____

NES DR Signature _____ Planner-Coordinator _____

NES Senior Arborist _____ T&D Manager _____

NES (White)

Landscape Copy (Yellow)

Customer Copy (Pink)

APPENDIX E – Private Trim Acknowledgement



PRIVATE TREE TRIMMING ACKNOWLEDGEMENT

PREMISE INFORMATION		
Last Name:	First Name:	Date:
Street Address:		Apartment/Unit #
City:	State:	Zip:
Daytime Phone:		Other Phone Number(s):
Email:		

TRIMMING REQUIREMENTS	
Required Completion Date <i>Not to exceed 30 days.</i>	Minimum Required Clearance for each tree and/or shrub:

CUSTOMER TERMS & CONDITIONS
- I acknowledge that the private contractor must complete the work before the required completion date above so that NES may perform all inspections in a timely and cost-effective manner. - I acknowledge that I MUST hire a private contractor that is qualified to trim trees within 10' of any energized primary power lines. The qualifications are spelled out in OSHA CFR1910.269. OSHA recognizes these qualification levels: 1) Line Clearance Tree Trimmers or 2) 269-qualified employees. I acknowledge it is <u>my responsibility</u> to ensure the persons I hire meet these qualifications. - I understand that an NES representative will conduct a field inspection, on or following, the mutually agreed upon <i>Required Completion Date</i> noted above. - I understand that if NES's inspection shows that my contractor did not achieve the minimum required clearance, or that if the work is not completed on time, then NES's contract VM crews will trim my tree(s) using its existing trimming standards and procedures. - I understand that by employing a private contractor for the purpose of tree trimming, I am fully responsible and assume all risk and liability for all damages, judgments, causes of action, liability, loss or injury to NES, all additional parties and myself.

NOTIFICATION TO NES

In lieu of having NES's utility vegetation management (UVM) crews perform their scheduled work; I agree that the prescribed UVM work for this property will be privately performed at my expense according to the terms above. My signature provides express written notice to NES.

Property Owner or Authorized Agent (Print/Sign)
As signatory, I attest that I have the authority to represent the property listed above.

Date

Received by NES Representative

Phone #

Date

Inspector _____ Inspection Date _____

Pass _____ Fail _____

Revision 10/24/19

NES COPY (WHITE)

PRIVATE CONTRACTOR (YELLOW)

PROPERTY OWNER COPY (PINK)

APPENDIX F – Customer Request to Relocate NES Powerlines and Facilities



CUSTOMER REQUEST TO RELOCATE NES POWER LINES AND FACILITIES

PREMISE INFORMATION		
Last Name:		First Name:
Street Address:		
City:		State: Zip:
Primary Phone Number:	Secondary Phone Number:	Tree Species and Location:
Description of the UVM work to be performed:		
Select One: ☐ Service Relocation ☐ Sideline Relocation ☐ Overhead to Underground		
RELOCATION PROCESS		
1. Contact Customer Service, (615) 736-6900 before _____ to generate a request for power line relocation. (Typically two business days.) 2. Requestor of the relocation shall pay for the engineering cost, determined by NES, prior to NES preparing a detailed relocation design. If payment is not made within _____ * calendar days of receipt of quotation, the relocation request will be cancelled. The NES Senior Utility Arborist will send a "Notice about Tree Trimming Work" certified letter, to the customer, designating the date that NES contractors will return to perform the trimming/removal work. 3. After payment for engineering design is received, NES will prepare a detailed quote for relocation costs. 4. Customer shall pay 100 percent of actual relocation costs, including but not limited to labor, NES overhead, materials, traffic control, easements and damage repairs caused during relocation work. 5. Energy Services Engineering (ESE) will notify the customer, by letter and phone, of the cost for relocation within two business days of receipt of job packet. 6. The customer has _____ * calendar days to accept the relocation estimate from the date of quotation. 7. If the relocation quotation is not accepted and/or payment not received in this period, the relocation request will be cancelled. The NES Senior Utility Arborist will generate and send a "Notice about Tree Trimming Work" certified letter, to the customer, designating the date that NES contractors will return to perform the trimming/removal work.		
<i>*NES will allow up to 30 calendar days but reserves the right to shorten the due date based on criticality of the work.</i>		
CUSTOMER TERMS AND CONDITIONS		
• I have read and understand the Relocation Process outlined above. • I acknowledge that failure to follow the above steps in a timely manner will result in NES contract crews performing the planned utility vegetation management work in accordance with NES's VM Standards and Policies.		

Customer Name Signature

Date

Received by NES Representative (Print and Sign)

Date

Revision Date: November 1, 2019