

Vegetation Management Distribution Inspection Procedure

Attachment 6, Tree Removal Inventory Program

This attachment provides guidance for the inspection and abatement of trees in scope for the Tree Removal Inventory (TRI) program. The program focuses on specific vegetation points identified by the Enhanced Vegetation Management (EVM) and Accelerated Wildfire Risk Reduction (AWRR) programs to reduce the risk of wildfire due to vegetation conflicts.

TARGET AUDIENCE

Vegetation management inspectors (VMI)

International society of arboriculture (ISA) tree risk assessment qualification (TRAQ) VMIs

Supervising vegetation management inspectors (SVMI)

Vegetation program managers (VPM)

BEFORE YOU START

- All individuals must complete PG&E Academy training required for inspections prior to performing this procedure. Training expectations are available at [Training Expectations](#).
- VMIs are required to update VM Certification in Structured Learning Path (SLP).
- Vegetation Management SLP will be considered the system of record for tracking ISA TRAQ certification and verification.

Vegetation Management Distribution Inspection Procedure

Attachment 6, Tree Removal Inventory Program

REINSPECTION PROCEDURES

In-scope trees are grouped into two categories for the purposes of this attachment: a TAT result of Abate and TAT results other than Abate. Each vegetation point must be inspected and the system of record updated as follows:

NOTE

IF through desktop review a local operation team determines that TAT Abate result trees are ready for tree crew assignment, THEN no inspection is necessary, and the TAT Abate tree work can be assigned to tree crews. Before assigning work, UPDATE the **Prescription** field for the vegetation point to the appropriate unified work code.

1 Reinspection of in-scope vegetation points that have a TAT Abate result

NOTE

The **Date** field in VMI and TRAQ Field Maps must be updated with every inspection.

While performing the steps below, VMIs should follow the best management practices in [TD-7102P-01, Vegetation Management Distribution Inspection Procedure.](#)

1.1 IF there are no longer any above-ground facilities present for the tree to fall into or otherwise impact,

THEN the VMI must CHANGE the following in Field Maps:

- **Reason:** "Line Does Not Exist"
- **VP Status:** "No Work Required"
- **Prescription:** "No Work Needed"
- **PI LAN ID:** LAN ID of the VMI
- **PI ISA Number:** ISA number of the VMI
- **PI Comments:** Indicate date of inspection in which it was confirmed the line is no longer present and no further work is required.

For comprehensive instructions on entering information into Field Maps, refer to the "TRI VMI Job Aid."

Vegetation Management Distribution Inspection Procedure

Attachment 6, Tree Removal Inventory Program

1.2 IF the VMI inspects a vegetation point and the tree is NOT present,
THEN the VMI must CHANGE the following in Field Maps:

- **Reason:** "Tree has already been removed"
- **VP Status:** "No Work Required"
- **Prescription:** "No Work Needed"
- **PI LAN ID:** LAN ID of the VMI
- **PI ISA Number:** ISA number of the VMI
- **PI Comments:** Indicate date of inspection and add the comment "Confirmed tree is no longer present."

For comprehensive instructions on entering information into Field Maps, refer to the "TRI VMI Job Aid."

1.3 IF the VMI confirms the PG&E facilities exist AND confirms the vegetation point exists,
THEN, the VMI must CHANGE the following in Field Maps:

- **Status:** "Hold"
- **Reason:** "Requires Reassessment by TRAQ VMI"
- **PI LAN ID:** LAN ID of the VMI
- **PI ISA Number:** ISA number of the VMI
- **Constraint:** "Pending TRAQ Reassessment"
- **PI Comments:** Indicate date of inspection and add the comment "Tree requires TRAQ reassessment."

For comprehensive instructions on entering information into Field Maps, refer to the "TRI VMI Job Aid."

NOTE

ALL STEPS BEYOND 1.3 MUST BE PERFORMED BY A TRAQ VMI.

Vegetation Management Distribution Inspection Procedure

Attachment 6, Tree Removal Inventory Program

1.4 IF the TRAQ VMI inspects a vegetation point and determines the tree does NOT have the potential to fall into or otherwise impact electrical primary or secondary distribution facilities,

THEN the VMI must CHANGE the following in Field Maps:

- **Status:** “No Work Required”
- **Reason:** “Reassessed by TRAQ VMI”
- **Prescription:** “No Work Needed”
- **PI LAN ID:** LAN ID of the TRAQ VMI
- **PI ISA Number:** ISA number of the TRAQ VMI
- **Constraint:** “None Observed”
- **PI Comments:** Indicate date of inspection and add the comment “Confirmed tree does not have strike potential.”

For comprehensive instructions on entering information into Field Maps, refer to the “TRI VMI Job Aid.”

1.5 IF the TRAQ VMI inspects a vegetation point and determines the tree has the potential to fall into or otherwise impact electrical primary or secondary distribution facilities,

THEN the TRAQ VMI must PERFORM the following steps:

1. UPDATE the **Prescription** field to the appropriate unified work code.
2. CHANGE the following in Field Maps:
 - **VP Status:** “Work Identified”
 - **Reason:** “Reassessed by TRAQ VMI”
 - **PI LAN ID:** LAN ID of the TRAQ VMI
 - **PI ISA Number:** ISA number of the TRAQ VMI
 - **PI Comments:** Indicate date of inspection and any comments as appropriate.

For comprehensive instructions on entering information into Field Maps, refer to the “TRI VMI Job Aid.”

Vegetation Management Distribution Inspection Procedure

Attachment 6, Tree Removal Inventory Program

2 Reinspection of in-scope vegetation points that have a TAT result other than Abate

NOTE

The **Date** field in VMI and TRAQ Field Maps must be updated with every inspection.

2.1 Using the procedures in [TD-7102P-01, Vegetation Management Distribution Inspection Procedure](#), TRAQ VMIs must INSPECT in-scope vegetation points that have a TAT result other than Abate.

2.2 IF the TRAQ VMI determines no work is required,

THEN the TRAQ VMI must CHANGE the following in Field Maps:

- **Status:** “No Work Required”
- **Reason:** “Reassessed by TRAQ VMI”
- **Prescription:** “No Work Needed”
- **PI LAN ID:** LAN ID of the TRAQ VMI
- **PI ISA Number:** ISA number of the TRAQ VMI
- **Constraint:** “None Observed”
- **PI Comments:** Indicate date of inspection and add the reason for no work required.

For comprehensive instructions on entering information into Field Maps, refer to the “TRI VMI Job Aid.”

1. The TRAQ VMI must UPLOAD a photograph of the completed Basic Tree Risk Assessment Form to the vegetation point in the TRAQ Field Map.

NOTE

No other photos should be uploaded for the vegetation point, except the Basic Tree Risk Assessment form.

It is not necessary to upload the form when no work is required for the following reasons:

- No overhead lines are present.
- Tree does not exist.
- Tree does not have the potential to fall into or otherwise impact the facilities.

For instructions on uploading a photo, refer to the “TRI VMI Job Aid.”

Vegetation Management Distribution Inspection Procedure

Attachment 6, Tree Removal Inventory Program

2.3 IF the TRAQ VMI suspects any tree or portions of any tree they inspect poses potential outage/ignition risk,

THEN the TRAQ VMI must PERFORM the following steps:

1. PERFORM a Basic Tree Risk Assessment (Level 2) using the Basic Tree Risk Assessment Form.
2. PRESCRIBE work in accordance with the TRAQ assessment result.
3. IF the prescription is being changed from a removal to prune,

THEN UPLOAD a photograph of the completed Basic Tree Risk Assessment form to the vegetation point in the TRAQ Field Map.

OTHERWISE, no form is required if prescription remains a tree removal.

For instructions on uploading a photo, refer to the "TRI VMI Job Aid."

4. CHANGE the following in Field Maps:

- **Status:** "Work Identified"
- **Reason:** "Reassessed by TRAQ VMI"
- **Prescription:** A unified work code in accordance with the TRAQ assessment result
- **PI LAN ID:** LAN ID of the TRAQ VMI
- **PI ISA Number:** ISA number of the TRAQ VMI
- **Constraint:** As appropriate
- **PI Comments:** Indicate date of inspection and add comments as appropriate.

For comprehensive instructions on entering information into Field Maps, refer to the "TRI VMI Job Aid."

3 Documenting Reinspection Results

3.1 Reinspection results must be documented in the system of record.

Vegetation Management Distribution Inspection Procedure

Attachment 6, Tree Removal Inventory Program

REVISION NOTES

Where?	What Changed?
Entire Document	Original Publication