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**From:** Dennis Kern  
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**To:** All Operations Managers and Supervisors

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**Subj:** **Policy Memorandum – 3417 Job Description & Tasks, re: Trees**

The 3417 Gardener Class Definition includes -- among other landscape and horticultural tasks -- the task of 'clearing brush.' The Knowledge, Skills, and Abilities (KSAs) required for the 3417 classification includes -- among the many types of gardening equipment and tools -- the ability to safely use power chain saws and ladders.

The 3434 Arborist Technician Class Definition establishes "the maintenance and removal of trees" as the essential work of the 3434 classification.

This Operations Policy Memorandum reinforces the task of tree removal as the work of the 3434 Arborist classification. Consequently, 3417 Gardeners are neither trained nor authorized to fell trees.

3417 work regarding trees does include the following:

- ✚ Brush Clearing. Gardeners perform all manner of brush clearing in a park landscape, including the removal of large shrubs and small trees. Although it is difficult to give specific size specifications among species for what would constitute a small tree, generally it will constitute a tree that is no taller than 15 feet high and has a trunk diameter no greater than 5 inches at breast height.
- ✚ Log Bucking. Gardeners do removal felled trees, once on the ground. This includes branch and limb removal and the bucking of the trunk and other larger pieces of the felled tree. This also applies to tree and limb failures that have fallen to the ground.
- ✚ Pollarding. Using orchard ladders and appropriate tools, pollarding is 3417 work.
- ✚ Understory Lifting. Similar to brush clearing, Gardeners prune, lift, and otherwise trim low branches from trees for sight line clearance or horticultural purposes -- all done from the ground.
- ✚ Pole Pruning. Gardeners prune small limbs and branches that are reachable from the ground using pole pruners.

With the above exceptions, all other tree work (removals, side trimming, anything requiring tree climbing or rigging) is the work of the 3434 Arborist Technician classification.

