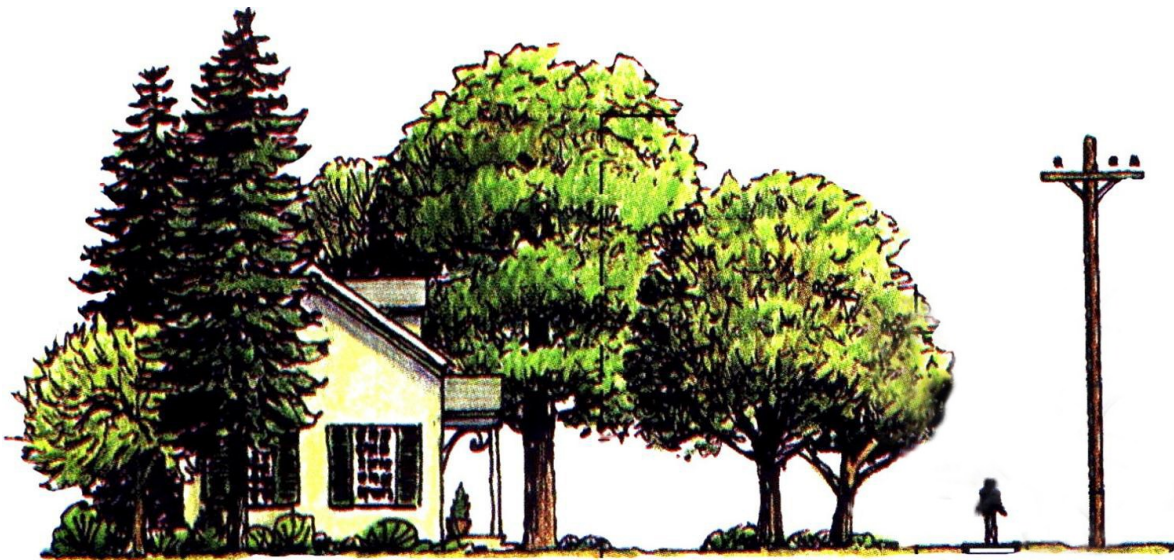


Line Clearance and Herbicide Specifications Manual 2025-26



REVISED 03/01/2024

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Right-of-Way Purpose Statement

The REA Energy Right-of-Way program exists to provide **Safe, Reliable, Economical** and **Affordable** electric energy to our members by maintaining our systems Right-of-Ways in a manner consistent with tested and approved methods.

Right-of-Way Vision Statement

The Goal of maintaining REA Energy Right-of-Ways is to effectively and economically use the best-tested and approved methods of Right-of-Way maintenance to provide the most reliable electrical energy to our members. To provide visual and physical access to our power line system used by REA Energy line and maintenance personnel for construction, maintenance, and power outage restoration.

The Right-of-Way maintenance program is designed to help reduce tree related outages by providing a better visual and physical access to poles, wire, and equipment. REA Energy is committed to providing safe, reliable electrical service to our members and employees by maintaining our Right-of-Way.

DIRECTORY

Purchasing and Facilities Supervisor

Marsha Huey

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Safety & Right-Of-Way Manager

David E. Daugherty, CSP

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Forestry & Vegetation Management Supervisor

Brendan P. Short, ISA

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REA Energy Cooperative Inc. Outage Reporting System

1-844-920-3395

Answers 24 hours a day

CONTRACTOR'S RESPONSIBILITIES

The contractor will be responsible for:

- A. The contractor shall perform all work in accordance with the terms, conditions, specifications, and requirements of the contract and all its attachments which include this Line Clearance & Herbicide Specifications Manual, and the REA Energy Safe Work Practices Manual.
- B. The contractor shall furnish all labor, materials, equipment, tools, and transportation necessary to perform the work.
- C. During the performance of all work the contractor shall provide and make available to REA Energy a competent General Foreman. The General Foreman shall supervise the work crews to the satisfaction of REA Energy. If the REA Energy Safety and Right-of-Way Manager or their REA designee determines the contractor's supervision is inadequate, REA Energy reserves the right to require additional supervision. All instructions given to the General Foreman shall be as binding as if given to the contractor. The General Foreman shall not be changed without approval of REA Energy Safety and Right-of-Way Manager or their REA designee.
- D. The contractor shall be responsible for the direct supervision of its employee(s) performing the duties described herein and thereon to ensure that the products and methods of delivery are accomplished as specified.
- E. The contractor shall employ only competent employees, trained to complete work in a safe manner. The contractor shall be required to remove from work any employee who, in the opinion of REA Energy, is deemed incompetent, untrustworthy, disorderly, or otherwise detrimental to the work.
- F. OSHA's Contractor Information Transfer Requirements shall be met by the contractor prior to the start of any project or section. The REA Contractor Information Sharing Checklist shall be the document utilized to meet this requirement. The contractor shall not begin work until contractor's onsite personnel have reviewed the completed form. Contractor's onsite crew/leader foreman is responsible to share the information from the REA Contractor Information Sharing Checklist with their employees (reference OSHA 1910.269 and/or 29 CFR 1926 Subpart V).
- G. The contractor shall routinely provide to the REA Energy Safety and Right-of-Way Manager or their REA designee, the phone numbers of contractor's General Foreman and his/her crew leaders.
- H. The contractor shall report the work locations of all crews to the REA Energy Safety and Right-of-Way Manager or their REA designee, between 7 a.m. and 7:15 a.m. each workday.

- I. On all projects, once a job is started, there shall always be at least one crew working the project until the project is completed, unless approved by the REA Energy Safety and Right-of-Way Manager or their REA designee, in writing. The contractor shall work progressively from the substation or metering point outward and shall complete all work before starting work on another project.
- J. All requests made by the contractor for its crews to be released to another utility for storm work or any other reason shall be approved by the REA Energy Safety and Right-of-Way Manager or their REA designee, in writing.
- K. The contractor shall be responsible for locating designated parking zones for staging of contractor's equipment and contractor's employee vehicles. The contractor shall promptly notify all parking zone locations to the REA Energy Safety and Right-of-Way Manager or their REA designee. The parking zones shall be located within the REA circuit where the project is located, and the contractor's employees shall report to the designated parking zones at the beginning and closing of each workday.
- L. Private vehicles of employees belonging the contractor shall not be permitted at any job site.
- M. The contractor and its employees shall not use REA Energy properties for storage of materials including off-duty equipment unless approved by REA Energy, in writing.
- N. Contractor shall immediately contact the REA Energy Safety and Right-of Way Manager or their REA designee after any contractor created outage and provide pertinent information such as nearest address, location (pole number(s)), and extent of damage. The contractor's supervision shall complete an investigation and provide the findings of the investigation to REA Energy in writing.
- O. The contractor shall be invoiced by REA Energy for all unplanned outages resulting from the actions, or activities of the contractor or contractor's employees.
- P. The contractor shall be responsible for all costs incurred by REA Energy to repair or replace any properties and/or facilities damaged by the contractor or the contractor's employees.
- Q. A contractor shall promptly notify the REA Energy Safety and Right-of-Way Manager or their REA Energy designee when damage is discovered to REA Energy owned facilities (Examples: broken insulators, frayed and/or downed wires, broken poles and/or crossarms, broken guy wires, etc.).
- R. The contractor shall comply with all applicable federal, state, and local, regulatory, and environmental laws and requirements, including those with respect to the licensing of contractor's, arborists, and/or pesticide applicators.

- S. Contractor shall perform all work coinciding with REA Energy's hours of work, unless otherwise approved in writing by REA Energy Safety and Right-of-Way Manager or their REA designee. REA Energy shall not pay for any non-productive labor because of inclement weather unless approved by the REA Energy Safety and Right-of-Way Manager or their REA designee, in writing.
- T. Crews are not permitted to work during REA Energy observed holidays. The holidays are: New Year's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, and Christmas Day. When a holiday falls on Sunday, it will be observed on the following Monday. When the holiday falls on a Saturday, it will be observed on the preceding Friday.
- U. All contractor-generated trash, including empty drinking cups, lunch papers, oil containers, etc. shall be removed prior to leaving an area.

CUSTOMER RELATIONS

- A. Contractor crews shall make an attempt to notify property owners of their presence before work commences on the property.
- B. Where approval of private access is given, the contractor shall bear the cost of any damage claims that may arise due to the use of such access by the contractor.
- C. All ruts and damage caused by contractor's equipment shall be repaired by the contractor at no charge and to the reasonable satisfaction of the property owner.
- D. Contractor shall have all **property damage fixed & resolved within fourteen (14) days upon being notified**. Upon completions REA Energy Safety and Right-of-Way Manager or their REA designee shall be notified.
- E. The contractor shall provide for protection of all property and line along, and adjacent to, the line Right-of-Way including, but not limited to, power lines, communication lines, railroad crossings, streets, roads, buildings, lawns, fences, drains, irrigation ditches, culverts, wells, bodies of water and pipelines. The contractor shall determine the extent of protection required in all cases and provide this protection.
- F. The contractor shall comply with all reasonable requests of the property owners, relative to access to Right-of-Way and to the general conduct of work.
- G. Complaints of any nature received from property owners or those in authority over trees removed, trimmed or areas chemically treated shall receive immediate attention and shall be resolved in a timely manner by the contractor. All unresolved complaints shall be reported immediately to the REA Energy Safety and Right-of-Way Manager or their REA designee.

- H. The contractor's General Foreman shall immediately investigate damage claims as they are reported and settle the claims as soon as possible. A REA Damage Form shall be filled out and submitted to the REA Energy Safety and Right-of-Way Manager or their REA designee within 1 week of the claim. (Exhibit B)
- I. In cases of disagreement between any property owner or tenant and the contractor, or in the event of any claims for damages by a property owner or tenant, the contractor shall notify the REA Energy Safety and Right-of-Way Manager or their REA designee immediately and shall not perform any further operations against the objections of the property owner or tenant without prior approval of REA Energy. Any condition which, in the contractor's opinion, could result in a damage claim to REA Energy shall be brought to the attention of the REA Energy Safety and Right-of-Way Manager or their REA designee the same day or next business day.
- J. The contractor does not represent REA Energy and has no authority to obligate REA Energy for any payment or benefit of any kind to any person. The contractor shall not make any payments to property owners, local inspectors, or other persons for any right to trim or remove trees except on written approval of the REA Energy Safety and Right-of-Way Manager or their REA designee.

PROPERTY OWNER CONTACT

- A. The contractor shall have a full-time Pre-Planner that shall notify and make acknowledgements to all property owners before trees or brush are trimmed, removed, or treated. The contractor's Pre-Planner also shall keep a contact record list that shall include the date landowner was spoken with or was left a door card, landowner's address, and work that is to be performed on each individual property. This work is to be clearly typed or handwritten on a contact customer spread sheet. Upon 100% notification of the circuit a copy of the spreadsheet shall be given to the REA Energy Safety and Right-of-Way Manager or their REA designee.
- B. When a property owner refuses to allow the work necessary to satisfy REA's specifications, the Pre-Planner shall complete a Refusal of Proper Clearance Report (Exhibit A) and notify their Supervisor /GF within two working days. Pre-Planners shall not compromise REA clearances. The Supervisor/GF shall contact the property owner within two weeks to try to resolve the situation. The Supervisor/GF shall not negotiate work below the specification without written authorization from the REA Energy Safety and Right-of-Way Manager or their REA designee. If the Supervisor/GF cannot resolve the refusal, they shall refer it to their REA Energy Safety and Right-of-Way Manager or their REA designee, by turning in the Refusal of Proper Clearance Report within two days. The Supervisor/GF shall make every effort to successfully resolve the refusal before turning it over to the REA Energy Safety and Right-of-Way Manager or their REA designee.

- C. The contractor shall secure all permits and licenses imposed by law, pay all charges and fees, and give all notices necessary and incident to the due and lawful prosecution of this work. REA Energy may, if it so elects, obtain the necessary permits and licenses itself, in which case it shall do so at its own expense. Notwithstanding that REA Energy elects to secure the necessary licenses, permits and/or permission from owners, it shall be the contractor's duty to ascertain that the necessary licenses, permits and/or permission from owners has been obtained before commencing any work hereunder. In any event, contractor shall have the sole liability for any fine, penalty, or other damages arising as a result of failure to obtain all necessary licenses, permits and/or permission of owners.
- D. The contractor is not responsible for removing logs from the property but shall make it clear to the property owner during contact that wood remains on site.
- E. All contractor personnel performing vegetation maintenance work for REA and directly involved in contacting customers shall be required to have in their possession identification, complete with photograph, associating them with their employer. This identification shall be prominently displayed while engaged in customer contact activities.
- F. Any vehicles used in relation to the job shall be appropriately marked to establish the association to the contractor, including Supervisor vehicles.

REPORTING AND INVOICING

- A. The contractor shall submit to the REA Energy Safety and Right-of-Way Manager or their REA designee, weekly timesheets (i.e. Bid Work & T&M) showing the location of work performed on a daily basis, the employee's names, and the number of crew members and equipment hours involved.
- B. Substation Bid Work & T&M invoices shall be submitted for payment monthly to the attention of the REA Energy Safety and Right-of-Way Manager or their REA designee. Bid Work invoices shall list the mileage of work completed per substation / metering point.
- C. Invoices for Substation Bid Work shall be based on the mileage of total work completed as determined during the monthly inspection by the REA Energy Safety and Right-of-Way Manager or their REA designee and the contractor's representative. Ten percent (10%) of Bid Work value per substation / metering point shall be retained until the satisfactory completion of each substation.
- D. Prior to final payment, REA Energy Safety and Right-of-Way Manager or their REA designee shall make a final inspection of the completed projects. To ensure all line clearance work has been completed in accordance with the Line Clearance & Herbicide Specifications Manual.

TIME & MATERIAL (T&M), MAINTENANCE & WORK PLAN

The scheduling of all projects shall be at the discretion of REA Energy. REA Energy may, at its sole discretion, require the contractor to relocate crews to complete specific sites to maintain reliability of service.

- A. The contractor shall be required to remove from the work any equipment and/or personnel who, in the opinion of REA Energy, is deemed unsafe, unreliable, or detrimental to the work.
- B. The contractor shall not add equipment and/or personnel to any T&M project unless approved by REA Energy Safety and Right-of-Way Manager or their REA designee. The contractor shall not invoice REA Energy for idle equipment and/or personnel.
- C. T&M Forman shall document his daily activities and crew, including working location and duration, within their timesheet.
- D. Contractor shall perform all work coinciding with REA Energy's hours of work, unless otherwise approved in writing by REA Energy Safety and Right-of-Way Manager or their REA designee. REA Energy shall not pay for any non-productive labor because of inclement weather unless approved in writing by the REA Energy Safety and Right-of-Way Manager or their REA designee.
- E. Contractor T&M maintenance & work plan crews are responsible for locating a designated parking location for staging of equipment and for employees to report to at the beginning of the workday as well at the closing of the workday. This location shall have the approval of REA Energy Safety and Right-of-Way Manager or their REA designee. Changes to these locations shall be brought to the REA Energy Safety and Right-of-Way Manager or their REA designee attention.

SAFETY

The contractor shall be cognizant of the hazards when working in close proximity to electrical and communications circuits and, accordingly, taking all necessary precautions to prevent injury and loss of life of workers and damage to equipment and property. In this area of safety and health, the contractor shall:

- A. Treat every circuit, equipment and / or line at all times, as energized. It shall be the responsibility of the contractor to familiarize all employees with REA Energy's Safe Work Practices Manual. The contractor shall follow the utility vegetation management industry's best safety practices and requirements. Safety equipment, including but not limited to Hardhats, High-Visibility Vest, Gloves,

Chaps, Fall Protection, and Safety Glasses, shall be supplied by the contractor and worn by all personnel at all times, as required by the contractor's hazard assessment and/or the REA Energy Safe Work Practices Manual.

- B. Inquire and be aware of the nature of the circuits involved in all cases before work commences. The electric circuits are to continue in normal operation during this work; therefore, the contractor is to use all necessary protection for their employees and to guard against interference with the normal operation of the circuits. If in the judgment of the contractor's Foreman, it is hazardous to trim or remove trees with circuits energized, the REA Energy Safety and Right-of-Way Manager or their REA designee shall be contacted for safe resolution of the problem.

GENERAL CLEARING & PRUNING REQUIREMENTS FOR ALL ROWs

When proper notification has been given, all designated trees shall be removed or trimmed in accordance with the following REA Energy methods, to provide maximum clearance, without unnecessary injury to the tree.

- A. Mowable areas shall have all woody vegetation (Ex. Black Walnut, Sumac, Russian Olive, High Bush, Honeysuckle, Maple, and Birch) mowed within REA Right-of-Way. Where mowing application is applicable.
- B. Non-mowable areas all woody vegetation (Ex. Black Walnut, Sumac, Russian Olive, High Bush, Honeysuckle, Maple, and Birch) shall be cut at the stump. All stumps shall be flush cut no higher than three inches (3.0") from, and parallel to the ground line. Stumps of deciduous trees larger than one inches (1.0") at base shall be treated with a cut surface herbicide which include a marking dye. Application shall be done as soon as practical after cutting.
- C. All smaller trees growing alongside the Right-of-Way that are over-crowned to such an extent that the direction of the growth is toward the Right-of-Way shall be removed.
- D. Trees located outside the Right-of-Way that have limbs extending into the Right-of-Way shall have those limbs removed to the main stem at the branch collar or sufficient lateral.
- E. Trees growing on the opposite side of the road from the conductor that have limbs extending past the middle of the road shall be trimmed back to the center of the road or to the main stem if a sufficient lateral is not present.
- F. All branches (sucker growth, deadwood, stubs, and living wood) that are to be removed shall be removed at the branch collar.
- G. Vines growing on poles and guy wires shall be cut at ground line and as high as can be safely reached from the ground. Stumps of the vines shall be treated using an approved herbicide pertaining a marking dye. Vines do not have to be

completely removed; however, if vines are entwined in electrical equipment, notification shall be made to the REA Safety and Right-of-Way Manager or their REA designee by the next business day.

- H. All primary anchor guys shall have a clear zone of five feet (5'-0") including the ground entry point.

TREE PRUNING

All pruning shall be considered routine. All trees shall be pruned by the guidelines detailed in the most current revision of the American National Standard for Tree Care Operations-Tree, Shrub and Other Woody Plant Maintenance – Standard Practices (ANSI A300).

- A. The practice of "shearing", "stubbing", or "round over" shall not be permitted.
- B. All pruning cuts shall be made back to lateral branches at least one-third the diameter of the limb being removed or to the branch collar at the parent stem.
- C. A minimum number of cuts shall be utilized to achieve required clearances.
- D. Cuts shall be restricted to large diameter branches made well within the crown or along the main stem.
- E. Every effort shall be made during the pruning process, to prevent damage to surrounding property and/or the tree itself. Precautions shall be taken to avoid stripping or tearing bark when cutting limbs.
- F. Tree spikes shall not be permitted on any lawn or landscape tree's that are to be pruned. They shall, however, be permitted in any tree(s) to be removed or in rural trees to be pruned.

Acceptable Pruning Methods

Every effort shall be made to prune trees, to ensure that they will not grow back into the primary conductors within the given 5-year cycle.

A. Directional Pruning

This is the preferred pruning technique to be utilized when a tree is located directly under the conductor or located within the Right of Way corridor (Yard Trees only). To achieve necessary tree-to-conductor clearances, entire branches and/or branches that have laterals growing towards the conductor(s) shall be removed. All cuts shall be made back to lateral branches that grow away from the conductor(s). When required to preserve vertical clearance above the conductors, side branches shall be pruned back to laterals growing away from the conductors.

B. **Crown Reduction**

This technique is to be utilized when a tree is located under the conductors and directional pruning is not feasible (Yard Trees, Curb Sidewalk Trees). In this situation, all top branches shall be pruned back to lower the crown of the tree and achieve the necessary tree-to-conductor clearance. When feasible, entire branches that have sprouts from old topping cuts growing into the lines shall be removed.

C. **Side Pruning**

To be utilized when a tree grows beside the conductors (Rural Right-of-Way). When the parent stem of a tree is at the edge of the Right-of-Way, limbs protruding into the Right-of-Way shall be removed at the branch bark collar on the main stem. Any exceptions to the above methods of pruning shall only be performed at the discretion of and with the approval of the REA Energy Safety and Right-of-Way Manager or their REA designee.

D. **Mechanical Pruning**

Mechanical pruning shall be acceptable on rural cross country Right-of-Ways. These Right-of-Ways are defined as rural in nature that are located beside wooded lots or forested land along existing roads. The same for Right-of-Ways not located beside an existing state, township, or other roadways.

Any exceptions to the above methods (A through D) of pruning shall only be performed at the discretion of the REA Forestry Manager or their REA designee.

DANGER / HAZARD TREES

Contractor shall investigate all trees along the edge or behind the natural tree edge of the Right-of-Way for danger / hazard trees. Any danger/hazard tree, which is located within the Right-of-Way or off Right-of-Way (including the opposite side of the road) shall be removed. Contractor shall perform an ANSI A300 (93.4.2.1) Level 1, limited visual assessment from the Right-of-Way during circuit trimming to identify visibly high-risk trees which within reasonable judgement constitute a potential hazard to REA Energy's facilities at the time of inspection. A danger/hazard tree is defined as a tree having one or more of the following defects that could cause the tree to damage REA Energy lines and equipment if it fell.

- A. Decay, cankers, hollows-present in the main trunk of the tree and must show visible signs of decay.
- B. Disease and insect damage are affecting the tree to such an extent that the tree's survival is in doubt.
- C. Root System-Is exposed to such an extent that the support system of the tree is reduced.

- D. Leaning Trees-Trees that have such a lean toward the Right-of-Way that they cannot be pruned without removing their canopy.
- E. Splits-That are to such an extent that the splitting is affecting the stability of the tree.
- F. Over crowned trees-Trees that are over crowned to such an extent that their growth is toward the Right-of-Way.
- G. Dead or dying trees along the natural large tree edge that can hit the conductor, pole or equipment shall be removed.
- H. Stumps of hazard trees removed beyond the clearing zone will not require stump treatment.

BRUSH AND WOOD DISPOSAL / RESIDENTIAL YARDS

It is REA Energy's policy that all wood too large for a brush chipper to handle (i.e. Firewood) shall remain on the property. It is the contractor's responsibility to inform the property owner of this policy during property owner notification.

Disposal of all debris (i.e., Limbs) resulting from a removal, re-clearing, and/or tree pruning operation shall be the responsibility of the contractor. Disposal shall be kept current as the job progresses and shall be carried out using either one or a combination of the methods below.

Stacking

- A. With the property owner's permission, debris shall be made into neat piles along and parallel with the edge of the Right-of-Way. The maximum permissible debris pile height will generally be five (5'-0") to six (6'-0") feet unless site conditions are such that higher piles are acceptable (Example, depressions, rough terrain in remote areas, etc.). Merchantable wood (i.e. Firewood) shall be cut into handling lengths. Piles shall be dressed of protruding limbs and kept clear of pole sites.
- B. Merchantable wood (i.e. Firewood) shall be placed at the stump from the tree where it originated.
- C. With the property owner's permission, a tree shall be dropped off the Right-of-Way at a 90-degree angle and limbed and left in full log lengths with all debris safely on the ground.
- D. With the property owner's permission brush and limbs shall be dragged off the Right-of-Way with the cut butts facing away from the Right-of-Way. Contractor shall be responsible for resolving customer complaints resulting from C and D.

Chipping

With the property owner's permission chips may be scattered / blown randomly on the Right-of-Way or adjacent areas. In the event the chips shall be removed from the job site, disposal is the responsibility of the contractor.

Drop and Lop

This method shall only be used in rural Right-of-Way's where mowing is not applicable. Non-merchantable brush, limbs, and debris may be left scattered on the floor of the Right-of-Way provided the following guidelines are met.

- A. All debris from pruning, re-clearing, or removal work shall be mulched (diced or cut up with a chain saw) to a height not to exceed twenty-four inches (24.0") above the level of the ground.
- B. The wire zone of the Right-of-Way shall be kept clear five feet (5'-0") from center on both sides for a total of ten feet (10'-0") of any debris.
- C. Brush and logs shall not be left in any waterway. All roads, trails, and streams (Including their banks) shall be kept open.

Stump Removal

Stump removal shall be the sole responsibility of the property owner.

EXISTING PRIMARY CIRCUIT RIGHT-OF-WAY – OVERHEAD LINES

Right-of-Way Cutting in Rural Right-of-Way

These Right-of-Ways are defined as rural in nature that are located beside wooded lots or forested land along existing roads. Same for Right-of-Way not located beside an existing state, township, or other roadways.

- A. **Three Phase, Two Phase and Single-Phase ROWs** – Cutting and clearance, clear zone shall be fifteen feet (15'-0") measured outward from the outermost conductor ground to sky. (See Diagram 4)

Right-of-Way Cutting in Residential Yards

These Right-of-Ways are defined as running in residential yards. To classify as a residential yard, criteria shall be met.

- A. **Residential Yard** – Shall be defined as an area having mowed grass and landscape trees and shrubbery. Property shall be maintained on a regular basis and not left abandoned.

- B. **Residential Yard Trees** – Shall be defined as being maintained 360 degrees around the tree and are permitted in residential Right-of-Way. Directional trimming shall be used to train a tree or a branch to grow away from the conductors. Trees that are on the border and are not maintained in 360 degrees shall be trimmed under rural Right-of-Way specifications.
- C. **Three Phase, Two Phase and Single Phase ROWs** – Cutting and clearance a minimum of fifteen feet (15'-0") clear-zone measured outward from the outermost conductor with ten feet (10'-0") clear zone from encroaching limbs under phase conductors shall be cleared. Note, overhanging limbs above phase conductors encroaching into the fifteen feet (15'-0") clear zone shall be removed no matter the distance above the conductor. Vegetation shall not be permitted within the clear zone of any phase conductor. (see Diagram 5)

Primary Circuits Right-of-Way: Underground Lines

*Primary underground Right-of-Way will not be cleared unless incorporated within the general bid package, stating specific substation or metering point and line locations.

The right-of way clearance for primary underground lines shall be seven and a half feet (7'-6") from the center of the line. Right-of-Way width shall be fifteen feet (15'-0") in total width. Underground right-of way's are to be mowed / mulched if applicable. Areas that are non-mowable shall be cleared using best management practices.

All apparatus including but not limited to switch cabinets and pad mount transformers shall be cleared in front of access doors / lids to a minimum distance of ten feet (10'-0"). The width of this clearing shall be equal to the width of the access door / lid. This shall only be done when directed by REA Energy Safety and Right-of-Way Manager or their REA designee.

Individual Services and Yard lights

Branches or trees contacting individual services, yard lights and yard light wires shall be cut down or trimmed to provide a minimum five feet (5'-0") clearance. Trimming of service is required to provide clearances for snow load and rubbing caused by wind etc. Services are defined as the span or spans from the transformer to the customer's meter location. (See Diagram 6)

NEW WORK PLAN RIGHT-OF-WAY CLEARING T&M WORK

Primary Circuit Right-of-Way: Overhead Lines

These Right-of-Way clearing zones shall be defined by vertical planes ("Ground to Sky") extending twenty feet (20'-0") from the center of the pole. Right-of-Way width shall be forty feet (40'-0") for all REA Energy overhead primary circuits.

Primary Circuits Right-of-Way: Underground Lines

The Right-of Way clearance for Primary Underground lines on private property shall be seven and a half feet (7'-6") from the center of the line. Right-of-Way width shall be fifteen feet (15'-0") in total width. This Right-of Way is to be surface cleared using best practices.

Underground lines on public lands shall be cleared to the permitted width not to exceed fifteen feet (15'-0").

Landscaped areas shall not be disturbed without permission from landowner or REA Energy Safety and Right-of-Way Manager or their REA designee.

All apparatus including but not limited to switch cabinets and pad mount transformers shall be cleared in front of access doors / lids to a minimum distance of ten feet (10'-0"). The width of this clearing shall be equal to the width of the access door / lid.

Secondary and Service Right-of-Way: Overhead Lines

Right-of-Way for secondary and service lines shall be seven and a half feet (7'-6") from the center of the line. Right-of-Way width shall be fifteen feet (15'-0") for all REA Energy secondary and service lines.

FECON MULCHING MOWER

All vegetation (Ex. Black Walnut, Sumac, Russian Olive, High Bush Honeysuckle, Maple, Birch, Multiflora rose and Herbaceous Plants) shall be mowed within REA Primary Right-of-Way of forty feet (40'-0"). Where mowing application is applicable. (See Diagram 7)

These Right-of-Ways are defined as rural in nature that are located beside wooded lots or forested land along existing roads. Same for Right-of-Way not located beside an existing state, township, or other roadways.

- A. Primary Right-of-Way floor shall be mowed twenty feet (20'-0") measured outward from the center of the pole each way for a total width of forty feet (40'-0") or to the large established tree edge (trees larger than 6" at DBH) but not to exceed forty feet (40'-0") in width.
- B. All areas applicable for mowing shall be mowed. All woody vegetation and herbaceous plants shall be mowed.
- C. Vegetation shall be mowed as close to the ground as applicable.

- D. Vegetation shall be mowed in a manner that the Right-of-Way has a uniform appearance with not leaving un-mowed / mulched areas and debris within the Right-of-Way.
- E. Wood too large (i.e., Logs) to be mowed shall be moved to the edge of the Right-of-Way and be left parallel to the Right-of-Way.

CUT STUBBLE APPLICATION

Areas that have been mowed with high percentage of woody vegetation within REA Right-of-Ways shall have cut stubble application applied.

- A. Notification shall be given to the property owner prior to all herbicide application.
- B. Areas that have been mowed and had a high percentage of stems between consecutive structures or poles (25% percent or greater) of woody vegetation shall have a cut stubble application applied. Areas that have less than (25% percent) coverage of woody vegetation will not need cut stubble application.
- C. Cut stubble herbicide shall not be applied when the ground is frozen or saturated. Cut stubble application shall not be permitted from December 1st to March 31st and may be stopped at an earlier date or extended, if deemed necessary by the REA Safety and Right-of-Way Manager or their REA designee.
- D. Application of cut stubble shall be applied before re-sprouting occurs.
- E. Cut stubble herbicide application shall achieve a minimum of 95% control of all woody stem species in each span (between consecutive structures or poles) were applied.
- F. Cut stubble application shall be applied eight feet (8'-0") outward from the center of the pole each way for a total width of sixteen feet (16'-0").

Contractor shall mark the circuit map indicating areas mowed and treated with cut stubbled, and areas mowed and NOT treated with cut stubble. Contractor shall differentiate between the two areas.

Non-mowable areas refer to herbicide application.

HERBICIDE APPLICATION FOR NON-MOWABLE AREAS

All woody vegetation within REA Primary Right-of-Way in non-mowable areas, Greater than five feet (5'-0") in height shall be brush cut and treated with a Basel stump herbicide to a width of twenty feet (20'-0") measured outward from the center of the pole for a total width of forty feet (40'-0") or to the large established tree edge (trees large than 6" inches at DBH) but not to exceed forty feet (40'-0") in width. All stumps shall be flush cut

no higher than three inches (3.0") from, and parallel to the ground line. Basel stump herbicide shall pertain a marking dye. All woody vegetation shorter than five feet (5'-0") shall be Basel sprayed to the same width specifications stated above. (Ex. Black Walnut, Sumac, Russian Olive, High Bush Honeysuckle, Maple, Birch and Multiflora rose).

Contractor shall mark the circuit map indicating areas that have had herbicide treatment applied.

- A. Notification shall be given to the property owner prior to all herbicide applications.
- B. The contractor's employees involved in applying, mixing, and transporting herbicides shall have the appropriate training, experience, permits, licenses, etc. required to complete the work.
- C. All woody vegetation in non-mowable areas on the right of way shall be controlled with herbicide.
- D. The contractor shall inspect the herbicide treatment areas within 4 weeks following the application; any uncontrolled areas shall be retreated at no additional cost to REA Energy.
- E. Herbicide work in non-mowable areas shall be inspected by REA Energy Safety and Right-of-Way Manager or their REA designee during the year of the initial herbicide treatment. The representative shall determine the necessity for re-treatment based on the control obtained at the time of inspection. Retreatment shall be done at no additional cost to REA Energy.
- F. Foliar type herbicide applications shall achieve a minimum of 95% control of all woody stem species in each span (between consecutive structures or poles). Basel spray herbicide applications shall achieve a minimum of 90% control of incompatible woody stem species in each span.
- G. Foliar herbicide treatments shall begin upon full leaf out. Foliar applications shall not be applied after October 1 and may be stopped at an earlier date if deemed necessary by the REA Energy Safety and Right-of-Way Manager or their REA designee.

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EXHIBIT A

REFUSAL OF PROPER CLEARANCE REPORT

SPECIFIC PROBLEM:

EXACT LOCATION OF REFUSAL (PROPERTY NUMBER, ETC.):

SIGNATURE OF PERSON REFUSING CLEARANCE:

DATE: _____

PROPERTY OWNER'S NAME:

ADDRESS:

TELEPHONE NUMBER:

CONTACT MADE BY

PRE-PLANNER: _____ DATE: _____

GENERAL FOREMAN: _____ DATE: _____

FORWARDED TO: _____ (REA Energy)

DATE FORWARDED: _____

NOTE: This form shall be submitted to the REA Forestry Manager or their REA designee the same day or next business day following the refusal.

EXHIBIT B

PROPERTY DAMAGE CLAIM

NAME: _____

PROPERTY #: _____

ADDRESS: _____

CITY _____ STATE _____ ZIP _____

PHONE #: _____

DATE OF INCIDENT: _____ TIME: _____

ITEMS DAMAGED: _____

WHAT HAPPENED (Use back of form if necessary):

CLAIM TAKEN BY: _____

DATE: _____

DATE REPORTED TO REA ENERGY: _____

EXHIBIT C

CONTRACTOR INFORMATION SHARING CHECKLIST

<u>Project / Services Name:</u>	<u>Work Order / Invitation to Bid Number:</u>	<u>Effective Date:</u>	
<u>Contractor Company Name:</u>	<u>Contractor Contact:</u>	<u>Contractor Phone No.:</u>	
<u>REA Energy (REA) Contact:</u>	<u>REA Contact Email:</u>	<u>REA Contact Phone No.:</u>	
<u>Description of Work Location(s) and Scope:</u>			
<u>General Safety Requirements:</u> ☐ Contractors (<i>Construction, Electrical, Maintenance at Height, Vegetation Management, etc.</i>) shall conduct documented Job Briefings (tailgate session) with all workers that will be involved in the job at the start of each shift, when the scope of work changes, and/or before new work assignments. These discussions must cover actual and potential hazards of the job. ☐ Contractors shall keep the job site neat, clean, and free of debris, trash, and hazards. Contractors shall store all materials in a neat and orderly fashion in a safe location. ☐ No worker under the influence of alcohol and/or drugs (other than prescribed that do not have limitations that affect job duties) shall be allowed on the REA's properties or job sites. ☐ All Contractor personnel reporting for work in an unfit condition to safely perform assigned work functions shall be immediately dismissed from the job site. ☐ Contractors shall have training and certification records, licenses, and other such documentation for their employees that are pertinent to the work being performed either on site or available within 24 hours and subject to review by the REA Personnel, upon formal request. ☐ Inspection, maintenance, repair, and certification records of cranes, hoists, personnel lifts, scaffolds, excavation, etc., are subject to review by REA and shall be readily available upon request.			
I. Characteristics of the REA Energy's installation related to safety (required):			
1910.269 Information Sharing Checklist:	Information to Provide During Review	Contractor Initials	Host Initials
1. The nominal voltages of lines and equipment			

2. Maximum switching-transient voltages			
3. The presence of hazardous induced voltages			
4. The presence and condition of protective grounds and equipment grounding conductors			
5. The locations of circuits and equipment, including electric supply lines, communication lines and fire-protective signaling circuits			
II. Conditions that are related to safety, if the information is available in existing records:			
1910.269 Information Sharing Checklist:	Information to Provide During Review	Contractor Initials	Host Initials
6. Condition of the protective grounds and equipment grounding conductors			
7. Condition of the poles			
8. Environmental conditions relating to safety, i.e., PCBs, walking/working surface, additional work in area, etc.			
III. Information about the design and operation of REA's installation:			
REA Information Sharing:	Information to Provide During Review	Contractor Initials	Host Initials
1. Information on electric equipment, such as safety information provided by manufacturers, that relates to the required hazard assessment, i.e., Versa-Tech Reclosers, Hotline Tag, One-Shot, etc.			
2. All known sources of electric energy, including known sources of back feed.			
3. Load current for, and the opening and closing ratings of, devices used to open and close circuits under load.			
4. Other			
IV. Other known system information related to safety or requested by the contractor:			
Information Sharing:	Information to Provide During Review	Contractor Initials	Host Initials

- (1) The Cooperative's responsibilities.** Before work begins, the Cooperative shall inform contract employers of:
- Information about the design and operation of the Cooperative's installation that is necessary for the contract to make the assessments required by 29 CFR 1910.269 and/or 1926 Subpart V: and
 - Any other information about the design and operation of the Cooperative's installation that is known by the Cooperative, that the contract employer requests, and that is related to the protection of the contract employer's employees.

(2) Contract employer responsibilities.

- The contract employer shall ensure that each of its employees is instructed in the hazardous conditions relevant to the employee's work that the contract employer is aware of as a result of the information communicated to the contract employer by the Cooperative within this document and verbally.
- Before work begins, the contract employer shall advise the host employer of any unique hazardous conditions presented by the contract employer's work.
- The contract employer shall advise the Cooperative of any unanticipated hazardous conditions found during the contract employer's work that the host employer did not mention under paragraph (c)(1) of this section. The contract employer shall provide this information to the host employer within 2 working days after discovering the hazardous condition.

(3) Joint Cooperative and contract-employer responsibilities. The contract employer and the Cooperative shall coordinate their work rules and procedures so that each employee of the contract employer and the Cooperative is protected.

As a Contractor to the Cooperative, I understand that I am responsible for ensuring that all my employees, along with others under my management or supervision, are trained prior to reporting to work to ensure that they comply with regulatory and Cooperative safety and health requirements. I/we must certify to the Cooperative that I/we received and understood this training. I/we understand that as Contractors, I/we are wholly responsible for the actions of our employees while on cooperative property and agree to indemnify the Cooperative for any claims, demands, lawsuits, OSHA penalties, or other liability resulting from my/our actions or actions of my/our employees.

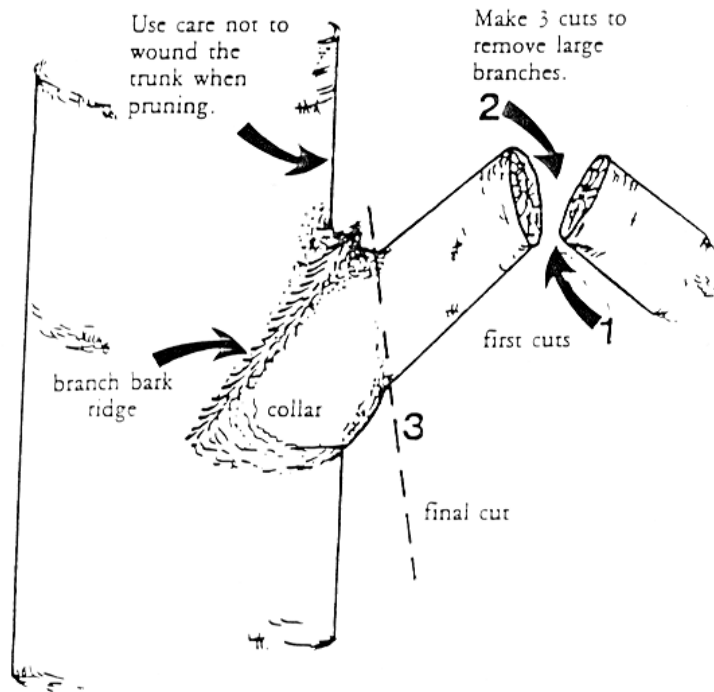
Signature of Contractor Contact:

Signature of REA Energy Contact:

Date:

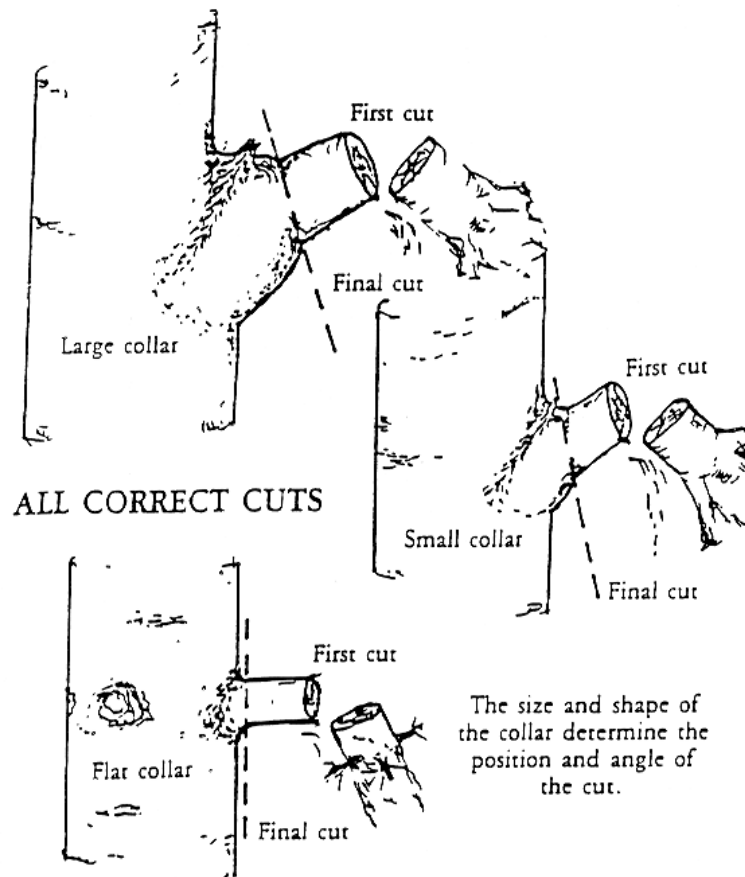
Date:

PROPER TARGET TRIMMING



Cut as close as possible to the branch collar. Do not injure or remove the collar. Injury or removal of the collar destroys a major defense system of the tree and leads to excessive sprouting. Do not leave stubs. Stubs are entry courts for rot-causing fungi. Do not paint the trimming cuts. Wound dressings do not stop rot.

NO SET ANGLE FOR A CORRECT CUT



REMOVING LEADER ON YOUNG TREES

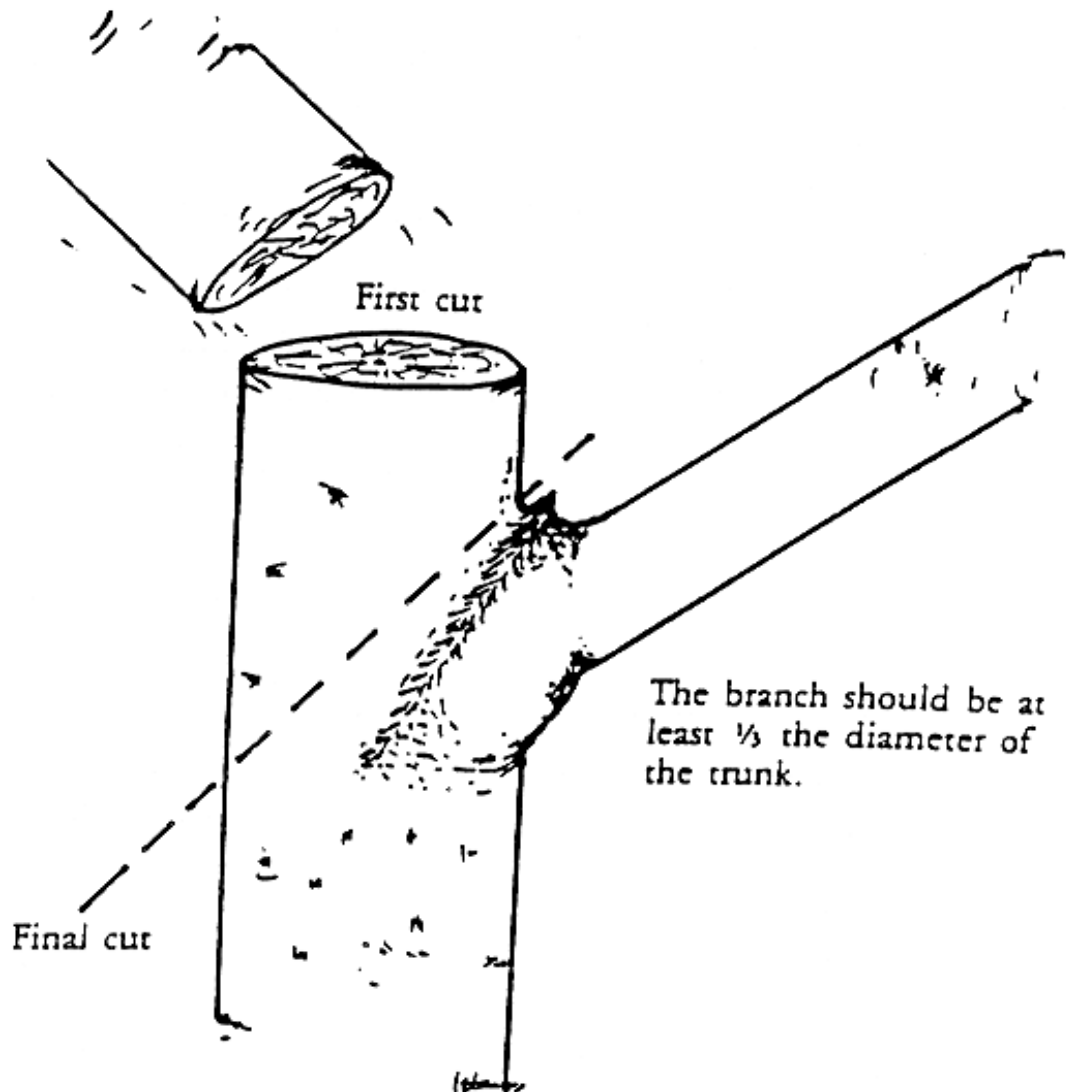


DIAGRAM 4

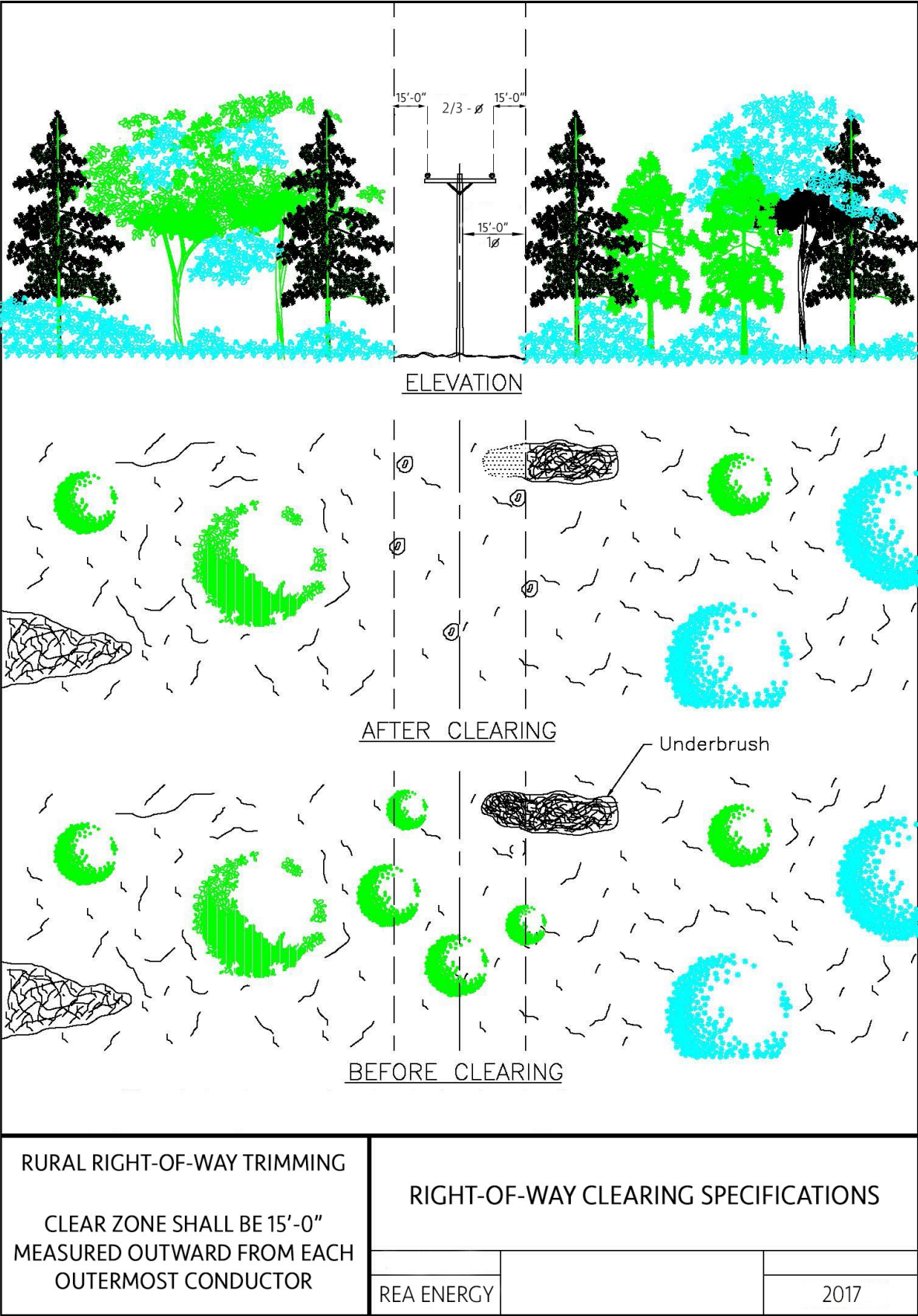


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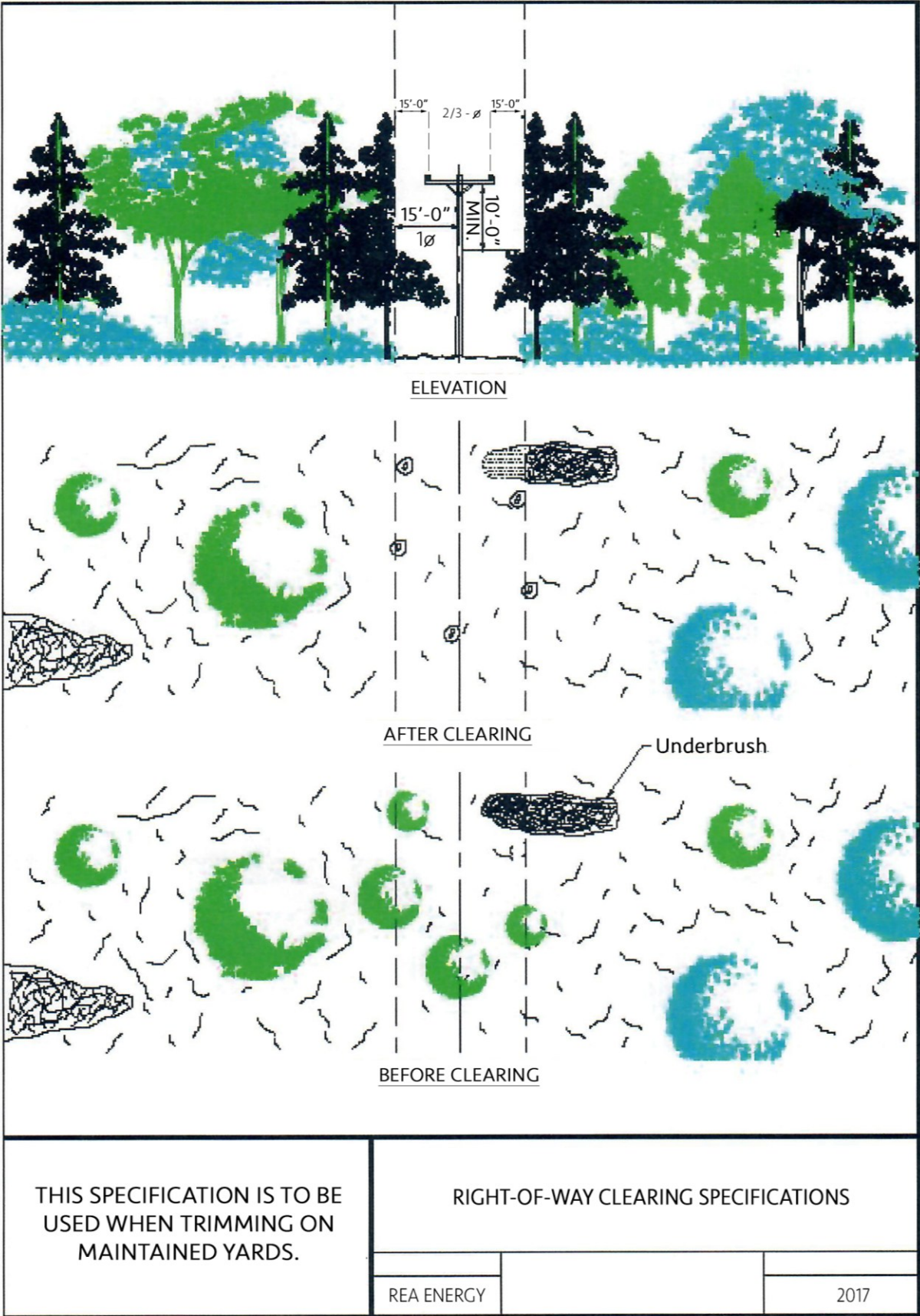


DIAGRAM 6

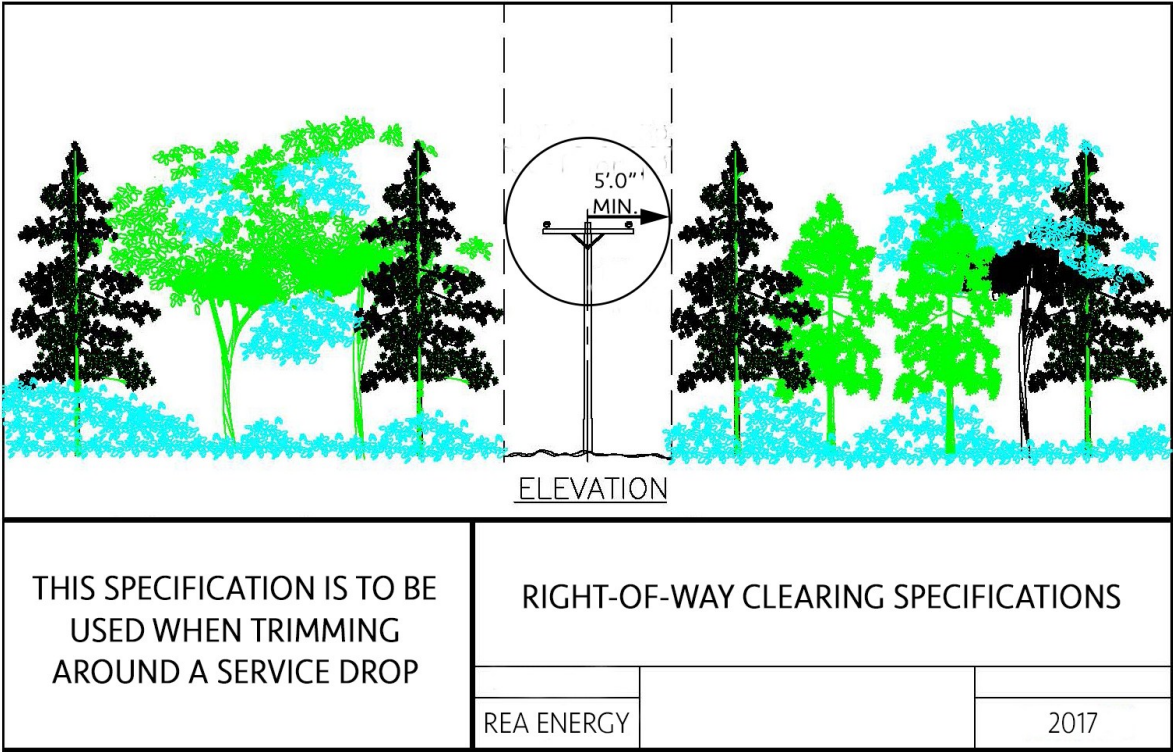


DIAGRAM 7

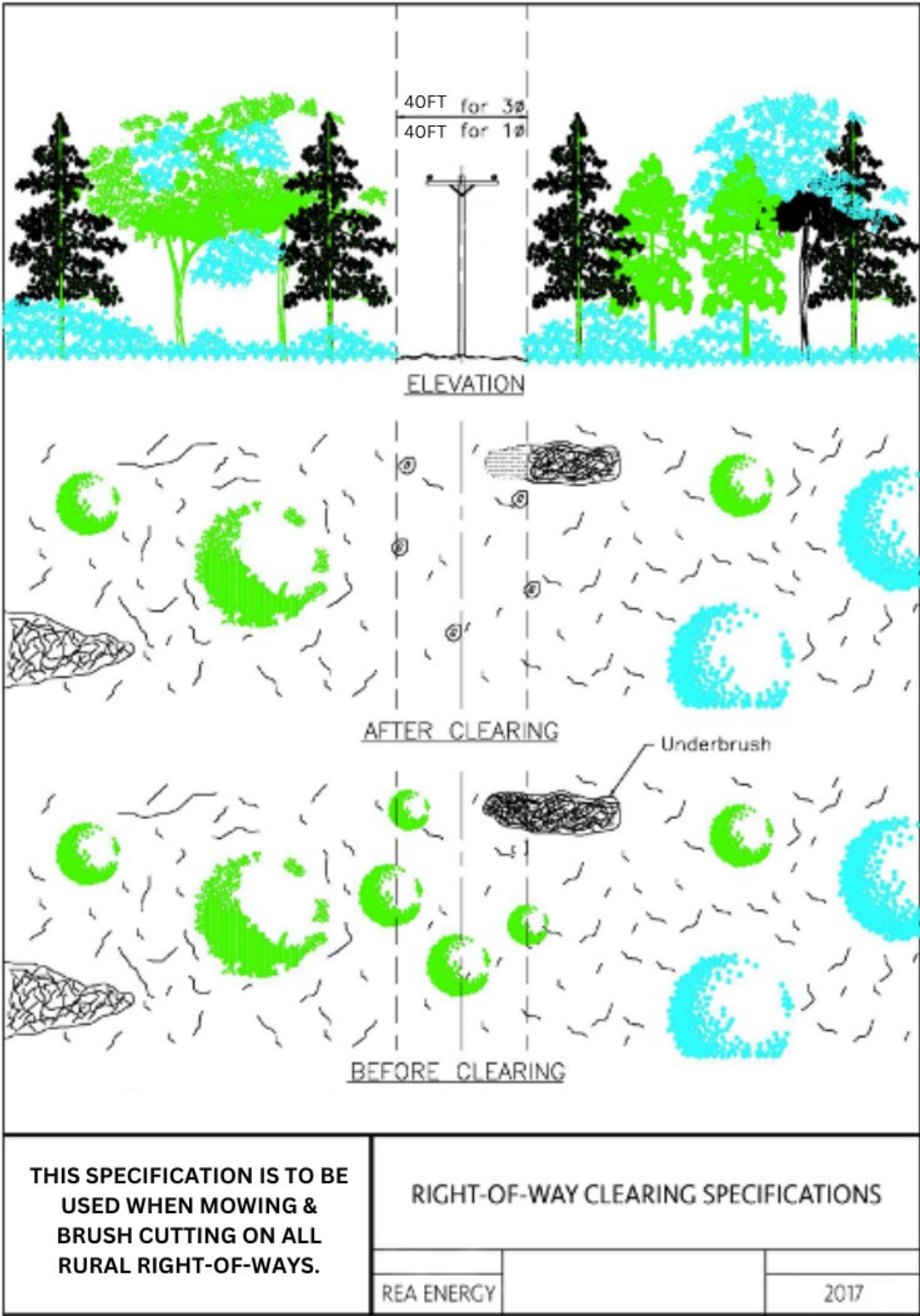


TABLE 1**TREE GROWTH TABLE**

Species (Common Name)	Average Annual Normal Growth (In.)	Average Annual Sucker Growth (In.)	Mature Height (Feet)	Remarks
Atlanthus (Tree of Heaven)	48"	60"	50'	Fast growing, weak wooded. Remove if possible.
Alder, Red	36"	84"	120'	Weak wooded.
Ash	13"	36"	80'	Strong wood but tends to split. Will not stand heavy topping.
Basswood (Linden)	18"	27"	75'	Wood not very strong. Tends to split. Watch dead wood.
Beech, American	12"	30"	60'	Strong wood. Mature trees do not stand topping well.
Birch, White	21"	52"	50'	Very touchy. Intolerant of heavy trimming. Form is spoiled by topping.
Boxelder	26"	72"	50'	Weak wooded. Suckers grow rapidly. Remove if possible.
Catalpa	12"		60'	Soft, weak wood. Slow growing.
Cedar, Eastern Red (Juniper)	15"	15"	50'	Host to the Cedar-Apple rust.
Cherry, Wild Black	14"	24"	60'	Found mostly in rural areas. Does not stand heavy topping. Dies back easily. Watch dead wood.
Elm, American	26"	60"	85'	Strong, flexible wood. Avoid tight crotches.
Elm, Chinese	40"	72"	65'	Wood rather brittle, strips easily.
Fir, Douglas	18"	21"	125'	
Gum, Sweet	12"	20"	90'	A strong, slow growing tree.
Hackberry	18"	30"	60'	Strong, stringy wood, similar to Elm.
Hickory	14"	21"	65'	Wood very strong and tough. Will not stand heavy topping.
Locust, Black	18"	80"	80'	Normal growth is moderate. Terrific sucker growth when topped. Remove small trees if possible. Watch thorns.
Locust, Honey	22"	33"	80'	Watch thorns.
Magnolia	20"	42"	90'	Wood splits easily.
Maple, Big Leaf	30"	72"	60'	
Maple, Norway	15"	35"	50'	Wood tends to split.
Maple, Red	18"	42"	75"	Wide spreading as a mature tree. Sucker growth rapid. Can stand heavy trimming.

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Species (Common Name)	Average Annual Normal Growth (In.)	Average Annual Sucker Growth (In.)	Mature Height (Feet)	Remarks
Maple, Silver	25"	65"	65"	Suckers grow rapidly. A rather weak and brittle tree.
Maple, Sugar	18"	40"	75'	Mature trees cannot stand heavy topping.
Oak, Black and Red	18"	30"	85'	Very sturdy tree.
Oak, White	9"	18"	75'	A sturdy and slow growing tree. Dies back when topped heavily. Sucker growth thin.
Oak, Willow	24"	40"	50'	Strong, tough. Can be topped safely.
Pine, Australian	60"	144"	100'	Has hard wood. Grows rapidly. Watch weak crotches. Suckers profusely.
Plane (Sycamore)	34"	72"	100'	Rank growth of suckers when topped.
Poplar, Carolina (Cottonwood)	52"	80"	85'	Wood very brittle, breaks abruptly. Suckers grow at tremendous rate. Remove if possible.
Poplar, Lombardy	45"	72"	60'	Very brittle. Remove if possible. A short-lived tree.
Sassafras	24"	36"	50'	Won't stand heavy topping.
Tulip Tree (Yellow Poplar)	30"	52"	100'	Wood splits easily.
Walnut, Black	20"	40"	80'	Strong wood. Dies back under heavy topping.
Willow, Black	40"	70"	50'	Very weak and brittle. Breaks easily in storms.
Willow, Weeping	48"	72"	50'	A weak wooded tree. Remove if possible.