



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
OFFICE OF THE SECRETARY
Manila

097.13 DPWH
07-04-2014

SEP 03 2014

DEPARTMENT ORDER)

NO. 93)


Series of 2014)

**SUBJECT: Regular Pruning/Trimming and/or
Cutting of Trees within the Road
Right-of-Way of our National Roads**

In order to preclude accidents to motorists and pedestrians caused by trees and its branches falling during heavy winds/storms and other natural and man-made calamities, and for safety and aesthetic reasons, all Regional and District Engineering Offices are hereby directed to regularly prune/trim, and only when necessary, cut damaged trees along the right-of-way of our national roads.

Costs for the accomplishment of these activities may be charged against and reported under Maintenance Work Category 18, Traffic Services: Activity Standard No. 309, Other Traffic Services.

For the information and compliance of all concerned, attached and forming part of this Department Order is the 3-page *Detailed Guidelines and Procedures for the Proper Pruning/Trimming and/or Cutting of Trees*.


ROGELIO L. SINGSON
Secretary

Department of Public Works and Highways
Office of the Secretary



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- Encl: 1) Detailed Guidelines and Procedures for the Proper Pruning/Trimming and/or Cutting of Trees;
2) Copy of Highway Maintenance Activity Card, Form TAD 2.2;
3) Copy of Maintenance Activity Standard No. 309

5.3.2 ESGJR/RSM



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Encl. "1"

**DETAILED GUIDELINES AND PROCEDURES FOR THE PROPER
PRUNING/TRIMMING AND/OR CUTTING OF TREES**

Practicing proper tree pruning/trimming especially in the early years of a tree's life is a preventive measure in reducing the occurrence of defective, high-risk trees with heavy foliage that easily fall over or dangerously lean during powerful storms and heavy winds.

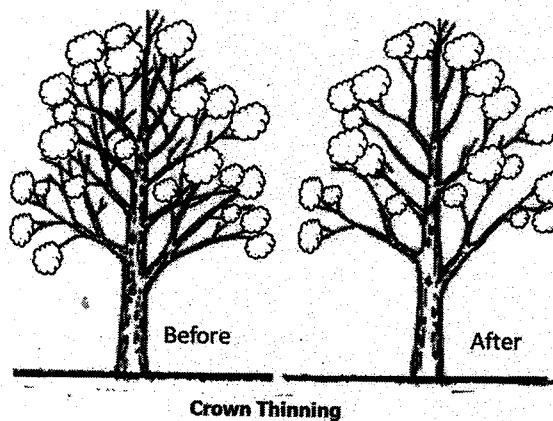
I. Trees should be pruned or trimmed to serve the following purpose:

- 1) **Safety:** Trimming provides safe vehicle clearance and prevent road obstructions during calamities. Dead or broken tree branches which may fall unexpectedly is a serious safety hazard as it obstructs driver's vision and pose danger while driving. Trimming/pruning should be regularly scheduled as part of road maintenance activities.;
- 2) **Aesthetics/Maintenance of Tree Health:** Pruning branches of trees helps to maintain its shape and over-all appearance. "Infected" trees should be strategically pruned to improve airflow within and its crown thinned especially if its branches are crossing or rubbing together.

II. General instructions for trimming/pruning trees:

- 1) Trimming/pruning or cutting trees should only be conducted by workers who are properly and sufficiently trained to do the job: Thus,
 - 1.1) Workers should always wear head and eye protection when performing these activities;
 - 1.2) Caution should be exercised when trimming/pruning branches as materials (unless the same hangs up in other branches) which are cut overhead can fall on the worker-operator;
 - 1.3) Gas powered and electrical chain saws are best suited for removing trees and to prune live plant materials. Due to safety concerns, only trained workers should be allowed to use chain saw for pruning up in trees;
 - 1.4) To avoid accidents, use only the correct and well-sharpened tools which should always be sufficiently oiled and properly stored after completion of the pruning/trimming activity
- 2) Only trim branches that have weak, V-shaped or narrow angle or if its diameter is less than five centimeters. Strong, U-shaped branches should be retained and may only be removed if it poses danger to safety;
- 3) Trimming/pruning may be done either thru crown thinning or crown raising:
 - 3.1) Crown Thinning: Thinning reduces the size of the tree in order to rejuvenate growth. Hence, if thinning* the crown is required, keep lateral branches** as evenly

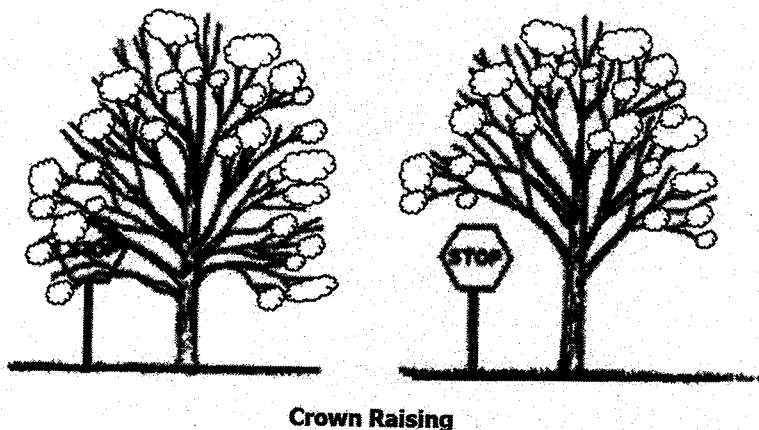
spaced as possible especially on young trees; Only prune away branches that cross other branches or run against them; and lastly, never remove more than one-fourth of a living crown at once. However, if removing more than this quantity, pruning should be spread over a number of years;



* Lateral branch – the branch originating from the main trunk.

**Thinning- the process of removing branches or shortening the length of a branch by cutting to a lateral thereby strengthening the tree by forcing diameter growth of the remaining branches.

- 3.2) Crown Raising: To provide clearance for pedestrians, the crown should be raised by carefully pruning the tree. Live branches should be maintained on at least two-thirds of the tree's height. Avoid removing too many branches near the bottom half as the tree may not be able to develop a strong stem;



- 4) When making a cut, take care not to injure the branch collar. Remove first all dead, broken, diseased or problem limbs by cutting them at the point of origin or back to a strong lateral branch. Prune trees damaged by storms or vandalism or ones with dead limbs as soon as possible to avoid insect and disease problems that may develop;
- 5) When removing large branches, avoid tearing barks with pruning tools;
- 6) Do not cut wires with pruning tools;
- 7) If tree limbs and branches grow too close to utility lines, trimming should be done by competent representatives from the concerned utility company;
- 8) Cutting of trees should only be done during disaster clearing operations when such trees, toppled by heavy winds, dangerously block the safe passage of motorists and pedestrians, otherwise, cutting should be conducted only upon the approval of the DENR and/or the local government unit concerned.

III. Disposal of trimmed/pruned branches and tree trunks:

Branches, foliage, stems, trunks, etc. removed from the tree as a result of the trimming/pruning or cutting operations should be properly and safely disposed of in a landfill designed/designated for the purpose.

5.3.2 ESGJR/RSM

Encl. "2"

Form TAD 2.2

[illegible]

ACTIVITY STANDARD			
EFFECTIVE DATE :		DPWH-HIGHWAY MAINTENANCE	
ACT. NO. 309	NAME : OTHER TRAFFIC SERVICES		
DESCRIPTION :		Use this activity for routine traffic services not described by, or incidental to major activities.	
PURPOSE	To account for resources used on miscellaneous traffic service work.		
AUTHORIZATION :	District /City Engineers	WORK CONTROL : CATEGORY	VARIABLE
SCHEDULING :			
Schedule as needed			
<p>Work includes, but not limited to:</p> <ul style="list-style-type: none"> a. washing and cleaning traffic signs, hazard markers and guardrails when performed as a separate activity. b. cutting vegetation to improve traffic sign or guardrail visibility when performed as a separate activity. c. repairs to traffic (channelization) curb. d. repainting channelization curbs for traffic control purposes e. repainting edgelines f. repainting pedestrian cross walks, approach to island, stop lines and pavement messages. g. repainting centerlines and lane lines by machine h. trimming trees to provide safe vehicle clearance and/or prevent road obstruction during calamities i. trimming or cutting down trees for safety purposes j. traffic signal light maintenance k. removal of objects that pose danger to roadway l. removal of unauthorized signs m. operation and maintenance of telephone services for traffic control purposes. 			
<p>NOTES; (1) Report accomplishment in man-days (2) Describe work on quincenal schedules and activity cards.</p>			