



Root Mapping Report Checklist

- ☐ Site address.
- ☐ Author's contact details and qualifications.
- ☐ Statement detailing who (person/s, organisation, company) commissioned the report.
- ☐ Date of inspection (must not be greater than 12 months before present).
- ☐ Statement outlining aims of the report.
- ☐ Methodology of investigation and assessment techniques used in preparation of the report.
- ☐ Identification of tree/s by genus, species and common name and by a numerical value that correlates to a site plan.
- ☐ Site plan (to scale) showing the tree/s in the context of the main features of the site and including a north point. An aerial image will generally not be considered sufficient.
- ☐ Location of all excavation trenches must be shown on the site plan, in relation to the existing site conditions including points of reference, orientation details and distance from the tree.
- ☐ Section (to scale) of the trench with X (length) and Y (depth) axis that shows all material found within the excavated area (for example, roots and pipes);
- ☐ Clear, dated and annotated colour images of the completed trench including points of reference to determine orientation and location on site, showing all woody roots encountered. A tape measure or scale rod to be included for size reference. Images that include dimensions must be legible.
- ☐ A schedule of findings for each individual excavation trench, that at a minimum includes:
 - i. Total linear distance of the excavation line
 - ii. Linear distance along the excavation that the root/s was/were located
 - iii. Number/label for any roots encountered

iv. Depth at which the root/s was/were encountered

v. Diameter of the root/s

- ☐ Discussion of the findings.
- ☐ Site specific recommendations, based on the findings, including an explanation of why recommendations have been made.
- ☐ References used in the preparation of the report.