



Landscape Services

Safety Standard Operating Procedure

(Revised 1/2023)

Nursery Holding

This SSOP provides guidance on nursery holding. As with any equipment or tools, the most basic premise for safe operation is reading and adhering to the manufacturer's instructions and warnings. This SSOP is not a substitute for the owner's manual produced by the manufacturer.

Safety requirements PPE required: Pants, sturdy footwear, waterproof boots, and eye protection.

Safety note: Potted shrubs and trees with available food and water create a favorable environment for small animals and reptiles to live. Always be aware of your surroundings and look before you reach or step.

Scheduled: seasonal from April to October

Safety Hazards: bending, dust, noise, slipping, tripping, pedestrian traffic, overhead objects and sharp objects.

General information

- The nursery holding area is where all trees and shrubs are stored prior to on campus planting.
- Greenhouse staff are responsible for the overall care and health of the plant material until its install date.
- The nursery holding area is also where all plant material from seasonal color grow out are transitioned from the greenhouse to the outdoor environment.
- The nursery holding area shade structure and gravel yard are maintained and organized by greenhouse staff.

Shade structure

- Shade cloths are installed onto structure frame on April 1st of each year.
- Shade cloths are removed from structure and stored in headhouse on October 30th.
- Landscape Shop Support assist all shade cloth installations and removals. Scheduled by Shop Support supervisor.

Trees and shrubs

Trees are organized and stored in tree holding of section. Watered and cared for daily.

Shrubs are organized and stored under the shade structure section. Watered and cared for daily.

Seasonal Color

- All seasonal color is organized and transitioned from the greenhouse to the outdoor environment under shade structure minimum of 1 week prior to planting.
- All seasonal color is maintained and cared for by greenhouse staff.
- After changeout: All extra seasonal color is maintained and cared for by greenhouse staff as field replacements.