



# TIMBER MARKER AND CRUISER TASK BOOK

Required under authority of Part 5 of Act 451 of P. A. 1994, as amended.

The material contained in this book accurately defines the performance expected of the position for which it was developed. This TASK BOOK is approved for use as a qualification document for the job task defined below. TIMBER MARKER AND CRUISER TASK BOOK must be completed for certification for the following positions:

**INITIAL QUALIFICATION  
LINE ESTABLISHMENT**

**CRUISER  
HARDWOOD MARKER**

**PINE MARKER  
OAK MARKER**

**TASK BOOK ASSIGNED TO:**

Individual's Name	Address and E-Mail
Telephone Number	

**TASK BOOK INITIATED BY:**

Individual's Name	Address and E-Mail	
Telephone Number	Date Initiated	
Location		

## CERTIFICATION

### INITIAL QUALIFICATION

Evaluator (print name) _____ <i>I certify that the Individual has completed Job Duties 1, 2, 3, and 4.</i>	Training Officer (print name) _____ <i>I certify that completion of Job Duties 1, 2, 3, and 4 have been recorded.</i>
Signature _____ Date _____	Signature _____ Date _____

### LINE ESTABLISHMENT

Evaluator (print name) _____ <i>I certify that the Individual has completed Job Duties 5, 6, and 7.</i>	Training Officer (print name) _____ <i>I certify that completion of Job Duties 5, 6, and 7 have been recorded.</i>
Signature _____ Date _____	Signature _____ Date _____

### CRUISER

Evaluator (print name) _____ <i>I certify that the Individual has completed Job Duties 5, 6, and 8.</i>	Training Officer (print name) _____ <i>I certify that completion of Job Duties 5, 6, and 8 have been recorded.</i>
Signature _____ Date _____	Signature _____ Date _____

### HARDWOOD MARKER

Evaluator (print name) _____ <i>I certify that the Individual has completed Job Duties 5, 6, and 9.</i>	Training Officer (print name) _____ <i>I certify that completion of Job Duties 5, 6, and 9 have been recorded.</i>
Signature _____ Date _____	Signature _____ Date _____

### PINE MARKER

Evaluator (print name) _____ <i>I certify that the Individual has completed Job Duties 5, 6, and 10.</i>	Training Officer (print name) _____ <i>I certify that completion of Job Duties 5, 6, and 10 have been recorded.</i>
Signature _____ Date _____	Signature _____ Date _____

### OAK MARKER

Evaluator (print name) _____ <i>I certify that the Individual has completed Job Duties 5, 6, and 11.</i>	Training Officer (print name) _____ <i>I certify that completion of Job Duties 5, 6, and 11 have been recorded.</i>
Signature _____ Date _____	Signature _____ Date _____

## TASK BOOK CRITERIA

Each Task Book lists the performance requirements for the specific job duty named on the cover. This document allows a Trainee to be evaluated against written guidelines that are uniform across the State. Once an Evaluator certifies a task has been successfully performed, as described in the criteria, the Evaluator shall sign/initial and date in the Evaluator column. When all tasks in a Task Book are certified as complete, the final Evaluator verifies the book and signs/initials the recommendation for certification for this job duty. The Division Training Officer shall maintain the certification records and certify this qualification has been verified.

Evaluation and confirmation of the individual's performance of all the tasks may involve more than one evaluator, and can occur in the field, in classroom situations, or in other work situations. It is important that performance be critically evaluated and accurately recorded by each Evaluator. All tasks must be evaluated. All items within a task which require an action must be demonstrated before that task can be signed off.

A brief list of responsibilities also appears below.

### RESPONSIBILITIES:

#### The Timber Management Specialist (TMS) is responsible for:

- Issuing the Task Book to document task performance;
- Explaining the purpose and process of the Task Book to the Trainee, and the Trainee's responsibilities;
- Providing opportunities for evaluation;
- Providing an Evaluator for local assignments;
- Evaluating Department of Natural Resources (DNR) employees and signing Task Books;
- Tracking progress of the Trainee;
- Confirming Task Book completion;
- Issuing proof of certification; and
- Sending copy of completed Task Book to Forest Resources Division (FRD) Training Officer.

#### The Trainee is responsible for:

- Reviewing and understanding the instructions in the Task Book;
- Identifying desired goals and objectives;
- Providing background information to an Evaluator;
- Satisfactorily demonstrating completion of all tasks for an assigned job duty within three (3) years;
- Notifying the TMS or unit personnel when the Task Book is completed and providing a copy; and
- Keeping the original Task Book in personal records. (DNR does not retain a copy of the Task Book after Training Officer records are in the database.)

#### The Evaluator is responsible for:

- Being qualified and certified for the task being evaluated;
- Meeting with the Trainee and determining past experience, current qualifications and desired objectives/goals;
- Reviewing tasks with the Trainee;
- Explaining the evaluation procedures to the Trainee and which objectives may be attained;
- Identifying tasks to be performed during the evaluation period;
- Accurately evaluating and recording the demonstrated performance of tasks. Satisfactory performance shall be documented by signing/initialing and dating completion of the task; and
- Providing certification to the FRD Training Officer for inclusion in the statewide database.

#### The Training Officer is responsible for:

- Identifying educational opportunities;
- Identifying and assigning Evaluators that can provide a positive experience for the Trainee;
- Confirming Task Book completion;
- Determining certification per policy; and
- Tracking training.

### REQUIREMENTS FOR WORKING ON STATE OF MICHIGAN TIMBER SALES:

This Task Book must be completed in order to work on State of Michigan timber sales without supervision from a DNR employee.

**INFORMATION CONCERNING EDUCATION AND EXPERIENCE:**

1. Contractor or his/her representative shall possess the following qualifications:
  - a. A bachelor's degree, or higher, in Forestry from an accredited forestry school;
  - b. Knowledge of and experience in silviculture of upland and lowland forest types common to Michigan;
  - c. Certification as a DNR – FRD Timber Marker and Cruiser.
  
2. All on-site field workers shall possess the following qualifications:
  - a. An associate's degree in Forest Technology, OR
  - b. Have completed two years of a B.S. in Forestry, OR
  - c. Have a minimum of two years of technical forestry experience including significant time working in timber marking in northern hardwood, northern red oak and red pine, as well as other forest types common to Michigan.

**AND**, in addition to meeting one of the above requirements:

- 1) Be certified as a DNR – FRD Timber Marker and Cruiser.

**TIMBER SALE PREPARATION CHECK LIST**

Items 1 through 4 must be completed before field work can be started or bids may be submitted for contract work, i.e. classroom, written test, and field tests. These items are evaluated and signed by a TMS.

To maintain timber marker and cruiser certification as a contractor:

- Items 1 and 2 must be completed on a yearly basis.
- Items 3 and 4 must be renewed every three years.
- DNR employees must complete items 1 – 4 every three years.

These items are evaluated and signed by a TMS.

JOB DUTY	Evaluator (please print)	Init/Date
<b>1) Timber marking and cruising course</b>		
a) Initial Attendance		
b) 1 <sup>st</sup> Renewal		
c) 2 <sup>nd</sup> Renewal		
d) 3 <sup>rd</sup> Renewal		
e) 4 <sup>th</sup> Renewal		
<b>2) Written timber sale prep procedures test</b>		
a) Pass (80%) DNR, FRD test		
b) 1 <sup>st</sup> Renewal		
c) 2 <sup>nd</sup> Renewal		
d) 3 <sup>rd</sup> Renewal		
e) 4 <sup>th</sup> Renewal		
<b>3) Timber cruising field test</b>		
a) Pass (80%) DNR, FRD point sample test or timber sale cruise test		
b) 1 <sup>st</sup> Renewal		
c) 2 <sup>nd</sup> Renewal		
d) 3 <sup>rd</sup> Renewal		
e) 4 <sup>th</sup> Renewal		
<b>4) Timber marking field test</b>		
a) Pass (80%) DNR, FRD northern hardwoods marking test		
b) 1 <sup>st</sup> Renewal		
c) 2 <sup>nd</sup> Renewal		
d) 3 <sup>rd</sup> Renewal		
e) 4 <sup>th</sup> Renewal		

**TIMBER SALE PREPARATION CHECK LIST *continued***

Items 5 and 6 will be completed in the field on your first State job after completing Items 1 through 4. Some items may wait for a field site or job requirement that includes those elements. These items are evaluated and signed by the inspectors/local contacts.

JOB DUTY	Evaluator (print name)	Init/Date
<b>5) Aerial photo interpretation</b>		
a) Demonstrate aerial photo interpretation skills. May be done in the office		

JOB DUTY	Evaluator (print name)	Init/Date
<b>6) Demonstrate Ability To Recognize Special Values in stand</b>		
a) Can identify wildlife habitat features such as nest trees, den trees, mast producing trees and make appropriate decisions.		
b) Can recognize hydrologic features and set up sale to protect riparian values.		
c) Can recognize terrain features that make harvesting difficult and setup sale accordingly.		
d) Can recognize important insect and disease problems affecting product value and long-term stand health.		

Items 7 through 11 are specific to the type of fieldwork that you will be performing. These items must be completed in the field on the first State job you perform requiring this work. For example, Item 8 is “Demonstrate Ability To Cruise Timber.” You must complete this item on your first State cruising job to continue cruising timber on State land. You will then be certified as a **Cruiser** and this will be documented in the Certification section. These items are evaluated and signed by the inspectors/local contacts.

JOB DUTY	Evaluator (print name)	Init/Date
<b>7) Line Establishment</b>		
a) Placement of sale boundary between various timber types / treatment area (red line).		
b) Property line location (blue line).		
c) Locating survey monuments.		
d) Painting lines properly; color, marking placement and methodology.		

JOB DUTY	Evaluator (print name)	Init/Date
<b>8) Demonstrate Ability To Cruise Timber</b>		
a) Species identification – can identify all tree species in work area.		
b) Sample point location – can successfully determine a cruising grid according to DNR methods. Can determine how many points are necessary.		
c) Estimate merchantable heights of trees – can measure heights of trees using the tools they carry.		
d) Recognize various product standards – Can identify and correctly estimate merchantable volume of: sawlogs (with correct top diameter), pulpwood, bolts, and utility poles.		
e) Ability to stratify various timber types.		
f) Determining in/out trees for plot sampling.		
g) Record data accurately and legibly.		

**TIMBER MARKER AND CRUISER TASK BOOK**

<b>TIMBER SALE PREPARATION CHECK LIST <i>continued</i></b>		
<b>JOB DUTY</b>	<b>Evaluator (print name)</b>	<b>Init/Date</b>
<b>9) Demonstrate Ability to Mark a Hardwood Stand</b>		
a) Residual stocking within the prescribed range.		
b) Crop trees are properly identified.		
c) Crop trees are properly released.		
d) Operational considerations have been made (felling paths, machine access, operational limitations accounted for).		
e) Trees are properly marked (log marks, stump marks, bole marks).		
f) Species selections are made according to the prescription.		
g) Can incorporate vertical structure and biodiversity aspects into marking.		
h) Regeneration gaps properly created as needed.		

<b>JOB DUTY</b>	<b>Evaluator (print name)</b>	<b>Init/Date</b>
<b>10) Demonstrate Ability to Mark a Pine Stand</b>		
a) Residual stocking within prescribed range.		
b) Operational considerations have been made (felling paths, machine access, operational limitations accounted for).		
c) Trees are properly marked (log marks, stump marks, bole marks).		
d) Species selections are made according to the prescription.		
e) Can incorporate vertical structure and biodiversity aspects into marking.		

<b>JOB DUTY</b>	<b>Evaluator (print name)</b>	<b>Init/Date</b>
<b>11) Demonstrate Ability to Mark an Oak Stand</b>		
a) Understands concept of percent crown cover and can successfully implement in field.		
b) Operational considerations have been made (felling paths, machine access, operational limitations accounted for).		
c) Trees are properly marked (log marks, stump marks, bole marks).		
d) Species selection made according to the prescription.		
e) Can incorporate vertical structure and biodiversity aspects into marking.		
f) Residual marking within prescribed range.		

**Submit original Task Book to:      FOREST RESOURCES DIVISION  
MICHIGAN DEPARTMENT OF NATURAL RESOURCES  
PO BOX 30452  
LANSING MI 48909**