

Coastal BC Horticulture Field Guide

An observation-led handoff aid for recurring property visits.

Region: Coastal British Columbia

For: Professional horticulture crews

Use: Visit notes and continuity between crews

VISIT CONTINUITY CHECKLIST

- ☐ Review the previous visit handoff and today's authorized scope.
- ☐ Inspect the property before intervening.
- ☐ Compare observations with the handoff and the property site plan.
- ☐ Confirm uncertain plant identification or out-of-scope work with the crew lead.
- ☐ Record work completed within today's approved scope.
- ☐ Record changes and observations for the next crew.
- ☐ List deferred work, the reason, and its responsible owner.
- ☐ Set the next visit's priority.

WRITE-IN HANDOFF

Property or site: _____

Visit date and crew: _____

Previous handoff and today's scope: _____

Observations and comparison with the handoff: _____

Work completed within scope: _____

Changes noticed: _____

Deferred work, reason, and owner: _____

Next visit priority: _____

COASTAL BC CARE PROFILES

Salal (*Gaultheria shallon*)

Observe: Record foliage condition, root-zone moisture, exposure, and spread into paths.

Boundary: Avoid shearing or reducing it unless the site plan approves the work.

Sword fern (*Polystichum munitum*)

Observe: Note frond condition and whether the crown is exposed.

Boundary: Do not cut healthy fronds or pile mulch over the crown.

Evergreen huckleberry (*Vaccinium ovatum*)

Observe: Note foliage and new growth, root-zone moisture and drainage, and flowering or fruiting.

Boundary: Do not change soil chemistry, fertilize, or prune without the site plan.

SCOPE NOTE

These examples are observation prompts, not diagnoses or treatment instructions. Follow the property site plan and crew lead direction. Defer uncertain identification, treatment decisions, and work outside today's approved scope.

Examples only. Follow the property site plan and crew lead direction.