



# The Nebraska Arborists Association

## Statewide Certification Program

*Updated January 2023*

On February 1, 1989, the Nebraska Arborists Association (NAA), voted to implement a statewide certification program for arborists. The goal of the program is to improve the quality of tree care in Nebraska. The certification program strives for superior levels of performance in arboriculture so that achieving and maintaining certification is a worthy goal, a goal that recognizes outstanding professional performance.

# BENEFITS OF CERTIFICATION

Certification benefits the profession of Arboriculture in Nebraska by improving the overall quality of tree care provided. The program sets a standard for quality tree work that can be recognized by the public. In addition to participating in various educational meetings, Certified Arborists also enjoy many other benefits. These include:

- Improving your company's image and profitability: Use of the statement "Certified NAA Arborist" and the NAA Certified Arborist Logo on your tree service's equipment and in your advertising is a successful marketing tool for quality tree work.
- Increased Employment Opportunities: Acknowledgment of Certification may be used on employment applications, records of achievements, and resumes. This status is required for employment and receiving promotions within many Nebraska organizations.
- Community Promotion: NAA Certified Arborists are promoted regularly to the public as having taken extra steps to improve their professionalism. Information on how to hire an Arborist is distributed by County Extension Offices and at events throughout the year. The membership list, which designates Certified Arborists, is promoted on the NAA Website.
- Reciprocal Agreement: In addition to Omaha, the cities of Fremont , Lincoln and Bellevue will accept the NAA exam to meet certification requirements. Each city may have additional requirements; please contact their staff for details.

# INITIAL CERTIFICATION REQUIREMENTS

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1. Must successfully complete the NAA Arborists School, or have two years experience in arboriculture.
2. Complete a certification application. It is posted on the certification section of the NAA website at [www.nearborists.org](http://www.nearborists.org), or contact the NAA office at [staff@nearborists.org](mailto:staff@nearborists.org) to request an application.
3. Must pass the comprehensive NAA Certification Exam. The test is available at various locations throughout the year, but is always available at the NAA office by appointment.
4. Must pay initial certification fees prior to taking exam.
5. Participate in a Red Cross First Aid and CPR Course and submit a copy of the completion card received following the course. Certified Arborists are required to keep this training current.
6. Provide the NAA office a copy of the Public Liability and Workmen's Compensation Insurance carried by employer. Effective January 1, 2012, minimum coverages are \$500,000/\$1,000,000 and the required Nebraska Workmen's Compensation, to be consistent with current city ordinance requirements. Proof of insurance must be re-submitted to the NAA office if there is a change in employment.
  - A. If employed by a government entity or agency, a signed letter stating that you will do tree work only for the government entity must be submitted. A new letter must be re-submitted when employment is changed.
  - B. When a certified arborist is temporarily not engaged in the arboriculture field, he/she may submit a request for a waiver of insurance. This waiver will be reviewed by the NAA Certification Committee for approval.
7. Read the International Society of Arboriculture's Code of Ethics. Provide a written statement confirming that the provisions set out in the Code are understood and will be followed.
8. Assume safety responsibility by maintaining a safe work environment. Provide/ Attend seasonal safety training, use adequate safety equipment and follow a company safety policy. A copy of the safety policy is to be submitted.
9. Tree topping is a bad practice. Certified Arborists must have a written waiver from the customer prior to height reduction. This includes drop-crotching or directional pruning. A waiver form is available from the NAA office. Electrical utilities may submit a plan of action that encourages removal of trees under electrical power lines, tree planting away from the power lines, and Shigo's 90-3-90 method of clearing wires. If accepted, the plan would exempt the utility tree trimming contractor from the waiver requirement for three years.

# REQUIREMENTS

## ANNUAL REQUIREMENT

1. Certification fees must be paid. The certification fee for members is \$70. **The certification fee for nonmembers is \$120. Please note that the certification fees must be paid every year. Failure to do so will result in late fees and/or decertification. Invoices will be mailed annually in November.**

## RECERTIFICATION REQUIREMENTS

**The following requirements are necessary every three years.**

Reminder letters will be mailed out two months prior to the January when certification expires.

1. Maintain your professional education by receiving 30 NAA continuing education credits every three years. Credits cannot be carried over to the next three-year cycle, with the one-time exception of the credits earned at the NAA Arborist School. Certified arborists will receive a tracking sheet upon initial certification or renewal and are personally responsible for tracking continuing education.
2. Provide proof that Red Cross First Aid and CPR Training has been kept current. A copy of current completion card is sufficient.
3. Re-submit a current copy of the Public Liability and Workmen's Compensation Insurance carried by employer. Effective January 1, 2012, minimum coverages are \$500,000/\$1,000,000 and the required Nebraska Workmen's Compensation, to be consistent with current city ordinance requirements.
  - A. If employed by a government entity or agency, a signed letter stating that you will do tree work only for the government entity must be submitted.
  - B. When a Certified Arborist is temporarily not engaged in the arboriculture field, he/she may submit a request for a waiver of insurance. This waiver will be reviewed by the NAA Certification Committee for approval.
4. Recertification fees must be paid. The recertification fee for members is \$70. The recertification fee for nonmembers is \$120.

# DECERTIFICATION

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When a Certified Arborist fails to meet the recertification requirements, the following guidelines will be followed:

- When recertification fees are not paid within 90 days, certification status will be forfeited and the arborist must apply for new certification. This process will require successful completion of the NAA Arborist School and the Certification Exam or the Certification Exam and 40 CEU's.
- A safety violation such as a citation from the EPA, NE Department of Agriculture, City Official, or an on-the-job bodily injury shall require the submission of a safety re-education plan within 30 days or be subject to penalty fees and re-application.
- When Red Cross First Aid and CPR requirements lapse, the Arborist will need to be retrained within 30 days or be subject to penalty fees.
- When insurance requirements or government employment lapses, the Certified Arborist immediately loses certification status. The arborist must exercise the waiver of insurance (option 5B) or provide proof of insurance within 30 days or be subject to penalty fees.
- When a Certified Arborist tops a tree without a waiver, the first incident will result in a penalty of \$50 per tree to the Arborist. When a second tree topping incident occurs, the Certified Arborist will immediately forfeit certification status. The arborist must then re-apply for certification and pay a penalty of \$75 per tree. This application for certification must contain a statement concerning future tree topping activity.
- When CEUs are not accumulated in time for Recertification, the applicant may retake the NAA Certification Exam or submit a plan to attend/study for CEUs within 30 days. The plan will account for all deficient CEUs plus an additional 10 CEUs that will count towards the next three-year recertification period.
- The NAA Board of Directors will formally review all complaints received from NAA members & consumers and will take appropriate action, if deemed necessary, regarding any certified arborist.

# 6 CONTINUING EDUCATION CREDITS

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CEUs are offered at one per hour of actual seat time. For example, two hours of classroom instruction receives 2 CEUs. All NAA events are automatically approved for CEUs. All ISA approved courses will also be approved for NAA CEUs. Examples of possible courses are:

American Society of Consulting Arborists Conference  
American Association of Nurserymen Conference  
Associated Landscape Contractors of America Conference  
County Horticulture Clinics  
Iowa Shade Tree Short Course  
ISA Conferences, Chapter or International  
Kansas Arborists Association Shade Tree Conference  
Kansas Arborists Association Training School  
NAA Arborist School (includes Tree ID, Evaluation & Selection, Planting & Establishment Seminar; Pruning, Climbing and Safety Seminar; and Arborists Seminar)  
NAA Board of Directors Meetings  
Great Plains Summer Field Day  
NAA Great Plains Tree Conference  
Nebraska Green Expo  
Nebraska Forest Service Community Forestry Conference  
Nebraska Forest Service Tree Care Workshop  
Partners in Community Forestry National Conference  
Serve on a Community Tree Board  
South Dakota Arborists Association Annual Conference

The above courses are examples of programs that are approved for NAA certification credits. If you have attended an activity that you feel should receive credit, please record the activity and submit paperwork to the NAA office for consideration.

*Visit the NAA website at [www.nearborists.org](http://www.nearborists.org) or contact the NAA office at [staff@nearborists.org](mailto:staff@nearborists.org) for details regarding scholarship opportunities.*

# FEES & DUES

## INITIAL CERTIFICATION FEES

*Effective June 2011*

	<u>Member</u>	<u>Non-Member</u>
<b>Initial Certification</b> .....	\$145	\$195
Includes \$75 exam fee and \$70 certification fee for NAA members. For nonmembers, the certification fee is \$120.		
<b>Retake</b> .....	\$25	\$50
At prescheduled NAA Event (i.e.: Field Day, Winter Conference, Arborists Seminar)		
<b>Retake</b> .....	\$50	\$75
Scheduled at NAA office; M-F, 8 am-5 pm		
<i>Study Materials</i>		
ISA Certification Study Guide.....	\$70	\$100
NAA Certification Study Questions.....	\$20	\$20

## ANNUAL RENEWAL FEES

	<u>Member</u>	<u>Non-Member</u>
Membership Dues.....	\$75.00	N/A
Certification Fees.....	\$70.00	\$120.00
<b>TOTAL ANNUALLY</b> .....	<b>\$145.00</b>	<b>\$120.00</b>
Late Fees (Assessed January 1st) .....	+\$30.00	+\$30.00

Note: When recertification fees are not paid within 90 days, certification status will be forfeited and the arborist must apply for new certification.



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