

On-Site Assessment Protocol



GENERAL PROJECT INFORMATION

Project name

Give the project a clear reference so its documentation can be tracked later.

Date

Record the date of the site visit.

Address

Give the exact site address or a description of its location.

Inspector's first and last name

Record the name of the person conducting the site visit.

Contact person on site

Identify a local contact for follow-up questions or access.

1 SITE CHARACTERISTICS

Size and shape of the planting area

Estimate the area available for planting and note any irregular shapes.

Site boundaries

Record physical boundaries, such as fences, buildings, roads, footpaths, or rivers, and how the surrounding land is used.

2 ENVIRONMENTAL CONDITIONS

Light conditions

Note shade from buildings or trees and the site's general exposure to sunlight.

Existing trees

Record trees within or immediately next to the planting area.

3 TECHNICAL INFRASTRUCTURE AND RESOURCES

Water connection

Record its location, how easily it can be accessed, and whether it can be used for irrigation.

Unloading areas / delivery routes

Record the space available for material deliveries, soil storage, and machinery access.

4 LEGAL AND SAFETY CONSIDERATIONS

Required distances from roads, buildings, and neighboring properties

Check regional regulations if necessary.

Child-friendliness and safety

Check whether fencing or additional safety measures may be needed.

5 DOCUMENTATION

Photographs

Take photographs from all viewing angles, including an overview of the site and details where relevant.

6 FURTHER TECHNICAL CHECKS

Soil conditions

Dig holes at three locations on the site and record where the samples were taken. Chapter 4 explains soil assessment in detail.

7 OWNERSHIP AND RESPONSIBILITIES

Is the land public or private? Who owns it?

Clarify ownership and management responsibilities early.

Completing every section of this protocol gives you a reliable starting point for assessing feasibility, coordinating with stakeholders, and planning the Tiny Forest in detail.

It also helps you decide whether the site is suitable and whether to pursue the project there.



ON-SITE ASSESSMENT PROTOCOL

GENERAL PROJECT INFORMATION

Project name

Date _____

Inspector's first and
last name

Contact person on site

Address _____

① SITE CHARACTERISTICS

Size and shape of the planting area

Site boundaries (e.g. fences, buildings, roads,
footpaths, rivers, etc.)

② ENVIRONMENTAL CONDITIONS

Light conditions

Existing trees

③ TECHNICAL INFRASTRUCTURE AND RESOURCES

Water connection

Unloading areas / delivery routes

④ LEGAL AND SAFETY CONSIDERATIONS

Required distances from roads, buildings, and
neighboring properties

Child-friendliness and safety

⑤ DOCUMENTATION

Photographs

⑥ FURTHER TECHNICAL CHECKS

Soil conditions

⑦ OWNERSHIP AND RESPONSIBILITIES

Is the land public or private? Who owns it?

Completing every section of this protocol gives you a reliable starting point for assessing feasibility, coordinating with stakeholders, and planning the Tiny Forest in detail.

It also helps you decide whether the site is suitable and whether to pursue the project there.