

## **Environmental Control Board**

### **Loose Rubbish / Receptacles 16-120(d) / AS19**

Revised 02/2007

*To support a defense to the charge of improper disposal of refuse, including improper receptacle, uncovered receptacles, broken receptacles and loose rubbish, please include answers to the following questions. If you choose to do a one-click hearing, include your answers on the e-form. If you choose a hearing by mail, submit a sworn, notarized statement containing the relevant information. In either case, you may submit supporting documentation.*

- If you are not the respondent named on the Notice of Violation, submit a written statement explaining:
  - (a) your relationship to that named respondent, and
  - (b) whether you are authorized to represent that party.
- Describe the type of premises involved. If the premises is a multiple dwelling, state the number of apartments.
- If this is a 1-or 2-family dwelling, and if the inhabitants are employed, when do they go to and return from their employment?
- Does the building have a superintendent? If there is a superintendent, does he or she reside at the premises and what are his or her days and hours of employment
- Is there an incinerator or compactor for the building? Is there a disposal chute provided for every floor?
- What is the procedure for collecting refuse from the premises? Are tenants directed to place the refuse in a specific area inside or outside the premises? Where is the refuse placed when it is put out for collection?
- If you believe that the cited material came from somewhere other than from your tenants or other family members in your building, how do you know this to be accurate?
- What directions, if any, are tenants given regarding the disposal of refuse? How are these directions conveyed to the tenants?
- What kind of containers do you use to put your refuse out for collection?
- Who placed the items out for collection?
- If you did not place the materials out for collection, how do you know the manner in which they were put out?
- Did you use the cardboard boxes or paper bags, as receptacles for your refuse, on the day in question?
- Can you explain why your cans/dumpsters may not have been covered at the time of issuance?

- Do you know how long they were uncovered?
- What instructions, if any, do you have from your private carter regarding the method for disposal of your refuse?