



**The City of New York  
BUSINESS INTEGRITY COMMISSION**

100 Church Street · 20th Floor  
New York · New York 10007  
Tel. (212) 437-0500

Elizabeth Crotty  
*Commissioner and Chair*

March 24, 2025

***COMMISSION DIRECTIVE:  
Due June 27, 2025 - Tonnage Semi-Annual Reports for 2024 to DSNY***

To: All BIC Licensees and Class 1 Registrants:

You are required to complete the 2024 Solid Waste and Recycling Semi-Annual Reports for the Department of Sanitation (“DSNY”) by **June 27, 2025**.

There are **TWO required reports**:

1. The period of January through June 2024, and
2. The period of July through December 2024.

**Please complete the two forms separately.**

- Provide information about collection and disposal of refuse, construction and demolition debris, landscaping material, and recyclables.
- Note that the forms reflect the new commercial recycling and organics collection and disposal procedures.
- Additionally, if you had no reportable tonnage for the periods of January to June 2024 and July to December 2024, please indicate as such in writing.

**You must complete and return these forms to the *Department of Sanitation*:**

- By email ([BPBPCSurvey@dsny.nyc.gov](mailto:BPBPCSurvey@dsny.nyc.gov))
- Or mail (125 Worth Street, Room 706A, New York, NY 10013, Attention: Private Carter Survey) no later than **June 27, 2025**.

***DO NOT RETURN THESE REPORTS TO BIC.***

If you have any questions regarding any aspect of this Directive, please contact the Department of Sanitation at **BPBPCSurvey@dsny.nyc.gov** or call **(646) 885-4811**.

This survey is being conducted as part of New York City's Solid Waste Management Study. The data you supply is a vital part of the study and will be used in formulating the City's comprehensive solid waste management plan. Thank you in advance for your cooperation.

***YOU MUST RESPOND TO THIS DIRECTIVE***

Failure to abide by this Directive is a violation of the Commission's rules, see Title 17 of the Rules of the City of New York ("RCNY") 1-09, and may subject you to civil penalties of up to \$10,000.

Sincerely,

A handwritten signature in blue ink, appearing to read "Elizabeth Crotty".

Elizabeth Crotty  
*Commissioner and Chair*

Enclosures