



The City of New York
BUSINESS INTEGRITY COMMISSION
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Elizabeth Crotty
Commissioner and Chair

July 25, 2023

***NOTICE: Update to BIC Suggested
Daily Driver Vehicle Inspection Report (DVIR) Form***

Dear Trade Waste Licensees and Registrants:

In response to feedback from the industry, **BIC has updated the suggested template for daily Driver Vehicle Inspection Reports (DVIRs)**. The template, which is attached to this notice and available on our website [at this link](#), now includes space to note the vehicle's mileage traveled.

- Drivers must complete a DVIR following their day's work, noting any needed repairs. At the beginning of a shift, drivers must review the most recent DVIR to ensure that any repairs were made, and that the vehicle is in safe operating condition. DVIRs should be accessible in the vehicle for fourteen (14) days.
- When a vehicle is not in use on a specific date, no DVIR is required. To demonstrate that a vehicle was not operational for certain days, you may complete a DVIR noting that the vehicle was not in operation for your records or use the updated template on operational days used to keep track of the mileage.
- Questions about specific violations can be sent to Violations@bic.nyc.gov and other questions can be directed to PolicyInfo@bic.nyc.gov

BIC is conducting surveys to collect feedback on our website and on the BIC Online Portal. The general website survey is available [here](#), and the Online Portal survey is available to all portal users once you log in. Your input will be used to improve these features.

Thank you for your continued engagement on these matters.