

Local Law 36 of 2010:
Waste Prevention, Reuse, and Recycling Plan For New York City Agencies and Institutions
New York City Department of Sanitation (DSNY)
FY21 Annual Report



As the City Agency responsible for the collection of all municipal recycling and refuse, as well as recycling and waste prevention education in New York City, the Department of Sanitation (DSNY) is committed to keeping New York City healthy, clean, and sustainable. The report that follows outlines DSNY's efforts to further recycling and sustainability during Fiscal Year 2021, as required by Local Law 36 of 2010.

Recycling

Per Local Law 36 of 2010, DSNY has named a Lead Recycling Coordinator for the Agency, as well as Assistant Recycling Coordinators for each building. A list of facilities owned and/or managed by DSNY with their corresponding recycling coordinators is attached, as the Agency Site Information sheet.

Responsibilities for the Assistant Recycling Coordinators include:

- Notifying employees of the recycling programs.
- Informing employees of what designated recyclables are required to be separated and the proper procedures for recyclables prior to placement into appropriate containers.
- Ensuring that separate containers are readily available to employees and visitors for the designated recyclable materials.
- Ensuring the containers are clearly labeled and labels are updated as needed.
- Informing facility personnel about specific recycling procedures.

Collection & Setout

Recycling bins are in lobbies and entranceways, common areas, kitchens, and office areas, wherever practical. Signage is posted in common areas highlighting the types of materials to be recycled and where recycling bins are located within the facility.

Recycling containers inside facilities have the appropriate green and blue decals affixed to them and, if possible, posters above them. Deskside receptacles are discouraged; at most locations, employees bring their recyclables to labeled recycling containers that are available in common areas. All personnel, including contractors and visitors, are expected to place recyclable materials into the appropriate receptacles.

Waste Prevention & Reuse

- **Reduce Paper Usage:** The waste prevention directives to reduce paper from 1993's executive order are still in effect (e.g. set printers to default to double side; the Department phone directory is online vs distributed on paper).
- **Reduction of Single Use Plastics Usage:** DSNY is in compliance with Executive Order 42 of 2019, that eliminates the unnecessary purchase and distribution of single use plastics utensils.
- **Office Reuse Drawer:** The Bureau of Recycling & Sustainability implemented a Reuse Drawer on the 6th floor of 44 Beaver Street. This drawer gives employees a chance to leave any unwanted items (books, trinkets, supplies, homewares) that can be taken by other employees.
- **Meet Green Purchasing Requirements:** DSNY follows citywide requirements for procurement of EPA-approved lower toxicity cleaning and maintenance supplies.
- **Single Use Plastic Beverage Bottle Elimination and Reduction Plan:** DSNY is in compliance with Executive Order 54 of 2020, eliminating the unnecessary purchase and distribution of bottled water.
 - Prior to 2017 , each day when the temperature reached 80 degrees or above , any Sanitation Worker assigned to rear loader trucks not equipped

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with functioning air conditioning (this includes Collection, recycling, baskets, MLP, and relays) DSNY issued all Sanitation Workers two (2) 32oz. bottles of water. During those times DSNY was distributing upwards of 1000 cases per day.

- Since then the department has adapted a greener methodology of distributing water to ALL employees. DSNY invested in water cooler filtration systems and installed at least one in every location citywide. DSNY then issued reusable water bottles to all employees to reduce waste - this decision was also cost effective as well. Cooler filters are changed as needed and employees can fill up water for themselves at any point, not just when the temperatures are higher than 80 degrees. DSNY does not sell any water bottles or reusable plastic items that may hold water.
- Due to COVID and keeping social distancing practices, employees were hesitant to use public water coolers so there was an increased need and request for plastic water bottles from some employees, due to this, there was an increase from the previous year and DSNY had used approximately 70 cases of water every two (2) to three (3) months.
- DSNY purchases cases of water for use as required under the following circumstances:
 - When there are no water coolers available / functioning for employees to fill up department issued reusable water bottles.
 - Field functions were staff reported straight to the field where running water is not available.
 - If any of the above pieces of equipment do not have working air conditioning and their location does not have functioning water cooler at that moment AND temperatures dictate (above 80 degrees), bottles of water being distributed.
 - Employees do not have/ forgot/ lost/ misplaced their department issued reusable water bottles to fill up water from a working water

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- Drug and Alcohol mobile testing site: to provide employees with water to drink so they can produce a urine sample quicker.
- Emergency water main shut down where water is not available, and temperatures dictate (above 80 degrees): bottles of water being distributed.
- For DSNY SAFE Disposal Events, where staff is working 10-12-hour days in parking lots without access to drinkable water.

Curbside Composting Program

Prior to the pandemic, DSNY Headquarters at 125 Worth Street was participating in Curbside Composting since 2015. Three additional DSNY sites were added in FY2020 under the Agency Organics Collection Pilot LL22 (2019).

- 125 Worth St (Since 2015)
- DSNY BK1/BK4 Garage, Brooklyn North Borough Office, 161 Varick Ave (Added Sept 2019)
- 44 Beaver St (Added Oct 2019)
- DSNY BK11 Garage, 1824 Shore Pkwy (added Oct 2019)

Curbside Composting was suspended in May 2020 due to the COVID-19 pandemic, but has now resumed effective October 2021. The new residential opt-in model means that the program is rolling out to districts that have the most residential interest. As the districts are identified, we will pursue enrolling DSNY buildings as feasible.

DSNY Future Plans for Waste Prevention & Reuse

- Remove all the receptacles at individual desks and workstations at all DSNY sites citywide to encourage placement of recycling containers in common areas. This setup has been shown to reduce the use and cost of plastic

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bags and reduces labor of regular collection and maintenance of deskside bins.

- Create a DSNY-specific Recycling How-To Video, to be shared amongst staff.
- Create a DSNY working group aimed at increasing recycling and diversion throughout the agency.

Photos



Bureau of Recycling & Sustainability Reuse Drawer



Bureau of Recycling & Sustainability Reuse Drawer



44 Beaver, Recycling Station



44 Beaver, Recycling Station

From: [HDQTRSOP](#)
Subject: DSNY CMS: RECYCLING IN THE WORKPLACE
Date: Friday, May 21, 2021 9:44:23 AM

Dept Msg #: DM2021-3656

Sent By: HDQTRSOP

Date: 5/21/2021 9:43 AM

Code: RECY6 (rev
5/11/13)

Subject: RECYCLING IN THE
WORKPLACE

We, as an agency, must set the example as to how recycling should be carried out in the workplace. It is imperative that Supervisors ensure that all recyclable materials are diverted from their location's waste stream.

Location Supervisors are responsible for providing separate receptacles for:

1. Refuse.
2. Mixed paper (white, colored and glossy paper; mail and envelopes; smooth cardboard; paper bags; soft cover books; wrapping paper, newspapers, magazines, catalogs, telephone books and corrugated cardboard.)
3. Metal, Glass (glass bottles, jars and jugs) and Plastic (plastic bottles, jugs, beverage containers, drink boxes, cans, aluminum foil wraps, trays, wire hangers pots and pans) and as of May 2, 2013, Rigid Plastics. Plastic Bulk Items are to be placed in the same truck as the metal, glass, plastic and rigid plastics.

****NOTE:** All cardboard boxes used to package the mechanical broom segments and pick up brooms will be recycled by placing them in recycling trucks and NOT in regular household trucks. Mechanical broom segments will be discarded in a regular refuse truck.

All offices should be furnished with several separate bins for paper recycling, preferably at each employee's desk. Kitchen and lunch room areas should contain separate and clearly marked receptacles for paper and clearly marked receptacles for metal, glass, plastics (including rigid plastics); in addition to refuse. Paper as well as metal/glass/plastics/rigid plastics should be bagged in clear bags and set out separately from black bagged refuse for collection on the scheduled day. The

recycling should be clean and free from contaminants, including paper towels in the paper.

This Department Message shall be read at all roll calls on Saturday, May 22, 2021. In addition, all roll call Supervisors will sign the blotter attesting that the above message was read at roll call.

Borough Chiefs, Superintendents and Supervisors shall sign the blotter attesting that they have read and understood this directive.

Salvatore Ceraulo
First Deputy Commissioner

From: [HDQTRSOP](#)
Subject: DSNY CMS: RECYCLING IN THE WORKPLACE
Date: Tuesday, April 20, 2021 9:48:13 AM

Dept Msg #: DM2021-2788

Sent By: HDQTRSOP

Date: 4/20/2021 9:47 AM

Code: RECY6 (rev
5/11/13)

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This Department Message shall be read at all roll calls on Wednesday, April 21, 2021. In addition, all roll call Supervisors will sign the blotter attesting that the above message was read at roll call.

Borough Chiefs, Superintendents and Supervisors shall sign the blotter attesting that they have read and understood this directive.

Salvatore Ceraulo
First Deputy Commissioner

From: [HDQTRSOP](#)
Subject: DSNY CMS: RECYCLING IN THE WORKPLACE
Date: Wednesday, March 10, 2021 10:41:59 AM

Dept Msg #: DM2021-1655

Sent By: HDQTRSOP

Date: 3/10/2021 10:41 AM

Code: RECY6 (rev
5/11/13)

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This Department Message shall be read at all roll calls on Thursday, March 11, 2021. In addition, all roll call Supervisors will sign the blotter attesting that the above message was read at roll call.

Borough Chiefs, Superintendents and Supervisors shall sign the blotter attesting that they have read and understood this directive.

Salvatore Ceraulo
First Deputy Commissioner

From: [HDQTRSOP](#)
Subject: DSNY CMS: RECYCLING IN THE WORKPLACE
Date: Thursday, October 8, 2020 9:20:25 AM

Dept Msg #: DM2020-5744

Sent By: HDQTRSOP

Date: 10/8/2020 9:20 AM

Code: RECY6 (rev
5/11/13)

Subject: RECYCLING IN THE
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recycling should be clean and free from contaminants, including paper towels in the paper.

This Department Message shall be read at all roll calls on Friday, October 9, 2020.

In addition, all roll call Supervisors will sign the blotter attesting that the above message was read at roll call.

Borough Chiefs, Superintendents and Supervisors shall sign the blotter attesting that they have read and understood this directive.

Edward R. Grayson
Acting Commissioner

From: [HDQTRSOP](#)
Subject: DSNY CMS: RECYCLING IN THE WORKPLACE
Date: Tuesday, September 8, 2020 9:20:13 AM

Dept Msg #: DM2020-4993

Sent By: HDQTRSOP

Date: 9/8/2020 9:19 AM

Code: RECY6 (rev
5/11/13)

Subject: RECYCLING IN THE
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Steven W. Costas
First Deputy Commissioner

From: [HDQTRSOP](#)
Subject: DSNY CMS: RECYCLING IN THE WORKPLACE
Date: Thursday, August 13, 2020 10:44:27 AM

Dept Msg #: DM2020-4369

Sent By: HDQTRSOP

Date: 8/13/2020 10:44 AM

Code: RECY6 (rev
5/11/13)

Subject: RECYCLING IN THE
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recycling should be clean and free from contaminants, including paper towels in the paper.

This Department Message shall be read at all roll calls on Friday, August 14, 2020. In addition, all roll call Supervisors will sign the blotter attesting that the above message was read at roll call.

Borough Chiefs, Superintendents and Supervisors shall sign the blotter attesting that they have read and understood this directive.

Steven W. Costas
First Deputy Commissioner

From: [HDQTRSOP](#)
Subject: DSNY CMS: RECYCLING IN THE WORKPLACE
Date: Thursday, July 9, 2020 10:18:27 AM

Dept Msg #: DM2020-3528

Sent By: HDQTRSOP

Date: 7/9/2020 10:17 AM

Code: RECY6 (rev
5/11/13)

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Steven W. Costas
First Deputy Commissioner

From: [HDQTRSOP](#)
Subject: DSNY CMS: RECYCLING IN THE WORKPLACE
Date: Tuesday, June 22, 2021 9:49:04 AM

Dept Msg #: DM2021-4408

Sent By: HDQTRSOP

Date: 6/22/2021 9:48 AM

Code: RECY6 (rev
5/11/13)

Subject: RECYCLING IN THE
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Salvatore Ceraulo
First Deputy Commissioner