

City Of Philadelphia Commercial Waste Report



What

Formerly, Philadelphia's commercial properties were required to submit Recycling Plans upon opening their doors. The Commercial Waste Report replaces Recycling Plans, and is a more comprehensive version of the previous form. Buildings now have the opportunity to report on their waste diversion practices for multiple waste streams.

Who

All commercial properties receiving private or City waste collection are required to submit a Commercial Waste Report each year, including restaurants, apartment complexes, schools, storefronts, and more. Building managers are responsible for submitting the form for single and multi-tenant buildings. Institutions that comprise multiple OPA numbers should only submit one form.

Why

Philadelphia's long-term Zero Waste goal is to fully eliminate the use of landfills and conventional incinerators by 2035. Last year, the City introduced the Municipal Building Waste Audit. The Commercial Waste Report will provide a more complete picture of waste management practices in Philadelphia and help the City to determine its next steps towards achieving its 2035 goal.



Submit a Commercial Waste Report:

commercialwaste.phila.gov

Learn More About the Requirements:

philadelphiastreet.com/recycling/commercial-waste-report

5 Steps to Compliance

Required Actions

1

Fill Out the Official Commercial Waste Report Form Online

with the City of Philadelphia. Visit **commercialwaste.phila.gov** and complete your business information profile, then follow the prompts to complete your Commercial Waste Report. The form must be submitted annually by December 31.

2

Publicly Post Form

Print and publicly post your Waste Report in a prominent location; next to your other City of Philadelphia licenses, for example. Click "View and Print Commercial Waste Report Certificate" after submitting your report, or print the certificate attached to your confirmation email.

3

Distribute Copies of Form to Employees

Distribute copies of your building's completed form to employees so that they are aware of the building's recycling and waste management practices and requirements.

4

Make Sure Recycling is Easy and Bins are Abundant

Providing adequate recycling containers for employees and patrons is a crucial component of a successful recycling program. A recycling container should be paired with each trash can.

5

Install Signage

Proper signage, including pictures of the recyclables that are designated, is necessary for educating employees and patrons on where and how to recycle. Links to DIY and ready-to-use signs identifying materials that should and should not be placed into recycling bins can be found in the Commercial Waste Report Guide.

Become a Zero Waste Partner

Earn Sustainable Business Tax Credits and recognition from the City when you become a Partner! Your property can earn Partnership Status when you:

1. Fill out the Commercial Waste Report form, annually
2. Complete Zero Waste Action Item #1 to certify that you comply with City waste and recycling requirements
3. Submit a monthly Zero Waste Partnership form to the City

Learn more about the Zero Waste Partnership Program at:

philadelphiastreet.com/recycling/zero-waste-partnership-program