



# CITY OF PHILADELPHIA

DEPARTMENT OF LICENSES AND INSPECTIONS

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## Radio Frequency Identification Tag Installation Instructions

Radio Frequency Identification (RFID) tags operate by using Radio Frequency waves to power up the tag which then responds with the tag identification number. The only information that is stored in the tag is the tag identification number that is also printed on the front side of the tag. The purpose for using these tags is to provide City of Philadelphia enforcement officers with licensing information in the field to improve the enforcement process.

### Tag Attachment

It is the responsibility of the licensee to assure the tags stay affixed to the receptacles for proper inspection. Failure to do so will result in a violation. The suggested screws for attaching the tags are Pan Head Phillips Self Drilling #8 X 3/4" or Hex Head Self Drilling #8 X 3/4" but the Department of Licenses and Inspections does not prescribe any mandatory method for affixing the tag. If you need technical assistance in attaching your tag, **please contact your hauling company**. In some cases, the hauling companies may prefer to do the installation.

### Tag Placement

Due to the nature of the RFID tags it is important to follow the proper installation procedures:

- The mounting holes of the tag should be aligned vertically as shown.
- At no time should the RFID tags be covered by or placed behind metal objects. RF energy will not pass through metal. If the tag is in any way covered by metal the tag will not be read.



- When mounted on metal the tags should be affixed to an even surface. The metal background should be as large as possible and tag should be placed in the middle of the surface.
- The location of the tag should always be placed on the side of the dumpster facing the loading truck. Failure to attach the medallion in the indicated space may result in a violation. The following are examples of commonly used containers showing the placement of the RFID tag. **If you have any questions about the placement of your RFID tag, please contact your hauler.**

1 cu. yd. dumpster



6 cu. yd. front load dumpster



<20 cu. yd. construction dumpster



40 cu. yd. construction dumpster



Large Dumpsters



< 1 cu. yd. (Toter) containers



**For additional tips on attaching your RFID tags, please view our instructional videos posted on the following YouTube sites:**

Dumpster Type	Instructional Video Website
40 cu. yd. construction dumpster	<a href="http://www.youtube.com/watch?v=AKMP8Hu4sHU">http://www.youtube.com/watch?v=AKMP8Hu4sHU</a>
< 1 cu. yd. (toter) container	<a href="http://www.youtube.com/watch?v=djsJ33P9iRM">http://www.youtube.com/watch?v=djsJ33P9iRM</a>
1 cu. yd. top loading dumpster	<a href="http://www.youtube.com/watch?v=L6syVSach9w">http://www.youtube.com/watch?v=L6syVSach9w</a>
6 cu. yd. front loading dumpster	<a href="http://www.youtube.com/watch?v=UpBhFkLrqXg">http://www.youtube.com/watch?v=UpBhFkLrqXg</a>
< 20 cu. yd. construction dumpster	<a href="http://www.youtube.com/watch?v=q2ifRT6t7k4">http://www.youtube.com/watch?v=q2ifRT6t7k4</a>

### **CHANGES IN LICENSING INFORMATION**

- It is incumbent upon you, as the licensee, to notify the Department of Licenses and Inspections should any change in your licensing information take place. Such changes include, but are not limited to:
  - Change of the hauling company;
  - Change in the use of the dumpster – recycling to trash;
  - Change in the size of the dumpster
  - Change in the placement of the dumpster
- The City will enforce violations using whatever information exists in its database, so it is in your interest to keep this information updated;
- If you need to make any licensing changes, please contact the Department of Licenses and Inspections at: [License.Issuance@phila.gov](mailto:License.Issuance@phila.gov); or dial 3-1-1 or 215-686-8686