

How to guide for productions

This toolkit is compiled and designed for user-friendly access for all industry members, in order to decrease a film's carbon footprint and become a more sustainable production.

This green-production toolkit will follow the four key areas, namely 1 - fossil fuels, 2 - pre-production, facilities and administration, 3 - production and waste generation and 4 - distribution and promotion.

1. Fossil Fuels

1.1 Travel

- Mainly makes use of public transport and carpooling.
- Reduce transport distances.
- Try to lessen or eliminate unnecessary air travel.
- Encourage the crew to use cars with fuel-efficient and environmentally friendly engines.
- Encourage cast and crew to use bikes.
- Find convenient locations - that are not too far to travel and not far apart.
- Combine travel for orders, equipment and apparel transport, and shipment.
- Never have a running engine when a car is in idle.
- Hire sustainable transport, such as hybrid cars and electric cars.
- Never use transport when unnecessary.

1.2 Electricity use and or generator use

- Reduce energy use.
- Eliminate unnecessary energy use.
- Reduce energy use in air-conditioned trailers.
- Plan shoots at daylight - to make use of natural lighting.
- Be energy efficient by using LED lamps and turning off lights when unused.
- Additional sustainable lighting options are Plasma, solar and fluorescent.
- Try to configure computers and laptops as energy-efficient as possible.
- Use energy suppliers that provide eco-conscious/green electricity and gas.
- Try not to use air conditioning but fans instead.
- The possibility of installing solar panels.
- Make use of renewable energy, solar generators or if that is not possible electric generators rather than diesel/petrol generators.

- Make use of electricity from the grid.
- If you still need to use a standard generator, see if you can fuel it with HVO biodiesel - HVO biodiesel is produced from 100% certified waste streams and is 90% carbon neutral.
- On location, try to connect to the grid or use electric generators and battery packs or, better, more renewable solutions like solar or wind power and solar generators.
- Do not have two generators on set.
- Use reflectors rather than lights.

1.3 Shipping

- Eliminate unnecessary shipments by reducing equipment, gear and apparel or locally sourced equipment and apparel.
- Reduce the use of materials and apparel.

2. Pre-production, facilities and administration

2.1 Housing and accommodation

- Rent out a house rather than accommodation for individual crew and cast members.
- Stay at sustainable accommodations.
- Before renting out accommodation, research if they are eco-conscious and provide sustainable solutions - recycling, bamboo towels, etc.

2.2 Paperwork

- Reduce paper consumption.
- Recycle any paper used.
- Print and use recyclable paper.
- Print double-sided and choose the option “eco printing” if your printer supports it.
- Use eco-ink and refillable cartridges.
- Print signage on paper or other biodegradable material instead of plastic.
- Work digitally - share documents through Dropbox, Google Drive, or on your own server.
- Do not print any call sheets, scripts and script changes anymore, but e-mail them.
- Use scripts on tablets or phones.
- Use erasable boards for planning - use whiteboards or chalkboards.

2.3 Location

- Note the impact on your location and if any special rules apply, for example, in a nature reserve. Think about sound and exhaust levels.
- Collaborate with a specialist if possible.
- Acquire a local shooting location.
- Try to minimise any damage and disruption to the environment and biodiversity.
- Leave the location as you found it.

2.4 Equipment hire and usage

- Reduce use of unnecessary gear.
- Reuse equipment.
- Use equipment that uses low energy consumption.
- Reduce energy use on this equipment.
- Use LED lighting and low-energy lighting options.
- Minimise energy by using eco-friendly equipment and or less equipment use.
- Opting for digital filming.
- Use rechargeable batteries where possible.
- Recycle any used disposable batteries.
- Recycle any broken hard drives (and any other electrics that are no longer working).
- When travelling, rent local equipment rather than shipping equipment.
- Use sustainable and eco-conscious products, equipment and gear.

2.5 Crew and cast, vendors and recruitment

- Encourage digital communication and work digitally.
- Recruitment is done digitally to reduce travel and unnecessary fossil fuels.
- Recruit cast and crew locally.
- Work with sustainable and eco-conscious companies.
- Create crew environmental ethical, and sustainable awareness.
- Appoint a sustainability manager.
- Share knowledge and sustainable innovation.
- Use sustainable vendors and additional options.

3. Production and waste generation

3.1 Catering

- Encourage organic or (partially) vegetarian catering.
- Reduce the use of cutlery, food, packaging and utensils.
- Reuse the cutlery, packaging and utensils.
- Recycle the cutlery, packaging and utensils.
- Used biodegradable cutlery, packaging and utensils.
- Compose and donate leftover food and coffee/tea.
- Introduce a “veggie day” or offer a vegetarian options each day.
- Healthy meal options.
- Premade meals with sustainable packaging and cutlery.
- Use food with the correct labels - such as MSC fish quality label, Fair Trade, Beter Leven and EKO.
- Make good deals with a wholesaler that purchases sustainably.
- Throw away as little as possible and be creative by creating a new meal out of the leftovers.
- Arrange sustainable containers for leftovers that the crew can take home at the end of the day.
- Food donations.
- Rather than plastic and polystyrene use materials such as bamboo, plant-based and compostables for packaging.
- Replace plastic straws with glass or metal straws.
- Provide reusable mugs for coffee and water.
- Avoid wrapping individual foods or snacks in plastic.
- Use delegated bins for any kitchen waste - peelings, packaging, etc.
- Provide vegetarian meals, meals made from free-range or sustainably sourced produce.
- Buy produce in bulk - since bulk lessens packaging.

3.2 Plastic bottled water use and on-location water use

- Recycle single-use plastic.
- Avoid single plastic use.
- Make use of reusable water bottles and cups.
- Use compostable disposable cups.
- Use reusable water bottles and portable refill stations.
- Do not leave taps open.
- Do not use excessive water.

- Invest in products that have low water usage.

3.3 Production design

This will be discussed further in detail with *How to guide for the production design team and art department*:

- Reducing materials.
- Reusing production design elements.
- Recycle materials.
- Upcycle production design.
- Donate production design.
- Source from sustainable materials or companies.
- Use eco-conscious and vegan clothing and make-up options.
- Use CGI and VFX when it calls for less damaging environmental impacts - for instant, an explosion could rather be made digitally than disrupt nature.

3.4 Waste and disposal

- Encourage waste sorting.
- Recycle all that can be recycled.
- Compost leftover food that can not be taken home or donated.
- Store production design, equipment, cutlery, utensils and any other apparel for later use.
- When on location use an economical vacuum toilet trailer or the WC Flex for the bathroom.
- Use ecological detergents and cleaning products without chemicals.
- Separate your waste - plastic, paper, glass, organic waste, and batteries.
- Use only non-toxic, biodegradable cleaning products.
- Bulk purchasing so you have less packaging material.
- Do not use disposable wipes but use washable sponges and dishcloths.
- Clean any oil spills immediately and prevent them from sinking into the soil.
- Minimise consumption and rather hire items instead.
- Further use correct eco-conscious disposal.

4. Distribution and promotion

4.1 Events, film festivals and advertising

- Reduce travel and materials used.
- Reduce energy and water use.

- Recycle or reuse any necessary items.
- Work digitally.
- Share eco-conscious and sustainable knowledge/innovation.
- Print advertising materials on recyclable paper and dispose of them correctly.

4.2 Distribution

- Reduce energy use.
- Reduce travel use.
- Digital communication and distribution.
- Work digitally, share documents through Dropbox, Google Drive, or on your own server.

4.3 Merchandising

- Produce sustainable and eco-friendly merchandising.
- Similar to above - reduce travel and materials used, energy and water usage when producing them and recycle or reuse any necessary items.
- Reinforce sustainable shipment.

*Remember to state at the beginning/end of your film that sustainable practices and eco-conscious workflows were used during the production process. This could provide additional environmental awareness to the audiences, evoke eco-friendly curiosity and could lead to the audience's eco-conscious debate and perspectives.