

FILMMAKERS' SUSTAINABLE DOCUMENTARY PRODUCTION CHECKLIST - LOCATION

<b>LOCATION</b>	<i>Insert production or company name</i>
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*Every production is different, especially on location, so some of the suggested actions in this checklist may not be relevant for your particular circumstances. If this is the case, just use the ones that are appropriate and add further items if you need to.*

**ACTION**

**DETAILS OF MEASURES TAKEN**

**Transport**

Avoid using air transport wherever possible	<input type="checkbox"/> Yes	
Use local crews whenever possible	<input type="checkbox"/> Yes	
Choose vehicles with the best fuel consumption and lowest emissions	<input type="checkbox"/> Yes	
Ride-share to reduce the number of vehicles	<input type="checkbox"/> Yes	
	<input type="checkbox"/> Yes	
	<input type="checkbox"/> Yes	
	<input type="checkbox"/> Yes	

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### **Accommodation**

Choose eco-certified hotels wherever available	<input type="checkbox"/> Yes	
Use local hotels rather than international chains to ensure money stays in the community	<input type="checkbox"/> Yes	
	<input type="checkbox"/> Yes	
	<input type="checkbox"/> Yes	
	<input type="checkbox"/> Yes	

### **Energy**

Choose video, audio and lighting equipment with the lowest energy consumption	<input type="checkbox"/> Yes	
Choose equipment manufactured with the lowest use of energy and materials	<input type="checkbox"/> Yes	
Use rechargeable batteries wherever possible	<input type="checkbox"/> Yes	

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Switch off all equipment when not in use	<input type="checkbox"/> Yes	
Unplug any equipment which draws 'vampire' power when switched off	<input type="checkbox"/> Yes	
	<input type="checkbox"/> Yes	
	<input type="checkbox"/> Yes	

**Supplies**

Use tapeless production where possible	<input type="checkbox"/> Yes	
Avoid printing documents unless essential - use laptops, PDAs and smartphones	<input type="checkbox"/> Yes	
Replace disposable cups, plates and cutlery with reusable washable ones	<input type="checkbox"/> Yes	
Replace bottled water with refillable water bottles	<input type="checkbox"/> Yes	
Buy local produce and supplies	<input type="checkbox"/> Yes	

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Buy in bulk to reduce waste in packaging and transport	<input type="checkbox"/> Yes	
Buy fair-trade and ethically produced food and supplies	<input type="checkbox"/> Yes	
Consider vegetarian options to reduce meat consumption	<input type="checkbox"/> Yes	
Buy timber from sustainable sources - look for FSC certification	<input type="checkbox"/> Yes	
Buy environmentally friendly supplies - e.g water-based paints	<input type="checkbox"/> Yes	
Recycle or donate any unwanted equipment and materials at the end of the shoot	<input type="checkbox"/> Yes	
Compost green waste	<input type="checkbox"/> Yes	
Provide plenty of recycling bins and arrange regular recycling collections	<input type="checkbox"/> Yes	
Make proper arrangements for disposal of waste - including water	<input type="checkbox"/> Yes	

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	<input type="checkbox"/> Yes	
	<input type="checkbox"/> Yes	
	<input type="checkbox"/> Yes	

**Other**

Respect local cultures and peoples	<input type="checkbox"/> Yes	
Treat animals and wildlife responsibly - ideally by following an approved ethical code	<input type="checkbox"/> Yes	
Ask all of your suppliers what their environmental policies are - adding your consumer pressure	<input type="checkbox"/> Yes	
	<input type="checkbox"/> Yes	
	<input type="checkbox"/> Yes	
	<input type="checkbox"/> Yes	

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Completed by:

Date:

Reviewed by:

Date:

Updated by:

Date:

Reviewed by:

Date:

Signature:

Signature:

Signature:

Signature: