

HOW TO USE THE FILMMAKERS' CHECKLISTS

The idea behind the checklists is simple – to make it easier for you to minimise your production's impact.

BEST PRACTICE IS TO DO EVERYTHING ON THE CHECKLISTS – BUT IN THE REAL WORLD THAT'S A VERY BIG TASK. DON'T GIVE UP, JUST DO AS MUCH AS YOU CAN, THEN TRY TO DO MORE ON YOUR NEXT PRODUCTION.

Each line in the checklists has a YES tickbox and a space for you to record what remedial actions you took.

Example:

Action		Details of measures taken
Choose vehicles with the best fuel consumption	✓ Yes	Hybrid cars rented for shoot; equipment truck chosen for fuel efficiency; taxi supplier asked to send hybrid taxis.

Currently there's no certification scheme for sustainable documentary production. However best practice is to have your efforts to become sustainable monitored, so there's an optional box for a reviewer to sign.

The checklists are:

- Basic
- Principles & Practices
- Office and Pre-Production
- Location
- Post-Production

The basic one is for small productions or if you don't have the time and inclination to go into detail.

The other four are more detailed, and should help you achieve increased reductions in your energy and resource use. You'll see that many actions are duplicated across the three lists - in a large production different people often manage different sections of the process.

As every production is different, there are spare boxes for you to use if you find there are additional ways that you can cut your footprint.

HOW TO USE THE FILMMAKERS' CARBON TRACKERS

NB: These spreadsheets are to help you keep track. They don't calculate your production's CO₂ emissions. However we are working to develop an online calculator specifically for TV and film production.

If you're planning to offset a production's carbon emissions, it's clearly important that you know what they are. The Carbon Tracker provides an easy way to keep track of all the activities that create CO₂ and use resources. [It's a bit like keeping track of how you're spending the budget.]

We've provided two versions:

The Basic tracker is a simple one for use by small productions or if you are short of time.

The Detailed tracker is probably more suitable for use by line producers and production managers on larger productions.

Once you have completed the production, the figures collected in the tracker can be entered into the online calculator used by your chosen *Gold Standard* offset supplier. Alternatively some offset providers might use your completed tracker as a basis from which they would do the calculations offline.

- At the moment, different offsetters have different online calculators. Many may not include all the elements included in the tracker, and all will have slightly different formats for inputting the data. But whatever their format, an accurately completed tracker should contain all the information you need to calculate your production's carbon footprint to an acceptable level of accuracy.

REMEMBER THAT DOING EVEN A FEW THINGS TO CUT CARBON EMISSIONS AND RESOURCE USE IS BETTER THAN DOING NOTHING AT ALL.