

## FILMMAKERS' SUSTAINABLE DOCUMENTARY PRODUCTION CHECKLIST - PRINCIPLES + PRACTICES

|                                   |  |
|-----------------------------------|--|
| <b>PRINCIPLES &amp; PRACTICES</b> | <i>Insert production or company name</i> |
|-----------------------------------|--|

*It is best practice to state your environmental principles and practices clearly. However some of the suggested actions in this checklist may be inappropriate for your particular circumstances. If this is the case, just use the ones that are appropriate and add further items if you need to.*

| <b>ACTION</b>  |                              | <b>DETAILS OF MEASURES TAKEN</b> |
|--|------------------------------|----------------------------------|
| Write a clear environmental statement and communicate it to the team                           | <input type="checkbox"/> Yes |                                  |
| Calculate the baseline energy and resource use for your company or project                     | <input type="checkbox"/> Yes |                                  |
| Choose an energy supplier which provides electricity from 100% renewable sources               | <input type="checkbox"/> Yes |                                  |
| Commit to reducing, reusing and recycling in order to cut consumption                          | <input type="checkbox"/> Yes |                                  |
| Provide training and support for staff and crew - including freelance and short contract staff | <input type="checkbox"/> Yes |                                  |
| Select environmental 'champions' for each section or department                                | <input type="checkbox"/> Yes |                                  |
| Check and follow relevant environmental legislation  | <input type="checkbox"/> Yes |                                  |

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|  |                              |  |
|--|------------------------------|--|
| Create clear transport plan which aims to reduce travel  | <input type="checkbox"/> Yes |  |
| Create clear energy plan which cuts use of non-renewable energy                                    | <input type="checkbox"/> Yes |  |
| Create clear materials and supplies plan to reduce consumption                                     | <input type="checkbox"/> Yes |  |
| Create clear waste plan which encourages reuse and recycling                                       | <input type="checkbox"/> Yes |  |
| Assess likely impact on people, habitats, wildlife and cultures                                    | <input type="checkbox"/> Yes |  |
| Minimise impact on people, habitats, wildlife and cultures   | <input type="checkbox"/> Yes |  |
| Check environmental and social responsibility policies of suppliers, broadcasters and distributors | <input type="checkbox"/> Yes |  |
| Choose a bank with high ethical and environmental standards  | <input type="checkbox"/> Yes |  |
| Where possible, choose crew and suppliers who work in a sustainable way                            | <input type="checkbox"/> Yes |  |

# FILMMAKERS' SUSTAINABLE DOCUMENTARY PRODUCTION CHECKLIST - PRINCIPLES + PRACTICES

|   |                              |  |
|---|------------------------------|--|
| Reduce carbon footprint as far as possible  | <input type="checkbox"/> Yes |  |
| Calculate total CO2 emissions after all possible reduction measures                             | <input type="checkbox"/> Yes |  |
| Offset CO2 emissions with Gold Standard provider  | <input type="checkbox"/> Yes |  |
| Get certificate for offset  | <input type="checkbox"/> Yes |  |
| Reduce environmental footprint as much as possible  | <input type="checkbox"/> Yes |  |
| Publicize and advertise your environmental efforts to clients, suppliers and the general public | <input type="checkbox"/> Yes |  |
|   | <input type="checkbox"/> Yes |  |
|   | <input type="checkbox"/> Yes |  |
|   | <input type="checkbox"/> Yes |  |

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Completed by:

Signature:

Date:

Reviewed by:

Signature:

Date:

Updated by:

Signature:

Date:

Reviewed by:

Signature:

Date: