



IRISH FILM BOARD
BORD SCANNÁN NA hÉIREANN

GREEN PRODUCTION TOOLKIT

This toolkit is full of ideas intended to help film and television production companies to find solutions to limit their environmental impact, whilst also saving money. Recognising the constraints faced by the industry, the toolkit is designed to help screen production companies think smarter, work better and add value to their business. It contains practical measures that can be implemented by any screen production company, regardless of size. The toolkit encourages all users to focus on what matters most to their business. The very nature of screen production in Ireland, where groups of professionals come together for a few months and then disperse to other projects, provides a great opportunity for green practices to spread throughout our industry.

www.irishfilmboard.ie

ENVIRONMENTAL BEST PRACTICES BY DEPARTMENT

What are you doing to address the environmental footprint of your department? See the departments listed below to find out what you and your colleagues could be doing to reduce, reuse and recycle.

- ALL DEPARTMENTS
- PRODUCTION OFFICE
- ART/SET DECORATION/CONSTRUCTION
- CAMERA & SOUND
- CATERING
- COSTUME
- GRIP & ELECTRIC
- MAKE-UP & HAIR
- POST-PRODUCTION & VFX
- SFX & STUNTS
- TRANSPORTATION

ALL DEPARTMENTS

Ensure the set and production offices are equipped with recycling facilities

Ensure all crew members are aware of environmental standards for the production

Where possible minimize the use of disposable items

Buy environmentally friendly products with recycled content

Use environmentally responsible cleaning products on location

If composting is available, provide food waste bins for use on set

Provide facilities for the disposal of chewing gum and provide butt buckets for cast and crew

Identify any unique guidelines or regulations associated with your film location

Identify potential environmental impacts when assessing film locations for health and safety risks

Include environmental protection control measures in call sheets to raise awareness among cast and crew

PRODUCTION OFFICES

Many of the activities involved in AV production are office-based. This can include the actual production office as well as satellite offices such as post-production. As with any business, there are environmental impacts associated with day-to-day office activities including paper use, energy and water use, waste generation and transportation.

It is up to each and every one of us to change our habits to promote a green environment. By practicing the 3 R's - reduce, reuse and recycle, we can minimize the environmental impacts associated with many office-based activities.

PAPER USAGE

TBYP - think before you print – assess whether a hard copy is necessary

Select double-sided printing by default

Print only revised script pages

Print scripts by demand only

Create a recycling plan for the production office

Ensure paper recycling bins are readily available

Purchase recycled paper products

Use recycled ink cartridges where available

ENERGY USAGE

Use lighting that significantly reduces energy usage (ie: CFLs, or lower-wattage bulbs)

Use specific task lighting to light work areas and lower the height of light fixtures to increase usable light

Open blinds and use natural lighting when possible

Install dimmers or occupancy sensor switches in low use areas like stairwells, washrooms and storage areas

Turn off non-essential and decorative lighting, especially in unoccupied areas

Turn off computers, monitors, printers and photocopiers when not in use, overnight and on weekends. If unable to switch off the entire computer, turn off the monitor and printer. Don't use screen savers

When buying computers, monitors, printers, and photocopiers, favour models with good energy-efficiency ratings that can switch to a power-saving mode when not in use

Use a laptop computer instead of a desktop computer

Unplug chargers for mobile phones, cameras and other equipment when not in use

Purchase flat screens over conventional tube-based televisions

When purchasing or renting equipment, ask about energy-efficient alternatives or enquire about more efficient ways to use the equipment

Ensure that refrigerators and freezers operate efficiently by defrosting regularly and check that they are set to the optimum temperature

... **REDUCE** ...

REUSE ...

RECYCLE ...

WATER: HEATING, APPLIANCES, WASTEWATER

Use energy-efficient appliances (refrigerators, dishwashers, etc)

Ensure that washing machines and dishwashers are used with full loads or use economy settings

Turn your thermostat down

Where possible use the cold wash setting

Use environmentally friendly cleaning products

Discourage staff from leaving water running

Identify and prevent hazardous substances from entering wastewater and stormwater systems

WASTE DISPOSAL AND RECYCLING

Provide adequate facilities for recycling paper, glass, aluminium, plastic and cardboard

Raise staff awareness about recycling facilities in the office and on location

Collect organic waste and convert it to compost in a bin

Replace disposable products with durable alternatives

Support products with recycled content

Ask suppliers to take back packaging for large items such as computers and furniture

Recycle printer cartridges

Use rechargeable batteries and dispose of batteries properly

Monitor the amount of waste going to landfills

Provide reusable, recyclable and/or biodegradable serving products, instead of Styrofoam and plastic products

Recycle redundant computers, monitors and printers

Return redundant mobile phones, batteries and paint to retailers for recycling

Dispose of any unavoidable waste safely

ART/SET DECORATION/ CONSTRUCTION

Sell or donate unwanted set materials to local theatres, schools, acting schools or other productions before opting for disposal

Use charities that are willing to pick up, recycle and reuse materials

Where appropriate select paint and products with environmentally friendly labels

Dispose of paints and other hazardous materials in a responsible manner

Where appropriate select products with environmentally friendly labels

Use recycled wood or wood from managed forests

Rent or lease larger items such as furniture and computers as an alternative to purchasing

CAMERA AND SOUND

Unplug video players, television monitors and other similar equipment

When purchasing or renting equipment ask about energy-efficient alternatives or enquire about more efficient ways to use the equipment

Where quality allows, use digital processes for filming and sound recording

Avoid sending waste film to landfills by asking your supplier about recycling or other ecofriendly options

CATERING

Encourage the use of reusable cutlery, plates and cups rather than using disposable items

Buy organic and locally grown food to help offset greenhouse gas emissions and other pollutants associated with the transportation of food

Apply fair trade principles when selecting imported food products e.g. coffee, tea, chocolate and bananas

Ensure that recycling facilities are available on location, for plastic, glass, cans and metals

Use lunch locations as places to post notices and inform cast and crew of good environmental practices

Encourage the use of personal travel mugs to discourage the consumption of disposable waxed paper cups

Dispose of liquid wastes, like cooking oil, at approved disposal sites; DO NOT use storm drains

COSTUME

Purchase second-hand or recycled clothing and accessories when appropriate

Support Irish designers and manufacturers with environmental credentials

Avoid the use of garments and accessories made from endangered species

Repair and alter garments rather than buying new

Avoid clothes requiring dry-cleaning processes

Prefer dry-cleaners who use energy-efficient machines and do not use the solvent perchloroethylene

Re-use coat hangers and plastic garment covers

Store and recycle garments/costumes when possible

... REUSE ... RECYCLE ...

GRIP & ELECTRIC

Replace flickering, dim and burned out lamps

When replacing light bulbs, replace with lower-wattage, longer life, cool lamps or energy-efficient alternatives such as fluorescents

Use dimmers to rest lights between setups rather than switching lights on and off

Encourage the use of fluorescent lights for work areas on location

Use environmentally considerate textiles on frames instead of poly based materials for bounce and filtration

Recycle colour gels so that they can be used in future production

MAKE-UP & HAIR

Favour make-up, hair and cosmetic brands that use less packaging

Where possible select make-up, hair and personal care brands committed to avoiding animal testing and the use of ingredients that cause adverse health effects e.g. products that are cruelty-free and meet the criteria of the Compact for Safe Cosmetics

Use refills to avoid disposing of non-recyclable make-up containers

Investigate organic alternatives for make-up, hair care and personal hygiene products

Have recycling bins readily available to make-up staff

Avoid the use of aerosols containing ozone-depleting substances

Where possible purchase in bulk to avoid unnecessary travel



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POST-PRODUCTION & VFX

If available and appropriate, use digital post-production workflow systems

Avoid tape

Make use of the energy saving features for equipment and computers

Where compatible with clients, distribute projects and demonstration reels on DVD or via other digital means

In the office environment apply energy-efficiency, water conservation and waste reduction practices

Consider appropriate water filtration systems when processing film

SFX & STUNTS

Reduce environmental impacts by using water-based smoke fluids

Where possible, use propane rather than liquid fuel for fire effects

Recycle scrap steel and aluminum

Refer to Material Safety Data Sheets (MSDS) for artificial snow products

TRANSPORTATION

Plan to take only the trucks and technical equipment needed for the day to location

Provide incentives for crew members to car pool

Develop environmentally responsible leasing/rental practices for vehicles to include fuel-efficiency and maintenance practices

Use alternative fuel vehicles, e.g. hybrids, electric, ethanol or bio diesel

Purchase the cleanest fuel available

Maintain appropriate tire pressure

Monitor fuel-efficiency by tracking mileage and fuel consumption

Investigate ways of reducing unnecessary travel, such as teleconferencing (video chat or audio)

Raise crew awareness of fuel-efficient driving

Drive smoothly without harsh acceleration; speeding off the mark can use up to 60% more fuel

Change gears efficiently - changing gears at 1500 to 2500 rpm can save up to 15% on fuel

Don't rev the engine unnecessarily - this wastes fuel and increases emissions

Keep speeds down to optimise fuel consumption

Avoid unnecessary idling

Concentrate, look ahead and anticipate road conditions and other people's actions. This reduces the need for hard braking and acceleration

Avoid short journeys and only make essential car journeys. Walking or public transit are always options

Short journeys on a cold engine use up twice as much fuel as a warm engine, producing more emissions

Plan journeys to avoid peak periods, roadwork, and getting lost

... REDUCE ... REUSE ... RECYCLE