

Green Production Toolkit

Reduce, Re-use, Recycle, and Unplug!

Making Ireland the Greenest Film Industry Option

Together we can build environmental awareness and reduce our carbon footprint by making simple alterations to current practice, so that film making in Ireland has the lowest environmental impact possible.

Think like you do at home!

Turn off the lights, use energy efficient bulbs,
Only heat the space you are using,
Use A rated appliances, unplug when not in use,
Compost and recycle,
Bring your mug and water bottle to work,
Reduce plastic and favour less packaging,
Shop local and buy environmentally friendly products,
Use the bus or the train, cycle or carshare,
Reduce and Offset your air miles (you do do that, don't you?!)
Be aware that fuel emissions are the greatest contributor to Global Warming
8000 coke cans will offset your carbon footprint for a return flight from London to New York!
Southampton Uni 2016)

Even the smallest production can take these steps
Simple!

You might say, "But what difference can it make?"

Reducing landfill reduces methane emissions which are a major contributor to global warming. Manufacturing from recycled materials requires much less energy from petrochemicals, preserving nature and finite resources.)

Click on your Department for sustainability tips and website links specific to your field.

PRODUCTION
DIRECTORS, ACTORS, AD'S & EXTRAS
CATERING & CRAFT SERVICES
TRANSPORT & UTILITIES
LOCATIONS
HAIR & MAKE-UP
WARDROBE & DRAPES
PRODUCTION DESIGN & ART
SET DECORATIONS, PROPS & GREENS
CONSTRUCTION
CAMERA & SOUND
SPARKS & GRIPS
SFX

STUNTS POST PRODUCTION & VFX

PRODUCTION

Check out the resources at www.greenproductionguide.com

Download the **CARBON CALCULATOR** and templates for **MEMOS, INFO GRAPHICS AND SIGNS.**

Appoint a committed person with excellent people skills to plan, implement and monitor Green practices throughout the production.

Send advance information via **memos** to cast and crew. Reinforce the message prior to 1st day shoot.

Meet with **HOD's**. Troubleshoot, emphasise that you are a **resource** for them and ask each to appoint an environmental champion.

Highlight savings made by reducing landfill and divert funds to support sustainable products.

Pre production planning

Ask your service providers for green alternatives eg: recycled paper, hybrid taxis, biodiesel generators, compostable catering supplies, recyclable signage, construction materials etc.

The more we request an eco friendly product, the more viable it will become for vendors to invest in that provision, and the more widely available and cost effective it will become.

In the office, introduce **REDUCE, RE-USE, RECYCLE, UNPLUG !**

Lead by example! Bring your own water bottle and mug to work!

Set up **recycling facilities for office consumables**; batteries, ink, paper & cardboard, bulbs, CD's etc

Shop local and hire or buy secondhand office equipment and furniture.

Use **water dispensers or jugs, instead of plastic bottles.**

Avoid plastic: If you have to use water bottles **on location**, ensure they are emptied & recycled.

Go paperless, send a memo stating that scripts are only printed on demand. When you do use paper, print double sided on recycled paper. If you need to print sides or revisions, use A5.

Use digital time sheets and purchase orders.

Have a 'Green Production' **visual reminder** on every document. Use a graphic that will be replicated on signs on set. Use information posters with facts & images that become talking points.

Hire hybrid cars and taxis. Advocate use of **public transport.**

Use **cycle couriers** in the city and keep a **production bicycle** for runners.

Carbon offset air miles. (www.irishenvironment.com)

Hire **local crew**. Use local **house rentals** with good transport links instead of hotels.

Put public **transport links** on call sheets.

Enforce a '**no idling**' rule for drivers.

Request that your Transport Captain use **biodiesel** where possible.

Conference call or **skype** instead of travelling for meetings.

Plan location scouting with plenty of time so that you don't need a return visit.

Car share the scout or use a minibus.

Ask your catering company to provide **compostable catering supplies** and to ensure all staff are familiar with compostables vs recyclables and inform that any contamination spoils the system. Provide separation systems and signs, and **liaise with Locations** regarding on set management of bins.

Create a relationship with your **Waste Management** company. Explain your needs, they will provide a variety of bins, from kitchen compost caddys, to skips for construction waste/recycling.

Distribute suitably sized waste separation bin systems for each department, with informative and reusable posters.

Design signs for bins with the Art Dept, and **keep that signage consistent** in all locations.

Hire **A** rated appliances for the production kitchen, post relevant signage to establish the waste separation, and use environmentally friendly cleaning products for kitchens and loos.

Buy your **mains power supply** from a company committed to developing sustainable energy sources.

Show leadership from the top down: Execs, Directors, Producer and Actors.

Ask the actors to be **Green' Ambassadors** for the production. Ensure that **Extras** casting has sent Green Production information in advance and that the AD's remind and reiterate policy throughout production.

Useful links; www.wearealbert.org www.adgreen-apa.net www.greenproductionguide.com (all supporting environmental sustainability in the arts, carbon calculators, downloadable signage and templates) http://www.greenproductionguide.com/wp-content/uploads/2017/04/GPG_Waste_Signage_v1.pdf, www.down2earthmaterials.ie (compostable catering supplies) www.food.cloud (remaindered food distributor charity) www.thorntons-recycling.ie (compost, recycle & general bin provider and collector) www.weareobeo.com

(compostable bags – small scale) www.ecoland.com (cotton string bags, ecological office and catering supplies) www.ramboard.com (protective covering) www.fireflygreenenergy.co.uk (clean generators) www.bbc.co.uk/sustainability (low energy lighting guidelines), www.tri.ie (textile recycling for Pieta House), www.weeeireland.ie (recycling batteries for LauraLynn) www.actionadhesive.ie (eco friendly adhesive tapes) www.snowbusiness.com (biodegradable effects) www.ewg.org (database of sustainable hair & cosmetic products) www.energja.ie (renewable power supply company) www.qualitywaterservices.ie (mobile drinking water) <http://www.synbratechnology.com/media/11720/tds-biofoam-v91-2017-03.pdf> (biodegradable polystyrene)

DIRECTORS, ACTORS, AD'S & EXTRAS REDUCE REUSE RECYCLE UNPLUG!

Lead by example! Bring your own water bottle and mug to work!

Be ambassadors for sustainable film making;

Support the system in place, discuss possible improvements/developments you have learned of in the industry and feedback to production.

AD's to remind extras of the waste separation system on arrival to base, again when going to set, and at regular intervals through the day, particularly at meal times.

Encourage extras to bring their own water bottle and re-usable mug.

CATERING & CRAFT SERVICES REDUCE REUSE RECYCLE UNPLUG!

Lead by example! Bring your own water bottle and mug to work!

Ensure that all crew understand and use the waste separation system

Liaise with Production and Locations regarding the facilitation of well marked, multiple **3 bin systems for separating recycling, compost and general waste** for anywhere that cast and crew are eating & drinking.

Use informative 'know before you throw' and 'only take what you will eat' signage downloadable from www.greenproductionguide.com

Engage with your **waste collection service** so that you can inform your staff and the runners exactly what is compostable, recyclable or general waste.) www.thorntons-recycling.ie (All food, except raw meat, can go in their compost bins. They also supply small compost caddys for use in kitchen vans and compostable bin liners in various sizes to help keep your bin from mingling!)

Avoid Plastics ! Absolutely no polystyrene! Use real delph and cutlery if possible!

Buy **compostable catering supplies** www.down2earthmaterials.ie www.ecoland.com

If you run out of supplies make sure to inform the Locations crew and the Eco Supervisor, so that extra attention is given to non contamination of bins. Choose a **recyclable alternative**, (the majority of cardboard cups are not recyclable as they contain an invisible plastic lining).

Buy corrugated cup sleeves or thicker walled cups to prevent crew using multiple cups to keep the drink hot!

Avoid plastic water bottles. Lead crew by example. Advocate bringing your own reusable water bottle and mug to set. Use jugs or glass water bottles in trailers. On large sets, if there is no mains water, hire dispensers or multi spigotted water bowsers www.qualitywaterservices.ie

If you have to use plastic water bottles on location, make sure they are recyclable and that cast and crew know they must be empty before recycling.

Avoid single sachets. Buy in bulk and keep produce in jars or non bpa containers.

Flatpack cardboard packaging from your suppliers for recycling. Ask if they can reduce the amount of packaging on the product. (Separate any plastic.)

If you must use cling film: <http://www.bacofoil.co.uk/product/100-percent-biodegradable-cling-film/>
Ordinary clingfilm and tinfoil are only recyclable if clean.

Favour **reusable tubs** or pots with lids or ceramic bowls with cloth or silicone covers.

Shop local and from indigenous businesses. Ask for less packaging.

Use environmentally friendly cleaning products.

Make sure you have made **accurate headcounts** so as not to overcater.

Reduce meat content of your menu.

Buy **Fairtrade tea and coffee** and compost the grounds. No 'pod' coffee machines!
Recycle cooking oil – most suppliers also collect.
On location, **fit a food trap** to ensure kitchen van drain waste does not leech onto land.
If you have **leftover** consumables, donate to www.food.cloud

Check out more top tips at www.adgreen-apa.net

TRANSPORT AND UTILITIES

Enforce a no idling policy for taxi, bus and truck drivers

<https://www.ecowatch.com/10-reasons-to-turn-off-an-idling-car-1881963231.html>

Inform all drivers and crew of the waste separation system.

Encourage all staff to bring their own water bottle and mug to work.

Use **biodesiel**.

Use **hybrid** vehicles.

Multipurpose trailers.

Use **low emission generators** that are the right specification for the job.

Reduce generator emission by using catalyzed particulate **filters**.

Fill the cast and crew buses before moving off.

Use buggies and trailers.

Monitor fuel use.

Use **refined motor oil** and dispose legally.

Use **LED and CFL** lighting in cast trailers.

Ensure there are **recycling, compost and general waste bins** in, or adjacent to, cast trailers, and inform cleaners of the separation system.

Hire mobile toilets that are **solar or hand pump** operated instead of by generator.

Use **recycled or unbleached** toilet paper and environmentally friendly cleaning products. Use **refills** for soap and sanitizer instead of disposable bottles.

Ensure that there is **no waste run** off of any kind from mobile toilets.

Use **compostable gloves and blue roll** from www.Down2Earthmaterials.com

Turn off generators when not in use.

Unplug cast trailer power when not in use.

See the latest in eco friendly mobile power www.fireflygreenenergy.co.uk

LOCATIONS

Make sure all your crew are familiar with exactly what is permitted in each type of bin in the waste separation system.

Encourage all staff to bring their own water bottle and mug to work.

Get **mains water** to the location if possible.

Liase with Production and Catering regarding **cast and crew numbers** on each location so that the right number of waste separation systems are in place and positioned in a consistent layout, with consistent colour coded bags/bins, and with information signs attached.

Set up the day before where possible so that they are in place for breakfast.

Maintain communication with your **waste management company** regarding collection and developments in recycling facilities. They are a resource for you, and will help problem solve your waste issues.

Ensure there are **bins for Construction, Props and Set Dec** at location in advance of, and after, the shoot.

Ensure that **catering have enough bins** of the correct size for packaging recycling and compostable waste. Position discreetly.

If you are using **compostable bin bag** liners, use a clear bag over it to hold leaks.

Reduce use of plastic. If any bin bag is only half full, empty another into it and reuse the bag.

Remind people to **empty plastic bottles** before recycling.

If you are using a location marquee, fit a walled **pop up gazebo** inside it. This can be efficiently heated for the small numbers remaining at base during the day

Use biodesiel in vehicles and generators.

Monitor fuel use.

Car share or **take a minibus, and limit trips** to location by allowing more schedule time on the scout.

Multipurpose trailers.

Avoid blowheaters. If you must use them, use **propane**.

Use **low emission generator tower lights** and switch them off as soon as viable.

Use **rechargeable** and solar site lights (eg: cast tents) ; www.waka-waka.com/mission/

Shop local and use a site bicycle for errands.

Use recyclable correx and **reusable cable ties or string** for location signs.

No staples or tacks in trees!

Recycle plastic sheeting.

Turn off as much as feasible at the end of a day.

Leave no trace. Ensure that none of the Catering, Utilities or Wardrobe are leaking waste water.

Provide well signposted ash trays and **smoking areas**.

HAIR & MAKE UP

REDUCE REUSE RECYCLE UNPLUG!

Lead by example! Bring your own water bottle and mug to work!

Ensure that all crew understand and use the waste separation system.

Use environmentally friendly products www.ewg.org (worldwide list)

Avoid aerosols. If you have empty aerosols, they must be disposed of separately.

Hire A rated appliances.

Use appliances with **professional use 7m leads** so they can be shared at work stations.

Turn off mirror lights and **unplug** appliances when not in use and before going home.

Use **biodegradable handwarmers** (Uncompostable. General waste bin after use).

Avoid disposable wipes Use biodegradable wipes when necessary;

http://www.bigwipes.co.uk/products_PRO.asp

Compostable gloves and blue roll www.down2earthmaterials.com

Biodegradable, compostable j-cloth,

harrisonwipes.co.uk/products/chicopee-j-cloth-biodegradable

Compostable towels www.easydry.com/biodegradable-towels

www.ecoland.com

Reduce disposables by bulk buying and refilling containers.

Use memory sticks and iPads for mood boards and continuity.

Use a paraben-free blood!

Avoid creams and pastes containing microbeads www.ethicalconsumer.org

Use real sponge instead of synthetic.

WARDROBE & DRAPES

REDUCE REUSE RECYCLE UNPLUG!

Lead by example, bring your own water bottle and mug to work.

Ensure that all crew understand and use the waste separation system.

Hire locally or buy 2nd hand where possible.

Source your fabric locally. **Avoid fabrics with micro fibres.**

<http://www.greenpeace.org/international/en/news/Blogs/makingwaves/microfibers-why-our-clothes-pollute-oceans/blog/58853/>

Use **A rated** appliances.

Donate to colleges or recycle unused fabric/textiles for charity www.trl.ie

Use **eco friendly cleaning products** and low temperature wash where possible.

Avoid fabric softeners and washing powder containing microbeads or phosphates.

Get product ratings at <http://www.ethicalconsumer.org>

Use **non brominated fire retardant** when fireproofing costume.

Avoid plastic. Use net string bags www.ecoland.com and cloth costume bags.

Avoid dry cleaning

Reuse and recycle plastic dry cleaning bags.

Ensure your trailer has no waste water run off on location.

PRODUCTION DESIGN & ART DEPARTMENT

REDUCE REUSE RECYCLE UNPLUG!!

Lead by example by bringing your own cup and mug to work.

Ensure that all of your department are engaging with waste separation systems.

Use recycled paper where possible. **Donate** unwanted materials www.recreate.ie

Recycle paper and card waste.

Reduce colour copying.

Reduce photographic paper by scanning and emailing.

Use iPads and memory sticks for mood boards and storyboards.

Design with sustainability in mind ; reuse set walls, use salvaged materials, use screws for construction instead of glue, use cardboard wall skins instead of foam, reduce polystyrene or use this award winning biodegradable version <http://www.synbratechnology.com/media/11720/tds-biofoam-v91-2017-03.pdf>

Incorporate sustainable ethics on screen; no plastic bottles or catering supplies, no plastic shopping bags, etc.

Rent props or buy second hand.

Liaise with Set Dec, Props & Greens regarding eco friendly material alternatives.

SET DEC, PROPS & GREENS

REDUCE REUSE RECYCLE UNPLUG!

Lead by example by bringing your own cup and mug to work.

Ensure crew are familiar and engaging with waste separation systems.

Liaise with Locations to **ensure** waste facilities are at locations **in advance** of, and prior to shooting, to facilitate your department.

Rent props or buy second hand.

Reduce plastic

Incorporate sustainable products as part of the film set (eg: glass drink bottle instead of plastic, reusable coffee mug instead of take out, fabric shopping bags etc)

Use real plants, hired or from sustainable cuttings. **Donate** bought plants.

Donate set food to pig farmers, (fruit & vegetable) animal shelters (meat) or **compost**.

Use **biodegradable clingfilm** www.bacofoil.co.uk/product/100-percent-biodegradable-cling-film/ Only clean clingfilm can be recycled.

Use recycled floor protection www.ramboard.com

Dispose of leftover paint and containers at local recycle centre.

Use water based paints and glues, and plant based thinners (turpentine).

Use bio friendly adhesive tapes www.actionadhesives.ie, re-usable cable ties or string!

Avoid polystyrene, use award winning biodegradable Ecofoam:

<http://www.synbratechnology.com/media/11720/tds-biofoam-v91-2017-03.pdf>

CONSTRUCTION

REDUCE REUSE RECYCLE UNPLUG!

Lead by example by bringing your own cup and mug to work.

Ensure crew are engaging with waste separation systems.

Liaise with Production regarding recycle and landfill skips for construction materials.

Use **cardboard wall skins** instead of foam.

Use **water based** paints and glues, and plant based thinners (turpentine).

Dispose of leftover paint and containers at local recycle centre.

Construct in a manner which makes materials easier to **reuse** after being taken apart.

Use screws instead of glue for easy dismantling.

Avoid polystyrene, instead use Biofoam, award winning biodegradable version:

<http://www.synbratechnology.com/media/11720/tds-biofoam-v91-2017-03.pdf>

Source building materials locally. Use **FSC approved timber** and hire scaffolding for structural work in place of wood.

Recycle your off cuts and **donate** remaindered timber to other film sets or students.

Use recycled floor protection www.ramboard.com

Recycle metal.

SPARKS & GRIPS

REDUCE REUSE RECYCLE UNPLUG!

Lead by example by bringing your own cup and mug to work.

Ensure crew are engaging with waste separation systems.

Buy mains power supply from renewable supply www.energia.ie

Use **low emission biodeisel generators**.

Use **LED/CFL** bulbs.

Recharge or Recycle **batteries**. Recycle for charity boxes www.weeeeireland.ie

Use **blackwrap** instead of acrylic duvetine.

Recycle wiring for copper content.

Donate used lighting gels, bounce boards and blackwrap to colleges or theatres.

Avoid polystyrene, instead use Biofoam, award winning biodegradable version:

<http://www.synbratetechnology.com/media/11720/tds-biofoam-v91-2017-03.pdf>

Ask your vendors for latest energy efficient products and practices.

Use dimmers between shots instead of turning on and off.

Use eco friendly adhesive tape www.action-adhesives.ie

Unplug !

Check out BBC's Low energy lighting guide www.bbc.co.uk/sustainability

CAMERA & SOUND

Reduce Reuse Recycle Unplug

Lead by example by bringing your own cup and mug to work.

Ensure crew are engaging with waste separation systems.

Recharge or Recycle batteries. Recycle for charity boxes www.weeeireland.ie

Use a **voltage tester** so you can upcycle undrained batteries for non critical use.

Donate film shortends & other expendables to colleges. Ask your supplier about responsible disposal.

Use digital processes where possible.

Use drones instead of helicopters!

Re-use and recycle plastic protection.

Stream the dailies instead of using dvd.

Avoid pvc tape. Source eco friendly adhesive tape from www.action-adhesives.ie

When renting equipment, ask for an energy saving option.

Unplug!

SFX

Reduce Reuse Recycle Unplug

Lead by example by bringing your own cup and mug to work.

Ensure crew are engaging with waste separation systems.

Recycle propane and liquid fuel canisters and bottles through your supplier.

Use **propane** instead of liquid fuel.

Reduce deisel use. Introduce 'no idling' to crew!

Conserve water. Liaise with Locations regarding any run off on location.

Use water based smoke and snow fluids.

Avoid snowsticks, use **biodegradable snow** effects.

Use **non toxic dust** effects www.thomasfx.com

Use non brominated fire retardant.

STUNTS

Reduce Reuse Recycle Unplug

Lead by example by bringing your own cup and mug to work.

Ensure crew are engaging with waste separation systems

Accommodate locally, Hire local crew.

Car share or public transport to Base

If you do not have mains drinking water available, **liaise** with Production/Locations to ensure steady supply from dispensers/jugs.

Use **cardboard** crash mats. **Flatpack & recycle** when unusable.

POST PRODUCTION & VFX

Reduce Reuse Recycle Unplug

Lead by example by bringing your own cup and mug to work.

Ensure crew are engaging, with waste separation systems.

Where possible use digital post production workflow systems.

Avoid tape.

Where possible, **distribute media digitally.**

Make use of energy saving features on equipment and computers.

Unplug when not in use.

Use water filtration systems if processing film.

- One person uses, on average, 749 pounds of paper a year. It takes approximately half a tree to make 20 pounds of basic copier paper. If, theoretically, you were to recycle all of the paper you use, you could save 18 trees per year by increasing the amount of paper made from recycled material instead of trees. Over your lifetime, that's an entire forest.

DEFINITIONS AND EXPLANATIONS

COMPOSTABLE: Organic substances that *decay naturally* in a short period of time.

BIODEGRADABLE: *Capable of decaying but over an undefined period of time.*

RECYCLABLE: *Substances put through a process for reuse*

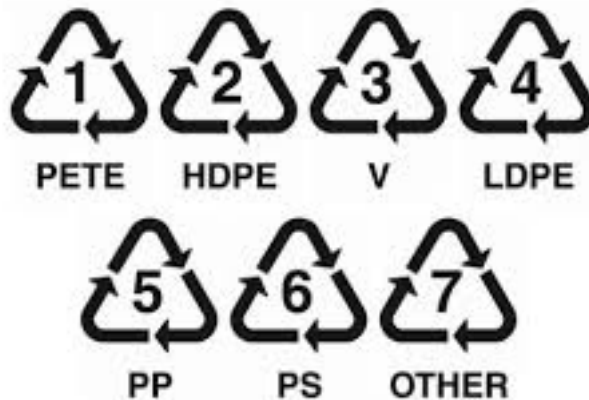
The Green Dot does not mean that the packaging is recyclable, only that the manufacturer is in compliance with environmental regulations



The Moobius Loop symbol indicates that the item is recyclable but **not necessarily** in your area! If in doubt check with your Waste Management.

PLASTICS SYMBOLS

Imprinted on plastic that are recyclable.



The Bottom Line: Which Recycling Numbers to Avoid, Which are 'Safest'

In the end, it's really best to avoid using all plastics if you're able. But at the very least:

- **Avoid recycling symbols 3, 6, and 7. While Number 1 is considered safe, it is also best to avoid this plastic.**
- **Look for symbols 2, 4, and 5, as these plastics are considered to be safest. These are the plastics to look for in terms of human and animal consumption.**

Lastly, here is a simple guide...

| Material | Where do I put it? |
|--|---|
| Nappies (which makes up 8% of the waste stream) | black bin (normal bin) |
| Pizza boxes and dirty paper/cardboard (with food and grease) | brown bin (with food and green waste) |
| Clean paper, newspaper and boxes | Recycling bin |
| TetraPaks remove lids, but put them in recycling bin as well | Recycling bin |
| Washed out food tins, drinking cans, aluminium trays, biscuit tins | Recycling bin |
| All food | Brown bin (organic waste) |
| Used Aluminium foil | as it most likely has food attached, it cannot go into the recycling bin...put into black bin |
| Plastic bottles (milk, drinks and detergents/shampoos) remove lids, but put them in recycling bin as well | Recycling bin |
| Plastic food containers and film | Check with your local waste hauler and look at recycling symbols |
| Plastic bags | Use to line rubbish bin or for other uses. Can take to amenity centre. Keep out of recycling bin |
| Glass bottles and jars | No bin... take to bottle banks or recycling amenity centre. Glass contaminates dry recyclables. |

Can I use my plastic bags for recycling or food waste?

No..when putting your recyclable material into the recycling bin, don't put it into plastic bags...keep the material loose. Plastic bags contaminate the recycling. Also, do not use plastic bags when putting food into the compost bin. Use compostable bags such as [GreenSax](#), [BioBag](#) or the free-standing [Obeo](#).

Clear as mud now?

Read more: <http://naturalsociety.com/recycling-symbols-numbers-plastic-bottles->

[meaning/#ixzz4r8l4E1na](#)

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