

CARBON TRACKER - ADVANCED

Code of Best Practice in Sustainable Filmmaking

E&OE

FILMMAKERS' CARBON TRACKER

"Detailed" version

PRODUCTION:

Insert production name

Completed by:

Date

Reviewed by:

Date:

The aim of this MS Excel workbook is:

- to simplify the tracking and reporting of CO2 emissions created in the production of a documentary.
- to provide data for the accurate calculation of a production's CO2 emissions

This workbook has 7 sections. The more data you include, the more accurate your reporting of CO2 emissions

- 1 Travel & Transport
- 2 Energy & Fuel
- 3 Supplies & Waste
- 4 Offices, Hotels & Accommodation
- 5 Location & Studio
- 6 Post-production
- 7 Distribution

If you need to insert additional lines, please remember to check that the spreadsheet formulae are correct

Produced by

AU
FFC

Supported by

Ford Foundation
WWF-UK

Notes:

*This set of worksheets is a work in progress.
The eventual aim is to provide sheets which will use IPCC
approved figures to calculate a production's carbon emissions.*

CARBON TRACKER - ADVANCED

Production:

Travel and Transport

Please fill in details for **all** travel and transport used during all phases of the production

The spreadsheet allows you to insert additional rows in the coloured areas if you need them

Please show whether you're working in miles or kilometres

Please show whether you're working in lbs or kg

Ground Transport

Cars

including daily commuting

Vehicle size: Small = up to 1400cc / Medium = 1400cc to 2000cc / Large = over 2000cc

From	To	No of passengers	Daily miles/km	No of Days	Total miles/km	S/M/L vehicle	Petrol / Diesel / Hybrid
		0	0	0	0		
		0	0	0	0		
		0	0	0	0		
		0	0	0	0		
		0	0	0	0		
		0	0	0	0		
		0	0	0	0		
		0	0	0	0		
Car total					0		

CARBON TRACKER - ADVANCED

Carpool and shared cars

including daily commuting

Vehicle size: Small = up to 1400cc / Medium = 1400cc to 2000cc / Large = over 2000cc

From	To	No of passengers	Daily miles/km	No of Days	Total miles/km	S/M/L vehicle	Petrol / Diesel / Hybrid
		0	0	0	0		
		0	0	0	0		
		0	0	0	0		
		0	0	0	0		
		0	0	0	0		
		0	0	0	0		
		0	0	0	0		
		0	0	0	0		
Carpool total						0	

Other transport

including daily commuting

e.g. motorcycle, scooter, bicycle, ferry, skidoo, quadbike

From	To	No of passengers	Daily miles/km	No of Days	Total miles/km	Type of vehicle	Petrol / Diesel / Hybrid
		0	0	0	0		
		0	0	0	0		
		0	0	0	0		
		0	0	0	0		
		0	0	0	0		
		0	0	0	0		
		0	0	0	0		
		0	0	0	0		
Other transport total						0	

CARBON TRACKER - ADVANCED

Commercial Vehicles

Including vans, trucks, generator, caterers, crew buses and all location transport

Vehicle size: S = van or minibus up to 3.5 tonnes / M = from 3.5 to 10 tonnes / L = over 10 tonnes / VL = over 20 tonnes

From	To	No of passengers	Daily miles/km	No of Days	Total miles/km	S/M/L/VL vehicle	Petrol / Diesel / Hybrid
		0	0	0	0		
		0	0	0	0		
		0	0	0	0		
		0	0	0	0		
		0	0	0	0		
		0	0	0	0		
		0	0	0	0		
		0	0	0	0		
Commercial vehicle total						0	

Public Transport

including daily commuting

Train

From	To	No of passengers	Daily miles/km	No of Days	Total
		0	0	0	0
		0	0	0	0
		0	0	0	0
		0	0	0	0
		0	0	0	0
		0	0	0	0
		0	0	0	0
		0	0	0	0
Train total					0

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Metro

From	To	No of passengers	Daily miles/km	No of Days	Total
		0	0	0	0
		0	0	0	0
		0	0	0	0
		0	0	0	0
		0	0	0	0
		0	0	0	0
		0	0	0	0
		0	0	0	0
		0	0	0	0
Metro total					0

Bus

From	To	No of passengers	Daily miles/km	No of Days	Total
		0	0	0	0
		0	0	0	0
		0	0	0	0
		0	0	0	0
		0	0	0	0
		0	0	0	0
		0	0	0	0
		0	0	0	0
		0	0	0	0
Bus total					0

Air Travel

Scheduled flights

If the flight is not direct, please count each leg as a separate flight

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From	To	No of passengers	Miles / km	Total
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
			Flights total	0

Private charter flights

From	To	Type of plane	Miles / km
			0
			0
			0
			0
			0
			0
			0
			0
			0
			Private flights total

Freight and Courier

Air Cargo

From	To	lbs / kg	Miles / km	Total
		0	0	0
		0	0	0

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		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
Air cargo total				0

Ground Courier

Sole use of courier van or motorcycle

Vehicle size: S = van or minibus up to 3.5 tonnes / M = from 3.5 to 10 tonnes / L = over 10 tonnes / M/C = motorcycle

From	To	No of passengers	Daily miles/km	No of Days	Total miles/km	S/M/L vehicle	Petrol / Diesel / Hybrid
		0	0	0	0		
		0	0	0	0		
		0	0	0	0		
		0	0	0	0		
		0	0	0	0		
		0	0	0	0		
		0	0	0	0		
		0	0	0	0		
Ground courier total						0	

Ground Courier Packages

Shared van/truck/rail

From	To	lbs / kg	Miles / km	Total
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0

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		0	0	0
		0	0	0
		0	0	0
Ground courier packages total				0

Air Courier Packages

e.g. Fedex, DHL

From	To	lbs / kg	Miles / km	Total
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
Air courier packages total				0

Sea Cargo

From	To	lbs / kg	Miles / km	Total
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
Sea cargo total				0

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Postal packages

From	To	lbs / kg	Miles / km	Total
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
Postal total				0

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Production:

Insert production name

Energy & Fuel

Please fill in details for all **non**-travel and transport fuel and energy used during all phases of the production

The most accurate way to calculate your electricity and heating energy use is by using figures from your utility bills

** Fuel for transport is covered in Travel & Transport sheet*

The spreadsheet allows you to insert additional rows in the coloured areas if you need them - but if you do add rows, you will need to check that any formulae and totals are working correctly

Electricity

Offices, dressing rooms, workshops etc

Please give source of energy [coal/gas/nuclear/hydro/wind/solar] if known

Use	Source	kW/h	Country
		0	
		0	
		0	
		0	
		0	
		0	
		0	
		0	
		0	
Total kW/h		0	

Location & Studio

Please give source of energy [coal/gas/nuclear/hydro/wind/solar] if known

Use	Source	kW/h	Country
		0	
		0	
		0	
		0	
		0	

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		0
		0
		0
	Total kW/h	0

Heating - Gas & Oil

Offices, dressing rooms, workshops etc

Please give source of energy [coal/gas/oil]

Cu M	Litres	Tonnes
Cu ft	Galls	Tons

Use	Gas	Oil	Coal
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0
Total	0	0	0

Location & Studio

Please give source of energy [coal/gas/oil]

Cu M	Litres	Tonnes
Cu ft	Galls	Tons

Use	Gas	Oil	Coal
	0	0	0
	0	0	0
	0	0	0

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	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0
Total	0	0	0

Diesel

Enter data in either litres or gallons

Generators

Use	litres	gallons
	0	0
	0	0
	0	0
	0	0
	0	0
	0	0
	0	0
	0	0
	0	0
Total	0	0

litres gallons

Petrol

Enter data in either litres or gallons

Generators

Use	litres	gallons
	0	0
	0	0
	0	0
	0	0
	0	0
	0	0
	0	0
	0	0
	0	0
Total	0	0

litres gallons

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Other Uses

Enter data in either litres or gallons
e.g chainsaws, brushcutters

Use	litres	gallons
	0	0
	0	0
	0	0
	0	0
	0	0
	0	0
	0	0
	0	0
	0	0
Total	0	0

litres gallons

Propane, Butane, LPG

Cu ft Litres

Space Heaters, Stoves etc

Use	Fuel type	Cylinder size Cu ft / litre	Number	Total
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
Total				0

Special Effects

Use	Fuel type	Cylinder size Cu ft / litre	Number	Total
		0	0	0
		0	0	0
		0	0	0

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		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
Total				0

Other uses

Use	Fuel type	Cylinder size Cu ft / litre	Number	Total
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
Total				0

Other Fuels

e.g wood, turf

Use	Fuel type	Tons
		0
		0
		0
		0
		0
		0
		0
		0
		0

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Production:

Insert production name

Supplies and Waste

Please fill in details for all supplies and waste for all phases of the production

Please estimate as accurately as possible the percentage of each which is recycled/re-used or goes to waste

Please give method of disposal - landfill/incineration/composted/donated/unknown

The spreadsheet allows you to insert additional rows in the coloured areas if you need them - but if you do add rows, you will need to check that any formulae and totals are working correctly

Office supplies

E.g. Paper, envelopes, cups, computer consumables, furniture

Item	Units	Amount	% recycled	% waste	Disposal
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	

Technical supplies

E.g. viewing and audition tapes, discs, camera tape, non-rechargeable batteries

NB - Show video tape, film stock and processing in Post-production

Item	Units	Amount	% recycled	% waste	Disposal
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	

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		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	

Construction Materials

E.g. Timber, paint, canvas, plastics, metal

Item	Units	Amount	% recycled	% waste	Disposal
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	

Costume, Make-up, Hair

E.g. fabric, make-up materials, sprays

Item	Units	Amount	% recycled	% waste	Disposal
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	

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Food and drink

E.g. Location catering, craft services, office tea and coffee

Item	Units	Amount	% recycled	% waste	Disposal
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	

CARBON TRACKER - ADVANCED

Production:

Insert production name

Offices, Hotels & Accommodation

Please fill in details for all offices used during all phases of the production

If you have accurate figures for electricity and heating, please include these in Energy & Fuel

The spreadsheet allows you to insert additional rows in the coloured areas if you need them - but if you do add rows, you will need to check that any formulae and totals are working correctly

Please show whether you're working in Sq M or Sq Ft

Sq M

Sq Ft

Please show whether electricity and gas have been included in Energy & Fuel

Yes

No

Production Offices

Please include all offices

Please put 100% in % column for all full-time workers

Please include percentages for people not working full-time on this production e.g. accountants, reception

Please give type of office - home / non-aircon cellular / non-aircon open plan / aircon standard / aircon prestige

*Please state **NO** if office energy use is already included in Energy & Fuel section*

Use	Weeks	%	Sq M / Sq Ft	Totals	Type	Energy incl?
	0	0%	0	0		
	0	0%	0	0		
	0	0%	0	0		
	0	0%	0	0		
	0	0%	0	0		
	0	0%	0	0		
	0	0%	0	0		
	0	0%	0	0		
			Total	0		

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Meeting Rooms & Other Offices

Please give type of office - home / non-aircon cellular / non-aircon open plan / aircon standard / aircon prestige

*Please state **NO** if office energy use is already included in Energy & Fuel section*

Use	Days	Sq M / Sq Ft	Totals	Type	Energy incl?
	0	0	0		
	0	0	0		
	0	0	0		
	0	0	0		
	0	0	0		
	0	0	0		
	0	0	0		
	0	0	0		
	0	0	0		
	Total		0		

Hotels

Please include all hotel stays for entire production

Please give star rating of hotel if known and Y/N for eco-certification

Location	Stars	Eco-certified	Nights	No of people	Totals
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			Total		0

Other Accommodation

Please include type e.g camping, boat, cabin

Location	Type	Nights	No of people	Totals
----------	------	--------	--------------	--------

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	0	0	0	
	0	0	0	
	0	0	0	
	0	0	0	
	0	0	0	
			0	

CARBON TRACKER - ADVANCED

Production:

Post-production

*Please fill in details for all post-production services used during all phases of the production
If you have accurate figures for electricity and heating, please include these in Energy & Fuel*

The spreadsheet allows you to insert additional rows in the coloured areas if you need them - but if you do add rows, you will need to check that any formulae and totals are working correctly

Please show whether you're working in Sq M or Sq Ft

Please show whether electricity and gas have been included in Energy & Fuel

Post-production

Picture Editing

*Please state NO if location or studio energy use is already included in Energy & Fuel section
Please give area of edit suite / cutting room*

Type	Weeks	Sq M / Sq Ft	Totals	Energy incl?
	0	0	0	
	0	0	0	
	0	0	0	
	0	0	0	
	0	0	0	
	0	0	0	
	0	0	0	
	0	0	0	
	0	0	0	
		Total	0	

Picture Finishing

CARBON TRACKER - ADVANCED

Please state NO if location or studio energy use is already included in Energy & Fuel section

Please give area of online suite

Type	Hours	Sq M / Sq Ft	Totals	Energy incl?
	0	0	0	
	0	0	0	
	0	0	0	
	0	0	0	
	0	0	0	
	0	0	0	
	0	0	0	
	0	0	0	
	0	0	0	
		Total	0	

Sound Editing

Please state NO if location or studio energy use is already included in Energy & Fuel section

Please give area of edit suite / tracklay room

Type	Weeks	Sq M / Sq Ft	Totals	Energy incl?
	0	0	0	
	0	0	0	
	0	0	0	
	0	0	0	
	0	0	0	
	0	0	0	
	0	0	0	
	0	0	0	
	0	0	0	
		Total	0	

Foley & Sound Mix

Please state NO if location or studio energy use is already included in Energy & Fuel section

Please give area of foley stage / dubbing suite

Type	Hours	Sq M / Sq Ft	Totals	Energy incl?
	0	0	0	
	0	0	0	
	0	0	0	
	0	0	0	

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	0	0	0
	0	0	0
	0	0	0
	0	0	0
	Total		0

Film Processing

Please give details of film processing and printing

Type	16/35/70mm	Feet	Metres
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
	Total	0	0

Tapes, disks etc

E.g. work tapes, clones, safety copies, DVDs

Please give percentage recycled/reused and percentage waste

Please give method of disposal if known e.g. landfill/incineration/unknown

Item	Number	% recycled	% waste	Disposal
	0	0%	0%	
	0	0%	0%	
	0	0%	0%	
	0	0%	0%	
	0	0%	0%	
	0	0%	0%	
	0	0%	0%	
	0	0%	0%	

CARBON TRACKER - ADVANCED

Production:

Distribution

The spreadsheet allows you to insert additional rows in the coloured areas if you need them - but if you do add rows, you will need to check that any formulae and totals are working correctly

Only some elements of Distribution may be in the control of production e.g. duplication of master tapes and crew viewing copies. However, to be accurate, you will need to get figures for publicity materials, copies etc from your distributor. Alternatively persuade your distributor to reduce energy and materials use and then to offset the remainder

*Please estimate as accurately as possible the percentage of each which is recycled/re-used or goes to waste
Please give method of disposal - landfill/incineration/composted/donated/unknown*

Duplication

E.g. viewing copies and master tapes

Item	Units	Amount	% recycled	% waste	Disposal
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	

Versioning

E.g. subtitles, cutdowns, foreign language tracks

Item	Units	Amount
		0
		0

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		0
		0
		0
		0
		0

Printing & Packaging

E.g. leaflets, brochures, inserts, display materials

Please give percentage recycled if known - if not known assume none is recycled

Please give method of disposal - landfill/incineration/composted/donated/unknown

Item	Units	Amount	% recycled	% waste	Disposal
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	
		0	0%	0%	

Cargo and Courier

E.g. Fedex

From	To	lbs / kg	Miles / km	Total
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
Cargo & courier total				0

CARBON TRACKER - ADVANCED

Air Travel

E.g Sales trips, festivals and conferences

Estimate % if a shared trip

From- To	To	No of passengers	Miles / km	%	Total
		0	0	0%	0
		0	0	0%	0
		0	0	0%	0
		0	0	0%	0
		0	0	0%	0
		0	0	0%	0
		0	0	0%	0
		0	0	0%	0
		0	0	0%	0
Flights total					0

Ground Travel

Please give type of travel - car/taxi/train/coach

Estimate % if a shared trip

From- To	Type	No of	Miles / km	%	Total
		0	0	0%	0
		0	0	0%	0
		0	0	0%	0
		0	0	0%	0
		0	0	0%	0
		0	0	0%	0
		0	0	0%	0
		0	0	0%	0
		0	0	0%	0
		0	0	0%	0

Distribution Offices & Meeting Rooms

Please include all offices & meeting rooms used by distribution team

Please put % in % column for proportion of time people are working on your production

Remember to include percentages for people not working full-time on this production e.g. accountants, reception

Please give type of office - home / non-aircon cellular / non-aircon open plan / aircon standard / aircon prestige

Please state NO if office energy use is already included in Energy & Fuel section

CARBON TRACKER - ADVANCED

Use	Weeks	%	Sq M / Sq Ft	Totals	Type	Energy incl?
	0	0%	0	0		
	0	0%	0	0		
	0	0%	0	0		
	0	0%	0	0		
	0	0%	0	0		
	0	0%	0	0		
	0	0%	0	0		
	0	0%	0	0		
			Total	0		

Hotels

E.g. Sales trips, festivals and conferences

Estimate % if a shared trip

Please give star rating of hotel if known and Y/N for eco-certification

Location	Stars	Eco-certified	Nights	No of people	%	Totals
			0	0	0%	0
			0	0	0%	0
			0	0	0%	0
			0	0	0%	0
			0	0	0%	0
			0	0	0%	0
			0	0	0%	0
			0	0	0%	0
			Total			0

Festivals and Conferences

E.g. Stand rental, set, equipment

Estimate % if a shared trip

Item	Amount	%	Total
	0	0%	0
	0	0%	0
	0	0%	0
	0	0%	0
	0	0%	0
	0	0%	0

**CODE OF BEST PRACTICES
IN SUSTAINABLE FILMMAKING**

CARBON TRACKER - ADVANCED



	0	0%	0
	0	0%	0