

**CODE OF BEST PRACTICES
IN SUSTAINABLE FILMMAKING**



CHECKLIST - POST-PRODUCTION

POST-PRODUCTION	<i>Insert production or company name</i>
------------------------	--

Every production is different, so some of the suggested actions in this checklist may not be relevant for your particular circumstances. If this is the case, just use the ones that are appropriate and add further items if you need to.

ACTION		DETAILS OF MEASURES TAKEN
Energy		
Choose video and audio editing equipment with the lowest energy consumption	Yes	
Choose equipment manufactured with the lowest use of energy and materials	Yes	
Choose facility house with lowest use of energy	Yes	
Turn down or switch off heating and air conditioning whenever possible	Yes	
Use rechargeable batteries wherever possible	Yes	
Switch off all equipment when not in use	Yes	

**CODE OF BEST PRACTICES
IN SUSTAINABLE FILMMAKING**



CHECKLIST - POST-PRODUCTION

Unplug any equipment which draws 'vampire' power when switched off	Yes	
Consider using small or home-based editing facilities to reduce energy use	Yes	
	Yes	
	Yes	
	Yes	

Supplies

Use tapeless production where possible	Yes	
Avoid printing documents - use laptops, PDAs and smartphones	Yes	

**CODE OF BEST PRACTICES
IN SUSTAINABLE FILMMAKING**



CHECKLIST - POST-PRODUCTION

Use electronic marketing and distribution materials wherever possible	Yes	
Replace disposable cups, plates and cutlery with reusable washable ones	Yes	
Replace bottled water with refillable water bottles	Yes	
Buy local produce and supplies	Yes	
Buy in bulk to reduce waste in packaging and transport	Yes	
Consider vegetarian options to reduce meat consumption	Yes	
Compost green waste	Yes	
Recycle or donate any unwanted equipment at the end of post	Yes	

**CODE OF BEST PRACTICES
IN SUSTAINABLE FILMMAKING**



CHECKLIST - POST-PRODUCTION

Provide plenty of recycling bins and arrange regular recycling collections	Yes	
	Yes	
	Yes	
	Yes	

Transport

Avoid using air transport wherever possible	Yes	
Use local staff and freelances whenever possible	Yes	
Choose vehicles with the best fuel consumption	Yes	

**CODE OF BEST PRACTICES
IN SUSTAINABLE FILMMAKING**



CHECKLIST - POST-PRODUCTION

Ride-share to reduce the number of vehicles	Yes	
	Yes	
	Yes	
	Yes	

Accommodation

Choose eco-certified hotels	Yes	
Use local hotels rather than international chains to ensure cash stays in the community	Yes	
	Yes	

**CODE OF BEST PRACTICES
IN SUSTAINABLE FILMMAKING**



CHECKLIST - POST-PRODUCTION

	Yes	
	Yes	

Other

Ask all of your suppliers what their environmental policies are - adding your consumer pressure	Yes	
	Yes	
	Yes	
	Yes	

**CODE OF BEST PRACTICES
IN SUSTAINABLE FILMMAKING**

CHECKLIST - POST-PRODUCTION

Completed by:

Date:

Reviewed by:

Date:

Updated by:

Date:

Reviewed by:

Date:

Signature:

Signature:

Signature:

Signature:

