



## **AICP Green Production Practices**

Environmental care, conservation, and corporate responsibility have prompted many in the production community to search for solutions that are kinder to the planet, and more “green.” Many AICP member companies, agencies & clients, are adopting responsible practices to effectuate behavioral changes in the way they, and their vendors, do business.

The guidelines that help fulfill this call to action are outlined in three sections - Communication with your production crew or staff; basic practices your company can implement directly; and advanced recommendations for companies interested in engaging their vendors in environmental stewardship.

While some circumstances in production do not allow for certain guidelines to be followed, AICP strongly encourages member companies to implement responsible production practices. Thank you for adopting sustainable practices on-set and in the office.

### **General Communication**

- Communicate with the production team and department heads before each project that reducing the environmental impact of the shoot will be prioritized, and any efforts and ideas are welcomed.
- In the body of the call sheet email and on the call sheet, give prior notice of recycling and water stations and everyone’s requested participation in these efforts.
- Use the safety meeting on the first shoot day to remind everyone about the no idling policy.
- Ensure staff is informed of office and on set recycling policies and facilities. Hire or train a Green PA for each shoot who is responsible for overseeing & assisting with best practices including recycling.

### **Step One: The Basics**

#### Water:

- Instead of using plastic water bottles in the office and for the production meeting, provide glasses and a water pitcher.
- Set up water stations instead of purchasing individual plastic water bottles. Encourage crewmembers to bring their own reusable water bottles and distribute cups made with plant-based disposables. When possible, encourage office staff, cast and crew to drink municipal tap or filtered water.

#### Digital Vs. Printed Materials:

- Keep pre-production books digital as much as possible. Promote electronic communication and



limit paper offering when it's specifically requested including production books & maps. Print double sided.

- Use a shared drive or "Drop Box" to share location photos and art reference photos, avoiding printing whenever possible.
- When items must be printed, choose post-consumer recycled binders, envelopes or folders to hold them. Look for more than just a "recycle" symbol, check for 50% or more recycled content. For all office products, look for the Green Seal.

#### Recycling, Materials & Electronic Usage:

- Instruct all runners and PAs to use reusable shopping bags. Encourage the same with vendors.
- Never use Styrofoam. Use reusable, recycled or organic/plant based alternatives.
- Avoid using foamcore for storyboards, or reuse existing foamcore with removable glue stick.
- Replace chemical cleaning products with non-toxic, biodegradable alternatives that won't pollute indoor air or local waterways.
- Look for minimal packaging when ordering supplies.
- Tape petty cash receipts to used/scrap paper only.
- Keep all equipment unplugged when not in use. Use power strips, and switch them to the off position when not in use, and at the end of each day, to prevent phantom power usage when you are out of the office.
- Use fluorescent, CFL or LED lighting.
- Turn lights off when leaving a room.
- Disable screen savers and program computers to enter sleep mode after several idle minutes.
- Set up recycling bins (i.e. Plastic, cans, bottles, paper) next to all trash containers with clear signage detailing the materials appropriate for each bin.
- Dispose of batteries and compact fluorescent light bulbs as hazardous waste with a certified hazardous waste vendor, and donate or recycle electronic equipment. Ensure that ink cartridges and electronic waste are recycled properly. Have a plan for where they will be collected on set and recycled after the shoot. Use rechargeable batteries where possible. Ex: in time code slates, wireless mics and headsets or "Comteks."



- Properly dispose of paint as a hazardous material. Do not dump solvent materials down the drain or into a trash bin.

## **The Next Level & Vendor Collaborations**

### Props/Wardrobe Donations:

For props and wardrobe, work with rental houses to eliminate unnecessary purchases and disposal. Think of wrap during prep, and line up schools, theatres or arts organizations to take donations of used sets and materials.

### Vehicles:

- Inform vehicle vendors that you have a priority to have an environmentally friendly shoot, and ask if they have any vehicles or options that support your efforts. Rent solar assisted vehicles when available.
- Enforce a strict "No Idling" policy at all times for all vehicles. In addition to creating unhealthy air quality and wasting fuel, in many jurisdictions idling a vehicle is against the law and you may be fined.
- Request that the heating, AC and lights be turned off or down when trailers are unattended.

### Construction & Disposal:

- Protect interior locations with corrugated cardboard made with postconsumer recycled content. When available, consider using reusable, cut-to-size, plastic mats.
- Careful and creative planning can reduce set-related waste dramatically. Design and build with strike and wrap in mind. Set up all construction and shop spaces with detailed waste management systems, and make sure the waste hauler is tracking landfill waste versus recycling.

If available, use eco-friendly materials:

- ✓ Use paints, sealants and lacquers that are low (or no) emission.
- ✓ Use adhesives, backings, etc., that are made from organic materials.
- ✓ Use alternative or renewable/sustainable building materials.
- ✓ Utilize alternatives to wood, such as steel scaffolding in lieu of wood platforms.
- ✓ Request that sets be built with FSC (Forest Stewardship Council) materials.
- ✓ Re-use materials where possible, and donate props, paints and other materials to organizations in need.



- ✓ Request Art & Scenic departments to avoid using polystyrene
- ✓ Look for water-based markers that have been approved by the Art and Creative Materials Institute (ACMI).
- ✓ Request that Wardrobe use environmentally friendly dry-cleaners, avoiding the chemical perchloroethylene (perc) at all times.

### Food & Water:

- Use non-disposable plates, glasses, mugs and cutlery. If disposables are the only option, use plant-based biodegradables, and chlorine free products.
- Properly stored food can be donated to local shelters and charities. The Good Samaritan Food Donation Act protects those who donate in good will. Partner with hunger relief organizations such as The Entertainment Industry Hunger Project, [www.teihpi.org](http://www.teihpi.org)
- Request that your caterer compost food waste.
- Request a vegetarian option for all meals.
- Where possible, shop for Craft Service at local farmer's markets. Go to <http://search.ams.usda.gov/farmersmarkets/> to search for one near you.
- Look for the Fair Trade Certified label before purchasing imported food products.