



# Crew Guides

# Producer

## Before the shoot

- Make a climate budget using Green Producers Tool, and then aim to beat it
- Make sure to invite your key crew into your project in GPT
- Name a Eco Manager for the production
- Share info letter about Green Production to everyone involved
- Share Crew Guides with every crew member
- Arrange Green Brief Meetings with all key crew members, and make a plan to limit acquisitions and disposals
- Minimize equipment to what is necessary. Helps reduce transport and your budget, besides unnecessary wear on equipment
- Encourage **and** facilitate for sustainable transport back and forth to meetings, scouting and recce
- When ordering catering, avoid meat and palm oil, and ask for reusable cutlery
- Start a dialog with suppliers using transport and make a plan for sustainability
- Start a dialog with film studios and post production houses on how they can help facilitate for your Green Production

## On the shoot

- Facilitate for sustainable transport back and forth to location / studio
- When wrapping people are tired, encourage them to keep up the good work!

## After the shoot

- Make sure all crew members follow the plan for disposals
- Make sure all activities are reported to you in order to fill in to the GPT
- Facilitate for sustainable transport back and forth to meetings and post production
- Make sure the post production house follows your routines regarding catering, reusable cutlery, and source sorting.  
Make sure they report on their energy consumption
- If grade/online abroad use remote tools

# Eco Manager

## Before the shoot

- Ensure all crew members have read the crew guide
- Make sure all crew members are onboarded in the Green Producers Tool
- Do research on the nearest public transport options
- Do research on where the nearest charging points for cars are located
- Make a plan for where to place the source sorting stations
- Source sorting should cover mixed waste / mixed plastic / food waste / paper / glass / EE waste.
- Make a plan on how to handle dangerous waste properly.
- Make a plan for how to bring all waste back from location.

## On the shoot

- Ensure that source sorting is well marked and visible
- Make sure crew and others actually sort their waste
- Make sure there is plenty of reusable cutlery/cups/plates
- Make sure everyone is handed a bottle with their name on, and urge them to use it throughout the day
- Make visible where crew can refill bottles
- Coffee on can rather than hopper
- Do your best to make it both easy and tempting for everyone give an effort
- Remind the camera department to dim / turn off light when not in use
- Encourage to reuse color filters
- Ensure that no cars are idling
- Make sure that no surplus food is wasted. Hand it out to crew. Start with the assistants
- When wrapping people are tired, encourage them to keep up the good work!
- A lot of this tasks can be delegated to crew members. But remember, it is your responsibility :)

# Production Manager

## Before the shoot

- Assist to make a climate budget using GPT and set as target to beat
- Register your own activities in GPT
- Suggest an Eco Manager for the production
- Help share info letter about Green Production to everyone involved
- Help share Crew Guides with every crew member
- Help arrange Green Brief Meetings with all key crew members, and make a plan to limit acquisitions and disposals
- Help minimize equipment to what is necessary. Ensures reduction of transport and the budget, besides unnecessary wear on equipment.
- Encourage and facilitate for sustainable transport back and forth to meetings, scouting and recce
- When ordering catering, avoid meat and palm oil, and ask for reusable cutlery and sustainable transport
- Help start a dialog with suppliers using transport and make a plan for sustainability
- Help start a dialog with film studios and post production houses on how they can help facilitate for your Green Production

## On the shoot

- Facilitate for sustainable transport back and forth to location / studio
- Make sure the Eco Manager is on top of everything, and have good working conditions
- When wrapping people are tired, encourage them to keep up the good work!

## After the shoot

- Encourage all crew members to follow the plan for disposals
- Encourage all crew members to report their activities relevant for the GPT
- Make sure the post production house follows your routines regarding catering, reusable cutlery, and source sorting.  
Make sure they report on their energy consumption
- If grade/online abroad use remote tools

# Director

## Before the shoot

- If possible, and if you got the guts, challenge parts of the script that requires a lot of travelling, suggest other creative solutions, that doesn't impact the quality of the film
- Keep up with the latest technology and push for it, if it helps reduce emissions. E.G virtual production could limit a lot of transport
- Attend to the Green Brief meeting with the intention of working sustainable
- Limit equipment to what is actually needed to make a quality film. You don't need more than that
- Less volume and weight to transport, unnecessary wear and tear, (and a happy producer) is all good stuff
- Choose LED over conventional light. Less energy consumption and no need for color filters
- Opt for studios that provide light and camera equipment inhouse
- Opt for studios that facilitates for a Green Production
- If feasible, opt for locations with the shortest travel distance, with possibilities for connecting to the grid
- Accept invite to the Green Producers Tool and register your activities

## On the shoot

- You are the star of the shoot, and its biggest role model - Bring a reusable drinking bottle and choose catering without meat
- Pay attention to the Eco Manager

## After the shoot

- You will probably spend a lot of time in post, so please travel sustainable, choose no-meat food, and opt for local crew, or work remote if not. Again, you are in a position to inspire others to change and facilitate for people like you.
- Make sure all activities are registered in the GPT, or reported to the producer

# First Assistant Director

## Before the shoot, assist your Producer on the below

- Attend the Green Brief Meetings with all key crew members, and make notes accordingly
- Encourage and help facilitate for sustainable transport and carpooling back and forth to scouting, recce and shoot.
- You probably already do this, but when planning the shoot, make sure to minimize unnecessary transport
- Make sure you know where mains are
- Accept invite to the Green Producers Tool and register your activities

## On the shoot

- Start the day with a kind reminder to everyone what a Green Production involves, or give the word to the Eco Manager
- Make sure the Eco Manager have good working conditions
- You are running the show, and by that you are role model, bring a reusable drinking bottle and choose catering without meat
- Make sure no cars are idling
- When wrapping people are tired, encourage them to keep up the good work!

## After the shoot

- Make sure all activities are registered in the GPT, or reported to the producer

# DOP

## Before the shoot

- Attend to the Green Brief meeting with the intention of working sustainable
- Limit equipment to what you actually need to make a quality film. You don't need more than that.
- Less volume and weight to transport, unnecessary wear and tear, and a happy producer is all good stuff
- Keep up with the latest technology and push for it, if it helps reduce emissions. E.G virtual production could limit a lot of transport
- Choose LED over conventional light. Less energy consumption and no need for color filters
- Make sure where the mains are, and connect to the grid rather than using generators
- Opt for studios that provide light and camera equipment inhouse
- Opt for studios that facilitates for a Green Production
- If possible, opt for locations with the shortest travel distance, with possibilities for connecting to the grid
- Accept invite to the Green Producers Tool and register your activities

## On the shoot

- Turn of lights and other equipment during breaks
- Dim lights when possible
- Avoid cars in your department idling
- Bring a reusable drinking bottle
- Choose catering without meat
- Pay attention to the Eco Manager

## After the shoot

- Make sure all activities are registered in the GPT, or reported to the producer

# Gaffer

## Before the shoot

- Attend to the Green Brief meeting with the intention of working sustainable
- Limit equipment to what you actually need to make a quality film. You don't need more than that.
- Less volume and weight to transport, unnecessary wear and tear, and less for you to handle
- Choose LED over conventional light. Less energy consumption and no need for color filters
- Make sure where the mains are, and connect to the grid rather than using generators
- Opt for studios that provide light and camera equipment inhouse
- Opt for studios that facilitates for a Green Production
- If possible, opt for locations with the shortest travel distance, with possibilities for connecting to the grid
- Accept invite to the Green Producers Tool and register your activities

## On the shoot

- Turn of lights and other equipment during breaks
- Dim lights when possible
- Avoid cars in your department idling
- Bring a reusable drinking bottle
- Choose catering without meat
- Pay attention to the Eco Manager

## After the shoot

- Make sure all activities are registered in the GPT, or reported to the producer



# Grip

## Before the shoot

- Attend to the Green Brief meeting with the intention of working sustainable
- Limit equipment to what you actually need to make a quality film. You don't need more than that.
- Less volume and weight to transport, unnecessary wear and tear, and less gear for you to handle
- Keep up with the latest technology and push for it, if it helps reduce emissions.
- You probably already have a smart system for storing and transporting equipment in place, if not, you should make one
- Opt for studios that facilitates for a Green Production
- If possible, opt for locations with the shortest travel distance, with possibilities for connecting to the grid
- Accept invite to the Green Producers Tool and register your activities

## On the shoot

- Turn off equipment during breaks
- Avoid cars in your department idling
- Bring a reusable drinking bottle
- Choose catering without meat
- Pay attention to the Eco Manager

## After the shoot

- Make sure all activities are registered in the GPT, or reported to the producer

# Art Director

## Before the shoot

- Attend to the Green Brief meeting with the intention of working sustainable
- Make a plan of what can be reused from previous productions, what can be rented, or borrowed
- Reuse over new, do not buy or build what can be rented
- Make a plan for disposals: what can be reused, what can be sold, or rented or lent out. What can be handed out to staff or given away, and what needs to be recycled.
- Make sure you have good access to rental sites, and store houses
- Avoid generators under production
- Use electric car whenever possible
- Less volume and weight to transport, unnecessary wear and tear helps the climate
- Reuse over new, do not buy or build what can be rented
- Accept invite to the Green Producers Tool and register your activities

## On the shoot

- Avoid cars in your department idling
- Bring a reusable drinking bottle
- Choose catering without meat
- Pay attention to the Eco Manager

## After the shoot

- Make sure to follow the plan for disposals
- Make sure all activities are registered in the GPT, or reported to the producer

# Costume Manager

## Before the shoot

- Attend to the Green Brief meeting with the intention of working sustainable
- Make a plan of what can be reused from previous productions, what can be rented, or borrowed
- Reuse over new, do not buy or produce what can be rented
- If possible, share the costumes brief with the cast. They often possess what is needed. Rent it cheap from them
- Make sure you have good access to rental sites, and store houses
- Use electric car whenever possible
- Less volume and weight to transport, unnecessary wear and tear helps the climate
- Make a plan for disposals: what can be reused, what can be sold, or rented or lent out. What can be handed out to staff or given away, and what needs to be recycled.
- Accept invite to the Green Producers Tool and register your activities

## On the shoot

- Avoid cars in your department idling
- Bring a reusable drinking bottle
- Choose catering without meat
- Pay attention to the Eco Manager

## After the shoot

- Make sure to follow the plan for disposals
- Make sure all activities are registered in the GPT, or reported to the producer

# Props Master

## Before the shoot

- Attend to the Green Brief meeting with the intention of working sustainable
- Make a plan of what can be reused from previous productions, what can be rented, or borrowed
- Reuse over new, do not buy or build what can be rented
- Make a plan for disposals: what can be reused, what can be sold, or rented or lent out. What can be handed out to staff or given away, and what needs to be recycled.
- Make sure you have good access to rental sites
- Use electric car whenever possible
- Limit props to what you actually need to make a quality film. You don't need more than that.
- Less volume and weight to transport, unnecessary wear and tear, and a happy producer is all good stuff
- Reuse over new, do not buy or build what can be rented
- Accept invite to the Green Producers Tool and register your activities

## On the shoot

- Avoid cars in your department idling
- Bring a reusable drinking bottle
- Choose catering without meat
- Pay attention to the Eco Manager

## After the shoot

- Make sure to follow the plan for disposals
- Make sure all activities are registered in the GPT, or reported to the producer

# Catering

## Before the shoot

- Attend to the Green Brief meeting with the intention of working sustainable
- Make a plan on how to limit purchases to what is necessary
- Avoid products containing palm oil
- Avoid meat on the menu
- Locate grocery stores near the studio or location, in order to do quick errands if needed
- Use electric car whenever possible
- Make sure you bring along enough reusable cutlery
- Make a plan for how to best arrange source sorting at your station
- Accept invite to the Green Producers Tool and register your activities

## On the shoot

- Make the source sorting easy available and clearly labeled
- Make sure the trash bags always have room for more trash, replace full with empty whenever needed
- Coffee on can rather on the hopper
- Bring a reusable drinking bottle
- Choose catering without meat
- Pay attention to the Eco Manager
- Make sure to follow the plan for disposals

## After the shoot

- Make sure all activities are registered in the GPT, or reported to the producer

# Food Stylist

## Before the shoot

- Attend to the Green Brief meeting with the intention of working sustainable
- Make a plan on how to limit purchases to what is necessary
- Locate grocery stores near the studio or location, in order to do quick errands if needed
- Make a plan for disposals - how it should be source sorted depending on what you have used to make the food shine
- Use electric car whenever possible
- Opt for studios that facilitates for a Green Production
- Make a plan with the 1.AD where you should be situated. Try to stay away from lights and heat in order to preserve the food.
- Accept invite to the Green Producers Tool and register your activities

## On the shoot

- Avoid using dangerous chemicals
- Bring a reusable drinking bottle
- Choose catering without meat
- Pay attention to the Eco Manager
- Make sure to follow the plan for disposals

## After the shoot

- Make sure all activities are registered in the GPT, or reported to the producer

# Location Scout

## Before the shoot

- Attend to the Green Brief meeting with the intention of working sustainable
- Build an archive to display locations with short travel routes, access to el grid, and charging points for electric cars
- When feasible, use google maps, Google Earth in combination with VR goggles as an alternative to travel around
- Use electric cars for scouting and recce
- Do research on the nearest public transport options
- Do research on where the nearest power distribution cabinet is, and share the contact info of the local supplier with the production, in order to facilitate connection
- Inform DOP on where to locate mains
- Accept invite to the Green Producers Tool and register your activities

## After the shoot

- Make sure all activities are registered in the GPT, or reported to the producer

# Post-Producer

## Before the shoot

- Arrange Green Brief Meeting with the post-production house
- Make a plan for how to minimize data to what is necessary. What data is needed to transfer
- Your team prefer catering without meat and palm oil
- Make sure they have a system for source sorting
- Accept invite to the Green Producers Tool and register your activities

## On the shoot

- If you attend the shoot follow guidelines given by the Eco Manager
- Bring your own reusable bottle
- Choose catering without meat
- Travel by sustainable means

## After the shoot

- Facilitate for sustainable transport back and forth to meetings and post production
- Make sure they report on their energy consumption
- If grade/online abroad use remote tools
- If animation - if possible render on own machines, if not, make sure you use render farms that reports kWh consumed
- Store data on local server rather than clouds and discs
- Clarify with the Producer for how long you are obliged to store data, and what data to store. The shorter and smaller, the better
- Make sure all activities are registered in the GPT, or reported to the producer



# Editor

## Pre production

- Attend Green Brief Meeting
- Make a plan for how to minimize the data flow and storing
- Make a plan for rendering
- Keep up with the latest tech
- Accept invite to the Green Producers Tool and register your activities

## Production

- Choose catering without meat
- Travel by sustainable means
- Turn off equipment that is not in use
- Keep a smooth system of data files and sources
- Avoid unnecessary data storing

## Post production

- Make sure you render locally rather than on farms. If not, use farms that reports kWh consumed
- If grade and online is done somewhere else, make a sound plan for transmitting data. What data is required, and what are the spec. If feasible push for the solutions and flows that requires less size and machine power
- Make sure all activities are registered in the GPT, or reported to the producer

# Animator

## Pre production

- Attend Green Brief Meeting
- Make a plan for how to minimize the data flow
- Make a plan for rendering
- Keep up with the latest tech
- Accept invite to the Green Producers Tool and register your activities

## Production

- Choose catering without meat
- Travel by sustainable means
- Turn off equipment that is not in use
- Keep a smooth system of all files and sources
- Avoid unnecessary storing

## Post production

- Make sure you render locally rather than on farms. If not, use farms that reports kWh consumed
- If grade and online is somewhere else, make a sound plan for transmitting data. What data is required, and what are the spec. If feasible push for the solutions and flows that requires less size and machine power

# Sound Dep.

## Before the shoot

- Attend to the Green Brief meeting with the intention of working sustainable
- Limit equipment to what you actually need to make a quality film. You don't need more than that.
- Less volume and weight to transport, unnecessary wear and tear, and a happy producer is all good stuff
- Choose sustainable transport
- Choose rechargeable batteries for your equipment
- Opt for studios that facilitates for a Green Production
- Push the DOP to connect to the local grid rather than generators, as it is noisy and make your work harder
- If possible, opt for locations with the shortest travel distance, with possibilities for connecting to the grid
- Accept invite to the Green Producers Tool and register your activities

## On the shoot

- Turn off equipment when not in use
- Collect dead batteries, and take them with you in order to source sorting them safely
- Avoid cars in your department idling
- Bring a reusable drinking bottle
- Choose catering without meat
- Pay attention to the Eco Manager

## After the shoot

- Make sure all activities are registered in the GPT, or reported to the producer

## Before the shoot

- Attend to the Green Brief meeting with the intention of working sustainable
- Limit equipment to what you actually need to make a quality film. You don't need more than that.
- Less volume and weight to transport, unnecessary wear and tear, and a happy producer is all good stuff
- Cellulose snow comes in biodegradable packaging and is 100% biodegradable as it is made of wood
- Foam snow is organic and 100% biodegradable, disappears quickly and is suitable for large areas
- Inside snow (studio) has been added materials that prevent it from burning. This means significantly longer degradation time  
This is sorted as residual waste
- Pyro - colors were previously produced from harmful heavy metals. This has been replaced with new technology
- Make sure where the mains are, and connect to the grid rather than using generators
- Opt for studios that facilitates for a Green Production
- If possible, opt for locations with the shortest travel distance, with possibilities for connecting to the grid
- Accept invite to the Green Producers Tool and register your activities

## On the shoot

- Turn of equipment during breaks
- Avoid cars in your department idling
- Bring a reusable drinking bottle
- Choose catering without meat
- Pay attention to the Eco Manager

## After the shoot

- Make sure all activities are registered in the GPT, or reported to the producer