

# CATERING

## CHECK LIST

**Raise awareness for green production among service providers.**

**Consider in advance what will happen with items purchased for the shoot once it is over.**

**Can they be recycled? Are they really needed?**

### ENERGY

Prioritise use of a mains connection/construction power with renewable energy. The aim is to avoid the use of generators whenever possible. Where this is not possible, electricity storage systems should be used that are charged with electricity from renewable energies or charged by hybrid or gas generators and electricity storage systems powered by mixed current. If this is not possible, rent a generator that complies with the latest STAGE IV or V standards at least. At least STAGE IIIA with particle filter if they are not available.

Check whether generators can be wholly or partially powered by alternative fuel (ideally 100%) - and report these arrangements to production or production management.

Use renewable energy sources and LED bulbs in your office spaces.

Only use power packs and rechargeable batteries if mains voltage is not available.

Use up batteries that cannot be recharged but are fitted in the devices and then professionally dispose of them.

Avoid leaving equipment in stand-by and use sockets with countdown timer instead (saving up to 70%) and switch off your laptops, the light and the printer every evening.

## FOOD

Purchase food and beverages from regional, organic and species-appropriate production.

Offer a low-meat diet and direct production to involve the team in advance when selecting the food.

Carefully consider the amount of food needed and try to limit excess ordering and waste.

Pay attention to fair trade produce with certification (e.g. for coffee & tea).

Do not use aluminium or plastic coffee capsules.

Prioritise unpacked goods or bulk containers to minimise packaging waste.

Sets up mobile water dispensers - at multiple locations if necessary: Production office, set, wardrobe make-up, trailer and catering bus etc. and ask the crew to bring their own bottle or provide bottles (with company logo).

Do not buy sugar and milk etc. in small quantities and dispense with drinking straws.

Provide coffee maker with thermos flasks and do not use coffee capsule machines.

Pay attention to organic, regional, seasonal and fair trade products when purchasing food (fruit and vegetables etc.).

Switch off devices that are not needed, e.g. coffee makers.

## MATERIALS

Avoid all kinds of plastic and polystyrene in cups or bottles (do not fill water into plastic bottles).

Select reusable crockery and cutlery and learn more about the reusable systems with deposit.

Use certified, compostable disposable items if there is no other option.

Where possible and preferred: Distribute refillable thermos mugs and drinking bottles (possibly with the production company logo and/or with belt clip) to the cast and crew.

## ... MATERIALS

Use compostable napkins.

Use biodegradable rubbish bags.

Use consumables made from recycled paper and cardboard, not products made from PVC or foil.

Use natural sponges and cotton towels instead of paper towels.

Use biodegradable and green detergents.

Use bags made of fabric and not plastic.

## DISPOSAL

Prior to the shoot, discuss with production the recycling and waste plan for excess food - including all costs of transport/reuse and disposal. Submit proposals for distribution to organisations and the use of systems that distribute surplus food - provided it is hygienic - to persons in need or combat food waste.

Introduce strict waste separation and, if necessary, cooperate with the local waste management company for waste disposal.

Discuss with production, or bring appropriate waste disposal items (bags, etc.) to clear your department's waste and to sort it properly for recycling and composting.

Discuss with production the collection of food waste for composting - make sure your team knows is aware of the system and that you have separate containers for recyclable packaging and general waste.

## OFFICE

Print as little as possible and, when it is necessary, use double-sided printing on 100% recycled paper. Configure the printer settings on your computers to meet these requirements.

Use excess prints to make notes.

Post call sheets, schedules, storyboards and scripts on set in A3 format on pin boards. Print-outs are only provided on request.

Use phones or tablets to view and comment on production documents. Work with PDF notes

Digitally sign any NDA documents required by the clients and send them by email.

The same applies to all other contracts and forms.

Compress email attachments to below 10 MB and send larger files by link.

Consider paperless options (e.g. digital job folders, paperless accounting).

Purchase sustainable office supplies.

Use eco-friendly search engines.

## TRANSPORT

Make precise travel plans during the prep phase in order to avoid unnecessary journeys.

Use local public transport or bicycles to go to the office, meetings or the set.

Use city bike initiatives.

Select electric vehicles when using car sharing services.

Find a green taxi company. Green taxis can be selected in various apps.

## ACCOMMODATION

Prioritise apartments or hotels with green certification.

# **GREEN** IS THE **NEW NORMAL!** **BE A** **TRANSFORMER!**

Share these notes with your team to ensure optimal cooperation and to organise a more sustainable shoot.

This check list is the basis for the green production; individual measures must be organised depending on the specific project.