POST-PRODUCTION
CHECK LIST

Raise awareness for green production among service providers.

Check your energy management and switch if possible to renewable energy sources, green IT and servers or other measures

Consider in advance what will happen with items purchased for the shoot once it is over. Can they be recycled? Are they really needed?

POST-PRODUCTION

Offer your clients remote options for online, grading and acceptance to minimise travel.

Use the option to send calibrated iPads (on loan) for remote grading sessions.
Doing so ensures that everyone is able to assess the grading set-up.

DATA STORAGE & SERVERS

Use LTO rapes for long-term data storage or at the end of a project in order to avoid CO_2e emissions due to servers.

Use green clouds that are powered by 100% renewable energy sources.

Prepare a policy for erasing project/acceptance servers no later than 2 months after completion of the project.

Avoid the use of air-conditioning to cool the servers if it is not absolutely necessary and switch the system off.
An alternative is to install servers in a cool room, e.g. in the cellar, to provide basic cooling.

If possible, use waste air from the servers as a source of energy.

WERBE
FILM
PRODU
ZENTEN

GREEN
PRO
DUCTION

ENERGY

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

Use alternative forms of energy from solar and wind power such as solar panels.

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, computers, work equipment, the light and the printer every evening.

Remind the team to switch off all of their electrical work equipment during lunch breaks.

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.

Send schedules, storyboards and scripts digitally.

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).

Purchase sustainable office supplies.

Use eco-friendly search engines.

GREEN PRO DUCTION

DISPOSAL

Install suitable waste baskets and waste separation facilities. Never just hang up individual rubbish bags, as they neglect the principle of waste separation.

Familiarise your team with the waste separation system and ask members to notify clients.

Install ash trays to collect cigarette butts and ideally recycle if possible (TobaCycle Bin).

DEVICES/MATERIALS

Always select the highest energy efficiency rating when purchasing new devices.

Check the option of buying refurbished devices instead of new ones. Doing so saves a lot of waste, as well as costs.

Reused hard drives and RAIDs instead of purchasing new ones.

Label all water bottles and cups with names and select reusable cups or bottles when needed.

Avoid polystyrene.

Use environmentally friendly ecological detergents and soaps.

Use natural sponges and cotton towels instead of paper towels.

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

Use bags made of fabric and not plastic.

Avoid disposable materials and plastic and always look for sustainable reusable alternatives.

ACCOMMODATION

Prioritise apartments or hotels with green certification.

GREEN PRO DUCTION

CATERING

Buy fair trade organic coffee or tea/no aluminium or plastic coffee capsules.

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

Make sure that take-away meals use a reusable system. Large restaurants have been required to offer reusable packaging since 2023. It can be requested using the standard ordering apps.

Offer vegetarian and vegan dishes when providing catering to clients.

Prioritise unpacked goods or bulk containers to minimise packaging waste.

Switch to water dispensers instead of bottles and make sure that glass is used when drinks are offered in bottles. Also select regional drinks providers to avoid long transports.

TRANSPORT

Avoid leaving vehicles with the engine running.
Doing so produces preventable emissions and is prohibited by law.

Rent electric, hybrid and CNG cars when possible.

Incentivise clients to use local public transport by providing discounted tickets for buses and trains.

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.

Travel long distances by train.

GREEN PRO DUCTION

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.