

Carbon Literacy
Project



CARBON LITERACY PRODUCTIONS

PROCAM TAKE 2

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Sustainable Production

Media production can be a very wasteful industry and it's important to understand the environmental impact of productions. This impact is better understood when considering the carbon footprint from producing one hour of TV – 12.9 tonnes of carbon dioxide emissions! To put that into perspective, a UK home produces 4.5 tonnes of carbon dioxide annually. The good news is organisations like [Albert](#) and [Adgreen](#) offer resources and tools to educate ourselves and so that we can take action to implement change to implement sustainable practices in production and reduce our carbon emissions.



albert – Creative Energy Project: make the switch to renewables!

- + The easiest and most effective way of reducing your company's carbon footprint is to switch your electricity supply to renewable energy. BAFTA's albert, the visual arts' sustainability initiative, and Good Energy, the 100% renewable electricity provider, have joined forces to support the creative industry's transition to renewable electricity, reduce carbon emissions and save costs across the industry.
- + The collaboration, which forms part of albert's Creative Energy Project, makes renewable electricity affordable for creative organisations, with the ultimate goal of increasing the amount demanded and produced in the UK. Purchasing certified renewable energy collectively results in a better deal for the industry, saves money and ultimately leads to a reduction in dirty brown power.

Carbon Literacy Project



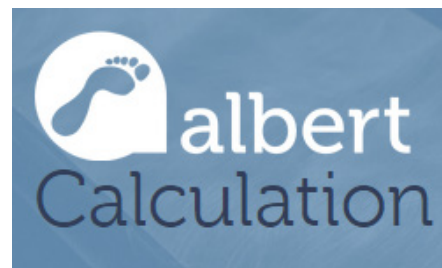
albert – FREE Carbon Literacy Training for those in production

+ A national training scheme, Carbon Literacy Training provides the TV + film industries with the skills and tools to mount a non-political, optimistic, science-based response to climate change. Delegates in production will be presented with the following:

- A detailed introduction to climate change and its personal and professional implications
- An opportunity to explore the environmental impact of professional and personal activity
- A summary of the roles of government, businesses and communities
- Examples of good practice, tools and practical solutions to support positive action
- The skills to appraise performance and the inspiration to take further action
- After the one-day course, you will walk away with an understanding of the impacts of climate change and how to take action to reduce carbon emissions in both the workplace and at home, and have the knowledge and skills to create productions in a more sustainable way.
- Successful completion of the course ensures delegates reach the requirements of the Carbon Literacy Standard and thus for the purposes of workplace, education and community should be regarded as carbon literate.
- ProcAm Take 2 is proud to partner with albert to offer Carbon Literacy training at its offices throughout the UK. Visit [here](#) for an up-to-date list of current training dates.

albert – Carbon Calculator for determining your predicted and final carbon footprint

+ Want to better understand the impact of your production, but don't know where to start? Completing a predicted and final carbon footprint via the [carbon calculator](#) is a useful tool for understanding your carbon footprint and identifying areas for improvement. The calculator will determine your expected footprint at the pre-production phase by completing the relevant information (i.e. crew size, light usage, catering, transport, etc.) Once a production is completed, the calculator can be used to determine your final footprint.



albert – achieving albert certification

+ You can achieve albert certification (sustainable production certification) by implementing sustainable production techniques. When applying for the certification, you will select the sustainable production actions that you plan to implement. Scores for each question are based on the beneficial impacts defined by the three criteria:

- 1) seeking to reduce the negative environmental impact of the production whenever possible
- 2) sharing best practices with production & the supply chain, and promoting sustainable production ideals to colleagues within the production company across the wider TV industry
- 3) sharing and embedding sustainable value and behaviour with cast, crew and the supply chain

+ Upon completion, submit your score sheet for review by the albert team.

+ During the production (it's important that this is done during and once a production is completed), the albert team will request evidence of your final carbon footprint for thorough review and to determine qualification for albert certification. An external audit will determine if the production qualifies to use the albert sustainable production certification end credit.

+ Watching [this video tutorial](#) walks you through the process.

+ For a full list of sustainable suppliers, reference albert's list [here](#).



CarbonNeutral.com

CarbonNeutral® Company Certification – Procam Take 2 becomes the first CarbonNeutral® TV and film hire facility in Europe

+ To achieve CarbonNeutral® status, Procam Take 2 work with Natural Capital Partners, experts in the delivery of solutions for positive impact on carbon, renewable energy, biodiversity and water. In March 2018, Procam and Take 2 Films (now Procam Take 2) became the first CarbonNeutral® TV and film hire facilities in Europe.

+ Procam Take 2 achieved net zero greenhouse gas (GHG) emissions in accordance with The CarbonNeutral® Protocol, the global standard for carbon neutral programmes. This involved a rigorous and independent assessment of the CO₂ emissions produced from gas, company vehicles, electricity, electricity losses, water supply, water treatment, business travel, business hotels, waste, staff commuting and 3rd party deliverables, coupled with an offset-inclusive emissions reduction program. The project Procam Take 2 supports is The West India Wind Power project which reduces carbon emissions by supporting the generation of renewable energy. This Verified Carbon Standard (VCS) wind power project plays a key role in helping India meet its growing energy demands while supporting the transition to a low carbon economy. Annually, the project delivers approximately 375,000 MWh of zero emissions renewable electricity to India's national grid, reducing CO₂ emissions by displacing electricity which would have otherwise been drawn primarily from fossil fuel power stations. This improves local air quality while avoiding solid waste generation associated with coal-fired power plants.

+ Together, Procam and Take 2's combined footprint came to 618 tonnes of CO₂e and 4.61 CO₂e per employee. Since this original assessment was conducted, the company reduced its footprint to 400, which is a reduction of over 200 tonnes in the first year. Due to the nature of the business, Procam Take 2 will always have a carbon footprint, but it continues to make changes to actively lower this. Such practices are detailed in the Procam Take 2 Environmental Policy.

Procam Take 2's Environmental Policy

+ Procam Take 2's Environmental Policy ensures that any environmental impacts are clearly understood and mitigated for as reasonably practicable.+ The policy details company-wide standards and responsibilities for employees – both in the office and crew, as well as travel, recycling of materials, purchasing and maintenance of equipment, 100% renewable energy, and more.+ Procam Take 2 is proud to adhere to the high standards of our environmental policy and to be an albert preferred supplier to help plan sustainable productions.+ For a copy of our Environmental Policy, please get in touch with marketing@procamtake2.com



Tips for sustainable productions, in partnership with ADGREEN

5 Easy Things

Here are 5 tried and tested things you can do on your production, roughly in line with the 3 R's: reduce, reuse, recycle. Take a look at ADGREEN'S [case studies](#) section to see these ideas in practice, along with pictorial evidence! And if you're loving these and want to take it a step further, check out their [Sustainable Production Agreement](#).

#1 Reduce Your Printing

There are probably whole forests missing due to our incessant printing of call sheets, treatments and invoices... well, there's actually no need! Read on...

- + Go paperless for your casting, encouraging your casting director and casting studio to make full use of Casting Networks' software
- + Use Dropbox, annotation apps and digi-signing, especially for processing invoices
- + Encourage the agency and your producer and director to use digital PPM books instead of paper copies
- + Instead of printing individual copies, use noticeboards to pin up large A3 copies of your storyboard, schedule, script and call sheet

* More advice on ADGREEN'S [Go Paperless](#) page, and see these tips in action via case studies tagged with 'go paperless'.

#2 Ditch Polystyrene & Correx

Both correx (plastic floor protection used in locations) and polystyrene are unrecyclable, and will be left on earth long after we've gone, so make a pledge to get rid of it on your next shoot.

- + Display shoot documents on noticeboards instead of a polystyrene sheet from the lighting department
- + Ask caterers to supply real plates or compostable alternatives like Vegware (which should be disposed of with food waste or sent to a facility that can deal with them like [Quantum Waste](#))
- + Request that your DP and their electrical team go without poly - there are alternatives
- + Use Ram Board, a recycled and recyclable alternative to correx, which comes in rolls (equivalent to approx 13 sheets of correx)

* More advice on ADGREEN'S [FAQ](#) page, in the [Getting the right supplies](#) section, and see these tips in action via case studies tagged with 'ditch correx' and 'ditch poly'.

#3 Reduce Water Bottles

Want to reduce your waste costs? Get rid of plastic bottled water - these half full bottles take up a lot of space in those rubbish bags!

- + Hire table top water coolers for your location, or use those at the studio - much better than boxed water options as the water containers are collected, sanitised and refilled so there's virtually no waste
 - + Ask all attendees to bring a water bottle from home
 - + For those who forget, supply glasses, compostable cups or as a last resort give them a plastic bottle with their name on it - which must be refilled
- * More advice on ADGREEN'S [FAQ](#) page, in the [Getting the right supplies](#) section, and see these tips in action via case studies tagged with 'reduce water bottles'.

#4 Rehome Your Leftovers

We've covered a bit of reduce, next reuse. What to do with those leftovers? Well, here are some ideas:

- + Send back croc clips for rebagging by your lighting hire company
 - + Donate leftover food to a charity such as City Harvest
 - + Donate props and costume to charities in need - see the link below
 - + And for those annoying bits that you could do something better with, see our [Rehome Your Leftovers](#) page for details on rehoming batteries, Nespresso pods, light bulbs and more
- * More advice on ADGREEN'S [Rehome Your Leftovers](#) page, and see these tips in action via case studies tagged with 'rehome'.

#5 Recycle & Compost

Last comes recycle... and luckily it's now easier than ever to do this on set. Here's how:

- + If you're on location within London's M25, [Quantum Waste](#) will collect all of your waste and compost or recycle at least 90% of it. Click the link below for more info
 - + If you're in a studio, ask about what options they have for food waste and recycling - often they have a food waste collection from the canteen which you can add your stage waste to
- * More advice on ADGREEN'S [Waste Management on Set](#) page, and see these tips in action on via case studies tagged with 'recycle'.

How everyone can do their part

In Pre-production

- + If you need to print items prior to the shoot, print double-sided where possible, and expand margins to fit more onto a page (more help on that [here](#))
- + Use digital POs if you need them (ask production to email them to you), and save scrap paper for sticking down any receipts
- + Avoid single use plastic bags, using reusable bags instead
- + If you're purchasing anything for the shoot, try to think about what will happen to it once the shoot is over. Can it be recycled? [Rehomed?](#) Do you really need it?

On Set

- + Use public transport or a bike to get to set
- + Do not idle your vehicle whilst stationary as this contributes to localised air pollution
- + Take your own refillable water bottle to avoid using multiple plastic water bottles
- + Take a reusable coffee cup (Thermos, Keep Cup etc) to avoid using disposable cups
- + Familiarise yourself with the bin signs and place recyclables, food waste and compostables in the correct bins - contaminated bags will go straight to landfill, so it's important to know what goes where
- + Return any croc clips you find to the lighting dept so that they can be sent back to the lighting company for reuse
- + Collect up any used Nespresso pods and give to production for recycling (more on how to recycle them [here](#))
- + Use your phone or a tablet to view and annotate production documents, instead of taking paper copies (more on going paperless [here](#))

Location Dept

- + Organise a waste collection with a reputable waste transfer company, ideally one that offers a recycling and food waste collection. See the [Waste Management on Set](#) page for recommendations
- + Confirm recycling and waste collection company details with production – we will need to contact them after the shoot to obtain a copy of the waste transfer note for our records
- + Set up recycling and waste bins first thing at catering (and on any pre-light/dress days as appropriate) – they should never be in singles, but always in pairs (or threes if you're separating into dry mixed recyclables, food waste and everything else), and make sure the signs are displayed clearly using croc clips or tape

- + Don't tie any bin bags up anywhere else (e.g.. Dining Bus) as it discourages separating
- + Familiarise your team (locations, security, facilities) with what needs to be separated and ask them to help educate the crew as needed, and monitor the bins...
- + Use Ram Board, a recyclable alternative to Correx, or request used Correx if Ram Board is not available, and organise for any unused sheets to be sent back. More about Ram Board in our [FAQ](#).
- + Avoid polystyrene: do not use it to display storyboards or other documents. Use Blu Tack or double-sided tape to stick them to a wall/drape/table etc.
- + Ask any drivers, whether they are private cars, facilities or deliveries, not to idle their vehicles as this contributes to localised air pollution
- + Share these notes with your security team and any location assistants, as well as discussing with facility drivers and caterers when they arrive, to ensure maximum cooperation on making the shoot more sustainable

Art Dept

- + Consider how your prop choices could influence sustainable behaviours, from cast using reusable coffee cups to compost caddies appearing in kitchens - there's a full list of ideas [here](#)
- + Avoid polystyrene: seek alternative materials/methods if polycarving is to be considered in set building/prop making, and discuss budget implications with production
- + Source environmentally friendly options for effects such as snow, dust and smoke, and avoid wet downs
- + Discuss with production prior to the shoot what the reuse/waste plan is for any makes, purchased items and set pieces – including any transport/rehoming/disposal costs. Check out our useful rehoming suggestions [here](#)
- + Hire props rather than buying, where appropriate
- + Avoid single use plastic bags, using reusable bags instead
- + Allow for legal disposal of any solvents used - companies like [HazGreen](#) can help if you're unsure what's hazardous
- + Ensure there are sufficient recycling and composting facilities in your workshops
- + Bring appropriate waste disposal items (bags etc.) to clean up your department's waste on wrap and sort waste appropriately as per your shoot's recycling and composting collection
- + Carry forward stationary, workroom and office supplies to future productions

DoP & Electrical Dept

- + Avoid polystyrene: check out the alternatives available on the [Low Energy Lighting page](#)
- + Include low-energy lighting options if they are appropriate - check out the low energy lighting guide [here](#)
- + Avoid the use of generators where possible, or at least use generators which are serviced, sound proofed and use a proportion of fuel from renewable sources, such as bio-diesel, solar or natural gas. More info on alternative options [here](#)
- + Return any usable croc clips and gel offcuts to the lighting company for reuse by others - you might want to set up a bucket for crew to drop croc clips in if they find them - use our sign [here](#)
- + Keep any large gel offcuts and send back to the lighting company for reuse
- + Use drapes/bolton rather than consumables like black wrap for blacking out

Camera Team & Dit

- + Complete digital camera reports rather than paper ones, and supply them to the DIT. The [Camera Report app](#) might also be useful
- + Purchase/use rechargeable batteries where possible
- + Recycle any used disposable batteries - check out our [recycling tips here](#) to find locations near you
- + Recycle any broken hard drives (and any other electricals that are no longer working) - check out our [recycling tips here](#) for more info

Costume Dept

- + Discuss with production prior to the shoot what the reuse/waste plan is for any makes and purchased items – including any transport/rehoming/disposal costs. Check out our useful rehoming suggestions [here](#), including charities that distribute smart workwear and bras to those in need!
- + Hire costume or use stock, rather than buying, where appropriate
- + Hire any robes and towels or use stock, rather than buying fresh – let production know if you'd like to add anything to their location order/studio hire
- + Avoid single use plastic bags, using reusable bags instead
- + Avoid single use products and try not to over order
- + Use cloth dress bags, instead of plastic dress bags
- + Buy recycled laundry bags
- + Avoid throwing out hangers and dry cleaning bags – return them next time you go
- + Use environmentally friendly ecological detergents and soaps such as Ecover

- + Buy energy-efficient irons, steamers and kettles when you need to replace/upgrade
- + Consider fair trade and ethical brands when buying “keep warm” and “comfort” items
- + Try to limit the use of taxis – talk to production if you think a courier or driver would be more cost (and carbon) effective, or use a low carbon car service like [Green Tomato](#)
- + Ensure there are sufficient recycling facilities in your workshops – particularly for paper, plastics (bags, garment bags, bottles) and textile waste (try [Traid](#) for this)
- + Bring appropriate waste disposal items (bags etc.) to clean up your department's waste on wrap and sort waste appropriately as per your shoot's recycling and composting collection
- + Carry forward stationary, workroom and office supplies to future productions

If you want more info and advice, you can also check out this [full guide](#) to running an eco costume dept.

Make Up & Hair

- + Discuss with production prior to the shoot what the reuse/waste plan is for any makes and purchased items such as wigs – including any transport/rehoming/disposal costs. Check out our useful rehoming suggestions [here](#), including charities that will take new and used makeup for womens' shelters
- + Hire any robes and towels or use stock, rather than buying fresh – let us know if you'd like to add anything to our location order/studio hire
- + Use natural and organic brands where possible, however if these do not offer the deliverables you require for your brief, ensure that the brands you use are, at the very least, cruelty free, microbead free and that they have carbon neutral and biodegradable/compostable single use packaging
- + Order in bulk or use a single supplier where possible and source UK produced skincare products. We have amazing organic skincare companies in the UK and it will keep the air miles down and support British industry
- + Source sustainable bamboo mascara wands and toothbrushes, biodegradable/compostable nappy bags for dirty consumables, biodegradable/compostable wet wipes and non-plastic cotton buds, paper straws (not plastic), aerosol free products (hairspray etc), and washable cleansing pads instead of cotton wool disposables
- + Use mains power rather than batteries, however if needs be, use rechargeable batteries in electricals (razors, hand fans etc)
- + For continuity, use an app such as [Continuity Pro](#)
- + Bring appropriate waste disposal items (bags etc) to clean up your department's waste on wrap and sort waste appropriately as per your shoot's recycling and composting collection

Food Styling

- + Discuss with production prior to the shoot what the reuse/waste plan is for any surplus food – including any transport/rehoming/disposal costs - check out our useful rehoming suggestions [here](#) - [City Harvest](#) are an AdGreen favourite, taking food and redistributing to homeless shelters around London
- + Talk to production about whether there will be a food waste collection, for composting - if so, make sure your team are aware and that you have separate bins for recyclable packaging and general waste too. You could suggest they use Quantum Waste - more details over on our [Waste Management On Set](#) page
- + Carefully consider the amount of food required, and try to limit over-ordering and waste where possible

Ad Dept & Runners

- + Avoid polystyrene: do not use poly to display storyboards or other documents. Use Blu Tack or double-sided tape to stick them to a wall/drape/table etc or request Get Set Hire's [portable noticeboard](#) from production
- + Help catering and the location dept set up recycling and waste bins first thing (and on any pre-light/dress days as appropriate) – they should always be in pairs (or threes if you're separating into dry mixed recyclables, food waste and everything else), and make sure the signs are displayed clearly using croc clips or tape
- + Don't tie any bin bags up anywhere else (e.g. Dining Bus) as it discourages recycling
- + Familiarise yourself with what needs to be separated. Educate everyone on set as needed, and help monitor the bins
- + Help the electrical dept set up a bucket for crew to drop croc clips in if they find them, and make sure any you find get put there too - use ADGREEN'S sign [here](#)
- + If there's a coffee machine on set, organise a small container for Nespresso pods to be collected in, as they can be returned to Nespresso for free - use ADGREEN'S sign [here](#), and more details [here](#)
- + Make sure the [reuse and refill signage](#) is put out on the tea table near your water cooler
- + Name any water bottles you give out to those who didn't bring cups and bottles, rather than numbering
- + If there are real mugs on set, name them with a sharpie and keep them washed up as needed
- + Minimal storyboards, call sheets etc should be printed – if anything specific is requested, ask production to print as necessary
- + If you're asked to go on a run, get a bag for life/canvas bag from production - avoid single use plastic bags

- + Ask any drivers, whether they are private cars, facilities or deliveries, not to idle their vehicles as this contributes to localised air pollution
- + Keep an eye on heating and cooling: If the set is too hot, turn off heating, then open doors and windows, before resorting to air con (if available). If too cold, shut doors and windows, turn off any air con before turning on any heating.
- + Remind everyone on set to turn everything off at lunch time/ during set watch
- + Continuity: Complete digital reports rather than paper ones, and supply them to production - more tips [here](#)

Sound Dept

- + Complete digital sound reports rather than paper ones, and supply them to the DIT
- + Reuse any memory cards, once data has been transferred to the DIT
- + Purchase/use rechargeable batteries where possible
- + Recycle any used disposable batteries - check out our [recycling tips here](#) to find locations near you
- + Recycle any old or dead drives (and any other electricals that are no longer working) - check out our [recycling tips here](#) for more info