

BAFTA ALBERT SUSTAINABLE PRODUCTION GUIDE

Assistant Directors

Every department in our industry has a part to play in the journey toward a low-carbon future. Your role as an Assistant Director plays a key part in the production's success. From scheduling to set coordination, the way ADs lead teams can champion sustainable choices and make a real impact on every production.

This guide includes general considerations as well as a checklist your department can use to create its own action plan that will help the production achieve BAFTA Albert certification.

General Considerations

General Considerations for ALL Departments
Start early. The sooner you plan for sustainability, the bigger your impact. Build it into your production from day one, so it is not an afterthought, but the foundation.
Define and communicate your intentions. Use the checklist below to create and own a department specific action plan during pre-production. Make sure to share it so everyone prior to the start of filming so everyone has the opportunity to know and join in.
Attend BAFTA Albert sustainability training and workshops.
Promote sustainable practices in briefings and meetings.
Turn off unused appliances, lighting, and electronics.
Reduce the materials used. Reuse props, costumes, sets, etc. Recycle materials correctly to avoid landfill.
Source locally to minimise transport emissions. For UK filming and productions, check out BAFTA Albert's supplier directory .
Use recycled, certified sustainable, or biodegradable materials.
Engage with your suppliers by sharing your sustainability goals and choosing suppliers with sustainability credentials, or by using the BAFTA Albert Suppliers Directory .
Default to digital paperwork ; print only if requested.
Eliminate single-use items wherever reusable alternatives exist.
Ensure recycling bins are available and labelled clearly.

Assistant Director Sustainability Guidance

Each action below is tagged with the Certification Question code(s) it supports. This shows how day-to-day department activity feeds into the certification. The checklist itself isn't evidence, but working through it will help ensure you're supporting the production as a whole, in the right direction on its sustainability journey.

The actions correlate with Certification Question codes 1.5, and all Environmental Impact Actions (Q2)

Pre-Production & Sourcing (1.5, and EIA's)

- ☐ Work with all departments and collaborate with your production team to create a green memo, sending to all crew before filming starts to clearly communicate the goals of each department.
- ☐ Plan efficient shooting schedules by grouping shoots near each other to reduce travel & generator use.
- ☐ Outline sustainability goals and expectations in an early meeting.
- ☐ Request sustainable vendors (renewable energy, green suppliers) and ask suppliers for their sustainability policy.
- ☐ Communicate and collaborate with studio facilities teams to develop and align production plans with the studio's operational processes.
- ☐ Communicate with catering to provide plant-based meal options, or a reduced meat menu.
- ☐ Collaborate with the locations team to share tailored environmental guidelines for each sensitive filming location.
- ☐ Eliminate paper via committing to digital scripts, schedules & call sheets. Create an opt-in policy for cast and crew if paper is needed.
- ☐ Promote remote meetings to reduce travel for prep.
- ☐ Inform the cast and background artists about the production's sustainability efforts.

During Production (1.5 and all EIA's)

Your role as AD provided a unique position in which you will communicate with almost all departments daily. The actions listed below are key activities that you can advocate for within each department to encourage sustainable production methods during production.

- ☐ Provide regular reminders on daily set briefings about your sustainability initiatives and encourage collaboration and feedback.
- ☐ Prioritise local crew hires to reduce travel/accommodation emissions.
- ☐ Source local supporting on screen talent and crew to minimize travel.

- ☐ Support and advocate for the provision and promotion of low-impact catering services, including snacks and beverages, and serving ware.
- ☐ Communicate and collaborate with departments across production to ensure waste reduction strategies are in place for end of shoot.
- ☐ Promote public transport, carpooling, shuttle buses or EV rentals for transport, ranging from crew travel, to cast and crowd.
- ☐ Set daily reminders to ensure lights, equipment & generators are turned off when not in use.
- ☐ Work with catering teams to clearly label and communicate sustainable food options to encourage cast and crew.
- ☐ Regular updates on sustainability initiatives were communicated during the production, encouraging feedback.
- ☐ Work with locations/facilities/sustainability teams to facilitate proper waste management via recycling and compost bins, available and labelled, located particularly around busy areas (holding areas, catering trucks).
- ☐ Encourage use of water coolers for cast and crew to reduce single-use bottles.
- ☐ Use reusable water bottles and cups on set.
- ☐ For cast and crew that have opted-in for printed material, save ink in one-line schedules by choosing white instead of black day break strips and banners.

After wrap (1.5 and 2.6)

- ☐ Work with departments to ensure clear communication to assist waste reduction strategies.
- ☐ Encourage digital dailies and reviews rather than DVDs or printed materials.
- ☐ Share your results by sending a final green memo on all your achievements.