*CODE OF BEST PRACTICES*
*IN SUSTAINABLE FILMMAKING*

## CHECKLIST - LOCATION

| **Location: Kolkata** | *Liebste Film Productions* |
|---|---|

***Every production is different, especially on location, so some of the suggested actions in this checklist may not be relevant for your particular circumstances. If this is the case, just use the ones that are appropriate and add further items if you need to.***

| ACTION | | DETAILS OF MEASURES TAKEN |
|---|---|---|
| **Transport** | | |
| Avoid using air transport wherever possible | ☒ Yes | **Limited the number of trips from NYC to Kolkata to five from 2004 through 2010** |
| Use local crews whenever possible | ☒ Yes | **Hired from within Kolkata to shoot within Kolkata, otherwise, trained family members or worked with my wife as trained filmmaker for assistance** |
| Choose vehicles with the best fuel consumption and lowest emissions | ☒ Yes | **Not applicable in NYC as a bike is used. In India, used public transportation like the underground metro and the CNG-powered buses as much as possible.** |
| Ride-share to reduce the number of vehicles | ☒ Yes | **Relied on bicyle-propelled ricksaws, CNG-powered public buses, public subway system, shared private vehicles, shared taxis, and walked** |
| | ☐ Yes | |

## CHECKLIST - LOCATION

| | | |
|---|---|---|
| | ☐ Yes | |
| | ☐ Yes | |

**Accommodation**

| | | |
|---|---|---|
| Choose eco-certified hotels wherever available | ☒ Yes | **Hotels are low-cost, dorm-style, low-impact hotels** |
| Use local hotels rather than international chains to ensure money stays in the community | ☒ Yes | **Stayed with family in Kolkata and around country when possible** |
| | ☐ Yes | |
| | ☐ Yes | |
| | ☐ Yes | |

**Energy**

## CHECKLIST - LOCATION

| | | |
|---|---|---|
| Choose video, audio and lighting equipment with the lowest energy consumption | ☒ Yes | **Used only ambient light, so no electrical lights. Used rechargeable batteries for camera and audio gear** |
| Choose equipment manufactured with the lowest use of energy and materials | ☒ Yes | **Selected camera with good efficiency rating: Panasonic HPX-170 HD** |
| Use rechargeable batteries wherever possible | ☒ Yes | **Stated above** |
| Switch off all equipment when not in use | ☒ Yes | **Always used central power switch to power off and limit trickle loss** |
| Unplug any equiment which draws 'vampire' power when switched off | ☒ Yes | **Stated above** |
| | ☐ Yes | |
| | ☐ Yes | |

**Supplies**

## CHECKLIST - LOCATION

| | | |
|---|---|---|
| Use tapeless production where possible | ☒ Yes | **Switched from tape to tapeless production** |
| Avoid printing documents unless essential - use laptops, PDAs and smartphones | ☒ Yes | **Always. Never printed any documents** |
| Replace disposable cups, plates and cutlery with reusable washable ones | ☒ Yes | **Bring my own dishware to work for use and ate at restaurants on bio-plates** |
| Replace bottled water with refillable water bottles | ☒ Yes | **Use one 2-liter bottle for all water consumption all day** |
| Buy local produce and supplies | ☒ Yes | **All consumed vegetarian foods were grown locally** |
| Buy in bulk to reduce waste in packaging and transport | ☒ Yes | **Avoided purchasing anything in bulk other than toilet paper for off-grid travel** |
| Buy fair-trade and ethically produced food and supplies | ☒ Yes | **Purchased directly from grower** |
| Consider vegetarian options to reduce meat consumption | ☒ Yes | **I am a vegetarian for the last 10 years** |

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| | | |
|---|---|---|
| Buy timber from sustainable sources - look for FSC certification | ☐ Yes | **Never had to buy wood** |
| Buy environmentally friendly supplies - e.g water-based paints | ☐ Yes | **Not applicable** |
| Recycle or donate any unwanted equipment and materials at the end of the shoot | ☒ Yes | **Yes, donated unused items to educational institution** |
| Compost green waste | ☒ Yes | **We have a 100-gallon compost bin** |
| Provide plenty of recycling bins and arrange regular recycling collections | ☒ Yes | **These are provided as mandatory in the public institution** |
| Make proper arrangements for disposal of waste - including water | ☒ Yes | **Thrown batteries at special locations; discard paper in paper bins, and plastic, metal and glass in its own bin as required by NYC law** |
| | ☐ Yes | |
| | ☐ Yes | |

## CHECKLIST - LOCATION

| | | |
|---|---|---|
| | ☐ Yes | |

**Other**

| | | |
|---|---|---|
| Respect local cultures and peoples | ☒ Yes | **I am from India so I understand and respect the local culture. Unfortunately, the local culture's practices are damaging their own environment, hence this film!** |
| Treat animals and wildlife responsibly - ideally by following an approved ethical code | ☒ Yes | **As a vegetarian, yes** |
| Ask all of your suppliers what their environmental policies are - adding your consumer pressure | ☒ Yes | **The research included local inquiries** |
| | ☐ Yes | |
| | ☐ Yes | |
| | ☐ Yes | |

Completed by: Signature:

## CHECKLIST - LOCATION

Vinit Parmar
Date: July 10, 2011

**Vinit Parmar**

Reviewed by:

Signature:

Date:

Updated by:

Signature:

Date:

Reviewed by:

Signature:

Date: