



**Österreichisches
Umweltzeichen**

Ecolabel Guideline EL 76

**Green Producing
in film productions and on TV**

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Eco-labelled products are available on the internet at

www.umweltzeichen.at

For further information, please contact one of the bodies responsible for the Austrian
Ecolabel

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Introduction

With the rising awareness for sustainability and ecological management within the society a trend towards this direction has also developed in the field of film production. As early as at the end of the 80ies the first institutions developed in the USA which laid the foundations for international quality criteria and labels. For several years similar initiatives have established themselves also in Europe.

The impulse for the development of the Austrian Ecolabel “Green Producing” came from the film production “superfilm”, which is responsible for several successful productions and aims at being the first film-producing company in Austria which works on a climate-neutral basis. It was supported and consulted in this respect by “pulswerk GmbH” within the framework of the ÖkobusinessPlan Wien.

The first fruit of this cooperation was the identification of the CO₂ balance of the late-night show “Willkommen Österreich” which shows all CO₂ emissions which are generated in the course of the production of one broadcast. The major part of these emissions, more than 90%, is caused by the field of mobility (travelling of the audience, the guests and the staff members to the location). At the beginning of 2016 a pilot project on this matter was launched, where requirements for a “green” production were already tested in practice. On the basis of the results of this project the present Guideline was subsequently developed.

This catalogue of criteria includes criteria for the production company and the specific film production in the fields of mobility and climate protection, on the set, materials for constructions, set designs and props, costumes and mask, technology, catering and accommodation.

1 Definition of the product groups

The award is given to a film production - not to the film production company.

The film production is the production of a cinema film, commercial, documentary or TV film (and/or of a season, a film, or a TV series), a show¹ or a report², which is subdivided into the stages of project development, pre-production, shooting, post-production and film distribution.

As the body awarding the Ecolabel the Federal Ministry for Sustainability and Tourism reserves the right of excluding film productions from the award of the Austrian Ecolabel by giving objective reasons in writing, if the film production concerned is, in its content, contradictory to the basic efforts of environmental, resource and climate protection or to the intention of the Austrian Ecolabel.

2 Basic requirements

The precondition for the granting and holding of the Austrian Ecolabel is compliance with all relevant laws and ordinances of the Federal Government, the Federal Provinces concerned, and the competent communities. This applies to the applying enterprise as well as to the film production to be awarded, in particular concerning copy rights and filming permits which might be required.

All employment relationships (this applies to staff members of the production company as well as to persons temporarily employed for the respective specific film production) are regulated by service or works contracts.

The legal provisions concerning minimum wages and maximum working hours according to collective agreement for film-makers and collective agreement for non-filmmakers shall be complied with.

3 Criteria structure

The criteria of Ecolabel Guideline No 76 are basically divided into two categories:

- criteria to be complied with by the production company as an enterprise and
- criteria applying to the respective film production

The listed criteria must be complied with by the applying production company as well as by the film production to be awarded; exempted shall only be criteria which, verifiably, do not apply.

With some criteria measures can only be freely selected from a spectrum of offers. In this case the mentioned minimum number of measures is to be complied with. If an implementation of more than 50 % of the proposed measures is verifiably not possible these criteria are taken out of the ranking. Some measures can be mentioned by the applicant for these criteria and accepted after an assessment by an independent control body.

¹ In this context attention has to be paid to the Austrian Ecolabel Guideline Green Events EL62, as the focus is on the recording and not on the event as such. *In this respect it can be examined whether a show and/or an event can be awarded within the framework of the Green Events Guideline*

² Subsequently called film production

4 Criteria for the production company

4.1 Mission statement

The enterprise has a corporate vision on environment and sustainability which has been adopted by the management. In this mission statement objectives and measures are described

Assessment and verification: The mission statement is submitted and it is explained comprehensibly how and where it is communicated (website, annual reports, etc.).

4.2 Green producing agent

In the production company a staff member shall be nominated as Green Producing Agent. He/she is responsible for quality assurance measures, forwarding of information to the staff members and certifications

Assessment and verification: The name of the Green Producing Agent shall be indicated and communicated internally (e.g. website, mailings, annual report). Any changes shall be announced without delay.

4.3 Information to the staff members

The Green Producing Agent shall inform all staff members about the Ecolabel through the usual internal organisation paths and encourages them to comply with the criteria for the production company.

The Green Producing Agent shall send out regularly information on already implemented as well as on planned environmentally-relevant measures and, if relevant, the procedure of green producing projects to all staff members.

Assessment and verification: The information to the staff members shall be submitted and it is explained in a comprehensible way how the communication will subsequently take place (mailings, website, annual reports etc.).

4.4 Information on environmentally-friendly mobility

The production company shall communicate to the enterprise the desired preference of using public means of transport to get to work. In particular as far as short-distance transport is concerned public means of transport shall be used. Within Austria and in the case of reasonable long distances (such as for example Vienna-Munich) preference shall be given to the train over aeroplane or private car.

Assessment and verification: A declaration of compliance with this criterion together with copies of the information material as well as tickets, if required, is presented.

4.5 Office paper

The production company and/or the production unit shall use only office paper with an Ecolabel according to ISO Type I³ or made of 100 % recycling paper.

Assessment and verification: Data and documentation (e.g. the relevant invoices) on the types of paper used are presented.

4.6 Printed products

If possible, printing contracts placed with printing companies are concluded according to the Austrian Ecolabel Guideline for Printed Products (UZ24) or the EU Ecolabel. This does not apply to existing contracts, in the case of re-tenders the criterion is taken into consideration

or

The paper of the printed products complies with one of the following criteria:

It is awarded with an Ecolabel according to ISO type I

or is made of 100% recycling paper

or is made of totally chlorine-free (TCF) paper

or meets the criteria of the Mustermappe ÖkoKauf Wien

(<http://www.wien.gv.at/umweltschutz/oekokauf/ergebnisse.html>).

This applies to all printing orders of the production company and/or the production unit.

Assessment and verification: Data and documentation (e.g. printing orders, invoices, printed matter on the papers /commissioned printing companies are presented.

4.7 Environmentally-friendly office management

The production company shall implement at least one of the following measures in the office sector:

- At least 50 % of the electrical and electronic equipment (PC, laptop computer, screens, copiers, printers, etc.) are energy-efficient (e.g. labelled with the current standard of the Energy Star or TCO or listed in www.topprodukte.at) or bear an Ecolabel according to ISO Type I.
- At least two cleaning agents (dishwashing detergents, hand dishwashing detergents, soaps etc.) bear an ISO Type I Ecolabel or are listed in the database "ökorein" www.oekorein.at.
- Sanitary papers shall bear an Ecolabel according to ISO Type I or are verifiably made of 100 % recycling paper.
- Implementation of measures on environmentally-friendly behaviour in the office (e.g. double-sided copying, correct ventilation, ...)

³ ISO type I: e.g. Austrian Ecolabel, Blauer Engel, EU Ecolabel, Nordic Swan, etc.

- The electricity purchased by the production company has been granted the Austrian Ecolabel (Ecolabel Guideline 46 “Green Electricity”).
- Own measures

Assessment and verification: Data and documentation on the measures taken such as invoices, lists of tools, confirmations, and information are presented.

4.8 Waste separation

The waste shall be separated in such a way that it can be handled separately by the local or private waste management facilities.

At least three fractions plus residual waste have to be collected separately in the office.

Hazardous wastes (e.g. energy saving bulbs, medical drugs) electrical appliances, as well as toners and colour cartridges are to be particularly taken into consideration. These wastes are to be separated, collected, and disposed of appropriately.

Assessment and verification: It has to be explained which categories of waste are accepted by the local bodies, which procedures for collection, separation, handling and disposal of these categories are available, and/or which pertinent contracts have been concluded with private enterprises.

5 Criteria to be complied with by specific production

5.1 Mobility and climate protection

5.1.1 Encouragement of environmentally-friendly mobility

The production company shall communicate to the staff members of the production and direction sectors, as well as to actors etc. the desired preference of using public means of transport to get to work.

The production company shall encourage the staff members of the production and direction sectors as well as actors etc. to travel to the production site by means of at least one of the following measures:

- Tickets for public means of transport are offered at a reduced price or the costs are completely covered by the production company.
- Car pools are organised by a central body.
- Car-sharing offers are organised by a central body.
- There exists an own vehicle fleet of gaseous fuel-powered vehicles, electrical or hybrid motor vehicles of the company.
- At shows and events the guests are, to the extent that it rests within the responsibility of the applicant, informed by indications on the use of public means of transport (e.g. on the ticket).
- Own measures

Assessment and verification: A declaration of compliance with this criterion together with documentation on the implementation (information material, travel confirmation, tickets, etc.), is presented.

5.1.2 Calculation of the CO₂ emissions arising from attendees' travels

The Green Producing Agent shall calculate the CO₂ emissions of the travels of all stakeholders and shall use the data to improve the measures he/she takes in the field of CO₂ reduction.

Assessment and verification: Presentation of the calculation and description of the further use or presentation of an action programme.

5.1.3 Environmentally-friendly vehicle fleet

At least one of the following measures on the vehicle fleet and on transport has to be complied with.

- The production company informs transport enterprises at the time of tendering about the environmental standards of the production and awards the contract to the more environmentally-friendly vehicle fleet (at least EURO 5, electrical, gaseous-fuelled or hybrid vehicles).
- The production company prefers mobility partners with an environmental programme (Ecolabel according to ISO type I, EMAS, Ökoprofit, ISO 14001, klima:aktiv, etc.) and/or participation in a consulting programme for enterprises (e.g. klima:aktiv).
- On the set exclusively bicycles or electrical/solar-driven vehicles are used.
- The production company takes over the compensation for the total volume of CO₂ produced and informs the persons involved about it.
- Own measures

Assessment and verification: A declaration of compliance with this criterion together with documentation on the implementation (communication, order confirmation, confirmation of the quantities of CO₂ compensated for) is presented.

5.2 On the set

5.2.1 Communication of green producing measures

The production company shall communicate the green producing measures to all persons involved (the staff members of the production and direction sectors, actors, etc.).

The green producing agent must be reachable for questions during the whole period of the production.

Assessment and verification: The information to the staff members has to be submitted and the name of the Green Producing Agent has to be communicated.

5.2.2 Location Scouting

Environmental aspects such as the accessibility by public means of transport, the possibility of a local mains power supply, nature conservation, etc. must be taken into consideration in the course of the process of selecting a location.

Assessment and verification: A declaration of compliance with this criterion together with documentation on the implementation (communication, selection criteria, etc.) is presented.

5.2.3 Productions in sensitive natural environments

If the filming location is located in areas which are protected under national law or under EU law (nature conservation areas, Natura 2000 areas, birds protection areas, etc.) or in sensitive ecosystems (moors, glaciers, river flood plains, etc.) a protection concept must be presented which includes the following, depending on the respective situation:

- Definition of the necessary protective measures
- the implementation of the measures (e.g.: protection of turf or tree roots; avoidance of damage caused by buildings, facilities, equipment, fire, chemicals, paints, faecal matter; the marking or fixing of paths etc.; for shootings with animals, special measures with respect to trampling damage, faecal matter and scatter material, as well as the protection against browsing etc.) have to be taken;
- Ensuring the communication of protective measures to all those involved.

Damage caused to fauna and flora must be avoided (no use of staples on trees, instead of it elastic ribbons/ropes).

Assessment and verification: Information about the filming location as well as, if required, submission of a protection concept (and/or proof of the compliance with respective requirements of the filming permit and the explanation how this is communicated internally and to the participants).

5.2.4 Electricity supply

Where a connection to the public grid is available and its use is possible, electricity from the public grid is used.

If no electricity supply from the public grid is possible, recourse is made to rechargeable batteries (accumulators).

If this is not possible either, a power generator can be used.

In this case aggregates with more than 50 kW must be equipped with a particle filter. With a performance of up to 50 kW for reasons of shooting an aggregate without particle filter can be used as well.

When using power sets a current maintenance report with emission measurement (not older than one year) must be submitted. It has to be ensured that no environmentally harmful liquids get into contact with the soil (underlays, etc.).

Assessment and verification: A declaration of compliance with this criterion together with documentation on the implementation (information about electricity procurement, accumulators, aggregates, etc.) is presented.

5.2.5 Separated waste collection

The waste is to be separated in such a way that it can be handled separately by the local or private waste management facilities. At least the fractions wood, metals, paper and cardboard, construction waste, glass, and all packaging fractions shall be collected separately after the production. The separated collection shall lead first and foremost to material recycling.

Hazardous wastes (e.g. energy saving bulbs) electrical appliances, as well as toners and colour cartridges shall be particularly taken into consideration. These wastes shall be separated, collected, and disposed of appropriately.

Assessment and verification: It has to be explained which categories of waste are accepted by the local bodies, which procedures for collection, separation, handling and disposal of these categories are available, and/or which pertinent contracts have been concluded with private enterprises.

5.2.6 Wastewater disposal

Wastewater shall not be discharged directly into water bodies. Wastewater disposal complies with the legal provisions and has to be checked and approved by the authorities.

Assessment and verification: A declaration of compliance with this criterion, as well as, if applicable, the official authorisation, is presented.

5.2.7 Portable toilets

Portable toilets shall include facilities for the cleaning of hands and
Portable toilets shall be set up in outdoor areas without connection to the sewage system and are regularly maintained and cleaned during the production. The content is properly disposed of.

Assessment and verification: Number of toilets, proof of cleaning staff and cleaning plan, disposal contract.

5.2.8 Information signs and guidance systems

The elements of the guidance system shall be either electronic or reusable, or recyclable. Avoidance of tapes, using reusable tapes instead.

Assessment and verification: A declaration of compliance with this criterion as well as, if appropriate, proof of implementation (information about the products), is presented.

5.2.9 Environmentally-friendly set

At least two of the following measures are implemented in the work on the set.

- On the set exclusively stationary (office paper, envelopes...) is used which has been awarded with an Ecolabel according to ISO Type I or consist of 100 % recycling paper.
- At least two cleaning agents (dishwashing detergents, hand dishwashing detergents, soaps etc.) bear an ISO type I Ecolabel or are listed in the database "ökorein" (www.oekorein.at).
- Sanitary papers bear an Ecolabel according to ISO Type I or are verifiably made of 100 % recycling paper.
- The electricity used on the set originates, at least on one location, from 100 % renewable sources of energy or bears the Austrian Ecolabel (Guideline EL 46, "Green electricity")
- Own measure

Assessment and verification: A declaration stating how this criterion is met must be provided. Appropriate documentation (invoices, products, producer statements, contracts) is presented.

5.3 Material for constructions, set designs, and props

5.3.1 Temporary structures

If temporary buildings or structures are established for the film production (tents, caravans, etc.) they shall be completely dismantled and either reused or all materials separated by type of material and recycled/disposed of according to the legal requirements (for example screws are used, which can be reused, not nails or glues).

Assessment and verification: A declaration of compliance with this criterion as well as, if appropriate, proof of implementation (proof of deconstructions), is presented.

5.3.2 Selection of materials and products (lease/re-use/second hand)

At least two of the following measures are implemented in the material and product selection sectors:

- The production company borrows products and materials for constructions, set designs, and props, and doesn't purchase them.
- The production company borrows products and materials for constructions, set designs, and props from re-use networks (e.g. reusable metal frameworks instead of wood frameworks).
- The production company buys products and materials for constructions, set designs and props in second-hand shops.
- The production company purchases products and materials for constructions, set designs and props on web portals (e.g. willhaben.at, ebay.at) or flea markets and offers them again there after the film shooting or donates them.

- Environmental topics are taken into consideration in the set design (e.g. use of environmentally-friendly products, recycling stations, waste separation).
- The production company uses degradable materials and/or materials with a high share of recycling are used.
- The production company avoids spray paints. Paint residues are kept for further productions (e.g. as primer) or donated.
- The production company purchases construction materials and products from regional suppliers
- The production company avoids products and materials with: Phthalate plasticisers, brominated flame retardants, chrome, chrome and copper arsenates.
- Own measures

Assessment and verification: A declaration of compliance with this criterion, as well as, if appropriate, proof of implementation (information about the materials used), is presented.

5.3.3 Environmentally friendly use of materials and products

At least two of the following measures are implemented:

- Avoidance of formaldehyde
- Avoidance of PVC
- The production company uses wood for set design and props, if not borrowed from certified sustainable forestry. Wood certified in accordance with PEFC or FSC or other certification systems based on the criteria of Section 15 of the European Forest Strategy of 15 December 1998 shall be deemed as complying with the requirements.
- The production company uses environmentally friendly paints for set designs and props. Mostly these are products where water constitutes the solvent).
- Use of paints which have been awarded an Ecolabel according to ISO Type I or with the Natureplus-Zeichen and/or are listed in the IBO Baubook - criteria for an optimised tender from the point of view of building ecology. (<http://www.baubook.info>)
- Own measures

Assessment and verification: A declaration of compliance with this criterion as well as, if appropriate, proof of implementation (information about the materials, paints etc. is presented.

5.4 Costumes and mask

5.4.1 *Environmentally-friendly cosmetics*

The use of at least two cosmetic products bearing an Ecolabel according to ISO Type I or another organic and/or natural cosmetics certification⁴ is required.

Assessment and verification: A list of the respective cosmetic products is presented.

5.4.2 *Environmentally-friendly textiles and clothing*

At least two of the following measures are implemented in the field of work of costumes and mask.

- The production company borrows textiles and clothing and doesn't buy them.
- If textiles are purchased they are certified. Use of textiles bearing an Ecolabel according to ISO Type I or a relevant certification for textiles⁵.
- The production company buys textiles and clothing in second hand shops.
- The production company purchases textiles and clothing on flea markets and online flea markets/web portals (e.g. willhaben.at, ebay.at) and/or offers them again there after the film shooting or donates them.
- If clothes are washed (on/at the set) environmentally-friendly detergents are used. Use of detergents bearing an Ecolabel according to ISO Type I and/or use of energy-saving equipment (washing machines/driers); textiles are hung up to dry.
- Own measures

Assessment and verification: Relevant documents (invoices, photos, etc.) or documentation of measures applied are presented.

5.5 Technology (production and post-production)

5.5.1 *Energy efficient lighting technology*

At least 80 % of the lighting facilities on the set are energy-saving (LED and/or energy-efficiency class A). This does not apply to light bulbs whose physical characteristics do not allow substitution by energy saving light bulbs.

Assessment and verification: A declaration of compliance with this criterion as well as, if appropriate, proof of implementation (invoices, photos), is presented.

⁴ e.g. Austria Bio Garantie, COSMEBIO, BDIH Kontrollierte Naturkosmetik, Ecocert, EZA, IMO control, NaTrue Biokosmetik, CCPB, Demeter

⁵ bluesign®, Cradle to Cradle, FAIRTRADE Certified Cotton, GOTS Global Organic Textile Standard, Made in Green by OEKO-TEX®, Naturtextil IVN zertifiziert BEST, Öko-Tex Standard 100, ÖkoControl, BCI, bioRe, EZA - Fairer Handel GmbH, Hautsache Körperverträglich - medizinisch getestet und schadstoffgeprüft, Naturleder IVN zertifiziert, OCS 100.

5.5.2 Digital production

At least one of the following measures in the production sector is implemented:

- Use of energy-saving equipment (monitors, computers, storage media) which are certified with TCO/EPEAT Gold/Blauer Engel; use of 2.5 inch hard disk; SSD (solid state drives, etc.
- Screen savers are deactivated/appliances and servers which are not used must be switched off (use of connector strips or “stand-by killers”).
- Only workflow systems are used (digital exchange of reports and rough cuts.
- Own measures

Assessment and verification: A declaration of compliance with this criterion as well as, if appropriate, proof of implementation (invoices, photos, etc.), is presented.

5.5.3 Environmentally friendly recording technology

At least one of the following measures is implemented in the technology sector:

- A lighting system which operates with a connection to the mains is used.
- Reflector mirror systems are used.
- Aerial photographs are made with camera drones and not from helicopters.
- Use of camera bikes.
- Energy-efficient equipment is used.
- Instead of coloured films colour effect glasses (dichroic filters) are used. Used coloured films are kept for future productions.
- Own measures

Assessment and verification: A declaration of compliance with this criterion as well as, if appropriate, proof of implementation (invoices, photos, concept, etc.), is presented.

5.5.4 Special effects

Special effects are generated digitally. If not, at least one of the measures in the special effects sector applies:

- Potential hazards to the environment are identified before the shooting. Preventive measures in order to avoid and limit damage are taken.
- No combustion of materials which were produced on the basis of crude oil, including plastics, rubber and diesel fuel.
- For fire effects propane and water-based smoke fluids are used.
- Biodegradable artificial snow products are used.
- Own measure

Assessment and verification: A list of special effects and of the resources needed for that purpose (name of the products) is presented.

5.5.5 Copying

It is refrained from using analogous copying

Assessment and verification: A declaration of compliance with this criterion as well as, if appropriate, proof of implementation, is presented.

5.6 Catering and gastronomy

5.6.1 Contractual agreement of the production company with the caterer

The film production company concludes a written contract on the compliance with the green catering criteria.

Assessment and verification: The contractual agreement with the catering enterprise is presented.

5.6.2 Catering with eco-certification

The catering / the gastronomic enterprise meets one of the following requirements.

- Austrian Ecolabel (in this case the proof of further catering criteria is not required).
- Quality labels or any other recognized certification granted by a third authority or member of an environmentally related gastronomic association⁶.
- Environmentally-related minimum standard on the basis of the check list /product data base⁷.

Assessment and verification: The name of the enterprise and the type of certification are indicated.

5.6.3 Waste avoidance catering

The following criteria shall be complied with on the set and/or by the caterer and are laid down by a contract:

- Exclusively reusable cups, reusable dishes (plates, bowls) and reusable cutlery are used.
- Beverages are purchased exclusively in bulk packs and/or reusable packs and are served from them.

⁶ Bio-Zertifizierung (organic certification), AMA Gastro-Zertifizierung (AMA gastro certification), Genuss-Region Partner (Region of Delight partner), "Slow Food" Partner, Fair Trade Partner, MSC (Marine Stewardship Council) or ASC (Aquaculture Stewardship Council)

⁷ See Annex:

- No use of/selling of/serving from beverage cans.
- No use of coffee/tea vending machines using capsule systems.
- Purchasing in reusable transport packs or at least in recyclable packaging.
- Use of reusable tablecloths.
- Use of reusable or compostable decoration.
If compostable decoration is used, it has to be ensured that it is collected and disposed of via the separate collection for organic waste after the end of the shooting.
- Measures to avoid food waste are implemented (e.g. meals are delivered to external destinations in smaller quantities, but more frequently, remaining food is donated, use of the takeaway boxes from the TafelBox initiative, etc.).

Assessment and verification: The contractual agreement with the catering enterprise is presented. Proof of implementation (measures taken, cooperation TafelBox, information about disposal etc.) is presented.

5.6.4 Purchase of beverages and food

The following criteria shall be complied with by the caterer and are laid down by a contract:

- No foodstuffs which are problematic from the point of view of animal welfare and species protection (e.g. caviar, bluefin tuna, shark, turtles, foie gras, frog legs, etc.) are used.
- All eggs used (fresh eggs) originate as a minimum requirement from laying hens from free-range management.
- At least two agricultural products and two beverages originate from regional production⁸.
- At least two foodstuffs or beverages are from certified organic production.
- All sea fish and seafood used are either caught in the wild and certified with the MSC (Marine Stewardship Council) quality label or are from organic aquaculture.

Assessment and verification: The names of the products and producers have to be given.

5.6.5 Tap water as a service for staff members

During the whole time on the set tap water is provided for free.

Assessment and verification: The contractual agreement with the catering enterprise is presented and the way of implementation is explained.

5.6.6 Vegetarian meal

At least one vegetarian or vegan meal is offered.

⁸ The major part of the food production (cultivation, breeding, primary production, etc.) takes place within a distance of approx. 150 km (in border regions also outside Austria). A regional selling or marketing place is not enough. The origin can be demonstrated.

Assessment and verification: The contractual agreement with the catering enterprise as well as the menu or something similar is presented.

5.6.7 Waste and wastewater disposal

Food and catering wastes are properly disposed of in an environmentally compatible manner (depending on the available facilities biogas plant or composting).

Mobile dishwashing systems are either connected to the public wastewater disposal system or providers have a wastewater disposal plan.

Assessment and verification: The technology of the mobile dish-washing system and the disposal of wastes have to be proved.

5.6.8 Energy saving in the fields of air conditioning and heating in outdoor areas

No mobile open-front coolers are used in outdoor areas

Electric or gas mushroom heaters (as well as cooling equipment) in outdoor areas are only used in shielded areas, which restrict radiation, if they are absolutely necessary for climatic reasons. In this case their use has to be reduced to a minimum period of time.

Assessment and verification: The contractual agreement with the catering enterprise is presented. The times of use have to be documented.

5.6.9 Information of staff members and external communication

All staff members involved in the catering (for example purchasing, kitchen, and service) shall be informed about the criteria and are able to provide information orally,

The special quality of the catering offer (seasonal or organic products, MSC fish) and/or the producers of regional foodstuffs /beverages are especially indicated on the menu /menu or place cards, etc.).

Assessment and verification: The contractual agreement with the catering enterprise is presented and the way of implementation is explained.

5.7 Accommodation

5.7.1 Communication of green producing measures to accommodation enterprises

The production company shall inform all accommodation enterprises about the environmental standards of the film production.

Assessment and verification: The letter to the accommodation enterprises is presented.

5.7.2 Accommodation enterprises with environmental certification

Accommodation enterprises shall comply with one of the following conditions:

- Ecolabel according to ISO type I, EMAS or ISO 14001
- Ecolabel with external control by a third party (Ökoprofit, Bio Verband, Klimabündnis, etc.)
- Environmentally-related minimum standard on the basis of the check list /product data base.⁹

Assessment and verification: The names of the enterprises and the relevant contracts as well as, where applicable, proof of certifications and/or check lists/entry into the product data base, are provided.

6 Inspection provisions

According to the statutes of the Ecolabel the compliance of a film production with the requirements provided for has to be proved by means of an expert opinion of an independent auditing body.

The requirements of Guideline “EL 76” are considered to be complied with if the criteria set for the fields of production company and film production are met. For this purpose a two-step control system is provided for, which stipulates as a first step the control of the compliance with the criteria required for the production company as an enterprise. Appropriate evidence of the compliance with these requirements has to be furnished only at the first application (as well as at follow-up audits). After the termination of the first part of the audit procedure the contract on the use of the Ecolabel will be concluded.¹⁰

The compliance with the criteria for the film production to be awarded has to be proved in a second step for each production separately by means of an independent expert opinion.

The application for the award of the Ecolabel for a specific production shall be filed at the time of the first application at the beginning of the two-level audit procedure and subsequently always at the beginning of the shooting.

In case of the production of a series the compliance of the production with the criteria has to be proved only once, if it can be proceeded on the assumption that the required measures will remain the same in the course of the whole production process, and are complied with. Any changes of the production that might occur which are relevant in terms of the Guideline (e.g. new shooting location, change of catering) shall be notified without delay to the independent auditing body which has established the expert opinion for the purposes of supplementing the verification opinion.

7 Licence award and promotion of the film productions

A film production which has been/is to be awarded according to the Guideline can be promoted with the Ecolabel as “Green Producing“ as follows:

⁹ See Annex:

¹⁰ The intention to have a film production certified according to Guideline EL 76 must already exist at the time of application and the production to be awarded has to be indicated.

After the conclusion of the first part of the two-level audit procedure and/or in the case of a valid licence agreement as well as of forwarding of the written agreements with the caterer and the documentation of the communication of green producing measures to the staff members of the current production a promotion with the Ecolabel logo with the following formulation is possible: *‘Es wird angestrebt, die Produktion nach den Kriterien des Österreichischen Umweltzeichens für “Green Producing” auszurichten. (We aim at organising the production according to the criteria of the Austrian Ecolabel for “Green Producing”.)*

After the conclusion of the second step of the certification process the film production can use the Ecolabel logo with the following formulation in external communication.

“Diese Filmproduktion entspricht den Kriterien des Österreichischen Umweltzeichens für “Green Producing””. (This film production complies with the criteria of the Austrian Ecolabel for “Green Producing”)

8 Annex

SAMPLE: Check list for accommodation enterprises/catering enterprises

Data of the enterprise

Name of the accommodation / catering enterprise [Click here to enter text](#)

Contact: [Click here to enter text](#)

Street / town/village: [Click here to enter text](#)

Phone: [Click here to enter text](#)

Email: [Click here to enter text](#)

Website: [Click here to enter text](#)

1. Environmental certificates

1.1 Has your enterprise been awarded with the Austrian Ecolabel, the EU Ecolabel or any other environmental certificate according to ISO Type I¹¹ or EMAS or ISO 14.001?

yes

Which one: [Click here to enter text](#)

Evidence provided by [Click here to enter text](#)

No further information required!

1.2 Does your enterprise have any other environmental certificate?¹²

yes

Which one: [Click here to enter text](#)

Evidence provided by [Click here to enter text](#)

No further information required!

¹¹ [Ecolabels for tourist accommodation enterprises according to ISO type I, with certification by independent third parties \(see www.destinet.eu\)](http://www.destinet.eu)

¹² "Any other environmental certificate" could refer to other environmentally relevant awards e.g. Ökoprofit, Klimabündnis, but also labels awarded on an international scale by tour operators such as the "Travelife" certification or the "TUI - Environmental Champion" etc. or awards for the food/kitchen sectors such as the organic certification etc.

2. Requirements for enterprises not awarded with an environmental certificate

Enterprises not awarded with an environmental certificate according to 1.1 or 1.2 must satisfy the basic requirements set forth under 2.1 and reach at least 15 points for accommodation enterprises and/or 8 points for catering enterprises (one point for each 'yes') to qualify as an enterprise which can be used for the production.

The 3rd category has to be ticked if compliance with a criterion aimed at the goal of resource saving is not possible because the resource is not used by the enterprise (e.g. no supply of electricity).

In case of insecurity concerning the content or the possibility to furnish proof, see the explanations below

2.1 Basic requirements (must be complied with)

- Proper treatment of the sewage caused by the enterprise yes
Statement: [Click here to enter text](#)
- Proper disposal of the waste generated at the enterprise yes
Statement: [Click here to enter text](#)
- Employment of staff members according to minimum legal requirements yes no employees
Statement: [Click here to enter text](#)

2.2 Energy

- Use of renewable resources for heat / hot water yes no
Statement: [Click here to enter text](#)
- Heating without the use of coal, heavy fuel oils, coal briquettes, or electricity yes no
Type of heating: [Click here to enter text](#)
- Energy-saving lighting at least 50 % (LED, energy-saving bulbs...) yes no no electricity
Statement: [Click here to enter text](#)
- Electricity from renewable sources of energy at least 50 % yes no no electricity
Evidence: [Click here to enter text](#)

2.3 Water / Waste water in the rooms

- Flow rate limitation for fittings /showers (max. 12 l/min.) yes no
Implementation: Indication l/min: [Click here to enter text](#)
- Water saving / waterless toilets / flush stop and/or through-flow max. 6 l yes no
Implementation: [Click here to enter text](#)
- Accommodation: Change of towels / bed linen only if requested (note for guests) yes no no linen
Implementation: [Click here to enter text](#)

2.4 Waste disposal

- Composting of biogenic wastes yes no
Statement: [Click here to enter text](#)

Separate waste collection (at least 3 fractions plus residual waste) yes no

Implementation, fractions: [Click here to enter text](#)

Accommodation: Waste bins in (ladies) toilets yes no

Implementation: [Click here to enter text](#)

2.5 Gastronomy/Food

Offer/use of seasonal and regional food: yes no no kitchen

Statement: [Click here to enter text](#)

Offer/use of seasonal and regional food: yes no no kitchen

Statement, share: [Click here to enter text](#)

Offer/use of fair trade products yes no no kitchen

Which ones: [Click here to enter text](#)

2.6 Waste prevention

Offer/use of bulk packs and reusable packs yes no no kitchen

Statement: [Click here to enter text](#)

No disposable tableware yes no no kitchen

Statement: [Click here to enter text](#)

No individual packages in kitchens and bathrooms yes no

Implementation: [Click here to enter text](#)

2.7 Accommodation: Information & service for guests

Maps of surrounding areas, hiking maps, maps of bicycle trails yes no

Implementation: [Click here to enter text](#)

Information on destinations for trips with relation to nature/culture/environment yes no

Implementation: [Click here to enter text](#)

Schedules for public means of transport yes no

Implementation: [Click here to enter text](#)

Bike rental service/shuttle service (e.g. pick-up from railway station) yes no

Implementation: [Click here to enter text](#)

At least partly barrier-free facilities yes no

Implementation: [Click here to enter text](#)

Information on environmentally compatible travel to the destination yes no

Implementation: [Click here to enter text](#)

2.8 Accommodation: Regional and socio-cultural aspects

Family enterprise, owner-operated enterprise, or national chain yes no

Statement: [Click here to enter text](#)

Enterprise with less than 200 beds

yes no

Number of beds [Click here to enter text](#)

Construction in an architectural style typical for the region/adapted to the surroundings

yes no

Statement: [Click here to enter text](#)

Local staff (also in managerial positions)

yes no no staff

Implementation: [Click here to enter text](#)

Training of the staff in environmentally conscious behaviour

yes no no staff

Statement: [Click here to enter text](#)

Signing of the "Code of Conduct" for the clear and preventive rejection of sexual exploitation of children

yes no

Statement: [Click here to enter text](#)

We herewith confirm the accuracy of the information provided. In the event of changes concerning the data of the enterprise we will update the information accordingly. I accept that the data will be stored and will be available only to interested companies to facilitate the organisation of Ecolabel Green Producing.

I am interested in the Austrian Ecolabel/the EU Ecolabel

Please send me information

Please contact me

Please send me the newsletter

Confirmation of the accommodation enterprise/catering enterprise

[Click here to enter text](#)

Place, date

Stamp of the enterprise, signature

SAMPLE: Agreement catering

Agreement on catering services provided according to criteria of the Ecolabel Guideline EL 76 Green Producing

I hereby confirm that I am familiar with the requirements to be complied with by a catering enterprise according to Guideline EL 76.

I undertake to orient the catering for this production according to these criteria.

In particular the compliance with the following points is promised:

- ✓ **Exclusively reusable tableware** is used (cups, plates, bowls, and cutlery).
- ✓ **Beverages are offered exclusively from bulk packs and/or in/from returnable bottles.**
- ✓ **No beverage cans** are used or offered.
- ✓ We **don't use coffee/tea vending machines using capsule systems.**
- ✓ We purchase in **reusable transport packs or recyclable packaging.**
- ✓ We use **exclusively reusable tablecloths.**
- ✓ Our **decoration is reusable or compostable.**
- ✓ We take **measures to avoid food waste.**
Description:
- ✓ **Mobile dishwashing** systems are either connected to the public wastewater disposal system or dispose the wastewater in an environmentally benign way as follows:
.....
- ✓ **Food and catering wastes** are properly disposed of in an environmentally compatible manner (depending on the available facilities biogas plant or composting).
Description:
- ✓ We **don't use** any **“open front coolers”**.
- ✓ We **don't use** any **electric or gas mushroom heaters** for heating outdoor areas (except if it is necessary due to climatic conditions, then the times of use will be reduced to a minimum extent).
- ✓ We provide **tap water** for the crew **free of charge.**
Description:

- ✓ We **don't use** any **foodstuffs** (and no parts or products thereof) which are in **contradiction to the objectives of animal welfare or species protection**, such as caviar, bluefin tuna, shark, turtles, foie gras, frog legs, etc.

- ✓ All eggs used (newly laid eggs) originate from **free-range management**.
Products and producers:

- ✓ At least **two agricultural products and two beverages from regional production** are offered.
Products and producers:

- ✓ At least **two foodstuffs or two beverages from organic production** are offered.
Products and producers:

- ✓ **Sea fish and sea food** are either caught in the wild and are certified with the **MSC (Marine Stewardship Council) quality label** or originate from **organic aquaculture**.
Products and producers:

- ✓ We offer (at least) **one vegetarian or vegan meal**.
Description:

- ✓ We will **inform** our **staff members** before the event about the criteria of the catering and the provisions concerning youth protection.

Moreover, we agree on the following conditions:

- ✓ Click here to enter text

- ✓ Click here to enter text

- ✓ Click here to enter text

Click here to enter text

Place, date

Signature and stamp of the company