

Template for Screen Production environmental policy

- 1 Begin with a statement that reflects your company's core business mission, activities and position in the screen production industry, e.g.

The New Zealand screen production industry aims to create high quality film and television that informs,, entertains and educates audiences in our own country and around the world.

- 2 Relate this statement to your company's commitment to the environment. You may wish to signpost your wider commitments such as health and safety policy, corporate social responsibility, ethical stance, community outreach, charitable strategy e.g.

New Zealand's special environmental, social and cultural qualities are central to our screen production industry. We value public confidence and trust and recognise the responsibilities that come with our unique ability to influence audiences and inspire action. Innovation, creativity and stewardship are integral to this vision and our performance.

- 3 State your environmental objectives and principles – these are material to your organisation and reflect relevant areas of compliance and your significant environmental impacts, e.g.

Our overall objective is to develop an informed and proactive basis for carrying out our operations in a way which effectively minimises adverse environmental impacts. We strive to continually improve our environmental performance by being responsive to stakeholder expectations and by benchmarking ourselves against industry best practice. We will achieve this by:

- *Reducing our greenhouse gas emissions*
- *Achieve compliance, as a minimum, with all applicable legislation, screen production industry requirements and any other adopted commitments related to environmental issues*
- *Set and review environmental objectives and targets e.g. reducing paper consumption*
- *Provide information, instruction and training to enable staff, contractors and suppliers to meet our environmental expectations in carrying out their jobs and contracts*
- *Minimise waste, use resources efficiently and prevent pollution in all our activities in the office, in studios and on location*
- *Purchase environmentally preferable goods and services where possible*
- *Minimise our impacts on local communities and the general public, and protect natural and built environments when operating on location*
- *Cooperate with external bodies and professionals to develop standards and improve the overall environmental performance of the screen production industry*

- 4 You may wish to indicate your expectation of staff and others whom you rely on to achieve your environmental commitments, e.g.

This environmental policy is intended to guide and inform staff and contractors as to how they are expected to carry out their functions, work with one another and in representing the screen production industry to customers, suppliers, shareholders, audiences and the general public.

- 5 There should be an explicit statement of commitment from top management, usually the Managing Director or Chief Executive Officer, e.g.

We will ensure that this policy is properly communicated and understood, and provide adequate and appropriate resources for all our staff and contractors to be aware of their individual responsibilities and to be actively engaged and committed to improving our environmental performance.

*<Name>
<Title>
<Date or year>*

- 6 The date for reviewing the environmental policy should be stated, e.g.

Next review <year>

- 7 Additionally, you may wish to address particular issues, such as:

Greenhouse gas emissions

Measure greenhouse gas emissions and set targets to for reducing emissions. Progress will be reviewed annually.

Energy and water

Strive for energy and water conservation in all existing operations and prefer technologies that enhance energy and water conservation when replacing or upgrading systems.

Waste minimisation and resource efficiency

Reduce waste at source in all operations, encourage creative "reduce/reuse/recycle" of waste materials generated in the office, studios and on location (make-up, wardrobe, sets), and dispose of any unavoidable wastes safely.

Risk assessment, pollution prevention, environmental protection

Understand direct and indirect impacts that business activities and productions may have on the environment. Identify potential areas of concern and develop proactive responses including for emergency situations.

Conservation, biodiversity, heritage

Promote conservation through partnerships with the regulatory, scientific and academic communities, and organisations committed to preserving natural, historic and cultural heritage. Effectively plan and manage business activities and productions to prevent adverse impacts on natural and built environments.

Compliance and regulations

Strive to understand and adhere to environmental laws and regulations, work to identify issues that may not yet be identified in law but could result in adverse environmental effects, and where feasible exceed required levels of compliance.

Storyline and programming

Recognise that decisions in programme production may impact public perception and the correct understanding of environmental issues at national level. When appropriate, integrate environmental theming into productions and encourage images of positive environmental stewardship in programming.

External collaboration

Seek business relationships with companies that demonstrate environmental ethics. Encourage suppliers, contractors and participant companies to conduct business in an environmentally responsible manner.

Accountability and monitoring

Support and encourage productions and unit managers to implement the environmental policy. Set environmental objectives and targets, and hold business units accountable for performance and measurement results.

Communication and reporting

Educate staff and contractors about environmental issues and encourage them to adopt environmentally responsible practices at work and at home. Share good environmental practice and achievements with the screen production industry, the wider business community, audiences and the general public. Disclose accurate, up-to-date, verified environmental performance data in annual reports.

Feedback and dialogue

Encourage feedback on environmental policy and practices and seek contributions for improving environmental performance through engagement with stakeholders.

Research, investment, technology

Encourage and participate in research that seeks realistic solutions to environmental problems. Advocate and apply promising and cost-effective technologies to demonstrate their environmental efficiency. When investing in new technologies, consider energy use, material composition and life cycle impacts including end-of-life disposal.