

**FINAL GREEN REPORT**

**PRODUCTION for ÖFI/ÖFI+**

**ANIMATION**

PRODUCTION:

PROJECT NO. / PROJECT

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Austrian Film Institute -<https://filminstitut.at/>

All information about green filming at the Austrian Film Institute can be found here:

<https://filminstitut.at/green-filming>

For further information, please contact the **Green Filming Department** of the Austrian Film Institute:

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I. Final Green Report

The Final Green Report serves as documentation of the sustainable implementation of the funded film project. All information from the **"Criteria Catalogue of Ecological Standards for Austrian Cinema Film Productions ÖFI and ÖFI+ for Animation"** must be taken into account here.

Further information on the current regulations can be found on our homepage:

**FOCUS Green Filming:** [Green Filming - Österreichisches Filminstitut](https://filminstitut.at/en/green-filming)

**Funding information on green filming at the ÖFI:** [Green filming funding - Österreichisches Filminstitut](https://filminstitut.at/en/application-manager/green-filming-funding)

**FAQ – Frequently asked questions about green filming:** [Frequently asked questions - Österreichisches Filminstitut](https://filminstitut.at/en/green-filming/frequently-asked-questions)

If you have any further questions, please contact the Green Filming Department: [greenfilming@filminstitut.at](mailto:greenfilming@filminstitut.at)

II. Introduction and overview

The introduction provides space for presenting optimisation possibilities, evaluating criteria or providing very specific input on the topic of practical implementation.

**The questions below are MANDATORY and must be completed in accordance with professional reporting standards:**

**Explanations of the measures implemented in the project (please complete):**

\_What went well?

\_What challenges were there?

\_At what point was the Green Film Consultant consulted?

**Lessons learned by the Green Film Consultant (please complete):**

\_What insights did the GFC gain during the course of the project?

Was there a final feedback session with the individual heads of departments? If so, what were their insights and experiences, and what will they take away for future projects?

**Other measures (please fill in):**

Measures that were considered beyond the MUST and SHOULD criteria or any "special features" relating to the project:

1. BASIC CRITERIA

The **six basic criteria** are considered prerequisites for ensuring sustainable production and must therefore be complied with and implemented.

1.1 Green Film Consultant

**●MUST criteria**

A green film consultant must be employed in the subsidised cinema film sector.

In all cases, Verification of sound, practical training lasting several days and up-to-date knowledge must be provided. (Currently recognised training courses for cinema film productions can be found here:

[Frequently asked questions - Österreichisches Filminstitut](https://filminstitut.at/en/green-filming/frequently-asked-questions)

The Austrian Film Institute is responsible for recognising the training or training certificate.

The green film consultant must be involved in the production from start to finish, and it is recommended that they be involved from the project development stage onwards. They involve the entire film team in communication and implementation and continuously accompany the film project.

Their work focuses on compliance with the current criteria catalogue and the respective green filming regulations of the Austrian Film Institute depending on the genre (feature film, documentary or animated film) and, overall, on production methods that conserve resources and reduce CO2 emissions as much as possible (according to guideline 6.1.7 of the ÖFI funding guidelines).

**Verification:**

\_Training certificate (participation in Green Filming workshops alone does not count as Verification of training)

\_Curriculum vitae

\_Website (if available – link)

\_Verification of payment (alternatively, for internal Green Film Consultants: specific time records for the project)

1.2 Producer statement

**●MUST criteria**

Production funding requires a statement from the producer on the planned implementation of green filming (Section 6.1.3. Funding Guidelines).

**Verification:**

\_To be submitted as an attachment to the production application

1.3 Calculation and accounting of additional costs

**●MUST criteria**

When submitting the application, any additional costs or cost-reducing revenues or savings resulting from green filming, insofar as these are relevant to the project, must **be shown separately** in **the "Green Filming Additional Costs" worksheet** in the ÖFI calculation template. It should be noted that these costs are also reflected in the main calculation. The worksheet should be viewed as an overview and an excerpt.

When settling accounts, the actual additional costs must be compared with the "Green Filming Additional Costs" specified in the contract.

**Verification:**

\_ "Green Filming Additional Costs" worksheet – as a PLANNED Status from the contract calculation and as an ACTUAL comparison when submitting the final report. (ÖFI reserves the right to request additional random samples of supporting documents when finalising the project accounts.)

1.4 Green Filming CHECK

**●MUST criteria**

Upon submission and no later than upon conclusion of the contract, the **Green Filming Check** must be submitted as a signed contract annex and overview of the planned MUST and SHOULD criteria of the currently available catalogue of criteria for the minimum ecological standards of Austrian cinema film productions.

After completion of the project (this can be done at the end of filming and at the latest when the final accounts for the project are settled), the actual status of implementation must be compared with the contractual status and the **Green Filming Check** must be attached to the **Final Green Report**.

**Verification:**

\_Green Filming Check / planning status contract vs. self-assessment of production after completion

1.5 CO2eq accounting with film-specific calculator

**●MUST criteria**

After completion of production, a **TOTAL CO2eq ACTUAL balance** AND **detailed extracts from the CO2eq calculator** must be submitted. For this purpose, the ÖFI can be granted a reading licence for the Austrian calculator.

The data must be recorded using a film-specific CO2eq calculator.

For filming days in Austria, Germany, South Tyrol or Switzerland, the film-specific CO2eq calculator from KlimAktiv should be used to obtain consistent and comparable data.

Evergreen Prisma, AUT:<https://lafc.greenshooting.at/de_DE/start/>

Green Shooting, GER:<https://go.greenshooting.de/de_DE/>

Green Shooting, CH:<https://www.green-shooting.ch/de_DE/>

Green Shooting, IT:<https://idm.greenshooting.eu/de_DE/>

For shooting days in countries other than those listed above, externally determined emissions should be incorporated into the calculators used above.

The CO2eq-IST balance is the actual balance after completion of production, including post-production. It should be noted that the entire project must be included.

**Verification:**

\_Overall report ACTUAL balance sheet from the film-specific CO2eq calculator (PDF and CSV file)

\_Detailed overviews of the individual sectors represented

1.6 Final Green Report

**●MUST criteria**

No later than the end of production, a final report must be submitted based on the standardised template provided by the Austrian Film Institute. This report must account for the fulfilment of the requirements. A template for the final report is provided to the production by the ÖFI.

**Verification:**

The documents must be completed and submitted with comments. This can be done at the end of filming and at the latest when the final accounts for the project are settled. It is also possible to submit an interim report. A template for the "Final Green Report" including a folder template for the Verification can be downloaded from the homepage at<https://filminstitut.at/foerderung/green-filming>.

1. MEASURES: Communication and office

2.1 Sustainability communication

**●MUST criteria**

The film production company must demonstrably ensure that the entire film crew is fully informed about the applicable environmental standards and green filming criteria and is continuously motivated to actively participate in sustainable practices.

This includes:

* **Written information:** Clear communication of the standards to the entire team (e.g. by email, in production manuals, in contracts).
* **Continuous communication:** Regular written reminders and information about sustainable practices (e.g. in schedules, by the green team).
* **Visible communication:** Notices on set pointing out waste separation and other important aspects.

**Verification:**

Examples of written communication (email, contract addenda).

Three random samples of schedules that refer to green filming/sustainability issues.

\_Photos of notices on set.

2.2 Paper

**●MUST criteria**

As a general rule, digital use is preferable to the use of paper documents.   
All film-related printed materials and documents that cannot be avoided must be produced according to the principle of minimum resource consumption:

* small print runs,
* small print format,
* double-sided copies,
* paper with an ISO Type I eco-label or verifiably 100% recycled paper. (This also applies to hygiene paper).

**Verification:**

\_Written explanation of the measures implemented

\_Invoices for new purchases / provided that the products used are clearly indicated

\_Photographs of the products used

**Written explanation of the measures implemented:**

*(fill in here)*

2.3 Cleaning products

**●MUST criteria**

Cleaning products must carry an ISO Type I eco-label (e.g. EU Ecolabel, Austrian Ecolabel, Blue Angel, Nordic Swan, NF Environment).

**Verification:**

\_List of certified cleaning agents used

2.4 Production/company: Participation in environmental management system

**○SHOULD criteria**

Companies involved in production or commissioned by it (except for sole proprietorships) should, where possible, have an environmental management system such as EMAS or EMAS Easy in place, participate in environmental programmes such as ÖkoBonus (or equivalent) or pursue ecological sustainability criteria.

**Verification:**

\_List of companies with environmental management systems / participants in environmental programmes / other implementation of sustainability criteria

\_List of the respective sustainability/environmental management systems

2.5 Procurement of office supplies

**○SHOULD criteria**

When procuring office supplies, it must be ensured that they comply with ISO Type I sustainability criteria (e.g. EU Ecolabel, Blue Angel, Austrian Ecolabel, etc.).

**Verification:**

\_Photos of the products

\_Invoices (2 examples per production site)

\_List of certified office supplies

2.6 Offices and business premises (studios): Waste

**●MUST criteria**

Offices and business premises (studios[[1]](#footnote-1) ) must ensure that daily waste is avoided as far as possible and/or disposed of separately.

**Verification:**

\_Photos of implementation

\_Written explanations of the measures implemented

**Written explanation of the measures implemented:**

*(fill in here)*

2.7 Digital use of documents

**○SHOULD criteria**

The use of paper documents should be avoided in favour of digital use.

**Verification:**

\_List of digitally used tools

\_Written explanations of the measures implemented

**Written explanation of the measures implemented:**

*(fill in here)*

2.8 Digital communication

**○SHOULD criteria**

The sending and storage of emails should be reduced to a necessary minimum. (E.g. only send necessary emails, keep email signatures concise, refrain from using GIFs, regularly clean up mailboxes, etc.).

**Verification:**

\_Written explanations of the measures implemented

**Written explanation of the measures implemented:**

*(fill in here)*

1. MEASURES: Mobility & Transport

Air travel causes very high greenhouse gas emissions. Rail is generally the most environmentally friendly means of transport. Strategic planning of locations avoids unnecessary transport routes and saves time.

3.1 Use of local crew members

**○SHOULD criteria**

1. In order to minimise travel, local crew members are preferred, and meetings are held online as a priority.

**Verification:**

\_Staff list with details of nationality and place of residence

\_Written explanation of the measures implemented

**Written explanation of the measures implemented:**

*(fill in here)*

3.2 Air and rail travel

**●MUST criteria**

All production companies involved are obliged to consider sustainability in all travel and transport decisions. Where travel is necessary, rail and/or public transport must be used. Air travel should be avoided and replaced by rail travel.

* Rail travel is preferable to air travel, provided that it can be planned in advance. Air travel under 500 km as the crow flies is not permitted.
* If flights are necessary, a written explanation of why they were necessary must be provided. It is important to note that these must be justified.
* All flights must be recorded in the film-specific CO2 calculator.

When finalising the accounts and after a detailed analysis of individual receipts, we reserve the right to reject the criterion for flights that exceed the limit or are not recorded.

**Verification:**

\_Mobility recommendations to staff

\_Written explanation of the measures implemented

\_Flight and travel expense reports / overview from the accounting department

\_Detailed overview from the CO2eq calculator with all recorded flights and train connections

\_Verification of compensation payments

**Written explanation of the measures implemented:**

*(fill in here)*

3.3 Compensation for flights

**●MUST criteria**

1. The production company compensates for all CO2eq emissions caused by mobility. (Unavoidable flights (including "non-CO2 effects").

**Verification:**

\_Detailed overview from the CO2 calculator (mobility, flights including "non-CO2 effects")

\_Verification of compensation payments

1. MEASURES: Accommodation

Hotel stays cause high greenhouse gas emissions. Compared to stays in apartments or holiday homes, they cause higher average greenhouse gas emissions per night and person.

For sustainable accommodation for cast and crew, it is helpful to raise awareness among the entire team at an early stage and to include agreements on sustainable accommodation in employment contracts.

4.1 Booking and use of hotels and apartments

**●MUST criteria**

Apartments should be booked for overnight stays.

If these are not available or hotels are preferred, hotels should be booked with certification or proven environmental measures or a publicly recognised environmental award.

Hotels that offer at least the following measures are considered to be "hotels with proven environmental measures or public environmental awards": green electricity, energy-saving measures for heating and air conditioning, water-saving measures and waste separation.

If this is not possible or available, this must be explained in writing.

**Verification:**

\_List of accommodation, including details of existing certifications or measures or type of accommodation

\_List of links to the hotels

\_If not available: written explanation and/or statement

**Written explanation of the measures implemented:**

*(fill in here)*

4.2 Room cleaning and towel change (when using hotels)

**○SHOULD criteria**

If hotel accommodation is required during the production period (this does not apply to apartment bookings), the production company or the Green Film Consultant shall enquire at the time of booking or arrival whether daily room cleaning and/or towel changes can be changed to longer intervals. This must be agreed in advance with the cast and crew.

**Verification:**

\_Written explanation of the measures implemented

\_Email communication/information

\_Survey results from cast and crew

**Written explanation of the measures implemented:**

*(fill in here)*

1. MEASURES: Catering

When it comes to catering, the focus is on sustainability, environmental compatibility, origin, resource conservation and quality.

Meat production in particular is responsible for a significant proportion of global CO2eq emissions. In the case of animated films, this criterion applies to meetings, staff catering at meetings, etc.

5.1 Office catering

**○SHOULD criteria**

When it comes to food, care should be taken to use regional, seasonal, organic and/or vegetarian/vegan food and beverages wherever possible.

**Verification:**

\_Written explanations of the measures implemented

**Written explanation of the measures implemented:**

*(fill in here)*

1. MEASURES: Energy and technology

Switching to certified green electricity is one of the quickest and easiest ways to drastically reduce CO₂eq emissions.

6.1 Green electricity / production company

**●MUST criteria**

In all of the production company's (funding applicant's) operating sites, the electricity supply should be covered 100% by green electricity (with national certificates of origin), either through own production or in accordance with UZ46-certified "green electricity", provided that the production company has influence over the choice of electricity supplier.

**Verification:**

\_Grid contracts with a specified electricity mix at the beginning and end of the project and in the event of changes in the electricity mix/electricity procurement.

6.2 Green electricity / Partner production companies

**●MUST criteria**

2. All partner production companies are required to work exclusively with studios[[2]](#footnote-2) whose electricity supply is covered entirely by green electricity with national certificates of origin, either from their own production or certified as "green electricity" in accordance with UZ46.

**Verification:**

\_Grid contracts and annual statements showing electricity consumption, with the electricity mix specified at the beginning and end of the project; any changes in the electricity mix/electricity procurement must be reported.

\_Verification of the calculation of electricity consumption based on working hours on the project

6.3 Collaboration with "artists"

**○SHOULD criteria**

If you work with individual artists who work remotely from their home location, they must be made aware of the sustainability principles (see sustainability principles points 2.2 and 6.8).

**Verification:**

\_Email communication informing artists about the sustainability principles (if applicable)

6.4 Energy-saving measures on local PCs when working remotely

**○SHOULD criteria**

Most electricity is consumed by monitors that are left running. For home office employees with remote access to local PCs, it must be ensured that these devices can be switched on and off at any time during working hours, either physically or via an appropriate system.

Here, consideration can be given to using, for example, an "HDMI dummy plug" or "monitor emulator stick" etc. so that employees can still work from home without having to leave their local monitors switched on.

**Verification:**

\_Written explanations of the measures implemented

**Written explanation of the measures implemented:**

*(fill in here)*

6.5 Green electricity for internal render farms

**●MUST criteria**

When using internal render farms, all productions involved undertake to ensure that these are operated with green electricity (with national certificates of origin).

**Verification:**

\_List of internal render farms

\_Verification of electricity purchased with corresponding identification of renewable electricity

\_Detailed overview from the CO2 calculator

6.6 Green electricity for external render farms

**●MUST criteria**

7. If external render farms or cloud servers are used, all productions involved undertake to use only those that are powered by green electricity (with national certificates of origin). In addition, it must be stated whether waste heat was utilised.

**Verification:**

\_List of external render farms

\_List of cloud servers used

\_Verification of electricity purchased with corresponding identification of renewable electricity

\_Detailed overview from the CO2 calculator

6.7 Activity controlling / standby components / waste heat utilisation

**○SHOULD criteria**

6. In addition, active activity controlling must be carried out (monitoring of energy consumption, load management, consolidation of workloads to avoid unused capacity). It must also be stated whether the servers have standby components and whether waste heat is utilised.

**Verification:**

\_Written explanations of the measures implemented

**Written explanation of the measures implemented:**

*(fill in here)*

6.8 Deactivate electronic devices / implement energy-saving measures

**○SHOULD criteria**

8. All electronic devices that are not absolutely necessary should be switched off overnight or intelligent, energy-saving measures should be implemented.

**Verification:**

\_Written explanations of the measures implemented

**Written explanation of the measures implemented:**

*(fill in here)*

6.9 Rechargeable batteries

**●MUST criteria**

Disposable batteries may not be used in production offices and studios throughout the entire production process. Rechargeable batteries must be used instead.

**Verification:**

\_Written explanations of how the measure was implemented

\_Photographs

**Written explanation of the measures implemented:**

*(fill in here)*

6.10 Technology / Materials and equipment

**●MUST criteria**

If hardware and equipment for the workstations (studios) used in Austria have to be rented, this is done through national partners.

**Verification:**

\_Written explanations of how the measure was implemented

\_Contracts

\_Invoices

**Written explanation of the measures implemented:**

*(fill in here)*

1. MEASURES: Waste management

Sustainable waste management includes the avoidance, reuse, recycling and other recovery of equipment.

7.1 New purchases of electrical equipment

**○SHOULD criteria**

Offices and business premises (studios) shall ensure that sustainable procurement standards are adhered to when purchasing new equipment. These include: TCO certification / low power consumption / durability / repairability / use of refurbished equipment (if possible for the intended purpose).

**Verification:**

\_List of electrical appliances purchased, including corresponding sustainability notes

\_Written explanations of how the measure was implemented or how this requirement is handled within the company.

**Written explanation of the measures implemented:**

*(fill in here)*

7.2 Disposal of old electrical appliances

**●MUST criteria**

Offices and business premises (studios) must ensure that waste electrical equipment is disposed of properly by external waste disposal companies. In this context, consideration may also be given to whether the equipment can be reused for other purposes.

**Verification:**

\_Disposal certificate from the disposal company

\_Written explanations of how the measure was implemented or how this requirement is handled within the company.

**Written explanation of the measures implemented:**

*(fill in here)*

8. MEASURES: Post-production and/or digital production

Post-production shapes audiovisual content from the rough cut to the final master and should be consistently geared towards sustainable, energy-saving operation through efficient workflows, resource-saving technology and the conscious use of computing power in order to significantly reduce energy consumption.

This criterion should be understood as **a guideline**.

8.1 Active work process

**○SHOULD criteria**

8.1.1 Planning

* When planning post-production, particular attention should be paid to reducing energy consumption, data volume and travel.
* Clearly defined criteria for the use of energy and air and rail travel must be observed. (Online meetings instead of on-site appointments)
* Subtitles, audio description and accessible versions should be planned early on.
* Fixed acceptance steps should be defined in advance to avoid an unnecessary number of correction versions.
* When using AI, care should be taken to ensure that data centres using renewable energy are used.
* External data centres or cloud services should, where available, be operated with verifiably renewable energy (e.g. providers with ISO 14001 or Green Web Foundation certification).

8.1.2 Energy & Hardware

* Render jobs should be planned so that the systems operate at high capacity within compact time windows, rather than remaining switched on for hours without providing any significant computing power.
* Cloud resources should only be used when needed. Once computing tasks are complete, the instances used (e.g. cloud servers or render nodes) should be consistently shut down to avoid unnecessary energy consumption and additional costs.
* Sustainable standards are taken into account for the hardware used. These include: TCO certification, low power consumption, durability, repairability, and the use of refurbished devices (if possible for the intended purpose).

8.1.3 Data Management

* Proxy workflows should be implemented in such a way that resource-saving working copies are used during operation instead of high-resolution original material, and the master files are used exclusively for the final export.
* Lightweight proxy files should be sent for version feedback, not master files.
* Current projects should preferably be managed on locally connected, high-performance storage systems, and large data sets should not be transferred unnecessarily between different systems or storage locations in order to avoid repeated copying, uploading and downloading processes, reduce energy consumption and increase the efficiency of the post-production environment.

8.1.4 VFX&3D

* Existing VFX and 3D assets should be reused wherever possible and systematically organised in central libraries to avoid multiple creations and conserve resources.
* Low-poly models and simplified simulations should be used in preference, provided this is possible without any visible loss of quality.
* For testing, render regions, reduced frame rates (FPS) and lower preview qualities should be used, and the final render should only be executed once in full quality after approval in order to minimise computing effort and energy consumption.

**Verification:**

\_Submission of a checklist indicating which of the above points could be taken into account.

\_Sustainability concept of the post-production company (if available)

\_Verification of the electricity provider used by post-production facilities

8.2 Long-term data backup/archiving

**○SHOULD criteria**

8.2.1 planning of archiving

* Once completed, data should be stored permanently on external data carriers without a permanent power supply, and only a small number of truly necessary backups should be made.
* It should be determined and clearly planned which data really needs to be secured in the long term. In doing so, the legal requirements and retention periods of funding institutions, broadcasters or other platforms must be taken into account.
* Outdated data, data that is no longer legally required, duplicates or intermediate versions that are no longer relevant should be deleted.

**Verification:**

\_Written explanation of the measures implemented

**Written explanation of the measures implemented:**

*(fill in here)*

Information on film production

The funding recipient confirms the accuracy of all information and Verification. In particular, that the total CO2eq balance has been correctly recorded and calculated and that the report has been prepared to the best of their knowledge and belief.

The funding recipient confirms that they agree that the contents of the final report may be used and processed for statistical and documentary purposes.

**Is the production company a licensee of the Austrian Ecolabel?**

YES

NO

**Brief description*:*** *(logline – will be published)*

**PLACE/DATE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**SIGNATURE/Funding recipient & GFC**

1. A "studio" is defined as an organised work structure with teams and technical equipment. [↑](#footnote-ref-1)
2. A "studio" is defined as an organised work structure with teams and technical equipment. [↑](#footnote-ref-2)