



# EcoSet Zero Waste Integration Breakout (Los Angeles)

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<p><b>Bidding Process</b></p>	<ol style="list-style-type: none"> <li>1. Client’s sustainability requirements are included in bidding specs for production companies</li> <li>2. Production company bidder submits <a href="#">EcoSet Estimate Request Form</a></li> <li>3. EcoSet provides preliminary estimate and holds project dates</li> </ol>
<p><b>Project Award</b></p>	<ol style="list-style-type: none"> <li>1. Line Producer or Production Supervisor confirms EcoSet engagement, confirms shoot dates, shares concepts and calendar (1-2 days after awarded)</li> <li>2. EcoSet revises estimate if project scope or variables have changed from prelim estimate</li> </ol>
<p><b>Pre-Production</b></p>	<ol style="list-style-type: none"> <li>1. Production Team completes EcoSet’s <a href="#">Project Info Form</a> (2nd day of prep)</li> <li>2. On the 2nd or 3rd day of the prep schedule, EcoSet speaks with Production Supervisor and Coordinator to learn more about the preliminary production plan and creative scope, give overview of sustainability goals, departmental integration and cost allocations</li> <li>3. EcoSet Coordinator creates Zero Waste and reuse strategy based on production plan</li> <li>4. EcoSet representative attends the Tech Scout, meets department heads, solidifies sustainability action plan and waste removal logistics</li> <li>5. EcoSet Coordinator prep days include: <ul style="list-style-type: none"> <li>• Departmental and vendor communications about sustainability goals and action steps</li> <li>• Order dumpsters with waste hauler vendor based on locations and schedule</li> <li>• Book Eco Crew, schedule Covid testing, prepare payroll for job</li> <li>• Prep day for van, kit and waste equipment. Prepare canned water order if applicable</li> </ul> </li> </ol>
<p><b>Department &amp; Vendor Comms</b></p>	<p>EcoSet Coordinator communicates with the following department heads and vendors about sustainability and Zero Waste goals, advises opportunities for waste reduction, discusses reuse options for creative impacts, and proper management of location waste that will be generated:</p> <ul style="list-style-type: none"> <li>• Covid Compliance Officer</li> <li>• Location or Stage Manager</li> <li>• Art Coordinator</li> <li>• Caterer and Craft Service</li> <li>• 1st AD</li> <li>• Gang Boss</li> <li>• Wardrobe Stylist</li> <li>• Auxiliary departments or vendors if applicable: Food Stylist, Greens, Props, Construction, Scenic Vendor, Snow or Effects Vendor</li> </ul>
<p><b>Shoot Days</b></p>	<ol style="list-style-type: none"> <li>1. EcoSet’s crew functions on set as a department to oversee the Zero Waste process, working in tandem with all of the other departments. (Call time before RTS / Last team out).</li> <li>2. EcoSet Coordinator continues logistics support, schedules food donations when possible and coordinates the final plan to manage released reusable materials</li> </ol>
<p><b>EcoSet Wrap Days</b></p>	<ol style="list-style-type: none"> <li>1. Receive Art Department or Scenic drop offs at EcoSet facility if applicable</li> <li>2. Weigh all reusable materials and specialty recycling processed at EcoSet facility</li> <li>3. Donate set dressing, scenic elements, reusable discarded materials salvaged on set</li> <li>4. Donate to tree planting partnership on behalf of the project and client</li> <li>5. Wrap van and waste station equipment, clean bins, inventory kits and supplies</li> <li>6. Payroll processing, expense tracking, diversion data tracking and final wrap admin</li> </ol>
<p><b>Tracking &amp; Reporting</b></p>	<ol style="list-style-type: none"> <li>1. EcoSet receives waste diversion data from hauler vendor 2 weeks after the shoot</li> <li>2. EcoSet aggregates project info for final Impact Summary (sent 3 weeks after last shoot day)</li> </ol>