

## SUSTAINABLE FEATURES MANUAL FOR SUPPLIER COMPANIES

At the Barcelona/Catalunya Film Commission, we provide special support and visibility to all companies that contribute to improving the environmental, social, and economic performance of productions in our region. In this directory, you will find different “**features**” as recognition badges that companies can apply for if they help achieve sustainability goals in productions. The aim is to highlight the actions carried out by these companies and to facilitate decision-making when selecting responsible suppliers in the audiovisual sector.

These categories are designed to encourage the **reduction of carbon footprint and the overall impact** of audiovisual production throughout its life cycle.

Compliance with the criteria will be **reviewed and updated periodically** to ensure their proper application, in accordance with the documents described in the table on the second page.

The **sustainability-related features** that companies/suppliers can apply for are:

- **Sustainable solution:** The company offers a product or service that facilitates the implementation of sustainability-related features by productions. Example: electric vehicle.
- **100% renewable energy:** The company exclusively uses energy from verified renewable sources.
- **Communication of the sustainability strategy, actions or plan:** The company transparently informs the public about its sustainability strategy, actions or plan, through a specific section on its website, regular newsletters, or similar channels.
- **Recognised environmental or sustainability certification:** The company holds an official certification in sustainability, regardless of the product or service it offers.
- **Social sustainability:** The company can demonstrate internal efforts to implement and promote corporate social responsibility policies, as well as its involvement in external social initiatives or projects.

***\*Each feature is independent; companies may apply for one, two, or more—up to five if all requirements are met\****

Below you will find the documentation, information, or evidence that must be submitted to apply for each sustainability **feature**:

FEATURE	REQUIRED DOCUMENTATION
<b>Sustainable Solution</b>	<ul style="list-style-type: none"> <li>- Detailed description of the product or service and how it contributes to sustainability. E.g.: wheelchair ramps or electric vehicles.</li> <li>- Environmental certifications for the product (if applicable). E.g.: certified sustainable material T-shirts.</li> <li>- Environmental impact reports or life cycle assessments of the product. (Attach the EIA or LCA report).</li> <li>- Success stories or examples of implementation in other productions. (Explain a case where this product has already been used in a production or similar and contributed successfully to sustainability).</li> </ul>
<b>100% Renewable Energy</b>	<ul style="list-style-type: none"> <li>- Electricity bills or energy supply contract indicating that all the energy used comes from renewable sources. (Invoice showing the company name, relevant details, and the name of the energy provider).</li> <li>- REGO certificate (Renewable Energy Guarantees of Origin) or equivalent documentation.</li> </ul>
<b>Communication of Sustainability Strategy, Actions or Plan</b>	<ul style="list-style-type: none"> <li>- Link to the webpage where these actions are publicly communicated.</li> <li>- Examples of newsletters, sustainability reports, or client/supplier communications.</li> <li>- Sustainability report or annual report containing detailed information.</li> </ul>
<b>Recognised Environmental or Sustainability Certification</b>	<ul style="list-style-type: none"> <li>- Copy of a valid environmental or sustainability certificate, showing the validity date and scope of application. E.g.: ISO 14001, EMAS, B Corp, Ecovadis, etc.</li> </ul>
<b>Social Sustainability</b>	<ul style="list-style-type: none"> <li>- Training and well-being programs for employees.</li> <li>- Specific actions in place to promote diversity, inclusion, and fair working conditions.</li> <li>- Agreements or partnerships with social organisations.</li> </ul>

***\*If you wish to submit more than one supporting document for a single feature, please include them all in a single PDF file\****

Once it has been verified that the requested criteria are met, the relevant information will be included in the company's profile within our directory, with the goal of helping users make informed decisions when selecting suppliers that are more responsible and committed to sustainability.