

# Sustainability Check List

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## Sustainability Check List The Forest View

### Everywhere:

- Garbage- Are recycle bins available and in use?
- Are power strips in place to allow segregation of electronic items?
- Are there rooms where light sensors can be used?
- Are compact fluorescents or direct replacement LED lamps in use where possible?
- Where can white boards or digital communication replace paper announcements and memos?
- Can programs be recycled or replaced by video “programs” in the lobby?
- Look at the trash in the auditorium floor after a show. What can be eliminated?
- Count the posters and programs thrown away after every show. Can print runs be smaller?
- Keep a box each for plastic bags and packing peanuts. (Day care centers with infants will take the plastic bags for diaper duty.)
- Join Freecycle.

### In the Shops:

- Are the MSDS books complete, in order, and easily accessible?
- Do your students, employees, and volunteers know how to use the MSDS Books?
- Are all PPEs clean, maintained, and accessible?
- Are dust collection systems in place and operational?
- Are flats and platforms stock sizes?
- Can different construction techniques or templates for drilling holes for hardware be used to make elements easier to reuse? (Check Bill Raoul’s *Stock Scenery Handbook* for inspiration.)
- Has the stock been culled?
- Are emergency exits or electrical panels blocked?
- Is the paint organized to facilitate easy storage and efficient clean up?
- Are there aerosols that use propellants and all products that require chemical solvents?
- Are cleaning and laundry supplies hazardous?
- How many costume pieces require dry cleaning?
- Count the unused copies-is there a way to limit the number of copies of drawings and paperwork generated for each show?

By Ellen E. Jones for the [LDI 2011 Green Day Session](#)  
[Intro to Sustainability: A Primer For the Newly Interested](#)

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Courtesy of LDI, The Center for Sustainable Practice in the Arts, The Broadway Green Alliance,  
Showman Fabricators and Barbizon Lighting.

# Sustainability Check List

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## Sustainability Check List The Scene and Prop Shops The Tree View

- MSDS Books are labeled and in place.
- Lumber and other building materials are separated for easy use.
- Scrap bin for useable lumber and sheet goods is constructed.
- Scrap to Burn Recycle Bin is built and labeled. (No FR treated or board goods!)
- Metal and Glass Recycle Bins are in place and labeled.
- Potentially toxic adhesives replaced with safer glues.
- Hardware and fasteners are in separate and well labeled bins for use and recycle.
- Screws in appropriate sizes stocked to replace staples. (Facilitates deconstruction.)
- Stock culled of irregular sized units.
- Storage for platforms has been created.
- Storage for flats has been created.
- Full line of FR products purchased and stored to facilitate use of all materials.
- Paper towels replaced with reusable rags.
- Spray Paints have been removed according to Hazardous Materials disposal policy.
- Hand sprayer purchased to replace spray paints with H2O based paints.
- Brush and roller cleaning system built or adopted.
- Products requiring chemical solvents removed.
- Chemical solvents and cleaners eliminated.
- Bulletin Board replaced with dry erase board.
- Dust collection systems installed.
- Prop storage has been culled.
- Prop storage has been organized and labeled.

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# Sustainability Check List

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## Sustainability Check List The Light Shop The Tree View

- Any pyro requiring a license to use has been disposed of according to Haz Mat policy.
- Mineral Oil based fogs and hazes eliminated.
- Lamps are organized and labeled with correct fixture designation.
- Bottle of rubbing alcohol available to wash touched quartz lamps.
- Higher wattages have been replaced appropriate lower wattages.
- CFL lamps in stock for replacement in task lighting units.
- Cut gel folder system is organized for easy reuse.
- Gobo stock is organized and labeled.
- Chart of gel frame size and correct lamp for fixture is posted to eliminate waste.
- Any units with asbestos cords are removed from service according to Haz Mat policy.
- Older inefficient units (radial lamp placement) are removed from service.
- Fixture lenses are washed using water, rags, and white cotton gloves.
- Reflectors of fixtures are blown out.
- Efficient light sources are hung for use as work lights and rehearsal lights.
- Dimmer rack Command Module upgraded to digital control for greater efficiency.
- Paperwork copies are limited to needs based printings.
- Medium screw based reflector flood lamps phased out with direct replacement dimmable LED lamps.
- Energy audit arranged.
- Energy audit completed.
- Grants applications made to facilitate reducing carbon footprint.
- Any cables, twofers, plugs that do not meet current standards are removed from service.

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# Sustainability Check List

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## Sustainability Check List The Costume Shop and Dressing Rooms The Tree View

- MSDS Book is complete and accessible.
- Chlorine Bleach is phased out and replaced with oxygen based products.
- Chemical detergents are phased out and replaced with Soap Nuts or comparable soaps.
- Fragranced fabric softeners eliminated. Replaced with Baking Soda or Vinegar.
- Chemical Cleaners eliminated.
- Dryer venting inspected.
- Drying racks added to limit dryer use.
- Inefficient washer and dryer replaced.
- Dryer steam setting used limit washing costumes.
- Spray paints removed.
- Propellant based hair coloring and hair spray phased out.
- Powder dyes removed.
- Stock culled to provide correct clearance for sprinklers and emergency exits.
- Old stock repurposed into rags for cleaning and the other shops.
- Bulletin Board replaced with dry erase board.
- Costumes and fabrics that require dry cleaning limited.
- Washable dress shields and undershirts used to limit washing and ironing.
- Inefficient steamers replaced.
- The steam iron put on a switch or timer during the day.
- Reusable fabric accessory bags and character markers for costume racks added.
- Make up mirror lights replaced with lower wattage lamps.
- Make up mirror bulbs placed in a box for the actor at his or her station. This means only  
The stations in use are lit.

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