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Specification for a sustainability management system for film

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Foreword

Publishing information

This British Standard is published by BSI and came into effect on 31 March 2011. It was prepared by Subcommittee SDS/1/7, *Sustainable development for film*, under the authority of Technical Committee SDS/1, *Sustainable development*. A list of organizations represented on this committee can be obtained on request to its secretary.

Relationship with other publications

This standard is the first in a series of “daughter” standards of BS 8900, *Guidance for managing sustainable development*.

As a “derivative” of BS 8900, this standard has been written in such a way as to reflect the spirit of BS 8900. Consequently the principles described in the standard are designed to be compatible with BS 8900.

Presentational conventions

The provisions of this standard are presented in roman (i.e. upright) type. Its requirements are expressed in sentences in which the principal auxiliary verb is “shall”.

Commentary, explanation and general informative material is presented in smaller italic type, and does not constitute a normative element.

Contractual and legal considerations

This publication does not purport to include all the necessary provisions of a contract. Users are responsible for its correct application.

Compliance with a British Standard cannot confer immunity from legal obligations.

1 Scope

This standard specifies requirements for a sustainability management system for film.

This standard is applicable to any organization that wishes to:

- a) establish, implement, maintain and improve a sustainability management system for film;
- b) assure itself of conformity with its stated sustainability policy;
- c) demonstrate conformity with this standard by:
 - 1) first party (self-determination and self-declaration by the organization seeking compliance);
 - 2) second party (confirmation of conformance by parties having an interest in the organization, such as clients, or by other persons on their behalf); or
 - 3) an independent third party (e.g. certification body).

This standard is for organizations involved in the development, production, distribution, exhibition and archiving of film.

2 Terms and definitions

For the purposes of this standard, the following terms and definitions apply.

2.1 audit

systematic, independent and documented process for obtaining audit evidence and evaluating it objectively to determine the extent to which the management system audit criteria set by the organization are fulfilled

[BS EN ISO 9000]

NOTE 1 Internal audits, sometimes called first-party audits, are conducted by, or on behalf of, the organization itself for management review and other internal purposes, and may form the basis for an organization's declaration of conformity. In many cases, particularly in smaller organizations, independence can be demonstrated by the freedom from responsibility for the activity being audited.

NOTE 2 External audits include those generally termed second- and third-party audits. Second-party audits are conducted by parties having an interest in the organization, such as customers, or by other persons on their behalf. Third party audits are conducted by external, independent auditing organizations, such as those providing certification/registration of conformity to ISO 9001 or ISO 14001.

2.2 auditor

person with competence to conduct a management system audit

[BS EN ISO 14001]

2.3 film

recorded moving image works intended to communicate or tell a story, and intended for cinematic exhibition

2.4 management system

set of interrelated or interacting elements to establish policy and objectives and to achieve those objectives

[BS EN ISO 9000]

2.5 organization

group of people and facilities with an arrangement of responsibilities, authorities and relationships

EXAMPLE

Company, corporation, firm, enterprise, institution, charity, sole trader, association, or parts or combination thereof.

[BS EN ISO 9000]

NOTE Although an organization is self-defining, the expectation in applying this standard is that the organization should have overall long-term responsibility for sustainable development. This will make it easier to assess continuous improvement.

2.6 record

information, which could be on any supporting durable medium, stating results achieved or providing evidence of activities performed

[Based on BS EN ISO 14001]

2.7 sustainable development

development that meets the needs of the present without compromising the ability of future generations to meet their own needs

NOTE The process provides an enduring, balanced approach to economic activity, environmental responsibility and social progress.

3 Requirements for a sustainability management system for film

3.1 General requirements

The organization shall establish, document, implement, maintain and continue to improve a sustainability management system in accordance with the requirements (3.2 to 3.9) of this standard and determine how it will fulfil these requirements.

3.2 Sustainability management system scope

The organization shall document the scope of its sustainability management system with respect to film-related activities and functions.

3.3 Statement of purpose and values

The organization shall define its sustainable development principles. The organization shall define and document its primary purpose and values with respect to its activities, products and services that relate specifically to film. Values shall be based upon the organization's sustainable development principles.

The purpose and values of the organization shall provide a framework for its policies, objectives and targets as defined within the scope of its sustainability management system.

NOTE Examples of sustainable development principles are given in Annex A. Values are the behaviour characteristics that form a bridge between the principles and the operations of the organization.