

# GREEN GUIDE

A step-by-step system of deep green solutions that you can integrate into your next production.

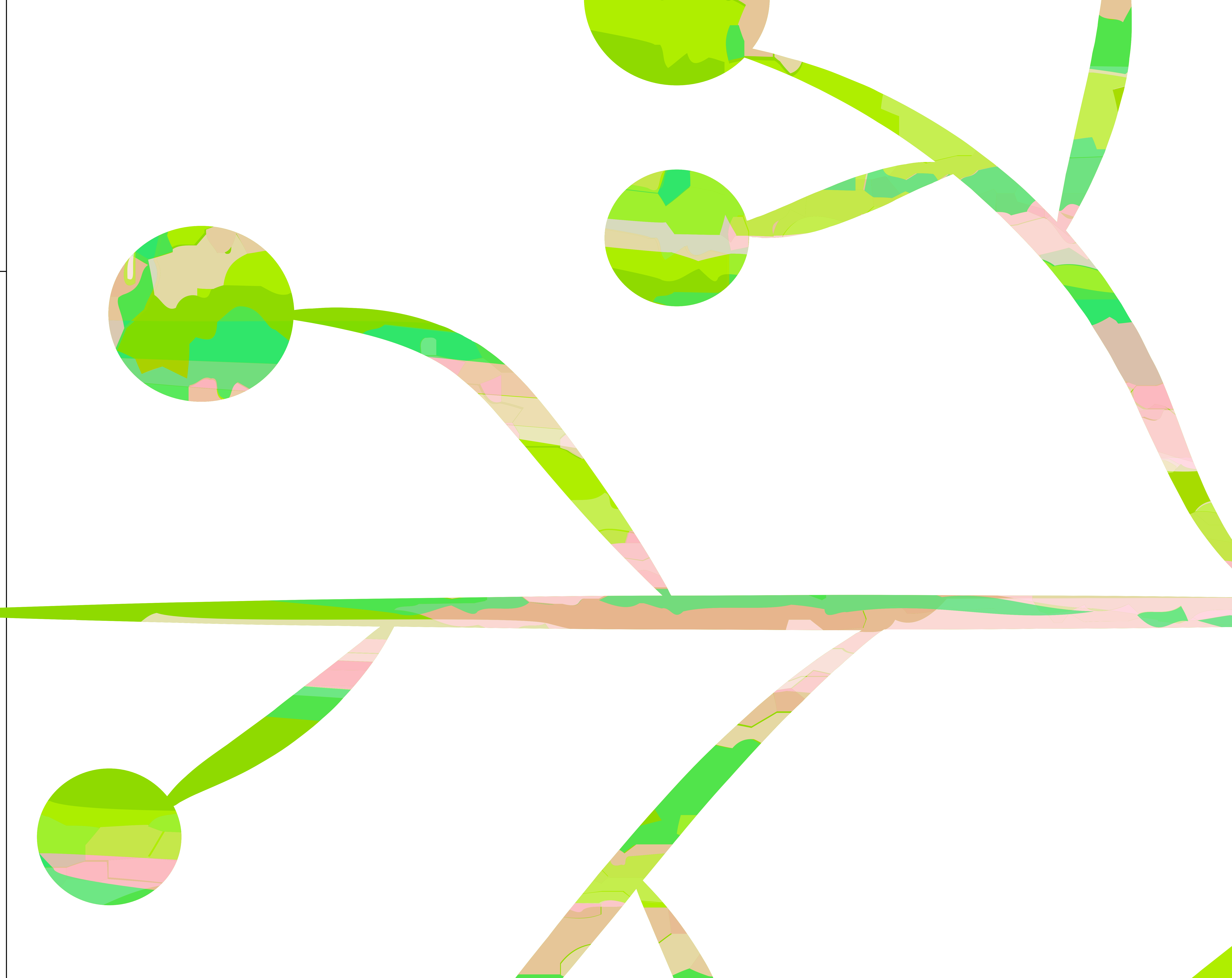
Made by Beirut DC



In partnership with Greener Screen & Regenerate Hub



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## Introduction

### Start Here

[Producer's First Tasks](#) •

[Eco Manager's First Tasks](#) •

### Do this, Not That!

[Conscious Consumerism](#) •

[Energy Usage](#) •

[Waste Management](#) •

### The Shoot

[Logistics](#) •

[Location Management](#) •

[Craft Services / Catering](#) •

[Transportation](#) •

[Travel & Accomodation](#) •

[Equipment](#) •

[Art Department / SFX](#) •

[HMC / Wardrobe](#) •

### End Here

### Get in touch

#### About Beirut DC

#### About Greener Screen

#### About Regenerate Hub

#### Special Thanks

# Welcome to the Green Guide!

This document is interactive.

\*You can choose to skip sections and go directly to your desired one using the menu on the left.

\*Here and there, you will encounter highlighted “Know More” in-texts and underlined Eco-Tips offering you some additional insightful information; you can click through them as you please.

\*If you wish to apply this guide on your next production go to the “Get In Touch” section that will redirect you to our email address.

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This document is a downloadable short version of the Green Guide. You can head to [daleel.film](http://daleel.film) to access the full version where you can find a mapping of green alternatives, a selection of case studies and much more.

## Introduction

### Start Here

### Do this, Not That!

### The Shoot

### End Here

### Get in touch

### About Beirut DC

### About Greener Screen

### About Regenerate Hub

### Special Thanks

## Introduction

Humans change the climate. People drive cars, heat and cool their houses, cook food, etc. All those things take energy. One way we get energy is by burning coal, oil, and gas, which puts greenhouse gases into the air. The gases cause the air to heat up. This changes the earth's climate.

Our burning of fossil fuels has jump-started global warming; if we do not manage to keep a below 1.5 degrees temperature rise, we will see an irreversible shift to extreme temperatures and weather, which will incur a domino effect of survival-threatening phenomena.

In order to keep the average temperature rise below 1.5 degrees, we must drastically reduce the amount of greenhouse gases we pump into the air and scale up nature-based solutions like afforestation and regenerative land practices to sequester massive amounts of CO<sub>2</sub> quickly.

### **What is environmentally sustainable production?**

Film and TV productions utilize a lot of energy and material, producing a substantial carbon footprint.

This can be prevented by being aware of how to curtail the negative environmental impact of our industry. Thus, contributing to the fight to save the earth's climate.

Sustainable production aims for a gradual reduction in carbon emissions and waste. The core objective is to share sustainability values with everyone involved in the production, ranging from cast, crew, suppliers, management, investors, and the audience.

The desired outcome is an environmentally conscious industry and a well-informed audience; that is, without mentioning how going green can save a lot of money from the production's budget and how it can help you apply to a number of existing international green funds and awards!

We want you to join the fight as we strongly believe in the power of knowledge and collective action, rather than individual and consumer blaming; therefore we offer you this guide ; a step-by-step system of deep green solutions that you can integrate into your next production.

**Introduction**

**Start Here**

**Producer's First Tasks •**

**Eco Manager's First Tasks •**

**Do this,  
Not That!**

**The Shoot**

**End Here**

**Get in touch**

**About  
Beirut DC**

**About  
Greener Screen**

**About  
Regenerate Hub**

**Special Thanks**

# Start Here

**Producer's First Tasks •  
Eco Manager's First Tasks •**

From the moment you decide to have a green shoot, you need to start planning! The more you plan and layout your end goal, the easier it will be for you to figure out what you need to do each step of the way.

Identify early on what your main source of pollution during the production will be (Energy, Material, Transportation, Food Waste, General Waste) as it will help redirect your focus better.

Set your goals to reduce the negative environmental impact of a production without any negative effect on the editorial/creative quality of the production.

Keep in mind that ambitious goals should be realistic and achievable.

## Introduction

### Start Here

[Producer's First Tasks](#) •

[Eco Manager's First Tasks](#) •

**Do this,  
Not That!**

### The Shoot

### End Here

### Get in touch

[About  
Beirut DC](#)

[About  
Greener Screen](#)

[About  
Regenerate Hub](#)

### Special Thanks

## Producer's First Tasks

Hire early on an Eco Manager who will handle the green shoot and who will create the green shoot policy specific to your production, find the right partners, apply it and monitor it day-to-day

If your production is small, you or any interested team member can do the Eco Manager's tasks.

Work out the green shoot budget and requirements with the Eco Manager to make sure they have enough money to achieve their tasks on set; be mindful of contingencies.

Communicate your green shoot plan to all the departments and introduce them to the Eco Manager and what their tasks would be.

Give the Eco Manager access to help from the production assistants to achieve the daily tasks.

Be available when the Eco Manager needs you as sometimes to achieve the green goals authority is needed.

Make sure the person doing the making-of records all the steps of going green (photos and videos) and creates a logbook to share after the wrap.

## Introduction

### Start Here

[Producer's First Tasks](#) •

[Eco Manager's First Tasks](#) •

**Do this,  
Not That!**

### The Shoot

### End Here

### Get in touch

[About  
Beirut DC](#)

[About  
Greener Screen](#)

[About  
Regenerate Hub](#)

### Special Thanks

## Eco Manager's First Tasks

Create a clear green shoot policy sheet specific to your production where you adapt your tasks according to the needs of your filming set.

Communicate the policy's green goals to the producer first and then to every single member of the crew to help you achieve them.

Create a checklist that includes your green goals that should be filled daily to monitor the progress.

Create a checklist with department heads for all the products specific to the shoot that need to be substituted with green products or green solutions.

Find the alternative green products and solutions for all the departments and work out the budget needed to procure all the needed items.

Make sure the heads of all departments are able to supervise their respective teams and urge them to apply the green policy.

Be mindful of long shooting periods as the crew could benefit from a refreshing reminder on the production's green goals every other week.

Make sure you highlight achievements when they occur and you communicate them with the producer and the rest of the crew for inspiration.

Create a daily report based on results, comments, achievements, accounting, numbers, activities, problems, and solutions, that you can add into a final report once the shoot ends.

**Introduction**

**Start Here**

**Do this,  
Not That!**

Conscious Consumerism •

Energy Usage •

Waste Management •

**The Shoot**

**End Here**

**Get in touch**

**About  
Beirut DC**

**About  
Greener Screen**

**About  
Regenerate Hub**

**Special Thanks**

# Do this, Not That!

Conscious Consumerism •  
Energy Usage •  
Waste Management •

This section offers general guidelines that should be incorporated in all phases of a production, in all spaces and most importantly in all aspects of your daily lives, whether you are on set or not.

## Introduction

### Start Here

#### Do this, Not That!

Conscious Consumerism •

Energy Usage •

Waste Management •

### The Shoot

### End Here

### Get in touch

#### About Beirut DC

#### About Greener Screen

#### About Regenerate Hub

### Special Thanks

## Conscious Consumerism

Let going green go further than waste management and include your local community instead of big corporations.

Consider reducing, repurposing and reusing your existing tools before even thinking of recycling.

Avoid all single-use products; purchase products that can be refilled and look for products with recyclable or biodegradable packaging.

Opt for renting or buying second-hand items or using recycled and upcycled items, and when you are done with any item consider donating it.

Buy in bulks when possible to reduce packaging.

Gauge an accurate headcount, so you don't buy more than you need.

Reduce the need for shipping and freighting by sourcing things locally.

Take old boxes and textile bags when shopping; opt for stores that don't use single use plastic bags and that offer reusable bags at the register.

Use reusable towels rather than paper towels.

Use environmentally friendly non-toxic cleaning products.

**Do not use disposable paper, plastic or polystyrene cutlery.** Opt for re-usable, biodegradable, edible or compostable cutlery.

If ordering takeaway, choose your place wisely, ask them to avoid using polystyrene containers and plastic bags, remove plastic cutlery and if there is a drink ask them not to bring straws.



## Introduction

### Start Here

#### Do this, Not That!

Conscious Consumerism •

Energy Usage •

Waste Management •

### The Shoot

### End Here

### Get in touch

#### About Beirut DC

#### About Greener Screen

#### About Regenerate Hub

### Special Thanks

## Conscious Consumerism

Look for locally sourced food, buy organic and fairtrade when possible.

Have communal cutlery or encourage team members to bring their own along with a cup and a reusable water bottle.

Eliminate single use plastic stirrers for coffee and replace with reusable, washable spoons.

Use a coffee machine which will take reusable filters instead of individual pods to avoid the use of non-recyclable coffee sachets. Always opt for freshly brewed coffee bought in bulk.

Use installed plumbed water dispensers instead of using disposable plastic bottles.

Place a glass water jug around the space for fast use and to reduce water waste that wasn't consumed in the cups and the reusable bottles.

Set up all printers to use pull printing to avoid printing mistakes and duplex printing on both sides of a paper.

Use recycled paper that is at least 30% recycled

Reuse paper and if you can't, make sure to recycle it.

Distribute any sheets, documents, scripts to crew members electronically and offer assistance to those who need help accessing them on their smartphones.

## Introduction

### Start Here

#### Do this, Not That!

Conscious Consumerism •

Energy Usage •

Waste Management •

### The Shoot

### End Here

### Get in touch

#### About Beirut DC

#### About Greener Screen

#### About Regenerate Hub

### Special Thanks

## Energy Usage

Make a habit of turning the lights off when you leave a room.

Use task lighting – you don't need the whole space lit up if only a quarter of it is occupied.

If possible, install light sensors and adjust automated heating/AC/light sensors to fit your needs to avoid them running constantly and unnecessarily.

Turn on power-saving mode for all electronics and unplug chargers when not in use.

Switch light bulbs to LED lights.

Switch your fleet to electric or hybrid vehicles, when possible.

Incentivise carpooling, or traveling via public transport.

Encourage cycling and assist team members on switching to bicycles if the conditions permit it.

Don't leave a vehicle's engine running when not in use.

Aim for having conference calls instead of traveling to meetings.

## Introduction

### Start Here

#### Do this, Not That!

Conscious Consumerism •

Energy Usage •

Waste Management •

### The Shoot

### End Here

### Get in touch

#### About Beirut DC

#### About Greener Screen

#### About Regenerate Hub

### Special Thanks

## Waste Management

Identify your waste: food, cigarette filters, electronics, batteries, plastic, glass, paper, cardboard, rubber, nylon, metal, textiles, oils, furniture, organic, medical, etc.

Decide on the disposal method of the solid waste items: compost, recycling, upcycling, donation, reuse, etc.

Create a storage system for the solid waste items in the space(s) you occupy: cigarette filters can go in used plastic bottles, recycled items can be segregated in 3 different boxes, etc.

Make sure that all recyclable materials are cleaned of food and liquid before you place them in the proper bin.

Create clear and easy-to-follow signage in the space(s) you occupy so users know where to place each item.

Source contacts for partners that will take care of the removal of the waste: organisations willing to accept donations, compost initiatives, recycling pick up, drop off points, garage sale, etc.

**Introduction**

**Start Here**

**Do this,  
Not That!**

**The Shoot**

**Logistics •**

**Location Management •**

**Craft Services / Catering •**

**Transportation •**

**Travel & Accomodation •**

**Equipment •**

**Art Department / SFX •**

**HMC / Wardrobe •**

**End Here**

**Get in touch**

**About  
Beirut DC**

**About  
Greener Screen**

**About  
Regenerate Hub**

**Special Thanks**

# The Shoot

**Logistics •**

**Location Management •**

**Craft Services / Catering •**

**Transportation •**

**Travel & Accomodation •**

**Equipment •**

**Art Department / SFX •**

**HMC / Wardrobe •**

After the Producer and the Eco Manager have aligned the green shoot policy specific to their production; it is time to segregate tasks between the different departments on set!

## Introduction

### Start Here

**Do this,  
Not That!**

### The Shoot

Logistics •

Location Management •

Craft Services / Catering •

Transportation •

Travel & Accommodation •

Equipment •

Art Department / SFX •

HMC / Wardrobe •

### End Here

### Get in touch

About  
Beirut DC

About  
Greener Screen

About  
Regenerate Hub

### Special Thanks

## Logistics

Make sure you are present when big decisions for green solutions need to be made: replace helicopter shots with lightweight drones.

Use shared drives for loading the rushes.

Make sure the team issuing the daily call sheets insert a green memo tracking the daily progress and include green fun facts as a way to motivate the team and let them see the positive impact of their commitment.

Set up a motivational green notice board in the space to encourage crew members, noting the recycling rate for the month, the amount of single use products avoided by using reusables, any interesting green facts or stories.

Indulge in a team building activity like electing a green champion of the day (or the week) to the person who showed the best commitment on set (most cigarettes collected in bottles, least amount of single use plastic used, etc.).

Make sure you leave any space(s) you occupied the same way you found it and if possible, even better!

## Introduction

### Start Here

**Do this,  
Not That!**

### The Shoot

Logistics •

Location Management •

Craft Services / Catering •

Transportation •

Travel & Accommodation •

Equipment •

Art Department / SFX •

HMC / Wardrobe •

### End Here

### Get in touch

About  
Beirut DC

About  
Greener Screen

About  
Regenerate Hub

### Special Thanks

## Location Management

Scout locations that are at proximity, and if applicable, close to the office, and accessible via public transport.

Schedule enough scouting time at each location to avoid return visits i.e. more travel and transportation.

Make it a priority to preserve and protect wildlife/biodiversity, if present, and volunteer to clean up when you leave a space.

Take responsibility for relocating water coolers when moving between locations.

Use recycled toilet paper and tissues and environmentally friendly soaps in the location's w.c.

Regulate lights/AC/heating in locations – turn off when unoccupied.

Make sure that all members of the Locations team are thoroughly aware of the waste disposal procedures.

Make sure you provide adequate waste disposal stations (containers for cigarette filters, recycling bins, lids, signs, bags, etc.) and set them up sufficiently in all areas.

Take charge of relocating waste disposal stations when moving between locations.

Take charge of creating solutions for waste disposal stations for trailers, narrow locations, kitchens, worktops (single-stream recycling, makeshift smaller bins, etc.).

Inquire about the local waste management regulations with the municipality where you are shooting; you will find out that most of them have drop-off bins and even solutions to pick up your solid waste.

## Introduction

### Start Here

**Do this,  
Not That!**

### The Shoot

Logistics •

Location Management •

**Craft Services / Catering •**

Transportation •

Travel & Accommodation •

Equipment •

Art Department / SFX •

HMC / Wardrobe •

### End Here

### Get in touch

About  
Beirut DC

About  
Greener Screen

About  
Regenerate Hub

### Special Thanks

## Craft Services / Catering

Commit to composting your food waste. If at first it is too much, start with bins just for caterers prep and waste at the catering van. Eventually, collect food waste after the breakfast, lunch and dinner breaks to compost.

Use compostable bin liners to separate food and organic waste (even if not composting on set).

Set up the kitchen station with reusable clean plate ware and a dirty dishes drop-off zone. Place a compost bin next to the dirty dishes drop-off zone for food waste collection.

Donate unprepared food (fresh fruit and veg, cereals, unopened packaged snack food and tins) to a homeless charity.

Educate the team members that will handle emptying the bins on what can and can't be composted, and which bins the compost waste goes into.

Make a system to encourage people to refill their bottles during breaks.

Provide the crew with reusable water bottles, the bottles are cleaned and washed daily.

Place a plant near all water dispensers to drink up unused water. The daily/weekly greenest member can receive the plant as an incentive. The crew can get creative and name the plant and incorporate fun eco-tips around the plant and water.

Reduce processed and packaged juices with fresh juice refill containers, this also supports local farmers.

Include local and unpackaged sweets in catering order to minimise the use of single-use packaged snacks that are rejectable waste and cannot be recycled.

Try 'Meat Free' Sunday (or any other Veggie Day).

## Introduction

### Start Here

**Do this,  
Not That!**

### The Shoot

Logistics •

Location Management •

Craft Services / Catering •

**Transportation •**

Travel & Accomodation •

Equipment •

Art Department / SFX •

HMC / Wardrobe •

### End Here

### Get in touch

About  
Beirut DC

About  
Greener Screen

About  
Regenerate Hub

### Special Thanks

## Transportation

Enforce the no-idling policy! Communicate the no-idling policy to all, including daily minibus drivers.

Develop a sustainable travel plan for getting to and from locations; arrange a carpooling strategy, provide crew with public transport map, if needed rent low impact, high-efficiency vehicles or bicycles, carts, etc

Use hybrid or energy-efficient vehicles for hire cars, taxis, executive cars and run-around vehicles.



## Introduction

### Start Here

Do this,  
Not That!

### The Shoot

Logistics •

Location Management •

Craft Services / Catering •

Transportation •

**Travel & Accomodation •**

Equipment •

Art Department / SFX •

HMC / Wardrobe •

### End Here

### Get in touch

About  
Beirut DC

About  
Greener Screen

About  
Regenerate Hub

### Special Thanks

## Travel & Accomodation

Choose hotels and apartments with public transport links and close to the studios/locations that also have sustainability policies or ethical accreditation if possible.

Make the accommodation coordinators aware of the hierarchy of environmental impacts; hotels are least recommendable, small hotels/B&Bs are better. Environmentally speaking, houses and apartments are best.

Go for house or apartment sharing, Encourage house sharing when foreign crew are visiting (this can be beneficial to morale).

Prioritize hiring local crew members who don't require accommodation.

## Introduction

### Start Here

**Do this,  
Not That!**

### The Shoot

Logistics •

Location Management •

Craft Services / Catering •

Transportation •

Travel & Accommodation •

**Equipment •**

Art Department / SFX •

HMC / Wardrobe •

### End Here

### Get in touch

About  
Beirut DC

About  
Greener Screen

About  
Regenerate Hub

### Special Thanks

## Equipment (Lighting, Grip, Sound)

Natural light is always your best friend, use it if possible.

Ask to have the shooting power turned off before leaving the location

Use rechargeable batteries, make sure that they are fully run down before recharging.

Use low energy/fuel-efficient tower lights.

Reduce the use of onsite generators. Set up an hour in advance of shooting and shut down if you are breaking for lunch, or shooting elsewhere for more than 30 minutes.

Where you must use on-site generators, try to calculate the 'right size' load so that you are not wasting fuel and power unnecessarily.

Source generators that run on alternative power sources: solar, waste vegetable oil, etc.

Donate unused bulbs (recycle CFL bulbs as hazardous waste).

Recycle plastic lighting gels with mixed plastics.

## Introduction

### Start Here

#### Do this, Not That!

### The Shoot

Logistics •

Location Management •

Craft Services / Catering •

Transportation •

Travel & Accommodation •

Equipment •

**Art Department / SFX •**

HMC / Wardrobe •

### End Here

### Get in touch

#### About Beirut DC

#### About Greener Screen

#### About Regenerate Hub

### Special Thanks

## Art Department / SFX

Set up design and shoot schedule to allow time for re-use of set walls.

Incorporate salvaged materials for the following sets or productions.

Avoid using vinyl and poly foam blocks.

Use non-petroleum based, non-toxic, low VOC paints. Water-soluble latex paints typically contain fewer VOCs, generate fewer odours, and eliminate the need to use paint thinners to clean surfaces.

Collect excess paint in allocated trays instead of washing it down the drain.

Avoid ozone-depleting aerosols and petroleum-based synthetic chemicals. When unavoidable, discard them at the hazardous waste disposal.

Avoid using dust effects that contain known carcinogens.

Avoid burning toxic materials such as plastic, rubber, diesel fuel, etc.

Use sustainable or recycled wood products such as bamboo, cork or recycled content carpet.

Recycle all wood excess (including cut-offs and discards).

Set up specialized recycling such as hazardous waste for adhesives, paints, solvents. Fluorescent tubes and waste electronics, plaster and foam should be considered too.

Build with deconstruction in mind, make things deconstructable and use screws instead of glue making it easier to donate.

Look into donation opportunities at theatres, schools, acting schools, charities or specialist organisations for reclaiming sets/props/construction materials.

## Introduction

### Start Here

Do this,  
Not That!

### The Shoot

Logistics •

Location Management •

Craft Services / Catering •

Transportation •

Travel & Accomodation •

Equipment •

Art Department / SFX •

**HMC / Wardrobe •**

### End Here

### Get in touch

About  
Beirut DC

About  
Greener Screen

About  
Regenerate Hub

### Special Thanks

## HMC / Wardrobe

Buy second-hand clothing and accessories.

Buy organic cotton products or fairtrade if possible.  
Support designers who work with more sustainable materials.

Make sure to donate unwanted clothes.

Return clothing hangers for reuse at shops or dry cleaners.

Use products with natural ingredients which are cruelty free and products with refillable containers or with less packaging.

[Introduction](#)

[Start Here](#)

[Do this,  
Not That!](#)

[The Shoot](#)

[End Here](#)

[Get in touch](#)

[About  
Beirut DC](#)

[About  
Greener Screen](#)

[About  
Regenerate Hub](#)

[Special Thanks](#)

# End Here

Monitor your impact and share your experience.

Release the logbook that the eco manager filled during the whole procedure as a case study to be shared and learned from.

Source a list of accredited tree planting initiatives to give back to the land, whether it would be in the same location where you are shooting or to offset the unavoidable carbon emission that your production has emitted.

If you have the option to submit the film online or via mail always choose digital submissions when available.

Minimise the printing of your marketing material and only print when needed and link it to digital resources by mentioning the environmental reasons.

Promoting your sustainability experience in PR and Behind The Scenes videos.

When traveling to film festivals make sure to work with your travel agent or airline to purchase carbon offsets for air travel. And make sure to divide the travels between the team unless it's necessary to have everyone on board.

[Introduction](#)

[Start Here](#)

[Do this,  
Not That!](#)

[The Shoot](#)

[End Here](#)

[Get in touch](#)

[About  
Beirut DC](#)

[About  
Greener Screen](#)

[About  
Regenerate Hub](#)

[Special Thanks](#)

**If you wish to apply this guide to your next production, we are here to help you!**

Send us an email so you can fill in your production's information in order for us to keep track and please feel free to email us any questions, call for help, tips, fun facts and whatnot.

[Get in touch](#)

[Introduction](#)

[Start Here](#)

[Do this,  
Not That!](#)

[The Shoot](#)

[End Here](#)

[Get in touch](#)

[About  
Beirut DC](#)

[About  
Greener Screen](#)

[About  
Regenerate Hub](#)

[Special Thanks](#)

# About Beirut DC

---

Beirut DC is an internationally established organization striving to empower filmmakers and audiences from every corner of the Arab world. We believe in the power of film as a driver for change, in access to independent cinema as a right to all communities, across class and culture, and in the right of Arab artists to choose their own narratives. We create resources, events, and virtual and physical spaces that bring filmmakers, communities and civil society closer, paving the way for radical and transformative collaboration.

[Visit website](#)

[Introduction](#)

[Start Here](#)

[Do this,  
Not That!](#)

[The Shoot](#)

[End Here](#)

[Get in touch](#)

[About  
Beirut DC](#)

[About  
Greener Screen](#)

[About  
Regenerate Hub](#)

[Special Thanks](#)

# About Greener Screen

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Greener Screen is a social enterprise that aims to equip the media industry with the necessary tools and knowledge to change the negative environmental impact of production.

We believe that the media and audiovisual industry can act as an innovative and far-reaching platform. We want to change perceptions and stop climate change by spreading awareness and simplifying sustainable production best practices on-set and on-screen.

[Visit website](#)



Introduction

**Start Here**

Do this,  
Not That!

**The Shoot**

**End Here**

**Get in touch**

About  
Beirut DC

About  
Greener Screen

**About  
Regenerate Hub**

**Special Thanks**

# About Regenerate Hub

Regenerate Hub is a circular economy platform to strengthen nature-based solutions. This tool centralises and visualises data and actions through cross-sector mapping, untangling interconnected challenges from micro to macro alternatives to spread holistic system change. Regenerate Hub engages users to consider the flow, impact, and value of resources across sectors [e.g. human, waste, energy, water, earth], how systems can be improved, and who is working to create alternatives on the ground. This circular economy model aims to increase human and non-human well-being and the regeneration of our planet, counteracting the unmitigated growth of industrialism. This model highlights the importance and [re]use of nature-based solutions—interventions inspired and supported by nature that also provide societal and environmental benefits [e.g. reusable material, green infrastructure, flood risk prevention, climate change adaptation, carbon sequestering].

[Visit website](#)

[Introduction](#)

[Start Here](#)

[Do this,  
Not That!](#)

[The Shoot](#)

[End Here](#)

[Get in touch](#)

[About  
Beirut DC](#)

[About  
Greener Screen](#)

[About  
Regenerate Hub](#)

**[Special Thanks](#)**

# Special Thanks

Abeer Bayazidi

Amal Bssiss

Abla Khoury

Adib Dada

Aline Gemayel

Ananda Alonso

Bassem Fayad

Ely Dagher

Film Crew of "The Sea Ahead" by Ely Dagher

Film crew of "Costa Brava, Lebanon" by Mounia Akl

Ghassan Al Assad

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Riham Assi

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Regional Activity Centre for Sustainable  
Consumption and Production (SCP/RAC)

SwitchMed

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