

- Production crews are responsible for cleaning the location at the end of the shoot day in order to return the location to its original condition with minimum noise and disruption.
- Materials and debris are not to be washed into area catch basins. The production company must arrange for the proper disposal of all waste, hazardous waste (including batteries, medications, paint, etc.) and recyclable materials. Film companies are required by the City of Greater Sudbury ([By-law 2006-280](#)) to provide appropriate types of solid waste receptacles. The receptacles should be appropriately placed to capture the different material streams generated by specific locations. They should also be colour coded and clearly labeled for easy identification by users. Private waste disposal and recycling companies are listed in the Yellow Pages under “Rubbish Removal” and “Recycling”.
- Standards in place through the Ministry of Natural Resources, Ministry of the Environment and Department of Fisheries.

Refer to **Appendix F** for the *Code of Conduct for Cast & Crew*. These expectations of cast/crew conduct are to be included on the reverse side of the film notification letters distributed to affected businesses and residents.

Exceptions to the above conditions require the approval of the majority of affected residents and the relevant local departments and/or City Council. In the event of any damage to public or private property, the production company or applicant will be responsible for all fees associated with restoration.

Production companies also have the opportunity to join leaders worldwide in greatly reducing their environmental impact with a few simple efforts. The Association of Independent Commercial Producers recommends [these Green Guidelines](#). Reducing the carbon footprint of locally shot film productions is important to the City of Greater Sudbury and it is recommended that the applicant evaluate the impact through the use of [CUT!CO2 The Carbon Film Quote](#), an online app to automatically calculate the carbon dioxide emissions in the production quote and for use in planning effective production alternatives.

4.2. Right-of-Way Closures/Interruptions

Click [here](#) for detailed maps and street guides of Greater Sudbury’s communities.

Filming requests that impact a municipal right-of-way (sidewalks, roads and lanes) are to be coordinated through the Film Liaison and noted on the Film Permit Application. The applicant is strongly encouraged to maintain the right-of-way with intermittent traffic interruptions over full closures where safety permits.

Municipal right-of-way closures, temporary traffic light alterations or traffic pattern changes must be approved by the City of Greater Sudbury Infrastructure Services Department pursuant to [By-law 2008-173](#), and in consultation with the Greater Sudbury Police Service, Emergency Medical Service and/or Fire Prevention.

Traffic and pedestrian control will be carried out by the Paid Duty Officer or equivalent authority and in compliance with the arrangements made in the Film Permit. Production vehicles are to comply with appropriate traffic regulations unless special permissions are outlined on the Film Permit and only as directed by a Paid Duty Officer. Intermittent traffic stoppages should be limited to a maximum of three (3) minutes, unless otherwise stated on the Film Permit. Every opportunity must be allowed to ensure access to vehicle or pedestrian traffic, or people with disabilities.

It is the applicant’s responsibility to arrange and cover costs for Paid Duty Police Officers. Fees will vary depending on the location, nature and length of road/lane closure and/or light alteration and will be applied on a cost recovery basis. Depending on filming circumstance, there may be a minimum number of Officers required on site. Paid Duty rates are subject to change annually. Click [here](#) for current Paid Duty Officer rates and terms, of note:

- The minimum shift for a Paid Duty Officer is three (3) hours.
- Amendments to the schedule must be communicated to the Paid Duty Officer Coordinator a minimum of 48 hours prior to filming.
- [Application forms](#) should be submitted to the Paid Duty Coordinator with appropriate lead time.
- The Paid Duty Officer contract requires the signature and payment from the production company prior to