



FILM PRODUCTION GUIDELINES

GENERAL HEALTH

1. Wear face coverings over nose and mouth
2. Maintain social distance of at least 6-ft.
3. Frequent hand washing

HR AND TRAVEL POLICIES

1. Employees shall not report to, or be allowed to remain at, work if sick or symptomatic

HEALTH MONITORING

1. Employers should make temperature checks available and post information about COVID-19 symptoms to allow employees to self-assess whether they have any symptoms and should consider going home
2. Have a wellness screening program for conducting in-person screening upon arrival as well as a mid-shift screening for employee shifts greater than 5 hours
3. If employee reports having any COVID-19 related symptoms, they should remain isolated at home for a minimum of 10 days after symptom onset OR until feverless and feeling well (without fever-reducing medication) for at least 72 hours OR confirmed to not have COVID-19 via 2 negative COVID-19 tests in a row, with testing done at least 24 hours apart
4. If an employee is identified as being COVID-19 positive by testing, CDC cleaning and disinfecting should be performed
5. Any employee who has had close contact with a person who is diagnosed with COVID-19 should quarantine for 14 days

PHYSICAL WORKSPACE

1. Display signage at entry with face covering requirements, social distancing guidelines, cleaning protocols, and any reduced capacity limit, in multiple languages as needed
2. When social distancing is not possible (e.g. performer and make-up artist), proximity or contact should be kept to the shortest amount of time possible and face coverings should be worn by the other cast or crew members
3. Face coverings should be worn by both technician and person receiving services or for services which require person receiving services to remove mask, technician should wear both a face mask and eye protection (e.g., face shield, protective glasses)
4. Work locations should be separated into zones with designated working groups. Each working group should have limited in-person interaction with others on stage or location
5. Casting should be done by self-tape. If practical, virtual auditions should be used. If not possible, auditions should be done by appointment only (no open calls)
6. No crowd scenes with more than 50 people
7. Catering to the stage or location should comply with Restaurant and Bar guidelines
8. Minimize the use of shared work materials (e.g., props) and wherever possible assign talent and crew individualized equipment, scripts, and other materials
9. For any on stage of location vehicle usage, interior of vehicle should be sanitized before and after use by cast and crew and vehicles should operate at a maximum of 50% of vehicle capacity

DISINFECTING/CLEANING PROCEDURES

1. Cleaning and disinfecting of premises should be conducted in compliance with CDC protocols on weekly basis
2. Frequently clean and disinfect common areas (e.g., restrooms, cafeterias) and surfaces which are touched by multiple people (e.g., entry/exit doorknobs, stair railings)
3. All equipment (e.g., props, tools), shared clothing, wigs or other shared prosthetics, and set materials should be sanitized before and after each use
4. Stages and locations should be deep cleaned every night after wrap
5. Cast and crew should frequently wash hands (e.g., upon arrival; after blowing nose, coughing or sneezing; after using the restroom; before and after eating or drinking; after contact with animals or pets; after handling shared equipment; after cleaning or disinfecting equipment or workspaces)

STAFFING AND ATTENDANCE

1. Maximum 50% of sound stage or location capacity
2. Any activities that can be done virtually, should be done virtually (e.g. production meetings, table reads, casting sessions)
3. Design a plan to allow for social distancing within the workplace and if needed, designate employee(s) to monitor capacity limits and social distancing
4. Limit occupancy of common areas to allow for social distancing
5. Meal times, shift start/end and other large group activities should be staggered to limit congregation

EXTERNAL INTERACTIONS

1. Before allowing external supplier or non-customer visitor to enter, ask whether the individual is currently exhibiting COVID-19 symptoms.
2. Suppliers and non-customer visitors should wear face coverings over their nose and mouth when entering premises
3. Keep log of all external suppliers who enter premises