

SAFETY ON SET DURING COVID-19

January, 2021

Washington
Filmworks

All motion picture productions must ensure strict adherence to these following measures:

- [Washington State Motion Picture Production COVID-19 Requirements](#)
- [Department of Labor & Industries \(L&I\) Coronavirus \(COVID-19\) Prevention: General Requirements and Prevention Ideas for Workplaces](#)
- [Washington State Department of Health Workplace and Employer Resources & Recommendations \(DOH\)](#).

Planning

Scheduling and budgeting: Employers should be aware that safety protocols will slow down schedules and have budgetary impacts and should plan accordingly.

Develop and publish protocols: Employers are required to develop and post a COVID-19 safety plan. They should work with departments to develop and implement a plan that ensures each department's needs are met. The COVID-19 safety plan should be posted on all job sites and distributed to all workers digitally if possible. Employers should educate all workers in the language they understand best about coronavirus and how to prevent transmission and about the COVID-19 safety policies.

Signage: All motion picture job sites are required to post signage at the entrance to remind workers and visitors to use cloth face coverings when on the job site.

COVID-19 Supervisor: A site-specific COVID-19 Supervisor shall be designated by the Employer at every job site. The COVID-19 Supervisor will monitor the health of workers and enforce the COVID-19 job safety plan. A designated COVID-19 Supervisor must be present at all times on each job site during the work day.

Anonymous reporting: Employers should establish an anonymous reporting mechanism (via email, phone or online form) that enables workers to report concerns about COVID protocols or other safety issues. Alternatively, workers can report safety violations anonymously via the [Governor's website](#) or with the [Washington State Department of Labor and Industries](#).

No visitors: Only necessary workers are allowed on all job sites, but does not preclude union reps that are contractually permitted.

Screening and testing

All workers will be screened for signs/symptoms of COVID-19 when they arrive at the job. Rapid testing should be used once readily available, but until then, workers may have temperatures taken with a 'no touch' or 'no contact' thermometer and/or take a health questionnaire. For testing options in Washington State, visit our [COVID Production Resource Page](#).

If you feel sick or have symptoms

At home: If you're feeling sick with fever, cough, muscle pain, sore throat or difficulty breathing, stay home, immediately inform your Employer, and seek medical attention.

On the job: If you begin feeling sick while at work, you must immediately inform your Employer and the Covid-19 Supervisor. Workers who develop symptoms while on the job will be immediately sent home. The Employer must cordon off any areas where a worker with probable or confirmed COVID-19 illness worked, touched surfaces, etc. until the area and equipment is cleaned and sanitized. Follow the [cleaning guidelines set by the CDC](#) to deep clean and sanitize.

Social distancing

Six-foot rule: Workers must maintain six-foot separation at all times. When strict physical distancing is not feasible for a specific task, other prevention measures are required, such as use of barriers, minimize workers in narrow or enclosed areas, stagger breaks, and work shift starts.

Physical contact: Avoid touching your face, mouth and eyes and avoid any unnecessary physical contact with others.

Work 'pods' of small numbers: Crews should be minimal in size, function as department cohorts or in 'pods,' and maintain continuity of workers whenever possible.

Workflow: To the extent practical, allow only one department on set at a time or limit the total number of workers on set in order to limit cross contamination. Consider implementing "The Zone System" as laid out in the unions' [The Safe Way Forward](#) and the [COVID-19 Return to Work Agreement](#).

Talent: Only workers designated by the Employer should work in close proximity with talent (i.e. Hair & Make-up). These workers may need additional PPE when interacting with talent. *For non-represented talent:* If social distancing of at least 6 feet can be maintained, talent may remove their cloth facial covering or mask while shooting their scene. Talent may be closer than six feet but must have a physical barrier between them at all times (such as plexiglass.) To accommodate "over the shoulder" film angles, actors can be closer than six feet if all performers are masked except for the one performer delivering lines in the scene. *For represented talent:* the production must develop and follow a safety plan approved by the association or union representing talent on the production. The production must also report in advance to its respective county health department the dates when filming will begin.

Viewing monitors: Multiple monitors should be made available to allow workers to review footage while maintaining a six foot distance.

Personal Protective Equipment (PPE)

Provided PPE: The Employer must provide personal protective equipment (PPE) such as gloves, goggles, face shields and face masks. Extra PPE (at least 3-4 per worker), hand sanitizer, and sani-wipes will be provided by Employer and be available at all times. Training and fitting of masks/respiratory devices and all PPE should be provided by Employer for proper use.

Masks: All workers not working alone **must** wear a cloth facial covering, unless their exposure dictates a higher level of protection under Department of Labor & Industries safety and health rules guidance. Refer to [Coronavirus Facial Covering and Mask Requirements](#) for additional details.

Sanitation and cleanliness

Wash your hands: All workers must frequently and adequately wash their hands as well as use hand sanitizer. Use disposable gloves where safe and applicable to prevent transmission on tools or other items that are shared.

Equipment/tools: Avoid using other people's phones or personal work tools. Only department members should handle their own gear. All equipment will be sanitized before and after each individual use.

Job site sanitization: Employers must develop a cleaning schedule for each job site that includes frequent cleaning and disinfecting with a particular emphasis on commonly touched surfaces.