

# **TUFF CONTENDER GENERAL PANDEMIC SAFETY PROTOCOLS**

DECEMBER 2020





## COVID-19 COMPLIANCE OFFICER

- All sets must have a COVID-19 Compliance Officer (CCO).
- The CCO must have certification from Health Education Services and OSHA COVID-19 Workplace Safety training.
- In addition to a day rate, the CCO should be given a KIT fee for the supplies they bring to set.
- Standard CCO rates are between \$400-750 per day.
- The CCO IS NOT a production assistant. This position must have a solid understanding of production, and his or her only job is to act as the COVID-19 authority on set. This person may lead a team for a larger set.
- Sets should have 1 CCO for every 20 people, however, this is not a rule. Please use your best judgement to ensure you are crewed up properly.





## STANDARD PANDEMIC OPERATING PROCEDURE

- Prior to shoot, cast & crew will be asked to consent to testing and/or provide health screening information
- All attendees are required to wear new clean disposable masks, and TC will always supply these items at check-in via the CCO
- TC will supply on-set sanitization including hand washing stations and hand sanitizer, or this will be provided by the CCO
- The CCO will provide periodic sanitization of high touch areas
- Disinfectant wipes will be easily accessible

## TUFF ON-SITE SAFETY REQUESTS

- **Be diligent** in your practice of these procedures to keep all shoot attendees safe & healthy
- **Be flexible** with production calendars and timelines; these additional safety measures and new procedures will add time to the project
- **Be considerate** of certain creative or logistical adjustments that may need to be made during this time
- **Be aware** that these are guidelines and serve to ensure the health and well being of all shoot attendees





# PRE-PRODUCTION PROCEDURES

## SCHEDULING

- We will hold pre-production meetings remotely via video conference when possible
- We will schedule pre-light, shoot + strike days in a way that limits number of people on set
- We will consider crew's health when scheduling length of shoot day and opt for 8-10hr days over 12-14hr days
- We will determine who provides safety gear and equipment - likely both TC + the CCO

## TESTING & HEALTH SCREENING

- All crew will be screened, and may be asked to consent to COVID-19 testing prior to the shoot
- Please plan accordingly: it can take several days to receive test results.
- Rapid testing may be required on set; please stagger call times as each test takes 5-15min to complete.





# PPE & SAFETY EQUIPMENT

## PERSONAL PROTECTIVE EQUIPMENT

- All attendees will be required to wear new clean disposable masks on set. These are surgical-style masks provided by TC.
- No personal masks are to be worn on set.
- Masks must be replaced every 6-8hrs.
- Tuff Contender will always have PPE to distribute as necessary.
- Production will implement PPE recommendations in accordance with all federal, state and local guidelines.

## SAFETY EQUIPMENT LIST

- Disposable Masks & Nitrile Gloves for 2x the amount of cast & crew members per day.
- Hand Sanitizer - 60% Alcohol by Volume
- EPA N - Cleaning / Disinfecting Supplies
- Privacy folder to store Screening Surveys
- Blue tape and marking equipment
- Disinfecting wipes
- Covered trash cans with foot pedal
- Portable hand washing stations
- KN-95 Masks for use when Screening & Cleaning

\* Biohazard Waste Disposal is not required





# COVID-19 SCREENING PROCEDURE

## SET ENTRANCE & SCREENING

- Screening instructions need to be emailed with the call sheet
- Call times need to be staggered by department to allow time for screening
- All personnel are subject to the same screening in accordance with the ADA + CDC before entering set / location
- We have a Covid-19 Check In Sign that can be put at the check insulation - request from Tuff.

## HEALTH SCREENING

Upon arrival, the check-in protocol with the CCO will include:

- Private screening for health questions, temperature and review of hygiene protocols
- Use of the hand washing / sanitization station
- Receipt of PPE and review of proper use
- Any additional precautions deemed necessary for any particular set / location





# COVID-19 SCREENING PROCEDURE

## SCREENING QUESTION COLLECTION

- Screening answers can be collected via Google Form, Form on a computer or tablet, on paper, or through a third party app.
- We prefer all screening questions to be sent via a Google form the morning of the shoot, and that both the CCO and Producer have access to the results.
- We'll request a QR code to be used on set to easily redirect people to the Google form.
- All results need to be collected on the day of the shoot and validated at entrance.
- Production will store screening results securely for 2 years.

## HEALTH SCREENING QUESTIONS

- Have you experienced any of the following Covid-19 symptoms in the past 48 hours (pre-existing conditions exempt):
- Within the past 14 days, have you been in close physical contact (6 feet or closer for at least 15 minutes) with a person who is known to have laboratory-confirmed COVID-19 case or with anyone who has any symptoms consistent with COVID-19?
- Have you been, or are you isolating or quarantining because you may have been exposed to a person with COVID-19 or are worried that you may be sick with COVID-19?
- Are you currently waiting on the results of a COVID-19 test, because of a potential exposure to Covid-19 or are worried that you may be sick with COVID-19?
- Do you consent to having your temperature checked, wearing appropriate PPE (which includes a clean new disposable mask), washing your hands and social distancing during the production?
- Do you agree to alert the production company or your point of contact if you test positive for Covid-19 before, during or within 14 days of wrap?



# ON-SET PROCEDURES

## SOCIAL DISTANCING & LIMITED CAPACITY

- All productions will limit number of personnel on set
- We will use remote video village & client oversight when possible
- Barriers & pathways will be created on set designed to maintain distance of 6 ft between personnel - this includes eating and break areas
- There must be a designated food / beverage consumption area away from set to allow people to take their masks off. No food or beverage consumption on set.

## SIGNAGE

- Tuff Contender will provide clear signage to assist attendees in following COVID-19 protocols
- Signage was developed during the CCO course to ensure guidelines are apparent and adhered to on set

## GET FAMILIAR WITH OUR SIGNS:







# LOCATIONS & TRANSPORTATION

## LOCATIONS - CCO OVERSIGHT

- Scout locations virtually if possible
- Allow additional time for permit processing
- Map out crew entrances, exits + pathways
- Ensure a clean work environment: disinfect all shoot locations prior to crew arrival
- Keep set closed
- Non-essential visitors will be permitted entry

## TRANSPORTATION

- Limit and mark vehicle capacity - 50%
- Make more shuttle trips to maintain distance between riders
- Assign specific driver to each vehicle
- Disinfect vehicles after each drop off
- Keep windows open for ample ventilation (weather and conditions permitting)
- When possible, self-reporting to set will be encouraged





# CATERING & CRAFT SERVICES

\*All food + beverages must be consumed in designated areas away from the general shooting area, including water

\*All personnel must wash / sanitize hands before and after consuming food or beverages

## CATERING REGULATIONS

- Catering crew to wear PPE at all times when prepping + handling food
- Meal times staggered when possible
- Space provided for meals to allow for proper distancing— single-top tables, six feet separation, outside if possible
- Washing / Sanitization station provided near meal areas
- Tables and chairs sanitized after each use

## CRAFT SERVICES RECOMMENDATIONS

- Use individually packaged, single-serve meals, snacks and beverages
- Bulk food/beverage should be served by one person wearing gloves, mask and face shield
- Eliminate all shared food bins and coolers
- Refill water bottles at contactless dispensers
- Provide washing / sanitization station near craft area
- Use foot-pump water fountains or no-touch auto-dispensers to refill water bottles





## EQUIPMENT & CAMERA DEPARTMENT

### EQUIPMENT + PRODUCTION SUPPLIES HANDLING

- Assign tools, duties + supplies to specific crew members and avoid direct handoffs
- Specific departments are responsible for handling their own gear
- Departments + individuals are responsible for sanitizing their own equipment
- No walkie talkie sharing
- Sanitize replacement batteries and equipment between uses

### CAMERA DEPARTMENT

- Camera Equipment is to be handled by Camera Department ONLY
- Personnel should work with camera house to ensure that rental, pickup + drop-offs are in line with safety guidelines and procedures





# CASTING

## CASTING

- Hold remote casting sessions and callbacks whenever possible
- If in-person casting is mandatory, ensure an 8-foot distance when talent is not masked
- Talent must honor their scheduled appointment time to be seen
- When possible, use digital means to sign in talent, gather sizing info and distribute any materials, questionnaires etc
- Minimize number of personnel in contact with talent
- Client/agency should always secure backup talent in the event that the hero talent falls ill or does not pass entry screening





# TALENT

## CONSIDERATIONS: TALENT

- Talent must be made aware of what is required of them regarding creative prior to the shoot day
- If scenes of intimacy are being filmed, it is required that talent is tested the day of the shoot.
- Consider alternative shots to allow for maximum distance between talent
- Distribute and collect all necessary documents (payroll, etc) digitally
- Maintain distancing guidelines and sanitization procedures in any talent-holding areas

- Consider limiting the number of extras.
- Ensure all talent wears PPE on set whenever possible
- Avoid doing HMU on set unless absolutely necessary

## CONSIDERATIONS: MINORS

- Allow additional time for permit review & approval
- Notify guardians: non-essential persons are not allowed on set
- Provide PPE that fits minors
- Provide ample space for schooling





## GLAM TEAM

### HAIR & MAKEUP

- PPE must be worn during person-to-person contact with talent.
- Masks & face shields are required when working with talent.
- Provide additional space + partitions between HMU stations. Only 1 talent per station at a time.
- Each station is to be sanitized between each talent.
- Disinfect all reusable tools and equipment between each use.
- Assign tools to individual talent to be kept in separate bags for the duration of the shoot. When this procedure cannot be accommodated, use single use brushes and applicators.
- Talent is to wear a mask whenever possible (hair styling, eye makeup, etc). Talent will be required to remove their own makeup to limit unnecessary contact.





# WARDROBE & ART DEPARTMENTS

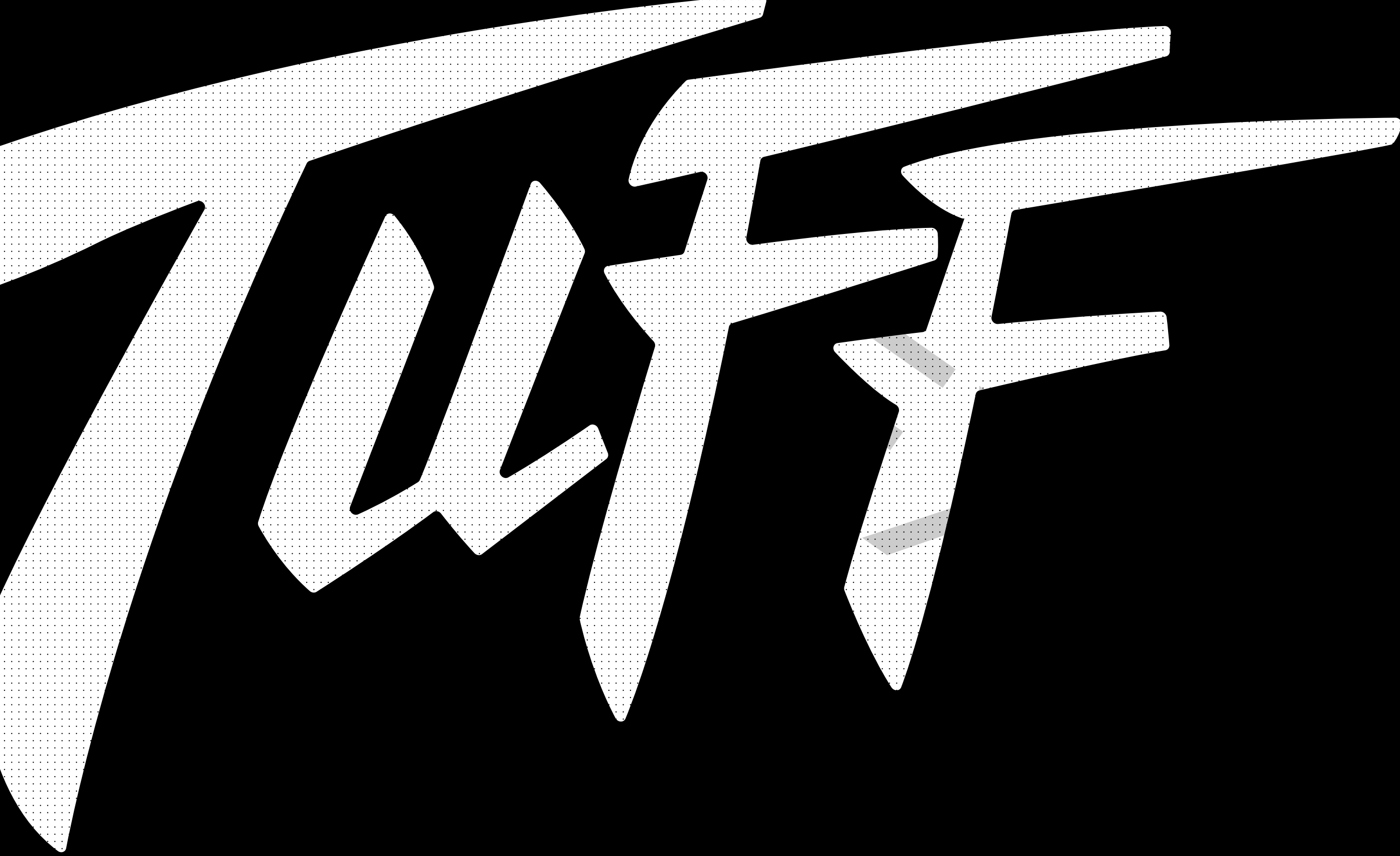
## WARDROBE

- PPE must be worn during person-to-person contact with talent
- Masks & Face Shields are required when working with talent
- Only stylist + individual talent are to handle wardrobe when possible
- Encourage use of rental houses / online shopping for wardrobe pulls
- Wear PPE when visiting any rental houses or retail stores
- Allow additional time for delivery delays
- Review all vendor return / exchange policies
- Encourage remote wardrobe reviews via video conference
- Sanitize all accessories, jewelry, handbags, etc between uses—  
When possible production will have a UVC Sanitizer on set
- Arrange for talent to arrive in their own wardrobe when possible
- Used wardrobe should be bagged up individually by talent

## ART

- Allow additional time for pickup + deliveries
- Receive approval from agency/client prior to shoot date
- Consider additional prep + strike days to limit crew size
- Allow additional time for props to be sanitized before and after each handling by talent
- Coordinate handling of accessories with wardrobe dept to limit exposure





**THANK YOU**

07.15.20