

## COVID-19 INFORMATION

# GUIDANCE FOR THE SCREEN-BASED PRODUCTION INDUSTRY

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## Overview

Chief Medical Officer of Health (CMOH) Order 25-2020 requires businesses and entities to:

- implement practices to minimize the risk of transmission of infection among attendees;
- provide procedures for rapid response if an attendee develops symptoms of illness;
- ensure that attendees maintain high levels of sanitation and personal hygiene;
- comply, to the extent possible, with any applicable Alberta Health guidance found at [alberta.ca/biz-connect.aspx](http://alberta.ca/biz-connect.aspx).

**All businesses and entities in this sector are required by law to follow this guidance to the extent possible in accordance with the CMOH exemption for screen-based production.**

Where any part of this guidance is inconsistent or in conflict with enhanced or stronger public health restrictions set out in another CMOH Order, the enhanced or stronger public health measures would prevail. Operators are also required to follow this guidance, the [General Operational Guidance](#) and any other applicable CMOH orders.

This document has been developed to support the screen-based production industry in reducing the risk of transmission of COVID-19 among attendees (including workers, actors, crew, and volunteers). The guidance provided outlines public health and infection prevention and control measures specific to this activity. **A screen-based production company has the primary purpose of film and video production for the purpose of distribution or dissemination to a public audience.**

International cast and crew are required to adhere to international travel measures, found in the second part of this document. All international travellers are subject to the federal *Quarantine Act* requirements and any other applicable requirements of the Canadian Border Service Agency.

Other relevant guidance for this industry can be found on the Alberta BizConnect website, including [Guidance for Personal and Wellness Services](#) (e.g., make-up artists) and [Guidance for Food Services and Sales](#) (e.g., restaurants and craft services).

In all settings, it is important that measures are implemented to reduce the risk of transmission of COVID-19. This includes, but is not limited to ensuring: physical distancing, barrier use (where appropriate), proper hand hygiene and respiratory etiquette, enhanced cleaning and disinfecting, records management and building maintenance (e.g., ventilation).

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## COVID-19 Risk Mitigation

<b>General</b>	<ul style="list-style-type: none"><li>Screen-based production industry work (Production) must adhere to all current Alberta public health and occupational health and safety measures.</li><li>Only the necessary individuals for the Production are permitted in the filming venue.<ul style="list-style-type: none"><li>No in-person audiences or household members are permitted to be present in the venue.</li><li>Set locations must be closed to the public with strict location area boundaries established.</li></ul></li><li>Due to the nature of the industry, participants of a Production should avoid activities that increase their risk of contracting COVID-19 in their personal lives.</li><li>Appropriate <u>signage</u> should be placed around work areas to remind staff, volunteers and the public of physical distancing expectations, hand hygiene requirements and general sanitation obligations.</li><li>Frequent hand hygiene is mandatory, and hand sanitizer containing at least 60% alcohol should be made available throughout all work areas.</li><li>Where possible, all documentation (e.g., scripts, call sheets, production reports, contracts) and shared copies should be digital. Avoid hardcopies wherever possible.</li></ul>
<b>Distancing and Masking</b>	<ul style="list-style-type: none"><li>All persons must maintain 2 metres' distance from all other non-household members, both indoors and outdoors</li><li>It is recommended that face masks are worn outdoors where 2 metre distancing can not be maintained.</li><li>All persons are required to wear masks while indoors.</li><li>Due to the nature of this industry, <u>if following, at minimum, the testing requirements</u> in this document:<ul style="list-style-type: none"><li>Onscreen talent may breach 2 metres physical distance while rehearsing or filming; physical distancing must be maintained at all other times.</li><li>On-screen talent are permitted to remove their masks while rehearsing or filming; face masks must be worn at all other times.</li><li>Crew may temporarily breach the 2 metre distance if required for operations; face masks must always be worn.</li><li>Any individuals who are within 2 metres distance for a cumulative 15 min every day are close contacts, and are required to quarantine if a case of COVID-19 is detected.</li></ul></li></ul>

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<b>Close contact and intimate scenes</b>	<ul style="list-style-type: none"><li>• For scenes involving close contact, Productions must develop and implement protective measures and controls.<ul style="list-style-type: none"><li>◦ This includes the testing requirements in this document.</li></ul></li><li>• Minimise the number and duration of scenes involving close contact.</li><li>• Wherever possible, use performers who are members of the same household for scenes involving close contact.</li><li>• Schedule close contact production activities as close together as possible to minimise the interactions those performers have with others between scenes.</li><li>• Create cohorts for scenes involving close physical contact so that performers are working with the same people at every shoot.</li></ul>
<b>Testing</b>	<ul style="list-style-type: none"><li>• All individuals participating in the Production must receive a laboratory PCR COVID-19 (molecular) test at least 72 hours in advance of first coming on set.<ul style="list-style-type: none"><li>◦ Each individual should provide their negative result to the COVID-19 Compliance Officer prior to being allowed on set.</li><li>◦ Individuals strictly limit their time in public and interaction with their households/close contacts, for one week before coming on set for the first time.</li></ul></li><li>• Implement regular laboratory-based PCR (molecular) testing protocols for cast and crew:<ul style="list-style-type: none"><li>◦ Laboratory-based PCR testing should be done, at minimum, weekly, for individuals who must be in close contact (e.g., on screen talent).</li><li>◦ Laboratory-based PCR testing should be done, at minimum, bi-weekly, for all individuals on-set.</li><li>◦ Rapid antigen testing may supplement the laboratory-based PCR testing, but should not replace it.</li></ul></li><li>• COVID-19 testing requested and paid for by a private enterprise should follow the <a href="#">Guidance for Industry-Initiated COVID-19 Testing</a>.</li></ul>
<b>Filming and Rehearsing</b>	<ul style="list-style-type: none"><li>• Reduce the number of cast and crew in Production areas wherever possible.</li><li>• Film scheduling should account for the addition of increased cleaning and disinfecting production items (e.g., time needed to clean sets, equipment, props, etc.).</li><li>• Food service should follow the <a href="#">Guidance for Food Services and Sales</a>.</li><li>• Sets and locations should be designated with a Zone System (e.g., A/B/C, Holding), and production crew with a Group System (e.g., 1/2/3)</li></ul>

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	<p>with corresponding access controls. Personnel should only enter the zone where the person's presence is necessary.</p> <ul style="list-style-type: none"><li>• Limit the number of departments, working groups or zones to one at a time when working within the physical constraints of a set. (e.g., art department completes dressing before the lighting department lights a set).</li><li>• Individuals who are able, should be encouraged to work remotely (e.g., from home, digitally). This includes individuals who perform production preparation, casting, location scouting, and post-production.</li><li>• Allow for greater distance between performers (e.g., incorporate alternate shot set-ups, camera angles, lenses, etc.).</li><li>• Conduct script rehearsals or table reads remotely when possible.</li><li>• Scenes involving performance activities (e.g., singing, loud yelling, the use of wind instruments, dance) require masking (instrument masking for wind instruments) unless filming.</li><li>• Film large crowd scenes outdoors where possible and limit the amount of time spent filming crowd scenes.</li><li>• Restrict dressing rooms or trailers to single occupancy unless occupied by members of the same household.</li></ul>
<b>Transportation</b>	<ul style="list-style-type: none"><li>• Limit travel and movement from one location to the next, where possible.</li><li>• Employers should limit the number of workers being transported together or sharing vehicles at any given time, and employ measures to ensure at least 2 metres of distance between workers is maintained.</li><li>• Masks are required during transportation.</li><li>• Wherever possible, the use of private and individual transportation is encouraged.</li></ul>
<b>Production Protocols and Compliance Officer</b>	<ul style="list-style-type: none"><li>• Productions must develop and implement on-set COVID-19 protocols, which should adhere to industry accepted best practices and include:<ul style="list-style-type: none"><li>○ A risk assessment of each production as it relates to health and safety of different members of the cast and crew, locations/sets, transportation, and hygiene.</li><li>○ The role of the COVID-19 Compliance Officer.</li><li>○ Procedures related to infection prevention and control (including cleaning/disinfecting), daily symptom checks and testing schedule, defined groups who may interact within 2 metres, contact tracing, rapid response plan and isolation, etc.</li><li>○ All on-set individuals should be educated on COVID-19 protocols and expectations.</li></ul></li></ul>

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	<ul style="list-style-type: none"><li>○ Advising cast and crew to avoid high-risk activities when away from work, and policies to address any non-compliance.</li><li>○ Policies regarding visitors and non-production individuals on-set.</li><li>● The COVID-19 Compliance Officer responsibilities, at minimum, should include:<ul style="list-style-type: none"><li>○ Ensuring all attendees have completed a daily health screen and confirming no one involved on the project is symptomatic before coming to work or while at work.</li><li>○ Ensuring all attendees have not arrived from out of the country within 14 days or have followed all Federal and Provincial requirements.<ul style="list-style-type: none"><li>▪ See the International Talent, Crew, Executives, etc. Section below for exceptions.</li></ul></li><li>○ Ensuring all attendees have not been in close contact with a confirmed case at least 14 days prior to commencing the Production, or at any point while participating in the Production.</li><li>○ Ensuring all attendees follow the testing schedule for the Production.</li><li>○ Ensuring all attendees receive a negative result on their pre-event COVID test.</li><li>○ Ensure Production compliance with <a href="#">Guidance for Industry-Initiated COVID-19 Testing</a>.</li></ul></li></ul>
<b>Cleaning and Disinfecting</b>	<ul style="list-style-type: none"><li>● All props, sets, wardrobes are to be sanitized after each use, with particular attention paid to frequently handled objects and surfaces.</li><li>● Productions should consider hiring an individual to be responsible for cleaning and disinfecting on set.</li><li>● Remove items, decorations and equipment that are not necessary to the production to limit cross-contamination.</li></ul>
<b>Hair, Makeup and Wardrobe</b>	<ul style="list-style-type: none"><li>● Productions must follow the <a href="#">Guidance for Personal and Wellness Services</a>.</li><li>● Make-up or hair stations must be spaced at least 2 meters apart or have appropriate acrylic barriers.</li><li>● Cast and make-up artists should complete hand hygiene (e.g., wash their hands or use hand sanitizer) before and after each session.</li><li>● Cast, whenever possible, should be encouraged to use their own supplies and/or do their own hair and make-up prior to arriving on-set.</li><li>● Provide makeup application tools and supplies for each performer for their own use, or use disposable make-up kits, applicators and brushes.</li><li>● Provision of hair and make-up services for background actors should be avoided, if possible.</li></ul>

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	<ul style="list-style-type: none"><li>• PPE must be used during all wardrobe fittings and physical contact must be kept to a minimum.</li><li>• Individual cast wardrobe must be bagged and kept separately.</li></ul>
<b>Contact Tracing</b>	<ul style="list-style-type: none"><li>• If an individual who is part of the Production tests positive for COVID-19, close contacts must be identified and quarantined, in accordance with CMOH Order 05-2020.</li><li>• Productions must inform Alberta Health Services if an individual tests positive for COVID-19 and support contact tracing efforts, including:<ul style="list-style-type: none"><li>◦ Production should maintain a record of all attendees and visitors to the set and locations.</li><li>◦ A record of the interactions between the cast members should be maintained, in case an individual tests positive for COVID and contact tracing is necessary.</li></ul></li><li>• Records must include names, dates, and phone numbers. The production must keep those records for a period of 28 days.</li></ul>
<b>International Talent, Crew, Executives, etc.</b>	<ul style="list-style-type: none"><li>• Individuals from outside of Canada who are employed or contacted for a Production that are brought in under the <a href="#">Sector Exemption – Evaluation Activities and Job Creating Projects</a> must comply with all requirements within the exemption (e.g., quarantine).</li><li>• Persons under this exemption may be subject to additional public health requirements at the local, provincial or federal level.</li><li>• A person's vaccine status does not provide any form of exemption, or otherwise remove or reduce any provincial requirements related quarantine, isolation or other matters as prescribed by CMOH Orders.</li></ul>

This document and the guidance within it is subject to change and will be updated as needed.

Last Revised: May 2021.