

MAY 2020

The **Nebraska Film Office** suggests the following guidelines as protocol for film and media production while working in Nebraska during the **PANDEMIC**. These guidelines reflect those recently released by the Nebraska Department of Health and Human Services' Directed Health Measures (DHM) for Nebraska businesses. These guidelines address responses to safety issues that may be present with larger projects and smaller localized activity. Any production should consider the risks associated with their project at all times while filming on location and consider safety measures for all crew, talent and personnel.

Begin in Nebraska by:

- **Registering your project** with the Nebraska Film Office, <https://film.nebraska.gov/>. This is not a permit to film, but a record for our files to keep track of what impact projects have across the state. It will also help us determine what local production resources are available for your project and assist with any permitting process that may exist regarding your locations.

On-set Compliance and Medical:

- Industry best practice includes establishing a dedicated **Infection Prevention Compliance Supervisor (IPCS)** to be on set during production monitoring the strict implementation of these health and safety guidelines.
- All crew and associated personnel **MUST** wear facemasks at all times and provide any additional necessary **PPE** while on set, in production office, riding in transport, running errands or conducting any business while associated with the production's duration in Nebraska. Talent will maintain use of masks at all times except when "acting" on set. The **IPCS** role will enforce guidelines across all departments to ensure the safest known practices are maintained throughout the shooting schedule.
- A **Set Medic** will be on set to administer daily temperature of each personnel and keep accurate records. Consider providing a sticker to indicate the person has been tested for that day's work. If any one temperature is 100.4°F they will be asked to leave set and the Head of Production on set will determine if production will continue. That person will seek medical attention to determine if they will be able to return to the production. All personnel will notify set medic if feeling ill. Disinfect all surfaces and infected areas after the ill person leaves the set including ALL equipment. Consider not using equipment that is not easily cleaned with soap and water and/or wiped down. Make sure your production has a response plan for any instance of an

employee with a suspected or confirmed case of COVID-19. Consult the local health department for additional guidance.

Additional Suggested ON-SET / PRODUCTION OFFICE best practices:

- Stagger physical production filming to comply with DHM and reduce the number of persons together at any one time. This includes on set, production office, green room, eating areas or anywhere production personnel gather.
- On set interior production activity will adhere to the maximum 25-person rule for all crew, personnel and talent keeping 6' social distancing between people at all times
- Filming exterior may allow a larger number of people utilizing safe social distancing best practices. Check with DHM guidelines. .
<http://dhhs.ne.gov/Documents/COVID-19-Outline-of-Changes-to-Upcoming-DHMs-Phase-II.pdf>
- Personnel should consider bringing a change of clothes with them to work.

CRAFT SERVICE ON SET and PRODUCTION OFFICE:

- Only pre-packaged snacks will be available. **NO** individual open communal food.
- **STAGGER MEALS:** Meals will be pre-made and packaged separately when delivered to set/production office. Crew and personnel should social distance when eating. If larger productions utilize catering on site only THE SERVER touches the serving utensils. All eating service will be disposable.
- Personal wipes will be provided to each crew and personnel at all times.
- Portable washing station will be provided if no easily accessible plumbing available for washing hands.
- Hire 1 Production Assistant per 5 people on set at all times. PA will assist with cleanliness practices including the wiping down of equipment, continual removal of garbage or unnecessary items on set. Determine what is essential equipment and maintain its cleanliness at all times.

ALWAYS CLOSED SET,

- No visitors, **UNLESS** determined by the **PRODUCTION** to be absolutely essential. Same in production office --only essential personnel. They must also have their temperature taken upon arriving and leaving.

ALL DEPARTMENTS:

- Heads of Departments should brief personnel daily with any new updates regarding health and safety for each particular production. Stress cleanliness

and hand washing. Follow the current guidelines for filming during the Pandemic from local governments and the unions and guilds of the industry.

ON SCREEN TALENT:

- Casting should be done remotely via video conferencing or like means. Anyone with a high-risk category should not be cast at this time.

CREW BEHAVIOR OFF SET:

- If crew, talent and any associated personnel are staying in local lodging, make sure that facility meets all safety standards of cleanliness for the **CORONAVIRUS SAFE DISTANCING PRACTICES**. Require your personnel to wipe down all surfaces when they return to their room at end of day.
- For all projects, but particularly larger projects lasting days, weeks, months, encourage your crew to practice safe distance socializing with each other. Do not encourage them to remove themselves from the “pod” and risk the potential of becoming infected while still involved with the project. Recommend they continue to keep acceptable social distancing requirements with any essential activity outside of the physical production space.

Additional links to best practices and helpful information for filming in Nebraska during the Pandemic. Copy and paste into your browser.

Nebraska Health and Human Services:

<http://dhhs.ne.gov/Pages/COVID-19-Traveler-Recommendations.aspx>

<http://dhhs.ne.gov/Pages/COVID-19-Directed-Health-Measures.aspx>

<http://dhhs.ne.gov/Pages/default.aspx>

DHM GUIDELINES

<http://dhhs.ne.gov/Documents/COVID-19-Outline-of-Changes-to-Upcoming-DHMs-Phase-II.pdf>

Centers for Disease Control and Prevention (CDC)

<https://www.cdc.gov/>

AICP – Association of Independent Commercial Producers:

<https://www.aicp.com/business-resources/business-affairs-information/aicp-guidelines/covid-19-workplace-guidelines/>

SAG/AFTRA Covid-19 Guidelines:

<https://www.sagaftra.org/news-events/news/covid-19>

Association of Film Commissioners International

<https://afci.org/global-production-alert/>