

Fluid HD Ltd COVID-19 Protocols:



Protocols are about risk minimization and harm reduction but they cannot remove all risk.

Protocols should be kept under regular review to ensure they reflect the most up to date developments and best practise.

ISSUE	TO CONSIDER	NOTES
STAYING ON TOP OF ADVICE	Having a dedicated COVID-19 supervisor who can monitor involving external developments on how filming can take place as safely as possible.	
PREVIOUS POTENTIAL AND ONGOING EXPOSURE TO COVID-19	<p>Ahead of filming, keep a log with the contact details of all crew and contributors and their movements for the previous 14 days and any potential exposure to COVID-19. Having crew self isolate (potentially with each other) ahead of going into a filming environment should be considered.</p> <p>NB any team members who have already experienced COVID-19 even if confirmed positive by testing at the time or who tested positive for antibodies afterwards cannot currently be considered to have immunity according to the WHO</p>	Crew members to fill in COVID exposure questionnaire before shoot.
VULNERABILITY TO COVID-19	Know in advance whether any crew member, contributor or their dependents have particular vulnerabilities to COVID-19.	Identify Crew with vulnerabilities.
LOCAL CONTENTS	Know in advance what the specific COVID-19 situation is where you are filming, follow local guidance and make any contingency plans.	Contact Client, to inform of local restrictions and check government website for guidance.



DISTANCING	Maintain appropriate social distancing (at least 2 metres) between all crew and contributors. Try to sit at an angle from contributors in interviews rather than face to face. Use as small a crew as possible. If filming in a public place, can this distance be safely kept?	Use locations that allow for suitable distancing to take place.
SPACES	<p>Shoot outside where possible, Do not shoot in rooms too small for appropriate distancing or where good ventilation is not possible. Think about whether having designated entry and exit points would be appropriate. Where are the nearest handwashing facilities?</p> <p>Are there protocols that need to be adhered to before entering and exiting the space?</p> <p>If filming in a medical situation, how you will you ensure that their medical protocols will be adhered to by the film team?</p>	Contact Client to identify suitable working locations.
TRAVEL	<p>Travel to location should require separate transport from different crew members (unless isolating together) Will you need to disinfect your travel space before or after the journey?</p> <p>Keep camera equipment in a separate area to where people are traveling and ensure it is wiped down before being stowed in the vehicle.</p> <p>Use self-service fuel stations and remember to wear gloves when refuelling, disposing of the gloves after closing the fuel cap. Everyone should follow the 2-metre minimum distance rule when stopping for food/fuel.</p>	
FOOD & DRINK	How will the crew and contributors be provided with food and drink when so many places are closed - bringing prepared food and reusable drinking bottles or cups is advisable. If not possible and needs to be	



	<p>sourced ensure food is safely prepared and served and it is safely obtained.</p> <p>Extra vigilance around sanitization. No sharing.</p>	
OVERNIGHTS	<p>Where possible avoid crew staying overnight. If necessary, are they able to stay somewhere that adheres to necessary hygiene standards that can provide its COVID-19 practises for review?</p> <p>Do not share rooms.</p>	Use Premier Inn - National COVID Protocols.
CREW SELF-CARE	<p>Crew should take regular breaks and be mindful of fatigue/energy levels, taking into account that tired individuals are more likely to make mistakes with their hygiene regime.</p>	
OBTAINING FILMING CONSENTS	<p>Can you avoid asking contributors to sign paper release forms by using electronic versions on a tablet that can be disinfected after each use? Or email consent forms and use an electronic signature like DocuSign.</p>	
EQUIPMENT	<p>Disinfect filming equipment (cameras, audio, memory cards, microphones) before and after filming using minimum 70% alcohol. The creation of a team protocol for how you will do this each time is advisable.</p> <p>No crew member touches other crew members equipment.</p> <p>70% alcohol sanitizer and wipes available at the shoot at all times.</p> <p>In terms of making a personal mic, ensure it is disinfected in advance and to the contributor to mic themselves.</p>	



	<p>If using a directional mic try to keep it an appropriate distance from contributors and ensure the mic cover is thoroughly washed after each shoot.</p>	
CHECKING FOR SYMPTOMS	<p>Test crew temperature on a daily basis ideally using the best non-contact/infrared thermometer or provide the team with personal thermometers.</p> <p>Treat a high temperature (>37.8 centigrade) as a potential COVID-19 symptom.</p> <p>Ask the crew daily if they experience any COVID-19 type symptoms (see the WHO website)</p>	
HYGIENE	<p>Set out best practice hygiene for crew members and define the steps they should take ahead of any filming. This should involve washing hands with soap and water for at least 20 seconds as often as possible (e.g. after filming each scene/when filming pauses) sufficient hand sanitizer wipes or sprays of 70% alcohol should be available for each crew member and if used in the absence of soap wash hands with soap as soon as possible after do not forget to disinfect personal items like it phones, car keys, glasses and credit cards after use.</p> <p>It is recommended that crew remove jewellery and watches prior to filing, noting that the COVID-19 virus can remain live on many different surface types for varying lengths of time.</p> <p>Crew and contributors should consider what clothing they will wear. It is recommended that all clothing should be washed at a high temperature with detergent after filming at the soonest time; clothing worn whilst</p>	



	<p>filming should be removed on arrival home, have washing machine door open in preparation, put clothes in washing machined to be washed, have a shower and get dressed in different clothing, avoiding touching door handles and light switches until after shower.</p>	
PPE	<p>Masks / face coverings should be used upon arrival onsite.</p> <p>Check local rules for where masks need to be worn and protocols around moving around a location.</p> <p>If working in a medical environment, makes sure that you are working with the same protocols for PPE and operating guidelines as the staff are.</p>	
AFTER FILMING	<p>Ensure crew monitor personal health for up to 14 days after filming. Continue to monitor advice on self-isolation and quarantining</p>	
POST PRODUCTIONS	<p>After filming, if working with an editor/edit assistant not on the shoot, work out a plan for how the rushes can be safely uploaded for access.</p>	
MEDICAL CONTACT INFORMATION (CREW)	<p>Ensure that there is a confidential detailed log of any pre-existing medical conditions experienced by the crew. Also, medical contact information of each crew member's doctor and (if appropriate) medication.</p>	
IN CASE OF CREW BEING TAKEN ILL	<p>Before filming commences, have a protocol in place for what will happen if a crew member falls ill. Ensuring there is a place where they can self-isolate on location if necessary 0 whether that is for a few hours or until they recover. This should be deep cleaned after use. Any crew member with suspected COVID-19 symptoms should not travel home on public transport.</p> <p>Consider arranging private testing for any crew member if they or members of their household show symptoms, to avoid any unnecessary self-quarantine and delays in diagnosis.</p>	

