“Getting Back to Work in San Diego: COVID Protocols on Set”

SD Media Pros, January 27, 2021
COVID-19 Social Distancing Policy
Helium Films USA

Policy

Fact Sheet Information

Safe Reopening Plan

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Helium Films USA

As you return to work in the [indelible] of the 2019 novel coronavirus disease (COVID-19) pandemic, Helium Films USA wants to assure you of its continued commitment to maintaining a safe and healthy workplace and that we are taking additional measures to protect you, your coworkers, and your families from the spread of COVID-19. As part of those efforts, we are implementing a new Social Distancing Policy. Please read this policy carefully.

Importance of Social Distancing

The Centers for Disease Control and Prevention (CDC) has found that one of the most effective ways of preventing the spread of COVID-19 is limiting face-to-face contact with others, known as social distancing or physical distancing. The Occupational Safety and Health Administration (OSHA) similarly recommends increased social distancing when preparing workplaces to respond to COVID-19.

The Social Distancing Policy is a key part of our overall strategy and commitment to maintaining a healthy workplace in light of the COVID-19 pandemic. Although knowledge about the virus and how it spreads is evolving, based on the information we now have, these measures will help curb its spread. Compliance with this policy is essential because current consensus on the virus suggests, among other things, that:

- COVID-19 is highly contagious.
- COVID-19 spreads mostly among people who are in close contact (within about 6 feet, or about 2 meters) for a prolonged period (between 10 and 30 minutes, depending on the distance).
- The virus generally spreads when an infected person coughs, sneezes, or talks, and droplets from their mouth or nose get in the air and land in the mouths or noses of nearby people.
- A person who has the virus may not have any symptoms but may still spread COVID-19.
- A person can get COVID-19 by touching another person, such as with a handshake, or by touching another surface or object that has the virus on it and then touching their own mouth, nose, or eyes.
- The virus can live on surfaces for up to several days, depending on the surface and other conditions.

For these reasons, the CDC and other public health experts have recommended limiting contact with other people and common surfaces to limit the spread of Helium Films USA.

COVID-19 Fact Sheet

Fact Sheet Information

What is coronavirus disease 2019 (COVID-19)?

COVID-19 is a new coronavirus not previously identified in humans. Coronaviruses are a category of viruses normally found in animals, but humans can become infected with them. Coronaviruses can infect many different species, including bats, camels, and pangolins.

What are the symptoms of COVID-19?

Coronaviruses can cause mild to moderate symptoms like the common cold. Complications and outcomes of COVID-19 are still being investigated. Symptoms of COVID-19 may include:

- Runny nose
- Sore throat
- Headache
- Fever
- Cough
- General feeling of being unwell

Who is at risk for COVID-19?

The health risk from COVID-19 to the general American public may change over time as the situation unfolds. Risk is based on exposure and a variety of factors that may vary, including the community in which you live, please, your health, interactions you have had, and more. People who are at higher risk for severe COVID-19 include:

- Older adults
- People with serious chronic medical conditions
- People who are immunocompromised

It is recommended that people meeting the following criteria consult their healthcare provider to be evaluated for COVID-19:

- If you have symptoms and have been in close contact with someone who has tested positive for COVID-19.
- If you have symptoms and were in close contact with someone who has tested positive for COVID-19 and is still sick with COVID-19.

AND

- Developed a fever and symptoms of respiratory illness, such as cough or shortness of breath.

How is coronavirus spread?

Human coronaviruses like COVID-19 are most commonly spread from one infected person to others through:

- Close contact (within 6 feet of each other)
- Respiratory droplets from a person coughing or sneezing
- Inhaling droplets that land on your mouth, nose, or eyes before washing your hands.

What should I do if I think I have been exposed to COVID-19?

If you have had close contact with a COVID-19 case or are someone who is confirmed to have the virus, you are now considered a COVID-19 infection. You should:

- Monitor your health starting from the day you last had close contact with the infected person or the last time you were in the infected person’s household.

What are some symptoms:

- Fatigue
- Fever
- Dry cough
- Sore throat
- Myalgia
- Chills
- New loss of taste or smell
- Diaphoresis (sweating)
- Congestion or runny nose
- Nausea
- Vomiting
- Headache
- Diarrhea

If you develop fever or any of these symptoms, call your healthcare provider right away and let them know about your recent travel or exposure to symptoms.

Safe Reopening Plan

Business Name: Helium Films USA, LLC

Facility Address: 6100 Riverside Dr, San Diego, CA 92120

We plan to re-open at 100% capacity of our normal operations. The County will require approved phased opening plans and we will be required to follow the County’s Health & Safety Protocols. Any non-compliance with the County’s requirements shall render the permit void.

A. Signs (Mandatory)

- Sprayed on all public entrances of the facility to inform all employees and customers that they should avoid entering the facility if they have cough in their fever, sneeze, hair loss, or fever.
- A sign shall be posted in a conspicuous place at all entrances notifying visitors of the policy.

B. Measures To Protect Employee Health (Mandatory)

- Southampton opportunities have been maximized.
- All employees must be tested twice a week.
- All employees must have temperature taken upon returning to work. If 102 degrees or more, should not be allowed in the workplace. A thermometer is not allowed. (cough, shivering, shivers or causing or at least 2 of the following: fever, cough, repeated sneezing with cold, muscle pain, headache, sore throat, loss of taste or smell.)
- This program will be issued to all employees.
- All employees must wear facial coverings in the workplace. Each person has access to all that are available.
- All desks or individual work stations are separated by at least 6 feet.

C. Masks and gloves

- Personal Protective Equipment (PPE) will be provided at a level appropriate to employees job duties (to be specified later).

Plan 1 of 1

All employees have a COVID-19 plan.
“White Paper”
The Alliance of Motion Picture and Television Producers

“The Safe Way Forward”
A Joint Report from SAG-AFTRA, IATSE and Teamsters’ Committee

City of San Diego
Special Events and Filming Website

https://www.sandiego.gov/specialevents-filming/filming
City of San Diego
Filming Guidelines (6/9/20)

Overview
The City of San Diego understands the need for studios, production companies, agencies, and crew members to return to work with the goal of mitigating and preventing the spread of COVID-19 for cast, crew, support personnel, and the public.

The City of San Diego’s current policy for film and still photography production is in line with the County of San Diego Public Health Orders, California Department of Public Health guidelines, and Centers for Disease Control and Prevention guideliness. This is the responsibility of the production company, its crew members, contractors, vendors, and other representatives to be aware of and comply with guidelines as they are issued.

This policy directive is current as of June 9, 2020, but may change subject to a nationwide adoption of public health guidelines to ensure measures to mitigate and prevent the spread of COVID-19 are followed. Donations from proposed films are permitted to public health, and to our public safety response will result in suspension of the film/photography production.

Guidelines
The City of San Diego will begin processing permits for film and still photography productions on City of San Diego right-of-ways on a case-by-case basis provided the productions comply with the following guidelines:

- All production must comply with the County of San Diego’s Safe Reopening Plan, properly post the completed plan on set, and distribute copies to all cast, crew, and individuals that will be on set.
- Production of filming, shooting, and gathering classes can only apply to meetings supported by the entertainment industry, media, or other related establishments, they have been identified and an essential service business must be more than enough space to accommodate film/photography activities for all talent and crew members within the film or photography set location. Production sets are required to keep the public at a safe distance and maintaining a minimum distance of 6 feet from each other at all times.
- All production on public and private property must comply with County of San Diego’s Public Health Orders, California Department of Public Health guidelines, and Centers for Disease Control and Prevention guideliness.

Frequently Asked Questions (FAQ’s)
1. Are film/still photography permits being processed at this time?
Yes, provided production company with guidelines attached in the previous page and with county, state, and federal guidelines. Please fill out longer processing times for permit requests up to five business days for low impact (NFP) photography that does not involve (Culturaloy policy ratings).

2. Do the guidelines apply for film or still photography production on private property?
Yes, however, the City of San Diego does not process film permits for private properties, but non-profit production purposes, or private property may be obtained through a city permit. Permits being placed on private property must still comply with county, state, and federal guidelines.

3. Can I require posting for no-parking to support my shoot?
Posting for no parking request will be reviewed on a case-by-case basis. Production will be asked to request the base exception quantity of parking spaces for essential production vehicles and film crew at the time of permit application. A film/photography production may be required to have the maximum number of vehicles on location and be considered based on footprint size. The city may request a larger parking review of submitted request.

4. Can I request a shoot or sidewalk closure as part of my film/photography activity?
Street, sidewalk, and right-of-way closure requests will be reviewed on a case-by-case basis. No special permits are issued for this purpose. All closure requests are reviewed on a case-by-case basis.

5. Can I request a film permit for a City of San Diego park, beach, park, library, or etc?
Film and photography filming up to 50% of paid service, a maximum of 150 people, and if on location will be considered based on footprint size. A film/photography production may be required to have a larger parking review of submitted request. The city must be notified in advance of the specific location that are open for parking activities, an City of public safety staffing may be required if the parking space is full. To inquire about a specific location, and to email to film@sandiego.gov.

6. I’m interested in participating in an all-klips production/walkout meeting to discuss my production. How can I indicate this?
Accommodations will be made to facilitate preliminary discussions and/or production meetings via telephone or videoconference. To request a preliminary meeting, please send an email to film@sandiego.gov.

7. Is there any required data for film/photography permits without restrictions or additional guidelines?
The City of San Diego does not have a timeline for permits, permitting without restrictions or additional guidelines.

Special Events & Filming Department
Overview on State, County and City Guidelines

• State of California
  – Per the State’s Industry Guidance, the entertainment industry and the workers supporting the entertainment industry are defined as essential
  – State defers to individual counties and jurisdictions for specific guidelines and restrictions, EXCEPT...
    • Production/back office staff and management must comply with the State’s Office Workplace Guidelines

• County of San Diego
  – Must comply with the County of San Diego’s Safe Reopening Plan
    • Broad COVID-19 safety protocols checklist for all essential businesses operating during the pandemic, including film, TV, music, and photography productions
    • What You’ll Need To Do:
      – Complete the Safe Reopening Plan for all of your filming locations
      – Post or have a copy of the completed Safe Reopening Plan accessible on-set
      – Provide a copy to all cast, crew, and individuals that will be on-set
      – If applying for a County, City, or Port film permit, provide a copy to their respective permit offices as part of your permit application packet
Special Events & Filming Department
Overview on State, County, and City Guidelines (cont’d)

• City of San Diego
  – Film, TV, commercial, and still photography productions must comply with the following:
    • County of San Diego’s Safe Reopening Plan (completed/signed copy must be provided to permit office if requesting to film on public property)
      – If filming on private property, Safe Reopening Plan must be completed, posted or made easily accessible on-set, and provided to all cast/crew. Production does not need to submit the Safe Reopening Plan to the City or County.
    • Physical distancing for all talent, crew and support services
    • Facial coverings required (exception for on-camera talent while actively being filmed)
    • Handwashing/sanitation stations
    • Cast/crew limit of 15 per location
      – Considerations for an exception: Location/venue provides adequate space to physical distance, use of pods or zones in separate locations (e.g. basecamp), surrounding community

• Questions about other cities or locations in San Diego County? Contact us at 619-685-1340 or film@sandiego.gov.
COVID-19 Paperwork
San Diego Productions

Risk Acknowledgement Agreement

COVID-19 Protocols

COVID-19 On-Set Screening Survey
COVID Safety on Set
California requires employers to have a COVID COMPLIANCE PLAN

Information:
https://www.safeatworkca.com/topic/covid-19/

Downloadable Template:

The template is an editable Word document
SD Media Pros Website Resources

Find materials from tonight’s meeting and more!

https://sdmediapros.org/page-18064
Special Events & Filming Department
Tips and Resources

• Special Events & Filming Department website
• City of San Diego’s Supplemental Guidelines on Film/TV Production and COVID-19 Prevention
• County of San Diego’s Safe Reopening Plan
• County of San Diego – COVID-19 Resources, Posters, and Materials
• California Statewide Industry-Specific Resources
• Alliance of Motion Picture and Television Producer’s Industry-Wide Labor-Management Safety Committee Task Force Proposed Health and Safety Guidelines for Motion Picture, Television, and Streaming Productions During the COVID-19 Pandemic
• California Film Commission | Financial Assistance Resources
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