

Hey Wonderful

# Covid-19

## Safety Protocols

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## OVERVIEW

The following document outlines some of our recommendations and protocols for upcoming productions and a jumping off point from which to tailor an approach for each shoot individually.



The Covid-19 pandemic has ushered in an unprecedented time for our world and our industry, presenting both professional and personal challenges for all of us.

We know the prospect of filming under this new normal can be daunting and we are grateful that you have turned to us as your production resource to find the best path forward together.

The health and safety of our agency and client partners, our crews, and our staff is Hey Wonderful's first priority, while maintaining exceptional creativity and production value.

We remain committed to bringing your ideas to life in an innovate, successful and responsible way.



# HOW DO WE KEEP PEOPLE SAFE?

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We're all familiar with the basics of keeping ourselves and those around us safe: hand washing, hand sanitization, social distancing and limited contact, and appropriate personal protective equipment (PPE). These remain some of our best tools to slow the spread of Covid-19 and are the foundation of our protocols, which have been developed with the needs of production and each department in mind.

We follow the AICP Gold Standard guidelines, while abiding by the latest from the CDC, WHO, OSHA, and any local regulations that apply.



Covid Protocols

# Pre-Production



# Pre-Production

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## Shoot Location

Selecting a city or country for filming is no longer driven only by natural resources and cost considerations, but now may be heavily influenced by case count and regulations regarding Covid-19. We continually monitor conditions in multiple cities, states, and countries: ability to permit and film, travel restrictions and quarantines, as well as infection levels and access to testing and healthcare.

We are happy to work through options and approaches that different locations offer to find the best option for any individual project.



## Casting

Remote casting and callbacks can be seamlessly integrated into our existing workflow. Initial casting calls can be handled with self-submissions in many cases or traditional casting sessions with appropriate social distancing. Callbacks can be approached remotely, with agency, director, and talent working over Zoom (or your platform of choice) and agency and director connected privately to exchange notes and comments.

If scenes require close contact, we encourage casting talent who are part of the same family or who have been quarantining together. This is the safest option not only during casting, but on set as well.



## Wardrobe

Wardrobe can be shopped physically or online and shipped to talent for remote fittings. These fittings can be completed over Zoom, with agency and client present, or photos can be sent for approval after an initial fitting.

In addition to shopping, we encourage wardrobe to source from our talents' own closets when applicable. This process can be run by a wardrobe stylist, so we are incorporating the best options available.

In the event in-person fittings are necessary, our wardrobe stylist or costume designer, as well as talent, will be required to wear all applicable PPE including masks, face shields, and gowns.

# Pre-Production

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## Scouting

Scouting will be approached as normal – our scout will photograph locations and share them digitally. However, we will pay special attention to the architecture and space of each location and how it does or does not work for Covid compliance.

Exteriors or areas with proper ventilation are preferable to more enclosed spaces when possible. Special attention must be paid not only to what the location offers creatively, but the availability of additional space for crew to socially distance, proximity of crew parking, etc.



## Tech Scout

Tech scouts are run with the same consideration and approach to Covid-19 compliance as a shoot day. Our compliance assistant is present to provide PPE, temperature screenings, and enforce social distancing enforcement, and also to weigh in on Covid-19 precautions that will be in effect on the day of the shoot at each location and to formulate a plan with each department to work together safely.



## Remote Feeds

We encourage viewing via remote feed whenever possible—it is the safest way to work and allows the most flexibility for agency and client to participate from anywhere in the world.

Remote feeds allow a large or unlimited number of remote viewers to login to a secure link to view footage in close to real time (delays are only a few seconds at most). This type of feed does require a strong internet signal on set, as well as at the viewer's location. We test all feeds on prior to filming to make sure that on-location internet connectivity is strong and that any devices, software, and firewalls that agency and client may be using are compatible to ensure a seamless viewing experience.



Covid Protocols

# Travel



# Travel

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Travel is a touch point where individuals often find themselves in tight quarters with fellow travelers for prolonged periods of time. While local or remote participation are ideal, here are some recommendations from us when travel is necessary:



## Air Travel

Our employees and crew will travel with KN95 masks, face shields, and ample hand sanitizer, sanitizing wipes, and gloves. We encourage traveling on airlines that allow for social distancing in their seat assignments and at times with fewer passengers (early morning/late night), with direct flights if possible.



## Ground Travel

For ground transportation in remote locations, we recommend limiting personnel in each vehicle. This can range from having crew self-drive rented vehicles to planning for more vehicles with fewer passengers in each. Whatever the approach, it is important to keep vehicles, drivers, and passengers consistent to minimize close contact.

Covid Protocols

# On Set



# On Set

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## Compliance Assistant

Our team of compliance assistants will be present on set at all times. They will review health questionnaire answers, perform all entry screens, provide and manage PPE, enforce and encourage hand washing, sanitization and social distancing. They monitor all zones and departments on set and we recommend a minimum of one compliance assistant per 25 crew members.



## PPE

We require all crew, talent, and anyone attending set to wear PPE at all times. This includes surgical masks, KN95 masks, and face shields, as well as gowns and gloves.



## Handwashing + Sanitization

We provide each set with multiple hand washing and/or hand sanitizing stations at all “high touch” points ( restrooms, craft service and catering, near camera, etc), as well as provide each person on set an individual hand sanitizer on a carabiner that can be hooked on a belt loop and kept with you all day. Our compliance assistants regularly remind individuals to sanitize and enforces sanitization before entering set and going to lunch.



## Transportation on Set

Transportation to and from set has become a critical moment in the day. We encourage locations that can accommodate a “walk to set” approach, with base camp as close as possible to set. In situations when this is not possible, we encourage an increase in the number of shuttle vehicles so that we can minimize the number of crew members in each vehicle. Keeping windows open and installing plexiglass shield between rows can be employed, and sanitizing of vehicles between each ride is necessary.

# On Set

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## Staggering Crew

Staggering crew is a great tool to limit interaction. This begins with a staggered crew call, but continues throughout the day, staggering crew while setting up individual shots and for meals. Staggering crew can add time to a shoot day, depending on the extent each departments needs to prep a set-up.



## Virtual Video Village

A remote feed provides access to agency, clients, and crew members individually, anywhere in the world. This enables participation from off-set, the safest option when possible. A remote feed also can be used to give individual access to anyone on set, eliminating the need to share a monitor.



## Zones + Pods

Splitting the set into zones and pods is a way to limit crew interactions to the minimum possible. This ensures that in the event that there is a Covid concern on set, we can more quickly isolate the individuals that may be impacted and ultimately allows us to keep filming.

The zones are broken into three tiers: A: BY CAMERA, B: INTERMITTENTLY BY CAMERA, C: AWAY FROM CAMERA. Since talent are performing maskless in front of camera, this is the most sensitive zone. Only essential crew members are allowed by camera during filming. The next zone are crew members who are permitted by camera intermittently, between filming while a shot is being set-up, but who can step away when we begin rolling - think art department or grip and electric. The third zone includes anyone that does not need to be by camera at any time – think craft service, production support, etc.

Within each zone, we further split crew into pods, which are the individuals they need to interact with on a regular basis. This roughly splits into departments, but we're happy to provide more specifics for a particular job. The next page is an example of how this can work:

Covid Protocols

# Testing



# Testing

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Testing is a complicated issue and must be approached on a job by job basis. There are three types of tests readily available: PCR, antigen, antibody. We are happy to put together a testing plan and make recommendations for a particular project.

01

## PCR

Widely considered the most accurate of the tests for active Covid-19 infection. A nasal or throat swab with results available within 24-48 hours from a lab (although labs can take longer depending on demand and location). Limited quick result on-site PCR testing may be available in some markets.

02

## Antigen

Another option for active Covid-19 infection, which a lower accuracy rate and a higher chance of false positive/negative results. A nasal or throat swab with results available in 15 minutes.

03

## Antibody

A test which detects Covid-19 antibodies, the body's response to a past infection – an antibody test does not detect current infection. A finger prick blood test with results available in 15 minutes.

# Procedures In The Case Of A Covid Concern

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The precautions outlined in this document are intended to slow the spread of Covid-19, so that even if someone on set is unwittingly carrying the virus, others stay as safe as possible. That said, each production must have a plan in place for the possibility of a Covid issue arising. Below are some possibilities and ways they would be approached under current AICP and union guidelines:

**01**

Someone fails their health screening questionnaire the night before the shoot – they are asked not to attend shoot and to consult their health care provider. They will be replaced for the day or the duration of the shoot.

**02**

Someone fails their morning temperature screening, clocking in at above 100.4 degrees – they will be asked to wait in their car for 15 minutes and retested. If they fail a second time, they will not be permitted to enter set and will be asked to return home and consult their health care provider. They will be replaced for the day or the duration of the shoot.

**03**

Someone receives word that they have been in close contact with someone who tested positive for Covid-19 – they will be sent home and to consult their health care provider. They will be replaced for the day or the duration of the shoot.

**04**

Someone receives a positive Covid-19 diagnosis while filming –they will be sent home and told to consult with their health care provider. We will ask them for a list of all crew members who they came into close contact with, and those individuals will also be sent home.

## OFF-SET ZONE

Crew members who can work off-set at all times.

### Includes:

transportation, drivers, runners

## ZONE A1

Closest proximity crew.

### Includes:

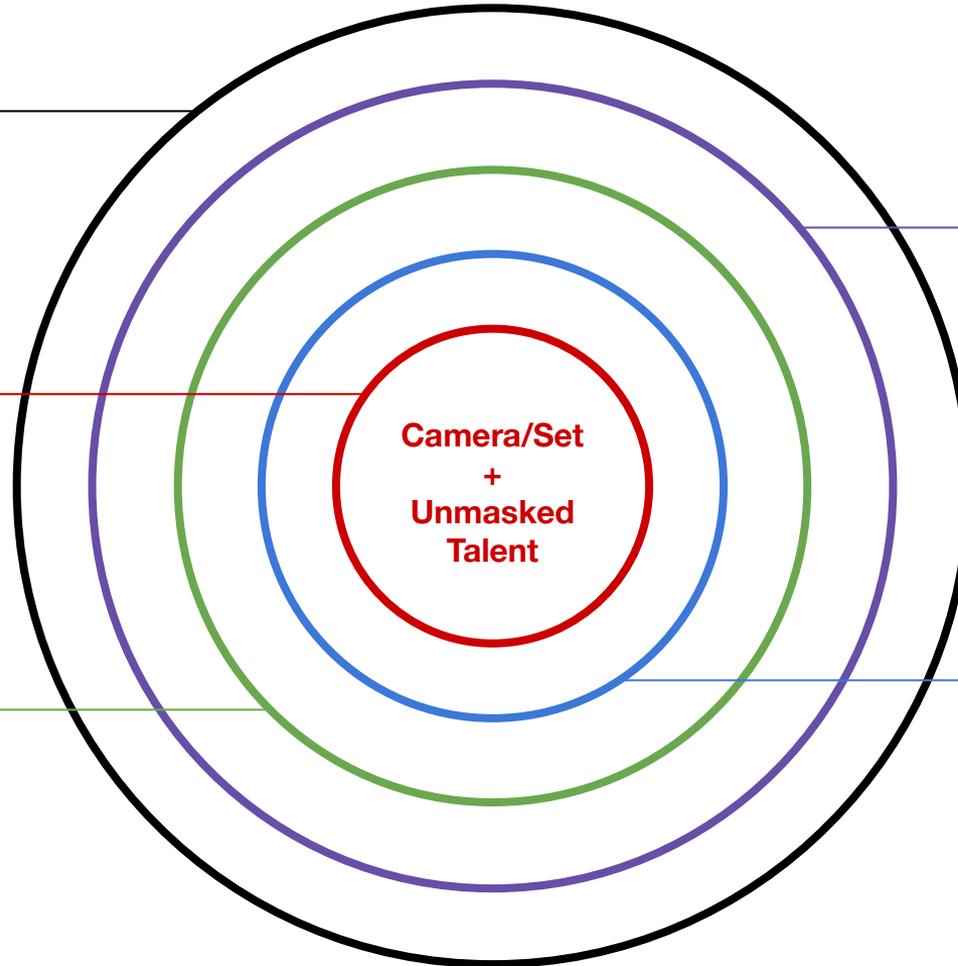
Director, AD, DP

## ZONE B

Talent zone, may be with talent unmasked.

### Includes:

Hair, Makeup, Wardrobe,  
2nd AD, Talent



## PRODUCTION ZONE

Crew members who at no time need to be near talent.

### Includes:

Production, Scripty, Video  
Village (Agency/Client),  
Crafty/Catering

## ZONE A2

Close proximity crew who can step away.

### Includes:

Sound, AC, Grip, Elec, Art,  
VTR, Compliance Asst



# Thank You



Questions?

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