



COVID-19 SAFETY GUIDELINES FOR UPSWING CREATIVE PRODUCTIONS

The following guidelines will help foster a safe environment for the people participating in Upswing Creative video productions. We've categorized each item by responsible party to make it easier for you to understand your duties.

WHAT UPSWING CREATIVE WILL DO

- Limit crew to mission-critical individuals in order to help maintain safe distance
- List the nearest hospital on every call sheet
- Provide a basic first aid kit & COVID-19 supply kit*
- Provide a sanitation station for crew, talent, and others
- As possible, clearly demarcate the set to designate safe distances
- Issue a food stipend to all crew members, in lieu of craft services

**COVID-19 supply kit includes: disposable gloves, extra masks, tape measure (at least 8'), bright gaffer tape for marking safe distances on surfaces, disinfectant wipes, disinfecting spray, and extra garbage bags for disposal*

WHAT CREW, TALENT, AND CLIENTS WILL DO

- Ensure Upswing Creative has an emergency contact on file
- Sign Upswing Creative's COVID-19 indemnity waiver prior to arrival
- Familiarize themselves with the current Centers for Disease Control COVID-19 information
- Perform a temperature check the morning of a shoot and confirm they are not experiencing any COVID-19 symptoms prior to set arrival
- Stay home if experiencing any symptoms of COVID-19
- When working at a rented, off-site location (e.g., studio, office space), comply with specific requirements for screening by the location
- Maintain social distancing of no less than six feet whenever possible
- Provide and wear their own masks/facial coverings on set (on-camera talent exempt while filming)
- Ensure respiratory etiquette, including covering coughs, sneezing into elbow, etc.
- Sanitize props prior to and after use, ensuring they are handled by one designated person who will deliver and remove them on set
- Sanitize equipment prior to and after filming (and as necessary during production)
- Minimize the number of people touching equipment
- Sanitize hands regularly
- Bring food from home or source food for themselves from a nearby location