

On 16 March 2020, the Victorian government declared a State of Emergency in Victoria, to help minimize the spread of COVID-19. Social distancing measures have been introduced and continue to be updated on a regular basis as needed.

Creativa have developed the following protocols, that will be reviewed regularly and as advice changes, to manage live action film production within social distancing restrictions.

Each live action project will be treated on a case by case basis. In the event that we move forward with filming, the following guidelines *must* be adhered to for the safety of all those involved.

Measures for minimizing risk during film production:

- Limiting film productions to 2 people on set.
- If more than two talent are needed, they will be filmed one at a time, with props and furniture being sanitised in-between. Talent call times will not overlap.
- If a director or client are attending the shoot, they must be in different rooms with wireless monitor or at least 5 meters apart from each other and the crew at an exterior location.
- Equipment is wiped down before and after (only the crew is to touch gear and equipment)
- Gloves and face masks to be worn and disposed of after each shoot day
- Please BYO Hand sanitizer – creativa will have a supply available, but stocks are limited at the moment.
- Director's monitor 5 meters away from DOP (not to be touched by anyone but crew)
- Client monitor 5 meters away, or in another room (not to be touched by anyone but crew)
- Talent will be 2 meters away from DOP.
- Audio recorded with a boom: no lapel-mics will be on a person, and no hair and makeup, other than applied by talent to themselves.
- Duration limits for shoots will be constantly updated to adhere to government regulations.
- Creativa will not move forward with shoots that involve talent, clients or crew that are considered 'high risk' including the elderly, children and those with a diagnosed underlying health condition

Precautions before and after film production:

BEFORE

- All cast, crew & client to not have travelled OS for 60 days prior to filming
- Call cast, crew & client to not have been in contact with someone with COVID-19 or in a high-risk area
- Rehearsals (if required) will take place with the Director online
- All Pre-Production meetings will be online

POST-PRODUCTION

- Creativa will provide adequate facilities or products (such as hand sanitiser, where available) to allow employees to maintain good hygiene practices
- Where possible, avoid shared use of phones, desks, offices, or other work tools and equipment – our whole team have been working remotely as of week commencing March 16th.
- We will ensure employees understand when to stay away from the workplace and advise them of the requirement to self-isolate at home for 14 days if:
 - o returning from overseas travel
 - o they have been in contact with confirmed cases of coronavirus

At all times we will be:

- Keeping employees up to date on new information
- Implementing social distancing initiatives in accordance with recommendations made by the Victorian Chief Health Officer

Spark a conversation