

COVID 19 Protocols
FISHERMAN FILM2 LTD.
Oak Lodge Great Bedwyn, Marlborough, Wiltshire, SN8 3LY
Last Updated 8 February 2021

OVERVIEW

The UK Government, through the British Council and The Department for Digital, Culture, Media & Sport (DCMS) Restart Scheme have authorised the continuation of film and television production during the current lockdown. Additional COVID insurance cover has been granted by the DCMS Restart Scheme and in conjunction with the British Council have provided a set of guidelines for productions to ensure the safety and health of their staff and the communities in which they are working.

This document has been prepared as a summary of the guidelines and measures we are implementing for our cast, crew and the local community and runs through some of the control measures that have been put in place including new Production Policies and protocols due to the COVID-19 pandemic which include the regular use of PCR Covid-19 testing, personal protective equipment (PPE), social distancing and appropriate hand hygiene as laid out in the government guidelines. This document also explains the colour-coded zones implemented on set which restricts crew access to certain areas to essential personnel only.

Please be advised this is a living document that will be reviewed and updated through the course of Production and as technology advances and/or scientific/government advice changes.

We will make you aware of any such changes as and when they occur.

KEEPING THE LOCAL COMMUNITY SAFE

1. Offices and main production base will be located outside of the village of Port Isaac to ensure minimal interaction outside of filming hours.
2. Crew will be housed in departmental accommodation to ensure minimal contact with other departments across the crew.
3. Cast will be housed individually to minimize contact.
4. Non-local crew will not be allowed to leave the "crew bubble" once they arrive. I.e. no home/family visits across country for crew members over the weekends.
5. When filming in Port Isaac's streets or spaces accessible by the public, a COVID Supervisor will be with the team at all times. Their responsibilities will include:
 - a. Setting up appropriate signage to inform the public of the filming taking place and outline the social distancing measures the crew is expected to adhere to.
 - b. Remind the crew to adhere to these social distancing rules in relation to any public that might be passing the shooting locations
 - c. Keep sanitation stations stocked (see more details below).
 - d. Oversee the cleaning prior of and after use of any indoor spaces used for filming as well as high touch points outdoors, such as railings, door handles etc... which will be done by two dedicated COVID cleaners hired for the duration of the shoot.
6. All cast and crew will be given COVID awareness training (via the ScreenSkills basic coronavirus awareness certificate test for example) and adhere to our Best Practices documents, attached here in Appendix B.
7. Non-local crew will be given timeslots to use local shops to ensure minimal disruption to the local community.
8. Cast will have their shopping done for them by the production team.
9. Any cast or crew member in isolation or awaiting tests results will have their shopping done for them by a member of production.
10. Cast and crew will only be allowed to leave their accommodation for work, exercise or their allocated shopping slots.

TESTING AND SELF ISOLATION TO AVOID INTRODUCING THE VIRUS INTO THE LOCAL AREA & FILMING TEAM

1. All Non-Local Cast or Crew members will receive two COVID-19 PCR Swab Tests done prior to arriving in Port Isaac.
 - a. If they are travelling directly from their home in a private vehicle, these tests will be done 72 hours prior to travelling and again 24 hours before travelling.
 - i. Both tests will need to be negative before they will be authorized to travel.
 - b. If they are using public transport at any stage. The first test will be 72 hours prior to travel and the second upon

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arrival to ensure they have remained negative throughout their journey.

- i. Both tests will need to be negative before they will be authorized to work in the Port Isaac area.
 - c. In the rare case that a cast or crew member will be travelling in from an authorized, foreign country (we will not permit any travel from a red zone country) they will be required, as required via the current UK Government Regulations, to test 72 hours prior to departure with a COVID PCR Fit to Fly test. Then quarantine for 5 days upon arrival in the UK and only leave quarantine after a second negative COVID PCR test.
2. Once arriving into the area, all cast and crew (Local and Non-Local) will be tested every 7 days to ensure they remain COVID free.
3. Every day each cast and crew member will answer a standard health questionnaire (example attached) before leaving their house/accommodation. If any crew member feels unwell in any way, they will self-isolate in their accommodation until a negative PCR test is received to confirm they are COVID free.
4. Upon arrival to work, each cast and crew member will have their temperature taken, if their temperature is 37.8°C or above the cast or crew member will be sent back to their home/accommodation and will self-isolate until they receive a negative PCR test result.
5. All COVID PCR tests will be administered by a nurse.

PERSONAL PROTECTIVE EQUIPMENT

1. All Cast and Crew will be required to wear surgical masks at all times when outside of their accommodation. The only exception to this will be when doing solo exercise per UK Government Guidelines. This includes when travelling to and from work, while working, while moving through any public spaces, both during work and personal time. Surgical masks are to be changed every 4 hours, as per NHS regulations.
2. The only time PPE will be removed is by cast when filming in front of the camera.
3. While working, the crew will be kept to a minimum through a colour zone system – Red, Amber, Green. All crew will wear lanyards, identifying themselves as film crew and their colour allocation at all times when working. This will also ensure members of the community can identify crew members while working.
 - a. **RED** – are those who will work within 2 meters of cast when they are not wearing a mask and may not be able to maintain 2-meter social distancing, as such these crew members will be wearing masks and face shields or N95 respirator masks depending on their role. Plastic gloves and gowns will be worn by some crew in this zone if they have direct contact with actors. (Make-up/Costume).
 - b. **AMBER** – are those who will come on set when actors are present and will always be wearing surgical masks and maintain 2 meters social distancing.
 - c. **GREEN** – are those who will not be on set when actors are present and always maintain social distancing.

CLEANING AND HYGIENE

1. All spaces used for filming will be cleaned and disinfected by a cleaning team:
 - a. Prior to filming
 - b. Periodically while filming during breaks
 - c. After filming when all crew, props and equipment has been removed.
2. Equipment
 - a. Cleaned every day prior to use.
 - b. Cleaned at the end of each day.
3. Deliveries/Props from outside the region.
 - a. Cleaned upon arrival for smaller items
 - b. Larger items will sit in quarantine for 3 days to ensure no virus lives on the surface.
4. Office Spaces
 - a. Touch points and personal desk areas will be cleaned regularly throughout the day.
5. Hand Sanitiser stations will be positioned throughout the filming and office areas.

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6. Each crew member will have personal hand sanitisers on their person at all times. They are to sanitise their hands regularly.
7. All crew will be required to wash their hands with soap and water via a hand washing station every 3-4 hours.
8. Any small spaces with poor ventilation will have ventilation breaks built into the shooting day.
9. The COVID Supervisor will be responsible to ensure all sets, locations and office areas are cleaned properly and PPE, Hand washing supplies and cleaning supplies are at optimal levels for use.

More details into any of these areas can be provided by request.

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Appendix A: Sample Health Questionnaire

SCREENING QUESTIONS FOR CAST & CREW

We are an inclusive production. If you require any reasonable adjustments or special accommodations to be made ahead of commencing your services, please contact Production or your production managers/executives to discuss your needs confidentially.

Question	YES	NO
Do you have, or have you had in the last 14 days a high temperature (37.8°C or over)?	<input type="checkbox"/>	<input type="checkbox"/>
Do you have, or have you had in the last 14 days a new continuous cough ?	<input type="checkbox"/>	<input type="checkbox"/>
Do you have, or have you had in the last 14 days a loss of, or change in, your normal sense of taste or smell (anosmia)?	<input type="checkbox"/>	<input type="checkbox"/>
Do you have or have you had in the last 14 days any other symptoms or felt unwell in any way	<input type="checkbox"/>	<input type="checkbox"/>
<i>(only if above question is answered Yes)</i> Have you previously spoken with a member of the COVID Department regarding the current symptoms and did they confirm you are allowed to attend site after the discussion?	<input type="checkbox"/>	<input type="checkbox"/>
<i>(only if above question is answered Yes)</i> Have your symptoms worsened or changed since previous reporting?	<input type="checkbox"/>	<input type="checkbox"/>
In the last 14 days, have you tested positive for COVID-19 or been in close physical contact (within 2 meters without a mask) with someone who has tested positive for COVID-19 or have any other reason to believe you may be at risk?	<input type="checkbox"/>	<input type="checkbox"/>
<i>(only if above question is answered Yes - currently on MM only)</i> You must contact the Covid Emergency number immediately and speak to a representative of the Covid team. You should NOT attend work until you have received the all clear. Have you spoken with a member of the COVID Department regarding this and have they advised you are allowed to attend site after the discussion?	<input type="checkbox"/>	<input type="checkbox"/>
Do you live with someone, or are you in the same 'bubble' as someone, who has had COVID-related symptoms in the last 14 days?	<input type="checkbox"/>	<input type="checkbox"/>
Have you visited a country outside of the UK in the last 14 days?	<input type="checkbox"/>	<input type="checkbox"/>
<i>(only if above question is answered Yes)</i> Has a member of the Production Team confirmed in writing that you are authorised to return to the production after previously disclosed travel?	<input type="checkbox"/>	<input type="checkbox"/>

What form of transportation do you plan to use to travel to work?

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Cast/Crew Vehicle?	<input type="checkbox"/>	<input type="checkbox"/>
Bicycle?	<input type="checkbox"/>	<input type="checkbox"/>
Private vehicle?	<input type="checkbox"/>	<input type="checkbox"/>
Other (please state)		

Will you be travelling to work with other crew members?	<input type="checkbox"/>	<input type="checkbox"/>
If yes, please provide names.		

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Appendix B: Best Practices Document

Best Practices One-Sheet

Last Updated 4th January 2020

This one-sheet is a summary of best practices to help limit your exposure to Covid-19 during your personal/non-work hours.

We want to ensure a healthy and safe working environment for everyone on set and the choices you make outside of work are just as important as the safeguards we implement in our production areas. We should **all** be mindful of the greater social responsibility we hold to each other.

The following is intended as guidance to help you keep best practices around Covid-19 risks during your personal hours:

Ask yourself:

Are you doing your very best? Is everyone else?

As much as possible you should:

1. Limit contact with those outside your household. For example:
 - a. Order meals and groceries via a delivery service to the greatest extent possible.
 - b. Avoid having visitors to your household.
 - c. Avoid higher risk activities (see below Risk Infographic) including going to nightclubs/ pubs/cinemas. This may not be permitted in the current government guidelines anyway, but even if it is, please consider not taking unnecessary risks.
2. Wear a mask/face covering whenever you are outside of your home. This does not, of course, apply to open, non-crowded outdoor spaces.
3. Frequently wash your hands and sanitise with alcohol gel.
4. Refrain from going to places where you can't distance or wear a mask easily, and/or where people will be shouting and/or singing.
5. Ask anyone else you live with to follow similar best practice behaviours to yourself, and socially distance from others within your household should they not be able to.
6. Ensure you open windows and allow plenty of fresh air to circulate in enclosed/indoor environments.

Pay Attention:

Whilst you can only control your own behaviours it is important to pay attention to the actions of others and let this inform your decisions.

Examples:

- A. If shopping - avoid busy times as best you can. Wear a mask and, ideally, eye protection. If you are surrounded by other shoppers who aren't maintaining social distance and weave close by you - turn your face/body away from them as they get close.
- B. If shopping be aware staff will be handling items from multiple customers and also be offering the same card machine to other customers. In this situation you should carry your alcohol gel and use it **all the time** and be mindful you should sanitise hands and avoid surfaces that are regular touchpoints.
- C. When buying food, wrapped/pre-packaged food from a shop is better than food from food vans as chances are the vendors will have served many other people prior to handling your food.

Risk Index Infographic

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COVID-19 Risk Index

Risk levels for exposure vary based on four main factors:

- Enclosed space**
- Duration of interaction**
- Crowds**
Density of people + challenges for social distancing
- Forceful exhalation**
Sneezing, yelling, singing, and coughing

When near people, wear a mask

High

Medium / High

Medium

Low / Medium

Low

- Staying at home**
Alone or with members of your household
Risks: Potential crowding
- Walking outdoors**
With or without pets
Risks: Potential crowding and activity
- Running or biking**
Alone or with another person
Risks: Close contact or potential clustering of people
- Outdoor picnic or porch dining**
With members of your household; physical distancing with non-household people
Risks: Potential crowding and activity
- Picking up takeout food, coffee, or groceries from stores**
Risks: Potential crowding
- Grocery shopping**
Risks: Indoor, close contact, potential clustering of people, high-touch surfaces
- Retail shopping**
Risks: Indoor, close contact, potential clustering of people

Low / Medium

- Playing "distanced" sports outside**
Ex. Tennis or golf
- Medical office visit**
Risks: Indoor, close contact, potential clustering of people, high-touch surfaces
- Dentist appointment**
Risks: Indoor, close contact, potential clustering of people, patient not wearing a mask
- Taking a taxi or a ride-sharing service**
Risks: Depending on frequency of cleaning, duration of ride, and number of passengers
- Museum**
Risks: Indoor, close contact, potential clustering of people
- Outdoor restaurant dining**
Risks: Close contact, potential clustering of people, challenge to wear a mask during eating

Medium / High

- Exercising at a gym**
Risks: Indoor, close contact/potential clustering of people, high-touch surfaces, difficult to wear a mask, high respiratory rate
- Hair/nail salon and barbershops**
Risks: Prolonged close contact, difficult to wear a mask
- Indoor restaurant or coffee shop**
Risks: Indoor, prolonged close contact/potential clustering of people, high-touch surfaces, while eating and drinking

High

- Bars and nightclubs**
Risks: Enclosed space, prolonged close contact/potential clustering of people, high respiratory rate, yelling/projection of voice
- Indoor party**
Risks: Indoor, prolonged close contact/potential clustering of people
Additional risks: shared (use of umbrellas), shared (combine) coughing
- Playing contact sports**
Football, basketball, soccer, etc.
Risks: Prolonged close contact/potential clustering of people, high respiratory rate, unable to wear a mask
- Public transportation**
Subway or bus
Risks: Enclosed space, prolonged close contact/potential clustering of people, and high-touch surfaces
- Air travel**
Risks: Enclosed space, prolonged close contact/potential clustering of people, and high-touch surfaces
- Watching sports**
Risks: Prolonged close contact/potential clustering of people, enclosed space (if indoor)
- Movie theater or live theater**
Risks: Enclosed space, prolonged close contact/potential clustering of people, high-touch surfaces, yelling/projection of voice
- Concert**
Risks: Enclosed space, prolonged close contact/potential clustering of people, high-touch surfaces

**REOPEN INTELLIGENTLY.
REOPEN SAFELY.**

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