

## **Guidelines for film and TV productions in Sweden during the Corona / Covid- 19 epidemic, issued by The Swedish Film & TV Producers Association, Media Industries Employer Association, and The Swedish Union for Performing Arts and Film**

Updated June 3, 2020

*The purpose of these recommendations is to reduce the risk of transmission of Corona / Covid-19 in the workplace, and for members of cast and crew to be able to work safely in film and TV productions, thereby enabling film- and TV-productions to be carried out.*

### **General guidelines**

Employers are responsible for systematically investigating and preventing work environment risks so that employees can work safely, including e.g. providing the necessary protective equipment.

On recommendation of the Public Health Agency of Sweden, all businesses in Sweden are obliged to take measures to reduce the risk of transmission.

Employers need to continuously keep themselves updated, to make an assessment of tasks or situations where there is a risk that employees may be exposed to Corona / Covid-19 and to respond to questions and concerns that the staff may have. The risk assessment shall be documented in writing.

Employees also have own responsibilities. Employees are obliged to follow the production guidelines for Corona / Covid-19 to reduce the risk of transmission. Everyone is encouraged to pay attention to potential situations where there is a risk of transmitting Corona / Covid-19, as well as to share any suggestions that may help to reduce the risk of transmission. The ambition should be to have an open and ongoing dialogue to agree and find solutions in a new and unique situation for all parties.

Everyone should work to ensure that cast and crew and potential visitors keep their distance and otherwise act responsibly. Employees should, if the role allows it, work from home and avoid unnecessary travel.

In accordance with the recommendations of the Public Health Agency of Sweden, anyone feeling unwell with cold symptoms, cough or fever should stay at home. People who have been home with a cold should stay at home for at least 48 hours after becoming symptom free.

## **Practical guidelines for film and TV productions**

1. The production company shall, irrespective of the size of the production, designate someone who, in collaboration with the location manager, is responsible for safety at work, whom the cast and crew members may contact for the provision of information and guidelines to reduce the risk of transmission of Corona /Covid 19, and to provide a safe work place for all members of cast and crew. The designated person should have sufficient competence and experience to assert the importance of the guidelines and measures taken to reduce the risk of transmission.
2. At a minimum, these recommendations shall be communicated to all those involved in the production. The entire cast and crew should also be informed of the rules on sick leave.
3. Specific occupational safety measures for each given day of filming must be communicated in advance to all cast and crew members involved.
4. Cast and crew members belonging to a risk group are responsible for informing the production company of their situation and under what circumstances he or she can participate in the production. Sensitive information should be treated in accordance with GDPR regulations.
5. Transfers to and from set shall, wherever possible, be carried out by everyone's own means of transport.
6. The employer should provide a facility for washing hands with soap and hot water and offer hand sanitizer. Everyone shall wash their hands when coming to set, before and after break.
7. Avoid physical contact as far as possible, for example do not shake hands.
8. The size of the crew on set shall be production planned so that the number of people at set and at the production office is kept minimal, and in such a way that the distance between members of cast and crew can be maintained in accordance with the recommendations of the Public Health Agency of Sweden. When working on set, different departments and groups are, wherever possible, to work separately from each other.
9. Necessary protective wear is to be provided and paid for by the production company and made available on set for all relevant members of cast and crew.
10. The hygiene of work spaces and break rooms as well as equipment is to be constantly maintained throughout the day. Equipment that must be cleaned includes microphones, headphones and filming equipment.
11. Actors must dress themselves, and set up their own microphones according to the wardrobe and sound departments' instructions, respectively. Wardrobe hygiene must also be considered when costumes and make up equipment are in storage.

12. The employer shall provide necessary protective wear. The makeup and hair departments are responsible for ensuring that the actor and makeup designer/hairdresser have the necessary protective wear, and that the tools and materials used are not at risk of contamination. The set dresser is responsible for ensuring that props are not at risk of contamination.
13. Shooting intimate scenes should be avoided. The actor has the right to refuse close contact with other cast members, e.g. kissing. Scenes should in general, as far as possible be set so that there is a safe distance between members of cast and crew.
14. Work and breaks are to be scheduled so that unnecessary proximity between people can be avoided. Changing rooms, break rooms and dining areas are to be spacious enough to allow the distance between members of cast and crew in accordance with the recommendations by the Public Health Agency of Sweden.
15. On set, catering and craft service should be provided in individual containers whenever possible. Persons responsible for the food hand out/snack bar shall use plastic gloves. With the appropriate planning, queue or congestion can be avoided when distributing food.

*The associations behind these guidelines are responsible for refining them when required, and for continuously being updated on the recommendations by the Public Health Agency of Sweden.*