



COVID-19
Production Protocols
& Safety Guidelines

July 2020

Introduction

We are distributing this booklet of health and safety guidelines to you in reaction to the global COVID-19 pandemic. A lot of what you will find here is common sense, but we want to share this booklet in an effort to maintain a common ground and understanding of procedure for our clients and crew members. We have every intention of making our productions a safe, clean and disease free space. Not every detail is addressed here but we feel we have hit on the main points and will update as things change. If there are any questions or concerns, please feel free to reach out as well as consult the CDC website for up to the minute policies. **We encourage all individuals to take personal responsibility and an active role in maintaining a clean and healthy set.**

There will be some substantial changes which affect each and every one of us. Health questionnaires will be filled out daily and frequent hand washing will be required. How we all interact with each other on set will need to adjust. The timing of the work day will need to accommodate a staggered arrival for each person coming to set. How we eat, snack, handle equipment and everything else will be impacted. We're confident that our production team is up for the task of making sure we all remain free from the virus.

The Centers for Disease Control and Prevention (CDC) has found that one of the most effective ways of preventing the spread of COVID-19 is limiting face-to-face contact with others. This is known as social distancing or physical distancing. The Occupational Safety and Health Authority (OSHA) similarly recommends increased social distancing when preparing workplaces to respond to COVID-19.

This Social Distancing Policy is a key part of our overall strategy and commitment to maintaining a healthy workplace in light of the COVID-19 pandemic. Although knowledge about the virus and how it spreads is evolving, based on the information we have now, these measures will help curb its spread. Compliance with this policy is essential because current consensus on the virus suggests, among other things, that:

- COVID-19 is highly contagious.
- COVID-19 spreads mostly among people who are in close contact (within about 6 feet, or two arms' lengths) for a prolonged time period (between 10 and 30 minutes, depending on the distance).
- The virus generally spreads when an infected person coughs, sneezes, or talks, and droplets from their mouth or nose get in the air and land in the mouths or noses of nearby people.
- A person who has the virus may not have any symptoms but may still spread COVID-19.
- A person can get COVID-19 by touching another person, such as with a handshake, or by touching another surface or object that has the virus on it and then touching their own mouth, nose, or eyes.
- The virus can live on surfaces for up to several days, depending on the surface and other conditions.

(con't)

For these reasons, the CDC and other public health experts have recommended limiting contact with other people and common surfaces to limit the spread of COVID-19. We need your full cooperation and compliance with these measures to make them effective in this new work environment.

Symptoms of COVID-19 include but are not limited to:

- Fever (temperature over 100.4°)
- Fatigue
- Dry Cough
- Chills
- Muscle Pain
- Sore Throat
- New loss of smell or taste
- Shortness of breath or difficulty breathing

Please call a doctor immediately if you have any of the above symptoms. PLEASE DO NOT COME TO SET IF YOU ARE EXPERIENCING ANY OF THESE SYMPTOMS.

We have to work together to protect not just one another, but our families too.

The information in this booklet was derived from many organizations, including AICP, ASMP, APA, CDC, OSHA, National Set Medics, as well as numerous other fellow production companies, production consultants and Federal, State and Local policies.

Thank you in advance for your extra diligence during this time! In order to maintain a safe and healthy environment, we will all have to do our part.

Let's get back to business!

All the best,

The Proof Films team

Many thanks to Amy Whitehouse and 1 and 4 productions for producing this document.
1and4productions.com

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COVID-19 Production Protocols & Safety Guidelines



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Health & Safety General Practices

The health and safety of our clients and crew is essential. We encourage individuals to take personal responsibility and to take an active role in maintaining a clean and healthy set. In an effort to ensure our shoots remain productive and safe for all involved, we have implemented a number of protocols and expect everyone to respect the following basic practices:

Maintain physical distancing, keeping 6 feet apart. Help remind others to keep at a safe distance.

Utilize appropriate Personal Protective Equipment (PPE), including but not limited to masks that cover the nose and mouth, gloves, goggles, and face shields. Crew must wear masks at all times on set.

Universal glove usage is discouraged due to concerns around proper usage, however certain departments like Wardrobe and Props should wear them when handing objects to talent. If you wear disposable gloves, remove them carefully and throw them away immediately. If you wear work gloves, remove them carefully and store them in a paper bag away from any shared surfaces.

Self-monitor for signs or symptoms of illness and report if you are feeling ill.

Eliminate handshakes, hugs and kisses.

Divide up studio space and/or on-location areas into department-specific sections with teams isolated from each other.

When possible, have one department at a time in a work area.

Cover your mouth (not with your hand) for coughs and sneezes.

Do not use other people's phones or personal work tools. Clean and disinfect your phone often.

All crew and departments are to share responsibility for cleaning and disinfecting frequently touched surfaces in their work area before and after each use, including equipment. Identify who may effectively be able to work remotely for prep, shoot, wrap.

Once production starts, the photographer must limit shooting time to make sets more efficient and result in less time standing around and congregating.

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Health & Safety General Practices

Hand hygiene



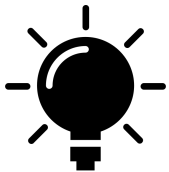
Wash hands with soap and water upon arrival to set, after using the restroom, eating, sneezing, sniffing, coughing. Remember – if you don't wash for at least 20 seconds, it doesn't count!

Frequent hand washing is essential for all on-set personnel. If soap and water are not available, use alcohol-based hand sanitizer or sanitizing wipes with at least 60% but no more than 75% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.

Hand-washing and/or hand sanitizer stations, paper towels and trash bins will be strategically placed for easy access AND SHOULD BE USED REGULARLY.

If at any time you touch your face, nose, eyes, cell phone, door or any surface you have not sanitized, you should immediately rewash your hands with soap and water or use hand sanitizer.

Clients please consider working remotely...



We will schedule video meetings at fixed times throughout the day so agency and clients are tuned in to the progress of the work and may share feedback.

Plan for outdoor shoots when possible, we expect additional costs to be associated with indoor locations.

We will welcome essential personnel on set only. Please provide a personnel list to production, ideally 2 weeks ahead of a shoot.

More decisions should be made in pre-production regarding wardrobe, props, and hair & makeup in an effort to limit amount of items to manage and review on set.

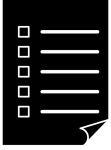
Allow budget to include prep and pre-lighting days for production and staggered department load-in.

Any crew member with symptoms of the virus will be asked to not come to set. We will continue to pay their day rate to encourage only healthy people be on the shoot. Any sick pay, if necessary, will be billed as an overage.

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Production Protocols

Before the Shoot



All personnel will be sent a symptom and exposure questionnaire 72 hours before the shoot. The questionnaire must be signed and returned to production before the individual can be authorized to attend any Proof Films projects. *A copy of this document is included in the attachments.*

All personnel will be contacted again, the evening before a shoot to inquire about any new symptoms and any safety concerns.

This Safety Protocol packet will be sent to all personnel with the call sheet and all are required to confirm receipt and review.

Ahead of each shoot, we will designate a cleaning/disinfectant/safety protocol agent who will wipe and disinfect shared surfaces such as door handles, seating, tabletops and light switches throughout the day.

If anyone has symptoms before the shoot, they should notify their production contact and not come to set. They should consult with their doctor immediately.

On Set



Arrival times will be staggered to minimize interactions.

Only essential personnel will be allowed on set. NO OUTSIDE VISITORS WILL BE ALLOWED ON SET.

One-way directional pathways will be identified where possible.

A Set Medic or Health and Safety Officer / Compliance Coordinator will be required. The phone number of the production's safety officer and / or the employee in charge of supplies for sanitation will be posted at the entrance of the set.

Upon arrival, all personnel will check-in on set at a designated entrance. Check in will include PPE and temperature checks (performed by Set Medic or Health and Safety Officer / Compliance Coordinator) and risk acknowledgement signature confirmation. Only people that have cleared the check list will be allowed on set.

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Production Protocols

On Set (con't)



Per CDC and National Set Medic guidelines, any individual with a temperature over 100.4°F will be isolated from the crew and sent home with instruction to contact their doctor.

People with a temperature of 99.6°F or higher are given a 15-minute break to rule-out exertion and retested. If the second test is above the threshold, that person will not be allowed on site, and will be instructed to visit their medical provider for evaluation. The individual should not be allowed back on set until they provide a letter from their doctor and they no longer have signs or symptoms of illness.

Additional PPE (masks, gloves, hand sanitizer) will be available but all crew should arrive with their own. We prefer crew to bring their own masks so they know they are a good fit and are comfortable wearing them for the duration of the shoot.

Signage will be posted in multiple locations on set to remind crew of proper hygiene and infection control practices.

Tape markings when possible for departments and to show 6 foot distances.

Scheduled breaks for cleaning, hand washing, and PPE functionality checks.

Plan for rolling lunch breaks to ensure physical distancing; paper bags provided to store masks during meals.

Meals and staging will be held outdoors as much as possible.

Require crew members to keep to their own department, no cross-department helping.

Anticipate unavoidable inefficiencies due to new procedures.

Consider limiting daily hours worked to allow for crew rest and time for proper sanitation of work spaces, equipment, costumes, props, and set decoration.

Protocols by Department

Each department will be provided with a designated area on set to minimize interactions. Department leads will assign one individual from their department to be responsible for continuous wipe-down and sanitation of surfaces.

Hair & Makeup



Level 2 or 3 mask with face shield required for all stylists.

One talent with stylist at a time.

Disposable sponges, spatulas and pallets will be used. Because disposable makeup brushes are unavailable, brushes will be used sparingly and thoroughly disinfected after each talent.

Separate tools and makeup can be provided for each talent with client cost approval.

Label all applicators per talent, no cross-usage of tools.

Regular disinfecting of station, including chairs after each talent.

Limit use of hair dryers.

When possible, ask talent to come ready for camera and groomer will do touch ups on set.

When choosing the type of brushes and applicators, stylists should try to avoid plastic, wood, bamboo and porous synthetic brushes.

Consider using disposable wax paper or cling wrap or reusable ceramic, steel, or silver palettes.

Elaborate hair and makeup looks will require more time for stylist and more exposure for stylists and models. It will also require use of brushes which will need thorough cleaning after each use. This will affect the time a stylist needs for talent prep.

Protocols by Department



Wardrobe / Props

Additional time for wardrobe decisions will be built into the production calendar. Casting more real people and families means more of a differential in sizes and will require shopping for a larger range of options.

We strongly recommend an in person fitting with hero talent and stylist prior to the shoot day due to the extra time needed to try on clothes and ensure physical distancing. We also expect virtual approvals to take longer. Schedule Zoom meeting time with Client and Agency during fitting.

When appropriate, talent will self-style with personal wardrobe and virtual stylist support. Talent will submit images for review; it will be difficult to control consistency and lighting so a fitting with a stylist is still preferred.

Online shopping is preferred. Please note that some vendors will no longer accept returns so budgets will be indicative of more purchases than in the past. Allow for longer than normal shipping times in the production calendar.

Wardrobe sanitized with a steamer, ideally prior to arrival on set and throughout the day.

One talent with stylist at a time.

Only the wardrobe/props department should touch clothing/props, etc.

Use gloves and mask when looking through garments in rental houses and retail stores.

Seek permission from Clients to allow talent to keep purchased wardrobe.

Disinfect jewelry and glasses in between use.

Weather and location permitting, wardrobe & props will be set up outside.

Since stylists come in close contact with talent, they will wear a face shield and mask.

Wardrobe and prop items should be bagged up individually, per talent.

All props will be disinfected before and after handling.

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Protocols by Department



Catering/Craft

We continue to work with our local catering teams to determine the safest approach to catering and craft.

There will be no buffet meals or self-serve meals. Boxed meals will be consumed as quickly as possible after arrival.

Utensils should be individually wrapped.

Individually packaged craft items only; eliminate any self-service snacks or fruit bowls.

Catering team on set kept to a minimum and required to wash hands often.

Everyone will be asked to bring their own water bottles to set; craft services should have capability to refill an individual's reusable water bottle without contact between refill source and bottle.

One person will be designated to hand drinks, pre packaged craft and catering to everyone on set.

Everyone must wash their hands before entering the craft services area.

Transportation



All local cast and crew required to self-drive when possible. No Lyft or Uber ride shares. If taking public transport, change into a clean set of clothes upon arrival to set.

Production will plan for additional transportation needs as necessary with our trusted local vendors.

Limit number of people in a passenger van, require passengers to wear masks and gloves.

Drivers will wipe down vans inside and out (seats, seatbelts, handles, etc.) with sanitizing solution every time people exit the vehicle.

Keep windows down when possible to promote ventilation.

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Protocols by Department



Locations

Locations vetted for cleanliness and physical distancing safety.

Scouting should be done virtually as much as possible.

Private property preferred as public areas may pose more challenges and permitting.

Prep and wrap days recommended for proper cleaning and sanitizing.

Permit applications should go in as early as possible. Expect possible delays.

Consider securing backups in the event a location becomes unavailable.

Provide alternative lodging to house occupants and their animals for the duration of the shoot.

Location Scouts will do a speedtest at locations to confirm wifi speed and determine virtual communication needs.



Motorhomes

Limit the number of occupants to 50% normal capacity.

Bathrooms, door handles, countertops and seating cleaned hourly.

Keep windows and doors open to increase ventilation.

Pre and post shoot disinfecting with CDC-recommended methods.

Protocols by Department

Camera/DIT



Digital station will be solely used by the DIT, no over-the-shoulder review.

Client viewing will be provided via on-set monitor or remote sharing.

Monitors provided throughout set as necessary for departments and photographer.

One designated assistant to handle and sanitize camera.

Minimize the number of people having to touch the same items. This may require additional gear.

Cases should be wiped down before loading into vehicle. Designate one assistant to lead this.

Only camera personnel should handle camera gear including carts, cases, tape, etc.

Personal equipment should be wiped down upon arrival and before departure each day.

Strive for consistency regarding which pieces of equipment are handled by whom.

All crew that requires tools should bring their own and not allow sharing.

With smaller teams likely, expect more time for set up.

Casting & Talent



Consider remote casting sessions, self submissions and callbacks with live broadcast capabilities. Remote casting sessions will mean not being able to see a group interact with each other.

Include wardrobe specs in the casting breakdowns to increase the likelihood the actor brings something that can be worn for the shoot.

Book talent as early as possible, and get sizes as early as possible.

Talent will have a designated holding area where physical distancing can be maintained.

Talent's on set role and actions will be detailed and approved before booking.

Photographer/Director will speak to talent prior to shoot to give direction on their role to limit time on set.

On camera talent, who are not able to wear a mask while performing, should wear a mask or face covering before and after they complete their performance. Talent may be subject to additional safety requirements as required by their trade organization or guild.

Select talent backups in addition to top choices. Of course, we always hope everyone we work with remains healthy but having alternative talent selected ahead of time will save us grief should someone start to have symptoms.

MINORS:

Be sure to have PPE that fits minors.

No make-up unless absolutely necessary.

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Cleaning and Disinfecting



All departments will take an active role with cleaning on set. OSHA explains it as a 2-step process. Cleaning (1st step) removes things that are visible to clear the way for disinfection. Disinfection (2nd step) removes (kills/neutralizes) what we cannot see (i.e. Viruses and Bacteria).

Read instructions on each cleaner or disinfectant before use. Pay close attention to a chemical's "DWELL TIME", this describes the time the surface must remain wet and covered with the product/chemical before wiping and using the surface.

We will have a binder with SDS (Safety Data Sheets) for all cleaning and disinfecting chemicals on set.

Know, do not assume or guess. When in doubt, just clean and disinfect something yourself or bring it to the attention of the set cleaner.

Information about cleaning electronics:

Isopropyl alcohol (IPA) is the common choice for cleaning electronics because it evaporates more rapidly than ethanol and also because it does not leave any traces of oils upon evaporation.

Ethyl & Isopropyl Alcohol : These two alcohols are basically the same when it comes to disinfecting properties. Ethanol is the type of alcohol present in alcoholic beverages. Isopropyl alcohol is also known as isopropanol, 2-propanol or rubbing alcohol. When used as disinfectants, both are typically at a concentration of 70% in water.

Cleaning and Disinfecting



COVID-19 Surface Life

Aluminum : soda cans, tinfoil, water bottles : 2 to 8 hours

Copper : pennies, teakettles, cookware : 4 hours

Cardboard : Shipping boxes : 24 hours

Ceramics : dishes, pottery, mugs : 5 days

Fabrics : clothes, linens : There's not much research about how long the virus lives on fabric, but it's probably not as long as on hard surfaces.

Food : takeout, produce : Coronavirus doesn't seem to spread through food.

Glass : drinking glasses, measuring cups, mirrors, windows : up to 5 days

Metal : doorknobs, jewelry, silverware : 5 days

Paper : mail, newspaper : The length of time varies. Some strains of coronavirus live for only a few minutes on paper, while others live for up to 5 days.

Plastics : milk containers and detergent bottles, subway and bus seats, backpacks, elevator buttons : 2 to 3 days

Stainless Steel : refrigerators, pots and pans, sinks, some water bottles : 2 to 3 days

Water : Coronavirus hasn't been found in drinking water. If it does get into the water supply, your local water treatment plant filters and disinfects the water, which should kill any germs.

Wood : furniture, decking : 4 days

Resources



www.osha.gov (Occupational Safety & Health Administration)

www.who.int (World Health Organization)

www.cdc.gov (Center for Disease Control & Prevention)

www.epa.gov (Environmental Protection Agency)

www.nsc.org (National Safety Council & Education Center)

<https://www.aicp.com/business-resources/business-affairs-information/aicp-guidelines/covid-19-workplace-guidelines/> (Association of Independent Commercial Producers)

www.apanational.org (American Photographic Artists)

www.asmp.org (American Society of Media Photographers)

<https://deadline.com/2020/06/hollywood-reopening-white-paper-unions-studios-producers-read-it-here-1202948491/>

<https://business.ca.gov/coronavirus-2019/> (California Film Commission)

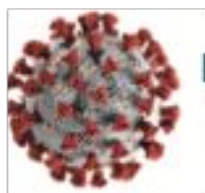
<https://www.filmla.com/covid-19/> (Los Angeles Film Commission)

<https://filmsf.org/> (San Francisco Film Commission)

<https://www1.nyc.gov/site/mome/index.page> (NYC Mayor's Office of Film)

<https://floridahealthcovid19.gov/> (Florida Film Commission)

What you should know about COVID-19 to protect yourself and others



Know about COVID-19

- Coronavirus (COVID-19) is an illness caused by a virus that can spread from person to person.
- The virus that causes COVID-19 is a new coronavirus that has spread throughout the world.
- COVID-19 symptoms can range from mild (or no symptoms) to severe illness.



Know how COVID-19 is spread

- You can become infected by coming into close contact (about 6 feet or two arm lengths) with a person who has COVID-19. COVID-19 is primarily spread from person to person.
- You can become infected from respiratory droplets when an infected person coughs, sneezes, or talks.
- You may also be able to get it by touching a surface or object that has the virus on it, and then by touching your mouth, nose, or eyes.



Protect yourself and others from COVID-19

- There is currently no vaccine to protect against COVID-19. The best way to protect yourself is to avoid being exposed to the virus that causes COVID-19.
- Stay home as much as possible and avoid close contact with others.
- Wear a cloth face covering that covers your nose and mouth in public settings.
- Clean and disinfect frequently touched surfaces.
- Wash your hands often with soap and water for at least 20 seconds, or use an alcohol-based hand sanitizer that contains at least 60% alcohol.



Practice social distancing

- Buy groceries and medicine, go to the doctor, and complete banking activities online when possible.
- If you must go in person, stay at least 6 feet away from others and disinfect items you must touch.
- Get deliveries and takeout, and limit in-person contact as much as possible.



Prevent the spread of COVID-19 if you are sick

- Stay home if you are sick, except to get medical care.
- Avoid public transportation, ride-sharing, or taxis.
- Separate yourself from other people and pets in your home.
- There is no specific treatment for COVID-19, but you can seek medical care to help relieve your symptoms.
- If you need medical attention, call ahead.



Know your risk for severe illness

- Everyone is at risk of getting COVID-19.
- Older adults and people of any age who have serious underlying medical conditions may be at higher risk for more severe illness.



Stop the Spread of Germs

Help prevent the spread of respiratory diseases like COVID-19.



cdc.gov/coronavirus

How to Protect Yourself and Others

Know how it spreads



- There is currently no vaccine to prevent coronavirus disease 2019 (COVID-19).
- **The best way to prevent illness is to avoid being exposed to this virus.**
- The virus is thought to spread mainly from person-to-person.
 - » Between people who are in close contact with one another (within about 6 feet).
 - » Through respiratory droplets produced when an infected person coughs, sneezes or talks.
 - » These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.
 - » Some recent studies have suggested that COVID-19 may be spread by people who are not showing symptoms.

Everyone should

Clean your hands often



- **Wash your hands** often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, **use a hand sanitizer that contains at least 60% alcohol**. Cover all surfaces of your hands and rub them together until they feel dry.
- **Avoid touching your eyes, nose, and mouth** with unwashed hands.

Avoid close contact



- **Stay home if you are sick.**
- **Avoid close contact** with people who are sick.
- **Put distance between yourself and other people.**
 - » Remember that some people without symptoms may be able to spread virus.
 - » This is especially important for **people who are at higher risk of getting very sick**. www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-at-higher-risk.html



Cover your mouth and nose with a cloth face cover when around others



- **You could spread COVID-19 to others** even if you do not feel sick.
- **Everyone should wear a cloth face cover when they have to go out in public**, for example to the grocery store or to pick up other necessities.
 - » Cloth face coverings should not be placed on young children under age 2, anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the mask without assistance.
- **The cloth face cover is meant to protect other people** in case you are infected.
- Do **NOT** use a facemask meant for a healthcare worker.
- Continue to **keep about 6 feet between yourself and others**. The cloth face cover is not a substitute for social distancing.

Cover coughs and sneezes



- **If you are in a private setting and do not have on your cloth face covering, remember to always cover your mouth and nose** with a tissue when you cough or sneeze or use the inside of your elbow.
- **Throw used tissues** in the trash.
- Immediately **wash your hands** with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.

Clean and disinfect



- **Clean AND disinfect frequently touched surfaces** daily. This includes tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, and sinks. www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/disinfecting-your-home.html
- **If surfaces are dirty, clean them:** Use detergent or soap and water prior to disinfection.
- **Then, use a household disinfectant.** You can see a list of [EPA-registered household disinfectants here](#).

How to Safely Wear and Take Off a Cloth Face Covering

Accessible: <https://www.cdc.gov/coronavirus/2019-nCoV/prevent-getting-sick/diy-cloth-face-coverings.html>

WEAR YOUR FACE COVERING CORRECTLY

- Wash your hands before putting on your face covering
- Put it over your nose and mouth and secure it under your chin
- Try to fit it snugly against the sides of your face
- Make sure you can breathe easily
- Do not place a mask on a child younger than 2



USE THE FACE COVERING TO PROTECT OTHERS

- Wear a face covering to protect others in case you're infected but don't have symptoms
- Keep the covering on your face the entire time you're in public
- Don't put the covering around your neck or up on your forehead
- Don't touch the face covering, and, if you do, clean your hands

FOLLOW EVERYDAY HEALTH HABITS

- Stay at least 6 feet away from others
- Avoid contact with people who are sick
- Wash your hands often, with soap and water, for at least 20 seconds each time
- Use hand sanitizer if soap and water are not available



TAKE OFF YOUR CLOTH FACE COVERING CAREFULLY, WHEN YOU'RE HOME

- Untie the strings behind your head or stretch the ear loops
- Handle only by the ear loops or ties
- Fold outside corners together
- Place covering in the washing machine
- Wash your hands with soap and water



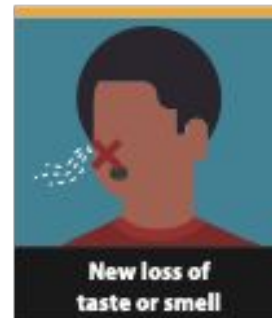
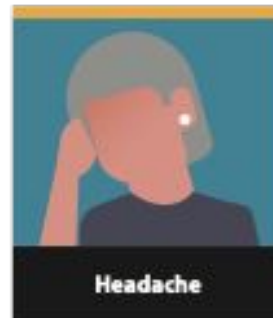
Cloth face coverings are not surgical masks or N-95 respirators, both of which should be saved for health care workers and other medical first responders.

For instructions on making a cloth face covering, see:

[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

Please read before entering.

IF YOU HAVE



Please call our office before coming inside.
Clinic Phone # _____

The clinic staff may ask you to wear a mask or use tissues to cover your cough.

Thank you for helping us keep our patients and staff safe.



cdc.gov/coronavirus



Hands
that look
clean can still
have icky
germs!

Wash YOUR HANDS!



U.S. Department of
Health and Human Services
Centers for Disease
Control and Prevention

This material was developed by CDC. The Life is Better with Clean Hands campaign is made possible by a partnership between the CDC Foundation, GOJO, and Staples. HHS/CDC does not endorse commercial products, services, or companies.

P R O O F

PROOF FILMS HEALTH DECLARATION

I, _____ (Print Name), declare that the information provided below is current and accurate as of _____ (Enter Today's Date). By signing this declaration, I understand and willingly accept the risk of illness related to COVID-19 while working on _____ (Insert Production Title) and will adhere to the Health & Hygiene protocols set forth by Federal, State & Local governments and the production.

Symptoms of COVID-19 include and are not limited to:

- Fever
- Fatigue
- Dry Cough
- Chills
- Muscle Pain
- Sore Throat
- New loss of smell or taste
- Shortness of breath or difficulty breathing

Please answer the following:

1) I understand the above symptoms and affirm that I, as well as all household members, do not currently have, nor have experienced the any of the symptoms listed above within the last 14 days.

Yes ☐ No ☐

2) I affirm that I, as well as all household members, have not knowingly been exposed to anyone diagnosed with COVID-19 within the past 30 days.

Yes ☐ No ☐

3) I affirm that I, as well as all household members, have not been diagnosed with COVID-19 within the past 30 days.

Yes ☐ No ☐

4) I will declare immediately any onset of any of the symptoms or contact with anyone who has any symptoms of COVID-19.

Yes ☐ No ☐

5) Please list all foreign or domestic travel in the last 3 months:

P R O O F

6). I have agreed to have my temperature taken and the reading is less than 100.4º

Yes ☐ No ☐

7) I understand that Proof Films, Inc., a private New York corporation, is not and will not be held liable for your exposure to COVID-19 caused by misinformation on this form or the health history provided by each person on set and/or by your participation in this production. By accepting a position on this production you agree that there is no guarantee or assurance that you will not be exposed to a person that may have been exposed to or have COVID-19. By accepting a position on this production you ASSUME ANY SUCH RISK OF EXPOSURE TO COVID-19. By your execution of this Health Declaration, you acknowledge the possibility of such risk and you release and indemnify Proof Films, Inc., its officers, employees, directors, managers, shareholder, employees and other participants in this production from and against any and all claims, expenses, damages, including, but not limited medical expenses, attorney fees, and any other related expenses of whatever nature and/or kind arising out of said exposure to COVID-19 during and/or after this production.

I accept such risk. Initial _____ Date: _____

8) I have been provided and accept the terms of Proof Films, Inc. Health & Hygiene operating procedures for COVID-19.

Yes ☐ No ☐

By signing below, I agree to each statement above and release Proof Films, Inc. from any and all liability for unintentional exposure or harm due to COVID-19 AS SPECIFIED IN SECTION 7 ABOVE.

Signature: _____

Printed Name: _____

Title/Role: _____

Date: _____

Signature of Medic, Safety Officer or Producer: _____

Printed Name: _____