



COVID PREVENTION GUIDELINES FOR CONTENT PRODUCTION

At Glean we've initiated some changes to keep our clients, crew and talent safe. Adapting to "The New Normal" will be key in ensuring we do all we can to prevent the spread of COVID-19.

- **2m Personal Distancing**
- **15 people overall on set**
- **"Quiet" sets by limiting interaction of crew**
- **Additional time allotted to prepro and on set to ensure minimal crew**
- **All crew to be supplied masks to minimize transmission**
- **Close proximity positions such as MUA, Hair, and wardrobe to be provided appropriate PPE, including but not limited to gloves, goggles, face shields, and masks that cover the nose and mouth**
- **"Stay at Home" communication options will be strongly encouraged**
- **Casting considerations will favour actual families, couples or quarantine groups of friends or roommates**
- **Favour outdoor locations where possible**
- **Locations to have high touch surfaces disinfected pre/post shoot**
- **Provide sanitizer on set and scheduled breaks for hand washing**
- **Questionnaire regarding travel, contacts, and symptoms to be filled out and signed before permitted on set**
- **Agreement that anyone showing any symptoms cannot remain on set**
- **On larger commercial shoots a "COVID Compliance Officer (CCO)" will be responsible for ensuring precautions are communicated and execute disinfecting protocols**
- **All catering and drinks will be provided as individual items with sealed wrappers where possible, share plates will not be permitted**

These guidelines will evolve as government recommendations change. Our goal is to keep everyone we care about safe and healthy in this new production climate.

We appreciate your support.

GLEAN PRODUCTIONS