B2Y PRODUCTIONS

COVID-19

NU film studios BOYANA

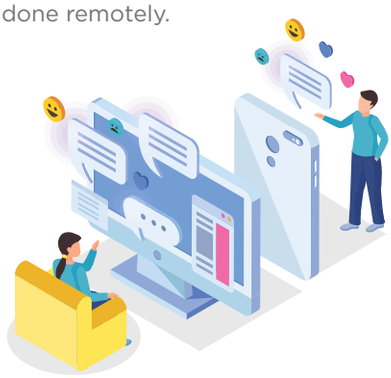
With the spread of **COVID-19** Bulgaria is one of the countries with least cases of infected people - 215 per one million population. The global situation is very dynamic and the information bellow is temporary. Our country is not in lockdown and filming is absolutely possible while taking all safety measures of course. Listed are the precautions we intend to undertake to safely resume working and keep

MAKING THE IMPOSSIBLE POSSIBLE.

Remote Working

01 Remote working will be the main goal in all cases where applicable.

02 Pre-production meetings and all casting will be done remotely.



03 People on set will be minimized across all departments to essential groups only.

04 Video assist will be securely streamed in real time to agency and client personnel.

05 Dedicated on set wi-fi network communication to ensure real time production for director /agency/ client communication.

06 Props and wardrobe fittings will be presented on digital platform.

07 Wardrobe fitting attended only by the cast member and the wardrobe team, with social distancing observed.

Common Practices

01 Time will be built into the daily schedule for one department to “step in, step out” where this is possible. If more than one department needs to work simultaneously it will be done only by essential crew members maintaining distance. Set entering and exiting will be controlled.

02 For the time being, we recommend that minors and elder people are not cast in TV commercials, unless they are part of a family household, until further notice.

03 Scenes that include a lot of crowded people (i.e. protests, concerts) are not recommended.

04 No printing – all information will be distributed digitally.

05 Additional PA’s will be hired to observe that all sanitation and safety measures are being executed properly.

Equipment/Props

01 Project managers will advise on where equipment should be provided from.

02 We will consider potential value of prep and strike days (This may be combined with location cleaning requirements).

03 All equipment, props, and wardrobe to be sanitised before and after use.

04 The number of equipment rental houses used on each production will be reduced where possible and will be asked to guarantee supply sanitation.

06 Whenever possible cast to use own wardrobe and props.

05 Camera to be positioned a minimum of 2 metres from talent at all times.

Sanitation

01 Sanitation procedures will be comprehensive across all supply lines.

02 Where necessary additional prep time will be included for crew in order to clean all equipment and props with appropriate disinfectant before and after filming.

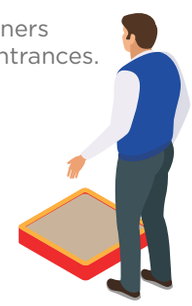
03 2nd AC to disinfect all camera equipment before and after filming.

04 Grip & Electric to disinfect equipment before and after filming, if needed.

05 Cast will be advised to use their own make up, costumes and props, if possible.

06 Hand sanitizer and equipment wipes will be available on set throughout the day.

07 Appropriate shoe cleaners will be placed at set entrances.

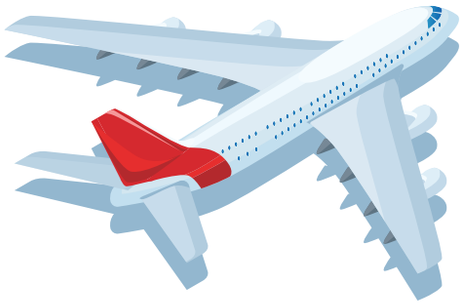


08 If any additional equipment needs to be brought on to film set it has to be sanitised with provided by production desinfectant or UV lamp.

09 Dedicated person/s on set to ensure sanitation stations maintain social distancing and are replenished.

Crew

01 If any cast or crew member has travelled abroad they will need to have gone under the government established quarantine period and additional procedures before being hired.



02 All cast and crew members will be tested for COVID-19 by the production company before commencing work. There will be weekly tests held for crew members that continue to work for more than 7 days. Test will be held by a doctor in an area designated for the purpose.

03 All cast and crew will be asked to sign a declaration stating they will be careful and avoid contacting other people while working on the project in order to avoid being exposed to COVID-19. They will be reminded that they have a responsibility of keeping all fellow coworkers virus-free.

04 Any shoot attendee who feels unwell prior to the shoot, must contact the production company for replacement.

05 All crew members to be contacted 24 hrs in advance of call to confirm that they are well and free of symptoms.

07 Key crew may need to be swapped out on occasion due to symptoms / illness.

06 Prior to commencing work on a project, all personnel/shoot attendees will be advised that while the production company is making best efforts to protect everyone nothing is failsafe and if they contract COVID-19 the production company is not liable.

08 Back up cast members and extras to be in place in case required.

On set

01 Each shooting day will start with a short instruction meeting for the crew members.

02 There will be instruction plates on set.

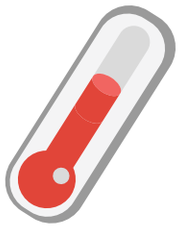
04 Essential personnel only on set, managed by the safety officer and 1st AD.

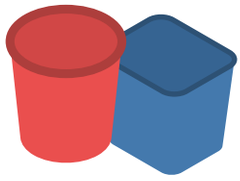
05 All crew must wear face masks. We will advise them to wear their own, but will provide if needed. Gloves, goggles and shoe covers will be optional.

03 Minimum distance between people – 2m.

07 All shoot attendees must undergo temperature checks before entering set. Anyone with a high temperature cannot enter set or unit base. Crew members who have been tested with a PCR test and pass the temperature screening will be issued an identifier to make sure nobody enters without going through these procedures.

06 Separate bins will be provided for discarding of used gloves, goggles, shoe covers and face masks. These will be handled carefully and according to safety requirements.





08 Temperature screening will continue throughout the shoot day/s.

09 A paramedic will be on set to assess anyone feeling unwell to limit exposure from any possible carriers.

10 Any shoot attendee who feels unwell during the course of the shoot must immediately report to the on-set paramedic who must report to the production company producer.

11 Hygiene practices to be increased where product consumption shots are a requirement.

12 Cleaning company hired during the whole process of prep and shoot to ensure sanitary requirements are met constantly at all facilities.

13 All other equipment must undergo deep cleaning prior and post any shoot.

15 Holding areas for extras and cast to be increased to minimize contact.

14 Bringing personal belongings (i.e. backpacks, tools) to set will be limited to such that may be necessary for the working process. All items that need to be brought in will undergo sanitation.

16 Where possible, talent should undertake their own make-up "minor touch ups" throughout shooting, instead of the make-up artist, to avoid contact with talent's perspiration.

17 Art department to increase cleaning of props and surfaces throughout the shoot and between takes.

19 Call times to be staggered to mitigate against crew arrival congestion.

18 All departments to ensure increased hygiene practices, and avoid sharing of hand tools.

21 1st AC to operate using remote focus.

20 Make up & hair vehicle and wardrobe vehicle to be individual trucks to ensure social distancing. At least 2m space to be adhered to between people. Number of trucks/spaces required will depend on number of cast.

22 Make-up department to step up cleaning protocols and use single use brushes and applicators and individually pack them.

Radios

01 Radios should be signed out on the previous day to ensure quick distribution on the shoot day.

02 Sharing of radios will not be allowed.

03 Replacement batteries must be disinfected in between uses and handed to crew.

04 Radios should be disinfected and handed to the user.

Risk Assessment

01 Tech recces will be attended by an additional designated crew member to ensure all sanitary and safety precautions will be taken properly.

02 Good hand hygiene, cough and sneeze etiquette to be noted on all production paperwork, and postered around set. Production companies to provide each shoot attendee a packet of tissues for this purpose.

03 Dispose of tissues immediately into separate bins provided for biohazards waste.

05 Safety inductions will be carried out as crew enter set.

04 Safety announcement at the beginning of each shoot day outlining increased sanitation requirements and improved hygiene procedures.

Catering

01 All catering crew members will undergo a PCR test and will be the only people handling food in a sanitised area.

02 Additional dining space requirement to ensure increased distance while eating with at least 2m space to be observed between people.

03 Meal breaks will be adjusted to suit the size of the crew and the situation to ensure social distancing e.g. breaks may need to be staggered.

04 No buffet style meals.

05 Craft table to be removed from set, water station only.

06 Only catering crew members will operate coffee machines, toasters, etc.

07 Catering should have capability to refill an individual's reusable water bottle brought to set without contact between refill source and bottle.

08 All should be asked to bring their own reusable water bottles.

09 Contact free water dispensers will be provided on set so crew members can safely fill their reusable water bottles.

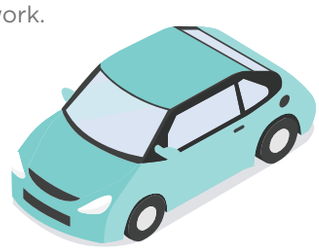
10 Everyone must wash their hands before entering the catering/dining area.

12 All distributed food to be pre-packed to avoid contamination.

11 Crew will be advised to have breakfast at home before arrival on set to avoid gathering of lots of people and cues.

Locations/Studio/Transport

01 Local Crew to use own transport to get to work.



02 Where this is not possible, production will provide sanitised pick up vehicles.

04 Bring sensor-activated soap dispensers, hand dryers, etc. to locations.

03 Vehicle drivers must follow protocols of temperature checks.

05 Use privately owned locations / studios when possible.

07 Private locations / Studios will be professionally cleaned before filming and after wrap prior to handing back the location to the owner.

06 The unit base will be placed as close as possible to set to minimize the need for transport to and from base.

08 If soap and water are not available on location, use / provide alcohol- based hand cleanser containing at least 60% alcohol.

09 Where filming is taking place on a public footpath or area, the set must be coordinated with security support to assist members of the public in maintaining social distance.

Post Production

01 Post Production members to provide remote post production and audio services via technicians in isolated workspaces or working from home if possible.

02 Post Production members will provide engineering support to remote sessions to ensure deadline deliveries.

03 Post Production members to provide directly to edit house remote post production and audio services.