GUIGNOLFEST - 2024
16th Annual 72-HR Horror Film Contest

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FILMING SAFETY GUIDELINES

REVIEW WITH YOUR CAST & CREW - ENFORCED BY TEAM LEADER

KEEP THIS FOR YOUR RECORDS

While COVID-19 and its variants are still active in the U.S.,
filming safety and contagion precautions must be taken seriously.
During a team's shooting weekend for **GuignolFest's 72-HR Horror Film Contest during Oct. 11 - 14:** ***GuignolFest Productions, LLC*** **and its media associations; the owners of the team's shooting locations, home base, sponsors/supportive crew/vendors/contractors; and local/federal governments are *NOT RESPONSIBLE* for any of the safety measures or possible risk of contagion transmission.**
It is the *RESPONSIBILITY OF THE MOVIE TEAM* to carry out
proper social distancing, masking, sanitation, and general safety.

Everyone involved in the making of the movie before, during, and after will participate
AT THEIR OWN RISK for injury, sickness, and/or death.

This document provides the basic methods for establishing technical and organizational measures for contagion prevention. Each filming is different, these measures need to be established BEFORE it begins.

SAFETY INTRODUCTION

● YOU MUST REFER TO YOUR HOME STATE AND COUNTY'S COVID-19 PHASE GUIDELINES for safety. Masks are encouraged when physical distancing cannot be performed. Rooms must have proper ventilation to allow for air flow and exchange.

● It is common during a film shoot for different professions to participate in multiple projects simultaneously. Therefore, the risk on a film shoot is higher than in closed operations.
KNOW YOUR PERSONAL POTENTIAL RISKS OF SPREADING THE VIRUS IN A SOCIAL SETTING.
WEAR A MASK IF YOU ARE AT HIGH RISK OR IMMUNOCOMPROMISED..

● Possible treatment, unless there are serious complications, lasts 5 to 10 days and is accompanied by local quarantine measures. **This can endanger the entire project and should be taken seriously.** If you've been sick in the 2 weeks prior to shooting, it is your responsibility to alert the team and take the necessary precautions to ensure yours and everyone's safety, which includes negative result testing before filming.

● Evaluate your risk assessments, then determine the technical and organizational measures

RECOMMENDED SAFETY MEASURES

1. COVID-19 TESTING RECOMMENDATIONS

Teams are responsible for knowing who is at risk. Teams decide if this step is needed or not.
SAG-AFTRA actors are required to be vaccinated and tested before returning to outside work.
RAPID TESTS: Most testing sites in the U.S. take an average of 1 hour to 1 day of turning around results. Refer to the medical location's website for information, making appointments, and wait times.
REGULAR TESTS: Most testing sites in the U.S. take an average of 5 to 7 days of turning around results. Refer to the medical location's website for information, making appointments, and wait times.
STORE-BOUGHT TESTS: These are available over-the-counter at most pharmacies. You can use this if needed. *SAG-AFTRA actors must follow their respective guidelines, which could take longer.*

2. Personal Protective Equipment -

- Determine which PPE to be used. Establish systems for the issuing, exchange and control of PPE.
- Face mask - can be cloth or disposable. Properly worn, the mask covers the nose and mouth.
- Disposable gloves - must be used for common/high touch areas/items or sanitize/wipe objects.

3. Personal disinfection - it is important to follow the rules of personal hygiene during the filming:

- Same procedure as for PPE applies here.
  Establish a system for dispensing, replacing and controlling use.
- **Personal disinfection -** if the scene being shot is extensive, crew members must be provided on-set or carry pocket disinfectant wipes or a 30 ml bottle of personal disinfectant so they don't have to leave during filming to hand disinfectant stations.
- **Hand disinfectant stations -** stations with hand disinfectant gel need to be placed near the facilities, catering and directly on the set.
- **Disinfection of objects** - when filming in a public space in the city and in a place with high concentration of people, it's recommended to consider space disinfection by spraying (especially for large productions).
- **Filming in vehicles etc. -** Production should provide the disinfection of all vehicles, as well as the production should secure disinfection of the fleet that carries the crew and actors.
- **Workspace disinfection -** when filming in exteriors, make-up and costume department should disinfect their working stations and chairs for actors. Make-up crew should not "double-dip" into make-up pots. Scoop applicable amount onto a clean surface like paper plates or cups with a new scoop EACH TIME. Sanitize all brushes between actors or use disposables. Use disposable sponges. Disinfect hair equipment. MAKE-UP & COSTUME CREW MUST WEAR MASKS WHILE IN CLOSE PROXIMITY OF ACTORS AND CREW.
- **Costume disinfection -** it is important that the costumes undergo regular disinfection. The frequency will be dependent on the individual risk assessment.

4. On-site organization - it is necessary to take into account more space requirements for the use of locations in a public space, so that crew members can be social distanced. At the same time, sufficient space must be available for the crew to eat so they can be spaced from each other. It is advisable to give priority to portable chairs over standard benches.

- **Separation of specific crew groups** - key crew members, actors and other professions that are difficult to replace should be separated from the rest of the crew (e.g. they should have their own costume room, facilities, make-up room, catering area etc.).

  Specific measures may vary from project to project and must be processed in an individual risk assessment.

- **Transhipment points** - it is recommended for large projects to set up transhipment points dedicated for suppliers outside the set with the possibility of disinfecting transported material.

5. Temperature measurement - every crew/cast member assumes personal responsibility of knowing if they are running a temperature. Anyone with a fever of 100 degrees Fahrenheit IS PROHIBITED FROM FILMING WITH OTHER PEOPLE. Actors can Zoom in their performances or record remotely on their own. Prop makers, with gloves, masks, and proper sanitation-- can build items at home and have contactless exchange to the crew. **DO NOT PARTICIPATE IN-PERSON FOR ANY SYMPTOMS OF HACKING COUGH, SHORTNESS OF BREATH, FEVER 100+ DEGREES FAHRENHEIT, SEVERE FATIGUE, OR FLU-LIKE/RESPIRATORY INFECTION SYMPTOMS.**

6. Catering - THINK SINGLE SERVING STYLE FOODS.
USE DISPOSABLE PLATES, UTENSILS, DRINKING CUPS, CANNED AND BOTTLED DRINKS.
USE GLOVES WHEN CLEANING UP. SANITIZE COMMON AREAS.

7. Securing the location

During filming - it will be important to ensure a consistent and a secure lock-up to prevent any unauthorized personnel from entering.

During pre-production - when the crew is scouting potential locations the sites must be treated as if they were infected (unless they were disinfected ahead of the visit) and the crew must use PPE when disinfecting the site. The specifics to be defined by the team's risk assessment procedures.

8. Waste management - disposable face masks, gloves, etc. must be treated as high risk waste - the used ones to be put into solid plastic bags and to be handled with protective gloves and then disposed of. When fabric face masks are used, the crew members are responsible for their personal sanitation.

9. Necessary documentation - Contest Rules & Regulations will include understanding these ***COVID GUIDELINES FOR FILMING & RESPONSIBILITIES.*** The full support from the **Producer & Team Leader** will be crucial when implementing these measures.

Protect yourself and protect others. Stay healthy and safe. Thank you for your participation!

Resources:

Oregon Health Authority COVID-19 Updates -
https://govstatus.egov.com/OR-OHA-COVID-19

US Center for Disease Control (CDC), COVID-19 Info - Updated June 25, 2024
https://www.cdc.gov/covid/index.html

Symptoms of COVID-19 -
https://www.cdc.gov/covid/signs-symptoms/index.html

European Film Commissions Network
Guidelines for production during COVID-19
https://eufcn.com/guidelines-production-during-covid-19/