



Covid Guidelines – Updated October 2022

CPI members are committed to personal safety in the workplace. We abide by relevant and applicable advice and regulations (e.g. HSA and HSE) including those relating to the Covid-19 pandemic.

To minimise the risk of Covid spread, the following basics should be observed; appropriate mask wearing, fastidious hygiene standards.

Specific Covid measures may change from production to production based on the levels of Covid infection in the community at that time and the exact nature of that production. (e.g. interior or exterior location.)

Specific measures may include the following:-

- Remote working continues to be the preferred default option (e.g. casting, PPM, video assist, edit presentations).
- Recce and shoot attendees (crew, agency, client) should
 - complete the health questionnaire outlined below each day
 - have a negative result from a self-administered rapid antigen test or lab based PCR within 24 hours prior to the first on site day
 - have a negative result from a self-administered rapid antigen test on the morning of each shoot day.
- Cast testing should be arranged by the production company: lab based PCR within 24 hours prior to the first shoot day and/or rapid antigen/lateral flow tests each shoot day prior to starting work or according to the production test schedule
- Masks covering the nose and mouth should be worn on indoor sets/locations at all times and in other situations as deemed appropriate (e.g. close contact filming outdoors, on all shared transport). Member companies may decide that mask wearing is mandatory on all sets at all times.
- Masks covering the nose and mouth should be worn by crew working in proximity to cast e.g. MU/Hair/ADs whether indoors or outdoors and by cast while indoors, and outdoors if requested by production.

- Post-production members will advise if self-testing is required before any in-person presentations.
- It is the responsibility of each individual to consider the Covid-specific risks relating to their own role on an ongoing basis and to act to mitigate those risks for their own sake and for that of their colleagues (e.g. not attending the workplace if unwell)
- Each department should ensure that they remain Covid-aware at all times and work accordingly e.g. make up should use single-use applicators; costume should endeavour to work with casts' own clothes; locations should ensure there are adequately sized holding areas for background artists; etc.
- CPI members should supply masks and adequate hand washing/sanitising facilities.
- CPI members recommend booking back-up cast and key crew, those costs to be borne by the client.

Covid-specific costs will be separated on budgets and will not incur mark-up. A contract addendum will be issued on job confirmation outlining financial responsibilities in the case of Covid related business interruption.

Any additional unforeseen costs due to Covid-19 that are not provided for in the budget will be the responsibility of the agency/client. Production insurance is not available against any costs attributable to Covid 19, or other communicable diseases, however incurred. This includes but is not limited to delay, postponement, cancellation, key crew illness or unavailability due to suspected infection. Production companies will at all times endeavour not to incur any additional costs but in cases where they are unavoidable production companies will inform the advertising agency/ production partner immediately. Additional costs will be agreed in writing and will be invoiced as part of 2nd invoice payment.

It is imperative that our clients note that Production insurance does not cover no show cast/extras, nor communicable disease. Agencies and clients should check their own annual policy and with their underwriter regarding cover for the above.

Sample Health Questionnaire

1. Do you have any symptoms of Covid-19 e.g. fever, cough, sore throat, headache, flu-like symptoms?
2. Have you tested positive for Covid-19 in the last 14 days?
3. Are you a close contact of anyone who has tested positive for Covid-19 in the last 7 days?

If you answer "YES" to any of the above please contact the producer. The producer should discuss the situation with the crew member to assess the risk, and should act accordingly.