



INYO COUNTY HEALTH & HUMAN SERVICES

James Richardson, M.D.
Public Health Officer, Inyo County

COVID-19 Inyo County Guidance for Television and Film Production

Effective as of Friday, July 17, 2020

The County of Inyo Department of Public Health is adopting this guidance, based on guidance issued by the Los Angeles Department of Public Health, to allow television and film production to resume at Inyo County locations. In addition to any conditions imposed on the television and film industries by the State and agencies responsible for permitting and land use, these types of businesses must also be in compliance with the conditions listed in this guidance.

All television and film production must attest to following these guidelines prior to filming in Inyo County. Attestations can be submitted at <https://www.inyocounty.us/covid-19/reopening-inyo-businesses/business-attestation-form>

Additional protocols relevant to areas of Television and Film Production must also be followed:

- Restaurants and bars
- Personal Care Services
- Hair Salons and Barbershops
- Retail Operations
- Office Spaces
- Warehouse and Manufacturing
- Construction

Please note: This document may be updated as additional information and resources become available so be sure to check the Inyo County website <https://www.inyocounty.us/covid-19> regularly for any updates to this document.

All businesses covered by this guidance must implement all applicable measures listed below and be prepared to explain why any measure that is not implemented is not applicable to the business. Businesses must carry the email approving their attestation as long as they are on location in Inyo County.

Business name: _____

Facility Address: _____

Date Posted: _____



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Required Use of Face Coverings

On July 13, 2020, the Inyo County Health Officer issued a [Health Officer Order](#) which broadly requires the use of face coverings for both members of the public and workers in all public and workplace settings, and holds businesses operating in Inyo County responsible for ensuring that customers, employees, contractors, visitors, and other persons on their premises comply with the face covering order.

All employees, contractors, and visitors are required to wear cloth face coverings whenever they are in contact with others unless the production activity does not allow for the wearing of a face covering. These instances should be of short duration and with as much physical distancing as possible. Complete details, including all requirements and exemptions to these rules, can be found in the [Health Officer Order](#).

Workplace Specific Plan

- Establish a written, workplace-specific COVID-19 prevention plan at every location and/or facility, perform a comprehensive risk assessment of all work areas and work tasks, and designate a person at each area to implement the plan. House all worksite-specific COVID-19 prevention plans on a centralized database for reference and centralized access.
- Incorporate the Inyo County Face Covering Health Officer Order into the Workplace Specific Plan and include a policy for handling exemptions.
- Contact the Inyo County Health Department if you have any information about COVID-19 outbreaks among workers or visitors.
- Train and communicate with workers and worker representatives on the plan and make the plan available to workers and their representatives.
- Regularly evaluate all areas for compliance with the plan and document and correct deficiencies identified.
- Investigate any COVID-19 illness and determine if any work-related factors could have contributed to risk of infection. Update the plan as needed to prevent further cases.
- Implement the necessary processes and protocols to be used when a workplace has an outbreak, in accordance with CDPH guidelines.
- Develop a process to implement quarantine measures for any workers that live on-site.
- Identify close contacts (within six feet for 15 minutes or more) of an infected worker and take steps to isolate COVID-19 positive worker(s) and close contacts.
- Adhere to the guidelines below. Failure to do so could result in workplace illnesses that may cause permission to film in Inyo County to be revoked.



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Worker Training

- A copy of the COVID-19 Prevention Plan must be given to all people, in all roles, that enter the on-location set.
- Workers must be provided information on COVID-19, how to prevent it from spreading, and which underlying health conditions may make individuals more susceptible to contracting the virus.
- Workers must be informed of the steps of self-screening, including temperature and/or symptom checks using CDC guidelines.
- Workers must be informed of the importance of frequent handwashing with soap and water, including scrubbing with soap for 20 seconds (or using hand sanitizer with at least 60% ethanol (preferred) or 70% isopropanol (if the product is inaccessible to unsupervised children) when workers cannot get to a sink or handwashing station, per CDC guidelines).
- Workers must be informed of the importance of physical distancing, both at work and off work time (see Physical Distancing section below).
- Workers must be informed of the proper use of face coverings, including:
 - Face coverings do not protect the wearer and are not personal protective equipment (PPE).
 - Face coverings can help protect people near the wearer, but do not replace the need for physical distancing and frequent handwashing.
 - Face coverings must cover the nose and mouth.
 - Workers should wash or sanitize hands before and after using or adjusting face coverings.
 - Avoid touching eyes, nose, and mouth.
 - Face coverings must not be shared and should be washed or discarded after each shift.
- Signage must be posted throughout the facility or set to convey the following information:
 - People ill with signs of COVID-19, or that have tested positive for the virus, are not permitted to enter.
 - People that are under quarantine after possible exposure to another person with possible or confirmed COVID-19, are not allowed to enter.
 - Facial covering requirements.
 - Capacity limits for specific meeting rooms, break rooms, dining areas, recording rooms, film sets, and vehicles, (posted on or just outside of the entrance to these locations).
 - Procedures for symptoms checks, temperature checks. (posted in check-in areas)



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Individual Control Measures and Screening

- Symptom checks must be conducted before employees may enter the workspace. Checks must include a check-in concerning cough, shortness of breath or fever and any other symptoms compatible with COVID-19 that the employee may be experiencing. These checks can be done remotely or in person upon the employees' arrival. A temperature check should also be done at the worksite.
- Employers must provide and ensure workers use all required protective equipment, including eye protection and gloves where necessary.
- All employees and visitors must be told not to come to work if they have symptoms consistent with COVID-19, have tested positive for COVID-19 or have been in contact with a case of COVID-19. They should return to their county of origin, if possible, and follow their local health department guidance for self-isolation or quarantine as applicable. If they have symptoms of serious illness such as trouble breathing, pressure or pain in the chest, bluish lips, or they appear confused, call 911. They should speak with their physician about their symptoms and determine the need for testing for COVID-19.
 - The employee is not allowed to return to Inyo County until their fever has resolved for at least three (3) full days and their respiratory symptoms are improving, with a minimum absence of ten (10) days from the start of their symptoms.
 - An employee that tests positive for the SARS-CoV-2 virus but is not showing any symptoms, is not allowed to return until 10 days have passed starting from the date that the testing sample was collected.
 - Perform a cleaning and disinfection of all areas touched by the ill or infected employee.
 - Identify any cast, crew or others that had close contact with the ill employee, and send them back to their County of origin. See the quarantine guide (<https://www.inyocounty.us/sites/default/files/2020-05/Quarantine%20Guidance%205.1.2020.pdf>) for definitions of close contacts and what they must do. The name of the ill employee must not be disclosed, and medical privacy must be maintained.
- The date, time and participants in all production sessions should be recorded for later reference, in case anyone involved in the production becomes ill with signs of COVID-19 and/or tests positive.



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Cleaning and Disinfecting Protocols

- Perform thorough cleaning on all high traffic areas, such as break rooms, restrooms, distribution area, makeup/hair/costume areas, cast green rooms, and trailers, throughout the day.
- Frequently disinfect commonly used surfaces and items, including vehicle steering wheels and gear shifts, keys, tools, water spigots, trash receptacles, tables and chairs, shared equipment, doorknobs, countertops, toilets, and handwashing facilities.
- Equip all set areas and workstations with proper sanitation products, including hand sanitizer and disinfectant wipes.
- Oftentimes restroom facilities without running water, such as portable toilets and vault toilets, are not stocked with hand hygiene products. Encourage visitors to be prepared to bring their own hand sanitizer with at least 60% ethanol or 70% isopropyl alcohol for use in these facilities. If provided, make sure portable handwashing stations are maintained and soap, towel, and water supplies are kept full.
- Clean restroom facilities on an accelerated schedule to keep them clean and encourage campers and visitors to use them, thereby avoiding campers rejecting dirty and unsanitary restrooms and using the outdoors instead. Where possible, provide disposable seat covers in restrooms.
- Water filling stations must be cleaned and disinfected each day and workers should wipe down the equipment after each use. If possible, place hand sanitizer near these facilities for visitor and worker use.
- Workers should avoid sharing tools, phones, electronics, and office supplies as much as possible and, where feasible, ensure workers have dedicated workstations for their personal use. Never share PPE.
- All shared equipment, microphones, and tools must be disinfected after each use.
- All shared clothing must be cleaned after each use.
- All wigs or other shared prosthetics must be disinfected after each use.
- When choosing disinfecting chemicals, employers should use product approved for use against COVID-19 on the Environmental Protection Agency (EPA)-approved list and follow product instructions. Use disinfectants labeled to be effective against emerging viral pathogens, diluted household bleach solutions (5 tablespoons per gallon of water), or alcohol solutions with at least 70% alcohol that are appropriate for the surface. Provide workers training on the chemical hazards, manufacturer's directions, ventilation requirements, and Cal/OSHA requirements for safe use. Workers using cleaners or disinfectants should wear gloves and other protective equipment as required by the product. Follow the asthma-safer cleaning methods recommended by the California Department of Public Health and ensure proper ventilation.



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Physical Distancing Guidelines

- All productions must have a written protocol before work begins to ensure physical distancing of six (6) feet or more between people throughout the production. It must ensure that:
 - Only essential cast and crew should be on or near the set at any time
 - Production or editing meetings should be limited to essential staff only and should be held in areas where physical distancing can be maintained.
 - Strategies may include breaking production participants into teams of the smallest size feasible, that access set at different times with minimum overlap or intermingling
 - All cast performing work in which they cannot wear a face covering should strive for a minimum of 8 feet of social distancing during rehearsal or performance.
 - Furniture in break rooms, green rooms and trailers and other common areas is separated by at least six (6) feet to support physical distancing.
- All staff, cast, crew, vendors, clients and other visitors should be instructed to maintain at least a six (6) feet distance from each other at all times, except when specific tasks require closer work.
- Where feasible, all workspaces shall have one-directional traffic (separate entrances and exits) to prevent contact or crowding near doorways.
- Breaks should be staggered to ensure that six (6) feet between employees can be maintained in break rooms or other common areas such as background cast members' waiting rooms at all times.
- Employees are prohibited from eating or drinking anywhere other than in designated areas to assure that masks are worn consistently and correctly. Cast and crew must eat and drink at designated set areas with staggered schedules.
- Each worker should be assigned their own tools, equipment and defined workspace as much as possible. Sharing held items is minimized or eliminated.

Additional Considerations for Filming

- All cast shall wash or sanitize hands when beginning the filming of a scene and not touch their face during the filming session. Any crew that must interact with the set or cast must also wash or sanitize their hands at the beginning of filming and must wear a facial covering.
- Any work, including scenes, requiring cast or crew to be closer than six (6) feet must be as brief as possible and cast must be as silent as possible to avoid spreading droplets through talking. Scenes with direct prolonged physical contact between cast (intimate scenes, fight scenes, and driving with more than one person unmasked in a vehicle) are



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prohibited at this time.

- Large crowd scenes and seated audiences with less than 6 feet of social distancing are prohibited.
- All contracts, scripts, and any other documents that are normally shared are either distributed digitally, or are printed and individually assigned to cast, crew and staff to avoid sharing.
- All payment portals, pens, and styluses are disinfected after each use by a different person.
- Props, costume and set materials that can be more easily disinfected are preferred.
- All cast and crew must wear a facial covering and must wash or sanitize hands before touching props, costumes, or set materials. During filming, cast may use these items without wearing a face covering.
- All props, costumes and set materials must be disinfected before first use on the set, and between uses by different actors.
- Where feasible, cast will bring their own props (e.g. cell phone) and costumes to avoid sharing.
- All vehicles must be disinfected after each use.
- A listing of all cast and crew participating in the filming must be maintained in case there is a need to perform contact tracing in the event of an illness or positive viral test in cast or crew.
- Physical distancing of at least six (6) feet between people is required on all off-camera areas including the cast and crew holding and common areas, the video village, craft services/dining, and all other work areas. Provide additional areas, equipment (such as video village monitors) to allow for distancing.
- Only essential cast and crew should be on or near the set at any time and physical distancing must be maintained.
- If transportation is needed between filming sites, use a higher-capacity vehicle as much as possible to allow for six (6) feet of physical distancing as much as is feasible. Establish a passenger capacity number and post it on the side of the vehicle. If needed, provide more vehicle trips with fewer passengers per trip. Require facial coverings for all passengers (including cast) and driver, leave windows open, if possible, during the ride.
- All off-camera staff must wear facial covering throughout the workday.
- All cast and crew should stay on location during the workday, including all breaks.



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Additional Considerations When On-Site

- All actors and crew shall wash or sanitize hands before handling any food
- No buffets allowed
- No communal food or drink service (no coffee pot, no single service coffee maker)
- All food and drink must be single serving only
- Sit-down meals: either require eating in shifts, or seating areas large enough to allow for physical distancing of six (6) feet or more. Meals should be served outdoors whenever possible.
- All additional Public Health Requirements related to food service must be followed.
- Any food brought by individuals should be labeled and may not be shared.
- Food and drinks may be consumed only in designated spaces to ensure that masks can be worn consistently and correctly.
- If water is served from water dispensers, then levers or buttons on the dispenser should be cleaned after each use. It is preferable that beverages are served in single use containers.

Wardrobe, Hair and Makeup

- Hands-on assistance with these services should be limited only to cast that require it and cannot do it themselves
- Actors and crew must wash or sanitize their hands before any hands-on styling or costume session, and wear cloth face coverings during sessions as much as possible. During the application of makeup, since a cloth face covering cannot be worn the actor should stay as silent as possible to avoid spreading droplets though talking.
- The date, time and crew in the session should be recorded for later reference, in case either the cast member or wardrobe/hair crew become ill with COVID-19.