

PRACTICE

safe sets

DURING COVID-19

A WITH AGENCY & WITH STUDIOS PRODUCTION

Table of Contents

TRY CYBER SETS	4
KNOW YOUR STATUS	7
USE PROTECTION	9
COVER UP	12
NO MEANS NO	14
COMMUNICATION IS KEY	18
CHOOSE PARTNERS WISELY	21
MORE INFORMATION	23

"The projects featured in this e-book were innovative in approach and safely executed. No matter the production, health and safety is a top priority. In 2020 we've captured the heartbreaking yet inspiring story of a Holocaust survivor, a celebrity graduation live-stream, and numerous broadcast commercials. We've managed to continue working, innovating, and hopefully paving a way for others in the industry, while doing the work we love.

We recognize how fortunate we are during such a trying time for the Nation, the World and the Arts. We hope this is a fun guide/resource to kickoff your own safe sets discussions."

CALEB HOLLAND

WITH/AGENCY, STUDIOS
EXECUTIVE PRODUCER, DIRECTOR

KP "Invested" On-and-Near-Set V
OS, iPados, and MacOS De



COVID-19 ON-SET SCREENING SURVEYS



Try Cyber Sets



Gone are the days of mass gatherings and crowded studios. So have you considered: cyber sets?

For clients, virtual broadcasts, events, and performances have all benefited from rapid innovation in 2020 and there are options for productions of all sizes. Hybrid events combine virtual and in-person experiences.

When you do require a production, a virtual video village (via Vimeo or other live stream platforms) can allow for review, from a distance. Just set up a Slack channel for live feedback. Consider using a Teradek and the VUER app for on or near set individualized live monitoring.

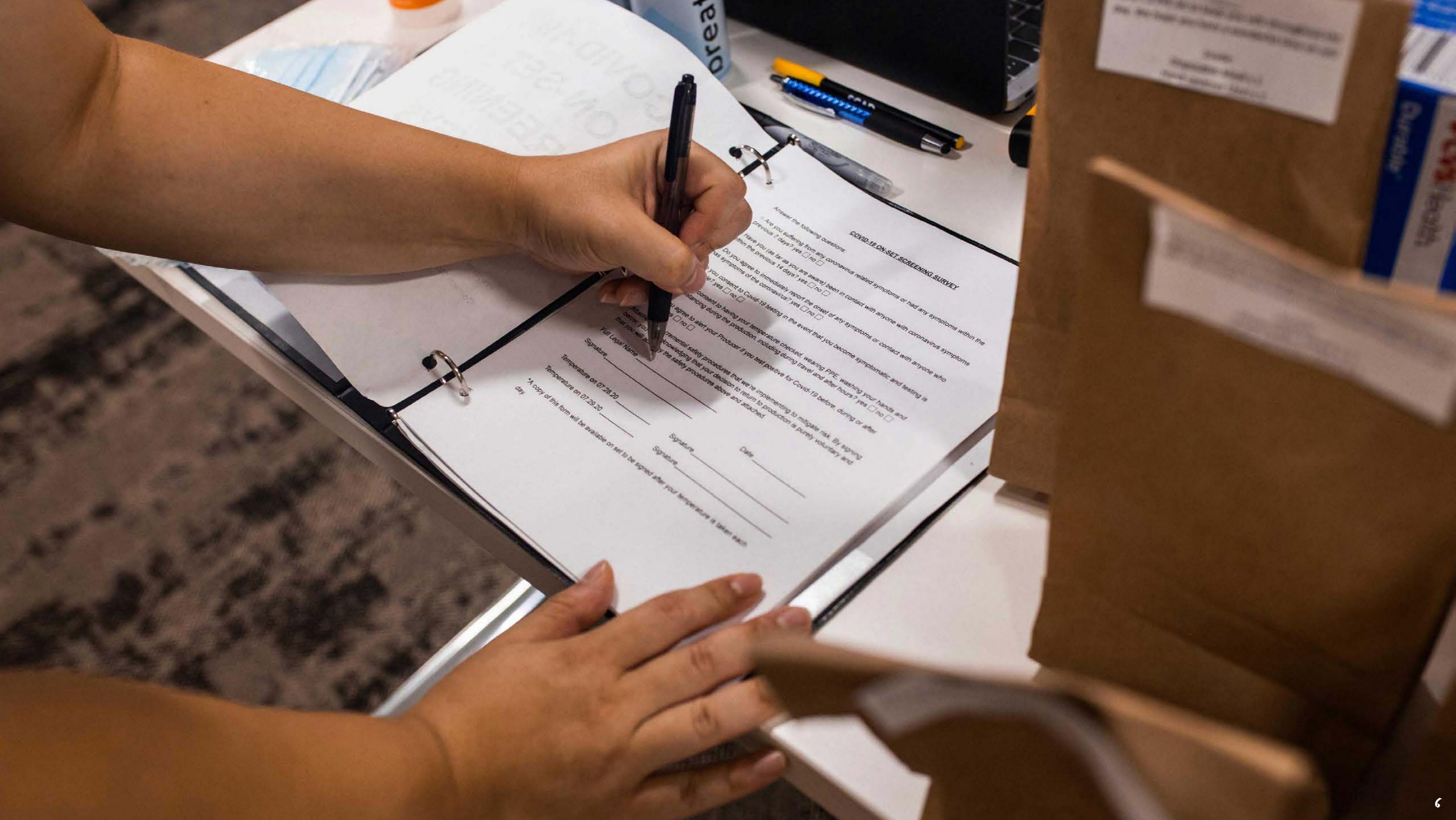
If you choose a production of any kind, minimize non-essential crew on set and make any responsibilities that can be - digital.



WITH/PROJECT SPOTLIGHT:
#IMSTILLGRADUATING AND ZAC BROWN
BAND LIVE BROADCAST

In the wake of the 2020 COVID-19 crisis, WITH/studios worked with Her Campus Media on programming and producing a 7-hour live graduation broadcast featuring celebrity commencement addresses and performances. WITH/studios along with a nimble crew innovated safe set practices as guidelines were developing throughout the industry. The broadcast reached over a half million viewers online.

WITH/studios subsequently created pre-edited content for a live performance broadcast of the Zac Brown Band fundraising for the veteran charity Camp Southern Ground in celebration of the Fourth of July.



COVID-19 ON-SET SCREENING SURVEY

Answer the following questions:

- Are you suffering from any coronavirus related symptoms or had any symptoms within the previous 7 days? yes no
- Have you (as far as you are aware) been in contact with anyone with coronavirus symptoms within the previous 14 days? yes no
- Do you agree to immediately report the onset of any symptoms or contact with anyone who has symptoms of the coronavirus? yes no
- Do you consent to Covid-19 testing in the event that you become symptomatic and testing is required? yes no
- Do you consent to having your temperature checked, wearing PPE, washing your hands and social distancing during the production, including during travel and after hours? yes no
- Do you agree to alert your Producer if you test positive for Covid-19 before, during or after production? yes no
- Do you agree to acknowledge that your decision to return to production is purely voluntary and that you will abide by the safety procedures above and attached.

Temperature on 07-28-20 _____
 Signature _____ Date _____

Temperature on 07-29-20 _____
 Signature _____ Date _____

*A copy of this form will be available on set to be signed after your temperature is taken each day.

Know Your

Come to set knowing your status.
Don't put others at risk.

Check temperature and apply hand sanitizer
at check-in. Disclose any of the following:

- COVID-19 symptoms in the previous 7 days
- Recent travel
- Recent contact with anyone diagnosed
- Willingness to consent to testing at the onset of symptoms
- Willingness to consent to temperature checks and compliance on all COVID-19 set safety protocol
- Honesty and transparency if you test positive or experience symptoms



Status

"It was such a pleasure to work with a crew that recognized and respected the role I played in enforcing set safety. Vigilance was key, and they even assisted by abiding by the simple rule of "see something, say something."

NATASHA SEQUEIRA
COVID-19 COMPLIANCE OFFICER



EXIT >

Use Protection

WITH/PROJECT SPOTLIGHT:

KAISER PERMANENTE BROADCAST CAMPAIGNS

In August 2020, WITH/studios captured two broadcast commercials for Kaiser Permanente, one on location and one on a soundstage. From pre-production, WITH/studios installed a certified COVID Compliance Officer to assist production in instituting all manner of COVID compliant protocol. Production crew was capped to 20 and thorough protocol was instituted across all departments.

On set, always act as though you have COVID-19 and treat the set and other crew accordingly.

Avoid all physical contact which includes hugs and high fives. Avoid touching your face, nose, and mouth. Maintain social distance. Wear a face covering at all times.

Bring protection. Utilize PPE provided by production, and bring your own to supplement.

Production should sanitize all surfaces and high-touch areas every few hours, avoid paperwork and sharing of pens or tools, and avoid close contact between crew and talent.

All departments should develop their own plans and approaches based on local and national guidelines. Here are a few of the basics:

- Avoid speaking during hair and makeup application.
- Buffet-style meals and crafty are not permitted.
- Sound department should wear a mask and gloves when placing mics on talent.
- Crew in all departments must avoid sharing gear.



WITH/PROJECT SPOTLIGHT:
PERMANENTE MEDICINE | ROSI WAHL
STORY DOCUMENTARY SHORT

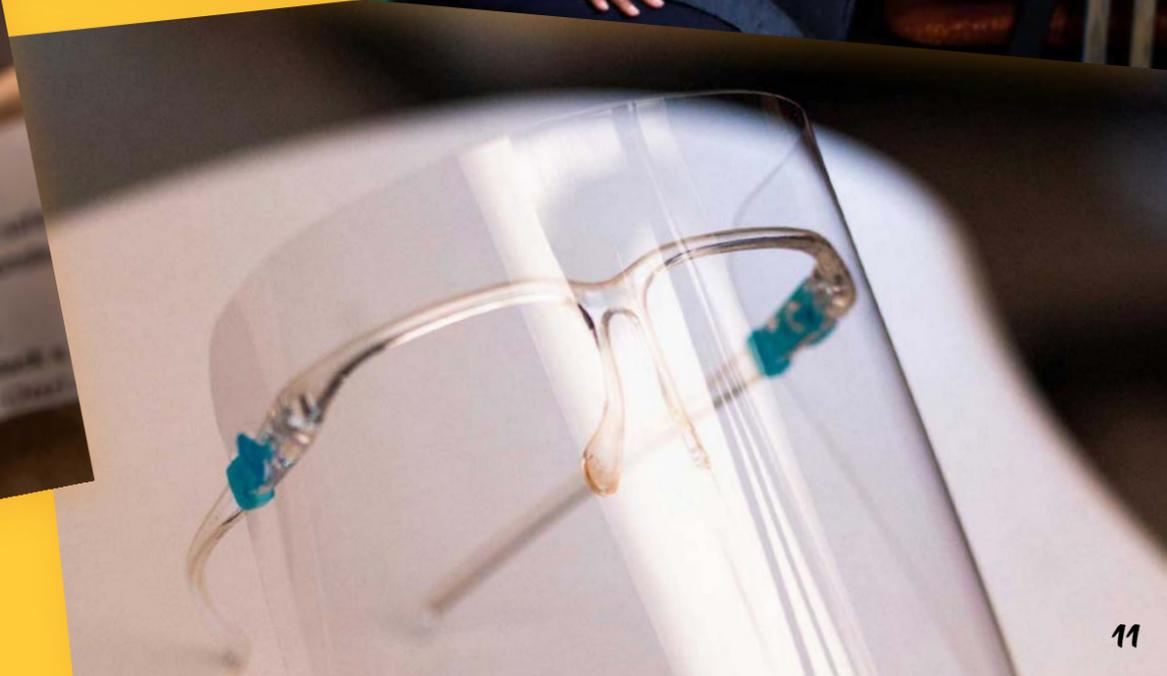
In early-March 2020, when little was known about COVID-19, WITH/studios was tasked with safely capturing the story of Rosi Wahl, Holocaust survivor. WITH/studios took extreme precaution on set before the impending outbreak and subsequent quarantine.



Hair and makeup personnel and cast received their own PPE kits with face shields and glasses in lieu of mags, to facilitate easier application, while staying safe!



Each crew member received a PPE kit complete with an extra mask to change after 8 hours on set, an individual 8oz hand sanitizer and a pair of nitrile gloves.



Cover Up

Wear a face cover or mask that covers your nose and mouth.

Wear a mask in settings where six feet social distancing is not possible.

Avoid putting the mask around your neck or on your forehead, as exposed skin may have been exposed to the virus.

Avoid touching your mask and wash your hands before you do.





SPIDER
by westcott

CDC SAYS
**"TAKE 3" ACTIONS
TO FIGHT THE FLU**
Vaccinate Soap & Germ Antibiotic Drugs



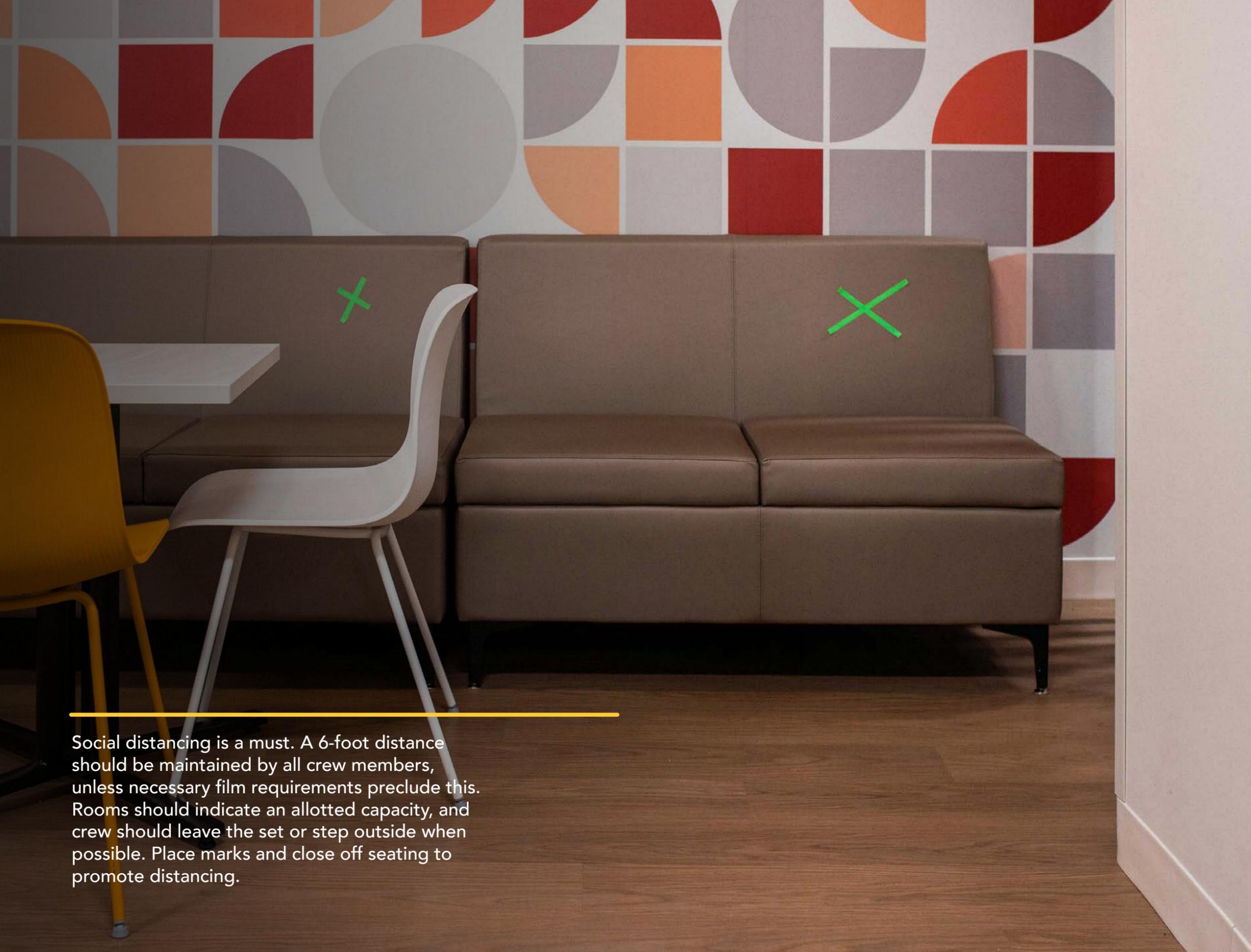
“No”

Means No

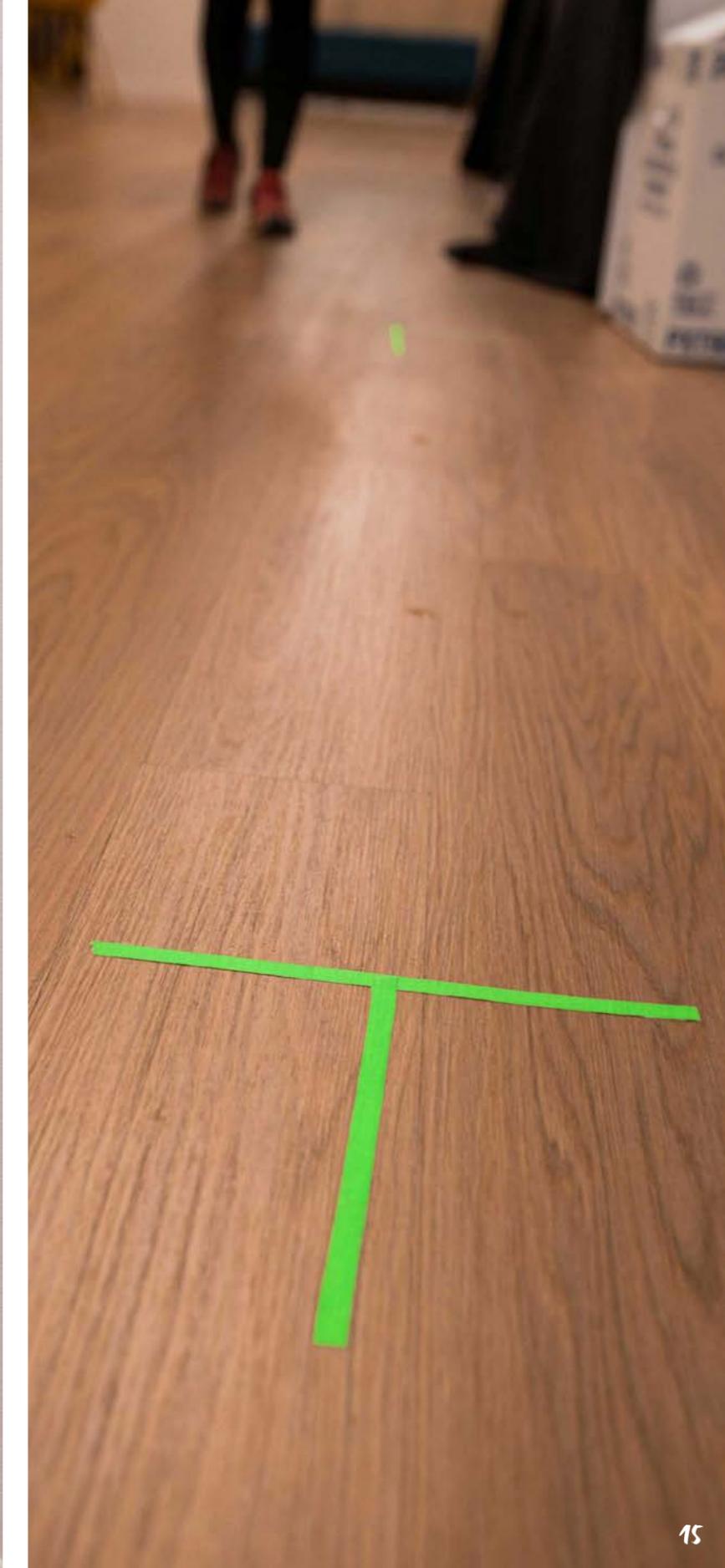
“It’s so important to remember that everyone’s comfort level is different. But, everyone on set should make sure that they are yielding to and respecting the concerns and boundaries of the most cautious person. Be aware, be empathetic and concentrate on making sure everyone can deliver the best work product possible, safely.”

BLAIR BRADY
WITH/AGENCY CEO, CO-FOUNDER

Respect others’ boundaries. Let others tell you what they are or are not comfortable with. Everyone has a unique level of concern, and a unique vulnerability to the virus. Embed a trusted person on set to hear concerns voiced by any crew members.



Social distancing is a must. A 6-foot distance should be maintained by all crew members, unless necessary film requirements preclude this. Rooms should indicate an allotted capacity, and crew should leave the set or step outside when possible. Place marks and close off seating to promote distancing.









Communication is Key

Production should post site-specific COVID-19 plans and expectations for all crew at entrance.

Communicate with your crew members and respect their boundaries.

Start the day with a safety meeting. Take this time to not only review standard set safety, but also to address your COVID-19 safety approach and expectations. Keep dialogue open and address concerns as they arise.

Avoid traveling to and from set with crew members you aren't living with, and stay home if you experience any symptoms related to COVID-19. Once you're on set, limit your travel off set during the work day.

Sanitize any items you bring to set.

COVID-19 COMPLIANCE OFFICER:

NAME _____
PHONE _____
EMAIL _____

Health Education Services

YOU ARE NOT PERMITTED TO ENTER SET IF:

- You are ill with signs of COVID-19
- You have tested positive within 14 days
- You are still under a 14 day quarantine

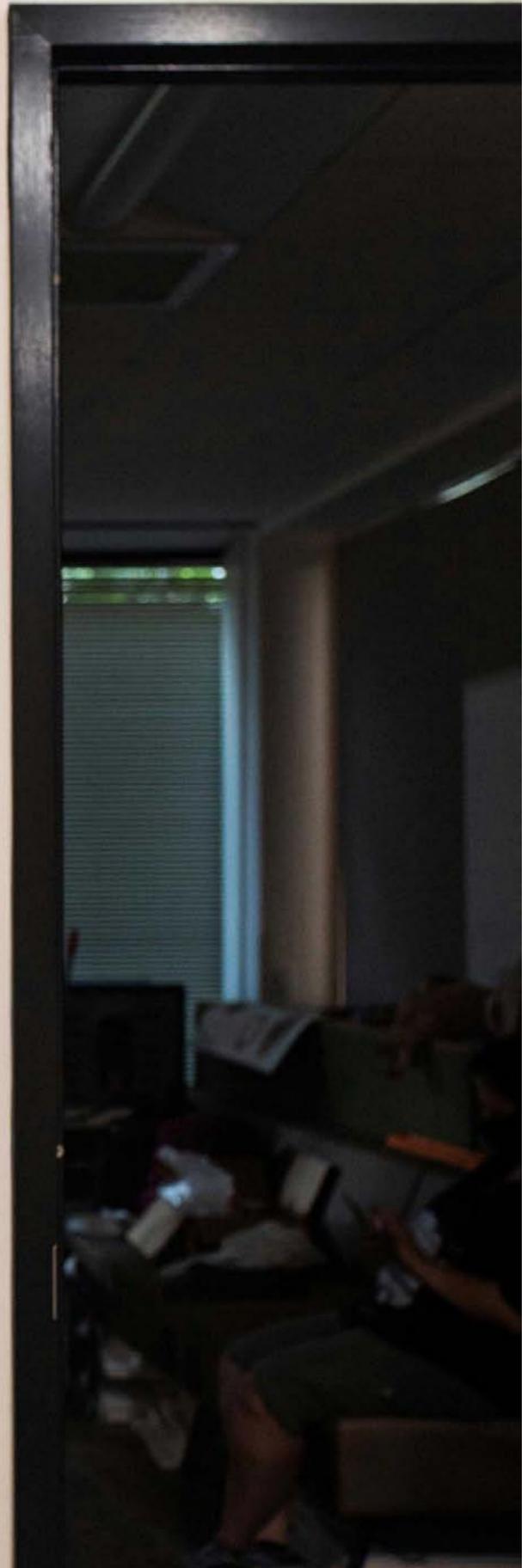
Health Education Services

PROCEDURE FOR SYMPTOM CHECKS

- Wash or sanitize hands
- Apply provided mask
- Allow temperature check
- Answer questions
- Sign and date Symptom Survey
- Sign Daily Attendance Roster if Cleared

Health Education Services

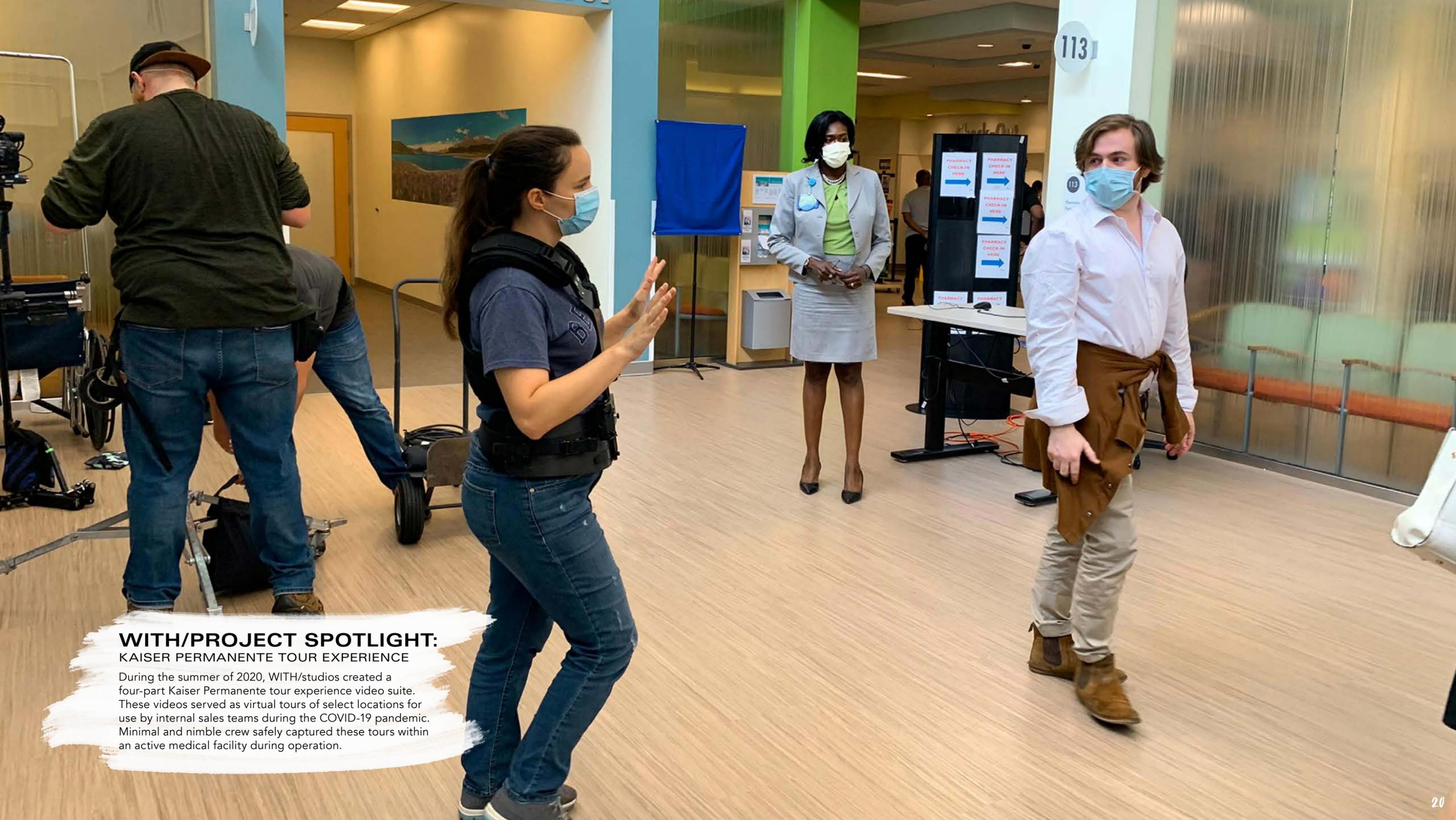
SIMULATION



YOU ARE NOT PERMITTED TO ENTER SET IF:

- You are ill with signs of COVID-19
- You have tested positive within 14 days
- You are still under a 14 day quarantine

Health Education Services



WITH/PROJECT SPOTLIGHT:
KAISER PERMANENTE TOUR EXPERIENCE

During the summer of 2020, WITH/studios created a four-part Kaiser Permanente tour experience video suite. These videos served as virtual tours of select locations for use by internal sales teams during the COVID-19 pandemic. Minimal and nimble crew safely captured these tours within an active medical facility during operation.

Sadly, we have to limit our number of partners - *for now*. That means keeping crews free of any non-essential duties. Keep this in mind when scheduling productions and building crews. Get creative.

On set, be safe. Treat your crew well. Respect boundaries.

Remember to be kind and respectful with each other. These are new and scary times, and we're all still learning.



Choose Partners Wisely



We encourage you to explore the following links
for CDC recommended Safe Sets practices.

**GEORGIA DEPARTMENT
OF PUBLIC HEALTH:**

<https://dph.georgia.gov>

CDC:

<https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

[https://www.cdc.gov/coronavirus/2019-nCoV/community/
reopen-guidance.html](https://www.cdc.gov/coronavirus/2019-nCoV/community/reopen-guidance.html)

OSHA:

<https://www.osha.gov/Publications/OSHA3990.pdf>





Looking for
a Partner
You Can
Rely On?

SLIDE US A DM:



REEL - SITE - CONTACT