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## COVID-19 SAFETY GUIDELINES

The COVID-19 outbreak is a serious health and safety issue. For over two decades, DHD Films has taken pride in going above and beyond when it comes to the safety and wellbeing of our crews and clients. The current situation poses new challenges, but we're continuing to do business in the most responsible way possible.

The following guidelines and procedures have been created to reduce the impact of COVID-19 conditions when conducting in-person video production at DHD Films' facilities or on-location.

### PHYSICAL DISTANCING

- o A minimum of six (6) feet of distance should be maintained between client, cast and, crew on-set at the DHD Films studio and on-location.
- o No more than six (6) people will be allowed in the DHD Films sound stage at the same time.
- o The number of people allowed in other locations will be determined based on the size and nature of the space as well as any federal, state and/or local restrictions.

### PERSONAL PROTECTIVE EQUIPMENT (PPE)

- o DHD Films production crew and support personnel are required to wear a face mask and gloves at while on-set/on-location.
- o On-Camera talent is exempt from wearing PPE only while actively filming/performing.
- o PPE will be made available for all clients and talent participating in a live production environment.

### SANITIZATION/DISINFECTION

- o All equipment will be cleaned and disinfected prior to and after any filming.
- o All crew are required to arrive wearing freshly washed attire.
- o The DHD sound stage will be cleaned and disinfected prior to and after any filming.

*A temperature check is required for all crew, clients, and talent at the start of each day of filming. Per CDC guidelines, a temperature reading at or above **100.4°F** constitutes a fever. Any individuals with such results will be excluded from the set/location/production and will be advised to seek medical attention.*

In addition to using PPE, please remember to:

- o Wash your hands often with soap and water for at least 20 seconds. Use hand sanitizer with at least 60% alcohol if soap and water are not available.
- o Avoid touching your eyes, nose, and mouth.
- o Cover your mouth and nose when coughing or sneezing – even while wearing a mask.
- o Equipment must be disinfected between locations if filming at multiple locations on any given day.