



## Studio Use Guidelines During the COVID-19 Pandemic

The following are mandatory guidelines for you as your responsibility during this time. [Note: we are constantly updating these guidelines based upon new information coming in from the CDC, OSHA and Washington State Government.]

A VMG Studios team member will ensure that the set is sanitized before anyone steps in.

The renter's health & safety crew member, (in protective gear) will make sure all of the locations and areas used by crew and talent are cleaned and disinfected before they leave.

### Supplies

Studio renter will provide personal protective equipment (PPE) for all crew and talent. Includes:

- Face coverings
- Gloves
- Hand sanitizer

[VMG studios will provide sanitary wipes and infrared thermometer.]

### Health & Safety Crew

**You must have a designated member of your crew act as infection mitigation coordinator (health & safety crew member) This individual will manage the following protocols:**

#### Check point on arrival - Temperature Screening

- Each point of entry, both front and back of house, will be monitored by the Health & Safety crew member
- Temperature must be taken using 'no-touch' thermometers (*provided by VMG*) and logged these readings for every person entering the building.
- Anyone displaying a temperature over 100.4 F (38.0 C) or that has a cough should be denied entry on set or in the building and directed to appropriate medical care.

#### Minimize the number of people in the building

- In many places, the limit is 10 people, some places it may be even fewer.
- For use of the studio, entry will only be allowed from the back-studio door (not employee entrance)
- Your Health & Safety Crew member will meet the talent and clients at the door for screening
- for use of the sound booth, entry will only be allowed from the front door.

#### Face Coverings

Physical respiratory protection such as a cloth face covering should be worn whenever people are within six feet (two meters) of each other.

#### Sanitizing Equipment

You must provide the crew with hand sanitizer and means of cleaning the equipment, especially equipment that has come in from off-site.

#### Hand Washing

- Workers should wash their hands at the beginning and end of each shift and break, after using the restroom, sneezing, touching their face, blowing their nose, cleaning, sweeping, mopping, smoking, eating, or drinking.
- As a backup, workers may use sanitizer.

### Don't Share Equipment

We would advise that you avoid handing off and sharing equipment if possible. Studies have shown that the virus can live for a fairly long period of time on objects and surfaces.

### Sound booth equipment

Microphones, headphones, and any equipment brought in should be sanitized before and after each use. (*VMG will provide sanitary wipes in the studio.*)

### Gloves

Gloves should be worn when:

- Conducting health checks on crew
- Applying make-up
- Helping with a mic
- Handling food, or any items on which infection can be transmitted
- When using cleaning or disinfecting materials.