

# MOTION PICTURE AND TELEVISION PRODUCTION SAFETY INFORMATION

Production Name: \_\_\_\_\_

Production Safety Representative (Name): \_\_\_\_\_

Phone: \_\_\_\_\_



The Health & Safety Program and additional safety information are available at [safetyontheset.com](http://safetyontheset.com)

Scan QR Code here.

## FIRE-AMBULANCE-POLICE

# 911

For nearest hospital information, see call sheet.

Employers must immediately report to WorkSafeBC:

- Any incident that seriously injures or kills a worker.
- A major leak or release of a hazardous substance.
- A major structural failure or collapse of structure, equipment, construction support system, or excavation.
- A fire or explosion with a potential to cause injury.
- A dangerous incident involving explosives.
- A blasting incident that results in injury.

If such an incident occurs, contact your Production Safety Representative.

## ASBESTOS/LEAD PAINT/MOLD AWARENESS

- **Asbestos** is often found in floor and ceiling tiles, pipe insulation, cement, plaster, roofing products and surface treatments like putty, drywall, caulking, and sealants.
- **Lead-based paint** may be present in the interior and exterior of buildings.
- **Mold** may be present in locations exposed to water and moisture.

These materials may present a potential health hazard. If a location is suspected to contain asbestos, lead-based paint, or mold, do not disturb. Notify production for identification and, if necessary, remediation.

## FALL PROTECTION REQUIREMENTS

**DO NOT ACCESS ELEVATED AREAS UNTIL YOUR SUPERVISOR HAS DETERMINED HOW TO DO SO SAFELY. FALL PROTECTION IS REQUIRED IN THE FOLLOWING SITUATIONS:**

- Working at any height from mobile elevating work platforms, including scissor lifts.
- Working at a height of 3 meters/10 feet or higher.
- Working at a height less than 3 meters/10 feet where the risk of injury from a fall is greater than the risk of injury from the impact on a flat surface.
- Working within 2 meters/6.5 feet of the unprotected edge of a flat or low-sloped elevated work surface.

## TABLE SAWS

1. Keep guards, splitters and dogs (pawls) in place.\*
2. Wear safety glasses.
3. Use a push stick to move material past the saw blade.
4. Do not wear gloves.
5. Do not wear loose-fitting clothing, jewellery or hair that could become tangled in the blade.

\* For certain cuts, temporary removal of the guard may be allowed. Always check with your Supervisor before removing guard.

## NO SMOKING

SMOKING IS PROHIBITED ON ALL SOUNDSTAGES, IN ALL BUILDINGS, AND ON ALL SETS - INTERIOR AND EXTERIOR, REGARDLESS OF LOCATION.

SMOKE ONLY IN DESIGNATED AREAS

THIS POLICY APPLIES TO ALL SMOKING PRODUCTS, INCLUDING VAPES.

## CODE OF SAFE PRACTICES

- Know the emergency procedures for each location.
- Attend all required safety meetings and safety talks.
- Use all personal protective equipment (PPE), including safety vests, protective footwear, hard hats, eye, hearing or respiratory protection, as required for your duties. If you are required to use a respirator, you must be fit-tested and clean shaven.
- Always wear appropriate clothing and footwear as determined by your supervisor. Loose or frayed clothing, long hair, rings, etc., shall not be worn near machinery and other sources of entanglement.
- Do not enter areas where construction is taking place without obtaining proper authorization.
- Electrical cables crossing pathways should be covered with cable mats.
- Only use equipment you are trained on and authorized to operate. Before operating new or unfamiliar equipment, get instructions on the proper methods of operation.
- Only authorized and trained personnel are permitted to use aerial work platforms, forklifts, and UTVs.
- Use aerial lifts in accordance with the manufacturer's user manual.
- Harnesses and lanyards are to be worn at all times in aerial lifts, including scissor lifts. Use a spotter when moving aerial lifts around people. Do not operate over people not involved in the operation.
- When working with overhead loads, ensure that the loads are secure and the area below is clear of personnel.
- Liftgates should only be used by trained operators and may require the use of protective footwear. Keep clear when raising or lowering liftgates. Check or lock wheels of all carts or materials being lifted. Liftgates must be fully raised or lowered after use.
- Maintain all tools and equipment. Defective tools or equipment should be tagged "Defective" and removed from service.
- Lock Out/Tag Out all tools and equipment prior to being serviced, repaired, or adjusted.
- All safety guards and other protective devices should be properly adjusted and remain in place.
- When moving or handling heavy equipment, use proper lifting techniques and assistance, or aids as required.
- The use of scooters, skateboards, hoverboards, roller blades, skates, or any like conveyances, whether motorized or manually propelled, is not permitted. This includes electrically powered or motorized bicycles.
- Notify your supervisor if you are taking any medications that might interfere with your ability to work. Consuming or working under the influence of alcohol, marijuana, or illegal drugs on company premises is prohibited.
- Good housekeeping should be maintained at all times. Walkways and work areas are to be kept clear of materials, trash, and debris.
- Do not engage in pranks, horseplay, scuffling or other unsafe acts in the workplace.
- Report all injuries to first aid and your supervisor, no matter how minor.
- Report unsafe conditions, unsafe employees, and all accidents to your supervisor or to the Anonymous Safety Hotline at 877 .566.8001 (toll-free) or 818.954.2800.

## SAFETY HOTLINE

Report Safety concerns ANONYMOUSLY to:

**818-954-2800**

OR

**877-566-8001**

(TOLL FREE USA, CANADA, MEXICO)

## SAFETY CONCERNS

Safety issues should be reported to:

- Supervisor or Department Head
- 1st AD, UPM or Producer
- Production Safety Representative
- Via the Safety Hotline (818) 954-2800 / (877) 566-8001
- Online using the QR Code



### REMEMBER:

- You will not be fired or disciplined for reporting safety concerns.
- Working safely is a condition of employment.

## HAZARDOUS WASTE DISPOSAL

- Many of the products used on Production - paints, special effects products, vehicle fuel, etc. - are considered to be hazardous substances.
- Do not dump chemical-containing products into storm drains or sewers. Dispose of all chemicals in accordance with Federal and Provincial Regulations.
- Contain small, manageable spills with an absorbent, place in a bucket labeled with the contents and dispose of properly.
- If you have questions regarding the proper disposal of chemicals or other products, contact your Production Safety Representative.

## FIREARMS

The Company expressly prohibits weapons including, but not limited to, firearms in the workplace. The workplace includes all property owned, leased or controlled by the Company.

Exceptions will be made for weapons approved for use for filming or with prior written approval by the Company.



## LITHIUM-ION BATTERIES

Unattended charging of lithium-ion batteries is strictly prohibited in sound stages, including switch and dimmer rooms, unless in designated charging cabinets or stations equipped with fire suppression equipment.



## EMERGENCY ACTION PLAN

- Know your **EXITS**
- Know your **EVACUATION ROUTE**
- Know your **ASSEMBLY LOCATION**



## HEAT STRESS PREVENTION PLAN

Working in hot conditions or high levels of humidity can lead to heat-related illnesses with potentially serious, long-lasting effects, including death.

There are three main factors that contribute to heat stress:

### 1. Environment

- Radiant heat from sunlight or other sources.
- Work locations where air temperatures are above 23°C.
- High humidity.

### 2. The Work

- Strenuous work or activity.
- Prolonged exposure during long periods of work.

### 3. The Worker

- Acclimatization.
- Personal risk factors such as medical conditions, poor physical condition, or age.
- De-hydration.
- Clothing or personal protective equipment that prevents cooling.

### Controls:

- Know the signs and symptoms of heat stress. Monitor yourself and others.
- Block out direct sun and other heat sources.
- Drink plenty of fluids. Drink before you are thirsty. Avoid beverages that contain high sugar or caffeine.
- Wear lightweight, light-coloured, loose-fitting clothes.
- Wear sun-protective accessories such as UV sunglasses and wide-brimmed hats.
- Use sunscreen and reapply as necessary.
- Use shaded areas, cooling tents, and air conditioning in vehicles, trailers, holding areas, and indoor workspaces.

### First Aid

If you notice any signs or symptoms of heat illness in yourself or others, immediately remove yourself or that person from further heat stress and seek first aid.

### Symptoms of Heat Exhaustion:

- Headaches, dizziness, or fainting
- Weakness or wet skin
- Muscle cramps
- Irritability or confusion
- Thirst, nausea, or vomiting

### Symptoms of Heat Stroke:

- Irregular pulse and rapid breathing
- Confusion, collapse, unconsciousness, or seizures
- No perspiration and/or hot, dry skin
- Call 9-1-1 IMMEDIATELY

## LOADING OF SOUNDSTAGE FLOORS, ROOF TRUSSES AND PERMANENTS

Prior to loading soundstage floors, roof trusses, or permanents, contact the Locations Department, Facilities Representative, or other knowledgeable authority to determine load capacities.

## BLOODBORNE PATHOGENS

- Treat all human blood and bodily fluids as if they were infectious.
- After contact with potentially infectious materials, immediately wash the affected area with soap and water. Flush affected mucous membranes with water.
- Notify First Aid and your supervisor if you have been exposed.
- All blood should be cleaned up with appropriate disinfectants by a trained person.

## SAFETY DATA SHEETS

Safety Data Sheets (SDS) for chemical products used on this production are available 24/7 upon request from the 3E Company: (800) 451-8346

## Propane Heater Safety

What you should know about Propane Radiant Heaters



- **DO NOT** use flammable substances, such as aerosol sprays or liquids having flammable vapors, in spaces with radiant heaters.
- **DO NOT** place combustible objects, such as clothing or paper, or stand or sit within 1.37 m (4' 6") of radiant heaters.
- **DO NOT** move or tamper with radiant heaters; only qualified persons should light or adjust these heaters.
- **DO NOT** close tent flaps. Proper ventilation is required to prevent carbon monoxide poisoning.
- **ALWAYS** tell a supervisor if you observe unsafe conditions such as an unlevel or unsecured propane tank, the use of hair sprays or paints in the space, or a faulty or improperly functioning heater.

## NOTICE TO WORKERS (Act and Regulation)

Section 21(2)(f) of the Workers Compensation Act states that employers must make a copy of the Act and the Occupational Health and Safety Regulation available for review by workers. Employers must also post and keep posted a notice advising where the copy is available for review.

**WORK SAFE BC**

**SAFETY IS EVERYONE'S RESPONSIBILITY:  
"IF YOU SEE SOMETHING, SAY SOMETHING!"**

Scan this QR code for the Production Safety Manuals



Scan this QR code for the Occupational Health and Safety Regulation

