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# COVID-19 Traffic Light System

## - For Productions Not Using Vaccination Passports

The below guidelines apply to productions that choose not to use a vaccination passport system.

Because it is unknown if cast and crew are vaccinated, much stricter controls are required to achieve the necessary risk minimisation.

To operate safely at all Traffic Light levels during the COVID-19 pandemic, all PCBUs, including contractors and sole traders, must comply with:

- settings for the current Traffic Light level (including public health measures), **and**
- public health requirements for their workplace (e.g. physical distancing), **and**
- all other health and safety obligations, **and**
- the Screen Sector Health and Safety Standard and Protocols, and **must**
- create and implement a COVID-19 safety plan identifying how a PCBU will 'operate safely' within the WorkSafe COVID-19 framework.

At all Traffic Light levels, PCBUs will need to follow all public health guidelines. These include the following, although guidelines and requirements may change over time:

- Making sure the production is implementing screen industry best practice protocols and has appropriate COVID-19 safety protocols and a designated COVID Officer in place.
- Regular disinfecting of surfaces.
- Encouraging good hand hygiene by allowing frequent hand washing and sanitising.
- Not having sick people in the workplace (use of the COVID-19 Health Declaration form is highly recommended).
- Meeting physical distancing requirements.
- Government recommendations and mandates in regards to use of face coverings.
- Keeping an eye on the mental health of cast, crew and suppliers (please make yourself familiar with support mechanisms available for anyone that might be struggling financially or mentally).

The aim of the screen industry specific guidance is to assist PCBUs to meet their workplace health and safety obligations while operating under the COVID-19 Traffic Light System. This information will be updated from time to time.



	RED	ORANGE	GREEN
<b>NZ COVID-19 Level Outcome</b>	At Red, action will be needed to be taken to protect both at-risk people and protect our health system from an unsustainable number of hospitalisations.	At Orange, there will be increasing community transmission that is putting pressure on our health system. The whole of the health system will focus its resources, but can continue to manage primary care, public health, and hospitals. There may also be an increasing risk for at-risk people.	Green is when there are some COVID-19 cases in the community, and sporadic imported cases. Community transmission will be limited and COVID-19 hospitalisations will be at a manageable level. The health system will be ready to respond, including primary care, public health, and hospitals.
	Production choosing not to use vaccination passports must adhere to 1m physical distancing.  Close Proximity work is not permitted.	Production choosing not to use vaccination passports must adhere to 1m physical distancing.  Close Proximity work is not permitted.	Production choosing not to use vaccination passports must adhere to 1m physical distancing.
<b>Screen Industry Summary</b>	<p>Work can be done on film and television sets, but with firm 1m physical distancing requirements and no Close Proximity work.</p> <p>Contactless interactions with the general public.</p> <p>Face coverings are strongly recommended. And it would be expected that most productions will require them as part of their H&amp;S plan.</p> <p>Travel between regions is allowed.</p> <p>Use of the COVID-19 Health Declaration form is highly recommended for anyone entering a work site.</p> <p>Ability for all cast and crew to raise concerns of action, physical distancing or risks.</p>	<p>Work can be done on film and television sets, but with 1m physical distancing requirements and no Close Proximity work.</p> <p>Business continuity plans activated.</p> <p>Implementation of physical distancing measures within the workplace.</p> <p>Contact tracing measures in place.</p> <p>Travel between regions is allowed.</p> <p>Contactless interactions with the general public.</p> <p>Face coverings are strongly recommended. And it would be expected that most productions will require them as part of their H&amp;S plan.</p> <p>Use of the COVID-19 Health Declaration form is highly recommended for anyone entering a work site.</p> <p>Ability for all cast and crew to raise concerns of action, physical distancing or risks.</p>	<p>Work can be done on film and television sets, but with 1m physical distancing requirements in place.</p> <p>Close Proximity work is permitted with PPE and hygiene measures in place.</p> <p>Cleaning protocols actioned.</p> <p>Production and site specific COVID-19 Safety Plan approved and implemented.</p> <p>Use of the COVID-19 Health Declaration form is highly recommended for anyone entering a work site.</p> <p>Face coverings are strongly recommended. And they are mandatory for close proximity work.</p> <p>Ability for all cast and crew to raise concerns of action, physical distancing or risks.</p>



	<b>RED</b>	<b>ORANGE</b>	<b>GREEN</b>
<b>Expected productions</b>	<p>Productions with no close proximity work.</p> <p>Productions must adhere to 1m physical distancing.</p> <p>Surveillance testing should be strongly considered.</p> <p>We recommend closed or controlled workplaces where there is no contact with the public.</p> <p>Low risk activities only. No high risk stunts, SPFXs or locations that could put additional pressure on hospitals.</p> <p>Crew members must work from home if they are able to.</p>	<p>Productions with no close proximity work.</p> <p>Productions must adhere to 1m physical distancing.</p> <p>Surveillance testing should be considered.</p> <p>Productions prepared to escalate to RED at any time. This may happen rapidly.</p> <p>Pre-production where crew have the ability to work in small workgroups and are able to maintain the minimum 1m physical distancing.</p> <p>Crew members should work from home if they are able.</p>	<p>Production choosing not to use vaccination passports must adhere to 1m physical distancing.</p> <p>Surveillance testing should be considered.</p>
<b>Content</b>	<p>Close Proximity work is NOT permitted.</p>	<p>Close Proximity work is NOT permitted.</p>	<p>Close Proximity work is permitted, but steps must be taken to ensure a safe workplace. Cast &amp; crew comfort levels and suggested controls (PPE, etc.) to be taken into consideration. Please refer to the Close Proximity Bubble section of the Protocols.</p>



	RED	ORANGE	GREEN
Crew	<p>A minimum 1m physical distancing should be adhered to at all times.</p> <p>Only crew who are critical to production to be involved with the physical shoot.</p> <p>Crew to work from home where possible.</p> <p>Engaging crew may be difficult due to their personal situation. I.e. caring for someone at home, at risk population in their bubble at home or childcare.</p> <p>Use of extras is not recommended as it can be difficult to apply the required risk minimisation and control. In some instances it may be possible if strict control measures can be achieved.</p> <p>Crew to complete health declaration forms before coming to the worksite.</p>	<p>A minimum 1m physical distancing should be adhered to at all times.</p> <p>Crew to work from home where possible.</p> <p>Undertake health screening for crew prior to them starting work.</p> <p>Day players, casuals and extras need stringent screening. These crew could have potentially been to multiple other worksites and can lead to a large amount of close contacts, increasing the risk of transmission within the production. Additional risk minimisation protocols must be put in place.</p> <p>Identify at risk crew.</p> <p>Engaging crew may be difficult due to their personal situation. I.e. caring for someone at home or at risk population in their bubble at home or childcare.</p> <p>Crew to complete health declaration forms before coming to the worksite.</p>	<p>1m physical distancing should be adhered to at all times, unless performing a necessary and approved Close Proximity task.</p> <p>Structures in place for cast and crew to be able to raise concerns regarding COVID-19 in the workplace.</p> <p>Consideration must be given to crew members' personal situation. i.e. caring for someone at home, at risk population in their bubble at home.</p> <p>Crew to complete health declaration forms before coming to the worksite.</p>



	<b>RED</b>	<b>ORANGE</b>	<b>GREEN</b>
<b>Close Proximity Environments</b> <ul style="list-style-type: none"> <li>• <b>Make-up &amp; Hair</b></li> <li>• <b>Costume</b></li> <li>• <b>Sound</b></li> </ul>	<p>Close Proximity work is NOT allowed.</p> <p>Suppliers providing public services that require close personal contact (e.g. hairdressers, manicurists, beauticians, domestic cleaners, personal trainers, gymnasiums) can operate provided they are using vaccination passports and have appropriate health measures in place.</p>	<p>Close Proximity work is NOT allowed.</p> <p>Suppliers providing public services that require close personal contact (e.g. hairdressers, manicurists, beauticians, domestic cleaners, personal trainers, gymnasiums) can operate provided they are using vaccination passports and have appropriate health measures in place.</p>	<p>Close Proximity work can be undertaken with appropriate and agreed PPE &amp; hygiene measures in place.</p> <p>Crew to maintain the required physical distancing between each workstation. Consider movement of crew around workstations and maintaining a recommended 1 metre physical distancing.</p> <p>Design and assemble work bubbles to provide continuity within a team in case a crew member becomes unwell.</p> <p>Make sure adequate ventilation is in place and that time spent in Close Proximity is kept to a minimum.</p> <p>Face coverings are mandatory for Close Proximity work.</p> <p>Vigorous hygiene standards to be maintained.</p> <p>Contact tracing is a government requirement.</p> <p>Health screening questionnaire to take place prior to starting work.</p>
<b>Equipment</b>	<p>Limit equipment on set if it creates unnecessary restrictions to physical distancing requirements.</p> <p>Single use products can reduce infection, but must be discarded correctly or it may increase the risk of infection.</p> <p>All equipment to be cleaned in accordance with the Ministry of Health guidance after each use. This is particularly important with shared equipment.</p>	<p>Limit equipment on set if it creates unnecessary restrictions to physical distancing requirements.</p> <p>Single use products can reduce infection, but must be discarded correctly or it may increase the risk of infection.</p> <p>All equipment to be cleaned in accordance with the Ministry of Health guidance after each use. This is particularly important with shared equipment.</p>	<p>Limit equipment on set if it creates unnecessary restrictions to physical distancing requirements.</p> <p>Single use products can reduce infection, but must be discarded correctly or it may increase the risk of infection.</p> <p>All equipment to be cleaned in accordance with the Ministry of Health guidance after each use. This is particularly important with shared equipment.</p>



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<b>Food / Catering</b>	<p>Contactless service only.</p> <p>Pre-packaged food only. Or a contactless buffet (catering staff serving up).</p> <p>Unit/Craft Services should be “café-style”. Or individual snack packages can be prepared and handed out.</p> <p>All meals should be prepared in accordance with NZ food safety standards.</p> <p>No self-service catering set ups.</p> <p>Engineering controls in place, i.e. barriers and screens between crew and servers.</p> <p>Foot pump operated water coolers OR prepacked water in bottles - no button operated unit cooler.</p> <p>Stagger lunches and facilitate physical distancing.</p> <p>Crew should not eat on set or in communal areas, only in designated areas where appropriate physical distancing is achievable.</p> <p>Water should be available for consumption on set if appropriate to the location and if managed in accordance to physical distancing and hygiene measures.</p> <p>Crew to maintain a minimum 1 meter physical distancing during meal breaks.</p> <p>No shared cutlery, dishes or cups.</p> <p>Hand washing, sanitiser stations available in all eating areas.</p>	<p>Contactless service only.</p> <p>Pre-packaged food only. Or a contactless buffet (catering staff serving up).</p> <p>Unit/Craft Services should be “café-style”. Or individual snack packages can be prepared and handed out.</p> <p>All meals should be prepared in accordance with NZ food safety standards.</p> <p>No self-service catering set ups.</p> <p>Engineering controls in place, i.e. barriers and screens between crew and servers.</p> <p>Foot pump operated water coolers OR prepacked water in bottles - no button operated unit cooler.</p> <p>Stagger lunches and facilitate physical distancing.</p> <p>Crew should not eat on set or in communal areas, only in designated areas where appropriate physical distancing is achievable.</p> <p>Water should be available for consumption on set if appropriate to the location and if managed in accordance to physical distancing and hygiene measures.</p> <p>Crew to maintain a minimum 1 meter physical distancing during meal breaks.</p> <p>No shared cutlery, dishes or cups.</p> <p>Hand washing, sanitiser stations available in all eating areas.</p>	<p>Contactless service is recommended.</p> <p>Pre-packaged food is recommended. Or a contactless buffet (catering staff serving up).</p> <p>Unit/Craft Services should be “café-style”. Or individual snack packages can be prepared and handed out.</p> <p>No self-service catering set ups.</p> <p>Engineering controls in place, i.e. barriers and screens between crew and servers.</p> <p>Foot pump operated water coolers OR prepacked water in bottles - no button operated unit cooler.</p> <p>Stagger lunches and facilitate physical distancing.</p> <p>Crew should not eat on set or in communal areas, only in designated areas where appropriate physical distancing is achievable.</p> <p>Water should be available for consumption on set if appropriate to the location and if managed in accordance to physical distancing and hygiene measures.</p> <p>Crew to maintain a minimum 1 meter physical distancing during meal breaks.</p> <p>No shared cutlery, dishes or cups.</p> <p>Hand washing, sanitiser stations available in all eating areas.</p> <p>All meals should be prepared in accordance with NZ food safety standards.</p>



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<b>Healthcare measures</b>	<p>Small work bubbles will limit any spread and assist with contact tracing.</p> <p>No crew to come to work if feeling unwell.</p> <p>At risk crew members identified; they may have to work remotely.</p> <p>Procedures in place for any crew member who becomes unwell at work, on the way to work or at home.</p> <p>Procedures in place for any crew member who has a close contact, i.e. a household member who becomes unwell.</p> <p>Productions must have the ability to contact trace all people who enter their worksite.</p> <p>A Government Tracer App QR-code poster must be displayed at all work sites.</p> <p>Identify at risk crew.</p> <p>A register of crew involved in the production to be updated daily to ensure contact tracing can be undertaken.</p> <p>Use of the COVID-19 Health Declaration form is highly recommended for anyone entering a work site.</p> <p>Surveillance testing is highly recommended.</p> <p>Facilitate the ability for all workers to become vaccinated.</p>	<p>Small work bubbles will limit any spread and assist with contact tracing.</p> <p>No crew to come to work if feeling unwell.</p> <p>At risk crew members identified. They may have to work remotely.</p> <p>Procedures in place for any crew member who becomes unwell at work, on the way to work or at home.</p> <p>Procedures in place for any crew member who has a close contact i.e. a household member who becomes unwell.</p> <p>Productions must have the ability to contact trace all people who enter their worksite.</p> <p>A Government Tracer App QR-code poster must be displayed at all work sites.</p> <p>Identify at risk crew.</p> <p>A register of crew involved in the production to be updated daily to ensure contact tracing can be undertaken.</p> <p>Use of the COVID-19 Health Declaration form is highly recommended for anyone entering a work site.</p> <p>Surveillance testing is highly recommended.</p> <p>Facilitate the ability for all workers to become vaccinated.</p>	<p>Small work bubbles will limit any spread and assist with contact tracing.</p> <p>No crew to come to work if feeling unwell.</p> <p>At risk crew members identified. They may have to work remotely.</p> <p>Procedures in place for any crew member who becomes unwell at work, on the way to work or at home.</p> <p>Procedures in place for any crew member who has a close contact i.e. a household member who becomes unwell.</p> <p>Productions must have the ability to contact trace all people who enter their worksite.</p> <p>A Government Tracer App QR-code poster must be displayed at all work sites.</p> <p>Identify at risk crew.</p> <p>A register of crew involved in the production to be updated daily to ensure contact tracing can be undertaken.</p> <p>Use of the COVID-19 Health Declaration form is highly recommended for anyone entering a work site.</p> <p>Surveillance testing is highly recommended.</p> <p>Facilitate the ability for all workers to become vaccinated.</p>



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<b>Locations</b>	<p>We recommend closed and highly controlled workplaces only.</p> <p>Numbers on site must reflect physical distancing requirements and ventilation vs. number of people on site.</p> <p>Public venues are open, but with capacity limits based on 1m physical distancing.</p> <p>Low risk environments where there is no risk of breaking the recommended physical distancing with people from outside the shooting bubble.</p> <p>Studios: ideally a single production on site. If there are other productions or existing tenants sharing the complex, then protocols must be established to facilitate the recommended physical distancing.</p> <p>Worksite and team Bubbles must be kept separate.</p> <p>No challenging or distant locations that have complex or difficult access, i.e. marine or alpine locations.</p> <p>Councils permitting filming activities will require a COVID-19 Safety Plan. Some indoor public venues may have restrictions on numbers or may not be available for filming.</p> <p>All productions MUST register with <a href="#">ScreenSafe</a>.</p> <p>Productions must be able to control access into and out of the worksite.</p> <p>Only crew who are in the shooting bubble to be allowed on to set.</p> <p>Consideration must be given regarding the concerns location owners may have about the risk of COVID-19. Restrictions on numbers, etc. may apply.</p> <p>Pre and post-filming deep clean or sanitation of locations will most likely be required.</p>	<p>Numbers on site must reflect physical distancing requirements and ventilation vs. number of people on site.</p> <p>Public venues are open, but with capacity limits based on 1m physical distancing.</p> <p>Production must have the ability to contact trace all persons entering a worksite.</p> <p>Studios are open.</p> <p>Councils permitting filming activities will require a COVID-19 Safety Plan. Some indoor public venues may have restrictions on numbers or may not be available for filming.</p> <p>All productions MUST register with <a href="#">ScreenSafe</a>.</p> <p>Consideration must be given regarding the concerns location owners may have about the risk of COVID-19. Restrictions on numbers, etc. may apply.</p> <p>Pre and post-filming deep clean or sanitation of locations will most likely be required.</p> <p>Regional travel is allowed.</p>	<p>Councils permitting filming activities will require a COVID-19 Safety Plan. Some indoor public venues may have restrictions on numbers or may not be available for filming.</p> <p>Hospitality, events, etc. not using vaccination passports are limited to up to 100 people based on a minimum 1m physical distancing.</p> <p>Production must have the ability to contact trace all persons entering a worksite.</p> <p>All productions MUST register with <a href="#">ScreenSafe</a>.</p> <p>Consideration must be given regarding the concerns location owners may have about the risk of COVID-19. Restrictions on numbers, etc. may apply.</p> <p>Pre and post-filming deep clean or sanitation of locations will most likely be required.</p> <p>Regional travel is allowed.</p>





	<b>RED</b>	<b>ORANGE</b>	<b>GREEN</b>
<b>Personal Protective Equipment</b>	<p>Face coverings are strongly recommended for screen work. And it would be expected that most productions will require them as part of their H&amp;S plan.</p> <p>Face coverings are mandatory on flights, public transport, taxis, retail, public venues, recommended whenever leaving the house.</p> <p>PPE and training should be made available to all crew. Incorrectly used PPE can create more risk.</p> <p>Signage to be displayed informing crew about handwashing, cough and sneeze etiquette and hygiene.</p> <p>Hand-washing stations and hand sanitiser available to all crew.</p>	<p>Face coverings are strongly recommended for screen work. And it would be expected that most productions will require them as part of their H&amp;S plan.</p> <p>Face coverings are mandatory on flights, public transport, taxis, retail and public venues.</p> <p>Uncontrolled public spaces and some locations may mandate face coverings or other PPE specific to their MoH requirements.</p> <p>PPE and training should be made available to all crew. Incorrectly used PPE can create more risk.</p> <p>Signage to be displayed informing crew about handwashing, cough and sneeze etiquette and hygiene.</p> <p>Hand-washing stations and hand sanitiser available to all crew.</p>	<p>Face coverings are strongly recommended and mandatory for Close Proximity work. And it would be expected that most productions will require them as part of their H&amp;S plan.</p> <p>Uncontrolled public spaces and some locations may mandate face coverings or other PPE specific to their MoH requirements.</p> <p>Face coverings are mandatory on flights and encouraged indoors.</p> <p>PPE must be available for those who wish to (or who are requested to) use it.</p> <p>Thorough hygiene measures in place.</p> <p>Hand washing or sanitizing facilities must be available.</p> <p>Signage to be displayed informing crew about handwashing, cough and sneeze etiquette and hygiene.</p>



	RED	ORANGE	GREEN
<b>Post Production</b>	<p>Crew to work from home whenever possible.</p> <p>If required to go to the office or work site, physical distancing in the workplace of 1 metre is required.</p> <p>Client and agency attendance numbers may be limited due to physical distancing requirements. Others to join remotely.</p> <p>Face coverings are strongly recommended. And it would be expected that most productions will require them as part of their H&amp;S plan.</p> <p>Strict sanitation and ventilation controls must be in place for any ADR or other booth work, especially in between bookings.</p>	<p>Engineering controls implemented such as physical barriers or redesigning the office layout.</p> <p>Physical distancing in the workplace of 1 metre is required.</p> <p>Client and agency attendance numbers may be limited due to physical distancing requirements. Others to join remotely.</p> <p>Face coverings are strongly recommended. And it would be expected that most productions will require them as part of their H&amp;S plan.</p> <p>Strict sanitation and ventilation controls must be in place for any ADR or other booth work, especially in between bookings.</p>	<p>Engineering controls implemented such as physical barriers or redesigning the office layout.</p> <p>Physical distancing in the workplace of 1 metre is recommended. required.</p> <p>Client and agency attendance numbers may be limited due to physical distancing requirements. Others to join remotely.</p> <p>PPE must be available for those who wish to (or who are requested to) use it.</p> <p>Face coverings are strongly recommended.</p> <p>Continued hygiene measures in place.</p> <p>Hand washing or sanitizing facilities must be available.</p> <p>Appropriate sanitation and ventilation controls must be in place for any ADR or other booth work, especially in between bookings.</p>



	<b>RED</b>	<b>ORANGE</b>	<b>GREEN</b>
<b>Production</b>	<p>Each worksite must have a COVID-19 Safety Plan in place.</p> <p>Productions wanting to operate independently of these Standards need to produce their own production specific COVID-19 Safety Plan and submit to WorkSafe NZ for auditing.</p> <p>Engineering controls implemented such as physical barriers and redesigning the office layout.</p> <p>Interior and pedestrian areas may require to go in a single direction so crew have limited exposure to each other.</p> <p>Consideration should be given to the time it will take to implement safety controls required to return to work.</p> <p>Inductions and communication of protocols and critical risks needs to be communicated to crew prior to their arrival on-site.</p> <p>Health and safety systems in place to identify and control COVID-19 related risks.</p> <p>Stagger crew start call times to limit interactions with work groups.</p>	<p>Each worksite must have a COVID-19 Safety Plan in place.</p> <p>Productions wanting to operate independently of these Standards need to produce their own production specific COVID-19 Safety Plan and submit to WorkSafe NZ for auditing.</p> <p>Engineering controls implemented such as physical barriers and redesigning the office layout.</p> <p>Interior and pedestrian areas may require to go in a single direction so crew have limited exposure to each other.</p> <p>Consideration should be given to the time it will take to implement safety controls required to return to work.</p> <p>Inductions and communication of protocols and critical risks needs to be communicated to crew prior to their arrival on-site.</p> <p>Health and safety systems in place to identify and control COVID-19 related risks.</p>	<p>Each worksite must have a COVID-19 Safety Plan in place.</p> <p>Productions wanting to operate independently of these Standards need to produce their own production specific COVID-19 Safety Plan and submit to WorkSafe NZ for auditing.</p> <p>Inductions for crew to understand the risk of COVID-19 in the workplace.</p> <p>Engineering controls implemented such as physical barriers and redesigning the office layout.</p> <p>Interior and pedestrian areas may require to go in a single direction so crew have limited exposure to each other.</p> <p>Consideration should be given to the time it will take to implement safety controls required to return to work.</p> <p>The health and safety of workers and other people must not be put at risk from the changes that are made to work arrangements because of the COVID-19 pandemic.</p>



	RED	ORANGE	GREEN
Physical Distancing	<p>People should keep a minimum of 1 metre apart within a controlled workplace.</p> <p>People should keep 2 metres apart outside of the home or workplace at all other times.</p> <p>Establish small work bubbles of critical crew and physically separate workspaces, i.e. different stages, locations.</p> <p>Filming in confined spaces (i.e. interior of houses or restricted spaces in buildings and studios) may not be possible unless you can ensure physical distancing and adequate ventilation.</p> <p>Close proximity environments (work within 0-1m) is not permitted.</p>	<p>People should keep a minimum of 1 metre apart within a controlled workplace.</p> <p>For uncontrolled work environments we recommend 2 metres of separation. Additional control measures, i.e. barriers / screens may be needed to avoid contact with the public.</p> <p>Close proximity environments (work within 0-1m) is not permitted.</p> <p>Establish specific work bubbles and physically separate workspaces whenever possible, i.e. different stages, locations.</p>	<p>People should keep a minimum of 1 metre apart within a controlled workplace as far as reasonably practicable.</p> <p>Additional control measures, i.e. barriers / screens may be needed to avoid contact with the public.</p> <p>Close proximity environments (work within 0-1m) is possible if PPE and other agreed hygiene measures are implemented. Please discuss production requirements with your H&amp;S officer well in advance.</p>