



# COVID-19 Traffic Light System - Alert Levels Guides

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.
	Filming in highly controlled workplaces with a minimum 1m physical distancing.  Consider limiting cast and crew on set.	Work can be done on film and television sets.  1m physical distancing is recommended whenever possible, unless performing an approved Close Proximity task.	No restrictions on film or television productions.
<b>Screen Industry Summary</b>	Work can be done on film and television sets, but with a minimum 1m physical distancing, and strict protocols in place for any Close Proximity work.  Contactless interactions with the general public.  Face coverings are strongly recommended. And it would be expected that most productions will require them as part of their H&S plan.  Use of the COVID-19 Health Declaration form is highly recommended for anyone entering a work site.  Travel between regions is allowed.  Ability for all cast and crew to raise concerns of action, physical distancing or risks.	Business continuity plans activated.  Implementation of physical distancing measures within the workplace.  Contact tracing measures in place.  Travel between regions is allowed.  Contactless interactions with the general public.  Face coverings are strongly recommended. And it would be expected that most productions will require them as part of their H&S plan.  Use of the COVID-19 Health Declaration form is highly recommended for anyone entering a work site.  Ability for all cast and crew to raise concerns of action, physical distancing or risks.	Cleaning protocols actioned.  Contact tracing measures in place.  Travel between regions is allowed.  Production and site specific COVID-19 Safety Plan approved and implemented.  Use of the COVID-19 Health Declaration form is highly recommended for anyone entering a work site.  Ability for all cast and crew to raise concerns of action, physical distancing or risks.



	<b>RED</b>	<b>ORANGE</b>	<b>GREEN</b>
<b>Expected productions</b>	<p>All scale productions, provided they can work within restrictions in regards to minimum 1m physical distancing requirements and strict guidelines in regards to Close Proximity work.</p> <p>Additional tools, like surveillance testing should be strongly considered.</p> <p>Closed or controlled workplaces where there is no contact with the public.</p> <p>Close Proximity work can be done with strict Close Proximity Guidelines in place.</p> <p>Low risk activities only. No high risk stunts, SPFXs or locations that could put additional pressure on hospitals.</p> <p>Pre-production where crew have the ability to work in small workgroups and are able to maintain the required physical distancing.</p> <p>Crew members must work from home if they are able.</p>	<p>All scale productions, provided they can work within restrictions in regards to physical distancing (a recommended 1m) and Close Proximity work with appropriate controls in place.</p> <p>Additional tools, like 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 recommended 1m physical distancing.</p> <p>Crew members should consider working from home if they are able to.</p>	<p>No restrictions on production.</p>
<b>Content</b>	<p>Close Proximity work is permitted, but steps must be taken to ensure a safe workplace. Cast and crew comfort levels must be taken into consideration and strict controls (PPE, etc.) implemented. Please refer to the Close Proximity Bubble section of the Protocols.</p> <p>Avoid high risk activities that can put additional pressure on the health system.</p>	<p>Close Proximity work is permitted, but steps must be taken to ensure a safe workplace. Cast and crew comfort levels must be taken into consideration and suggested controls (PPE, etc.) implemented. Please refer to the Close Proximity Bubble section of the Protocols.</p>	<p>No restrictions.</p>



	<b>RED</b>	<b>ORANGE</b>	<b>GREEN</b>
<b>Crew</b>	<p>Strict adherence to on-set production bubbles.</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>Day players, casuals and extras need stringent screening. They could have potentially been to multiple other worksites and can lead to a large amount of contacts, increasing the risk of transmission within the production. Additional risk minimisation protocols must be put in place.</p> <p>Crew to complete health declaration forms before coming to the worksite.</p>	<p>1m physical distancing is recommended, unless performing a necessary and approved Close Proximity task.</p> <p>Production should facilitate crew working from home if appropriate.</p> <p>Undertake health screening for crew prior to them starting work.</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>No restrictions provided all workers have a valid and current vaccination passport.</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 can be undertaken with strict PPE &amp; hygiene measures in place. Please refer to the Close Proximity guidelines.</p> <p>Surveillance testing should be strongly considered.</p> <p>Procedures in place identifying how equipment must be cleaned and sanitised before and after use.</p> <p>Strict work bubbles with structures in place to ensure the contact tracing of all crew.</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 strongly recommended. And it would be expected that most productions will require them as part of their H&amp;S plan.</p>	<p>Close Proximity work can be undertaken with appropriate and agreed PPE &amp; hygiene measures in place.</p> <p>Crew to maintain the recommended 1m physical distancing between each workstation. Consider movement of crew around workstations and maintaining a recommended 1 metre from each other.</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 strongly recommended. And it would be expected that most productions will require them as part of their H&amp;S plan.</p>	<p>No restrictions.</p> <p>Vigorous hygiene standards to be maintained.</p> <p>Crew may be asked to wear PPE.</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>Keep gear stashes to a minimum. Crew should keep the majority of their equipment inside workstations/ vehicles.</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>Basic cleaning protocols in place.</p>



	RED	ORANGE	GREEN
<b>Food / Catering</b>	<p>Contactless service only.</p> <p>Pre-packaged food only.</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 physical distancing of 1 metres 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 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>All meals should be prepared in accordance with NZ food safety standards.</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 recommended physical distancing of 1 metres during meal breaks.</p> <p>No shared cutlery, dishes or cups.</p> <p>Hand washing, sanitiser stations available in all eating areas.</p>	<p>General food hygiene standards are adhered to.</p> <p>Hand washing, sanitiser stations available in all eating areas.</p>



	<b>RED</b>	<b>ORANGE</b>	<b>GREEN</b>
<b>Healthcare measures</b>	<p>Strict production 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>Identify at risk crew.</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>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>Identify at risk crew.</p> <p>Use of the COVID-19 Health Declaration form is highly recommended for anyone entering a work site.</p> <p>Surveillance testing should be considered.</p> <p>Facilitate the ability for all workers to become vaccinated.</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>Identify at risk crew.</p> <p>Use of the COVID-19 Health Declaration form is highly recommended for anyone entering a work site.</p> <p>Some productions may wish to utilise regular surveillance testing.</p> <p>Facilitate the ability for all workers to become vaccinated.</p>



	RED	ORANGE	GREEN
<b>Locations</b>	<p>Closed and highly controlled workplaces only.</p> <p>There are no restrictions on the amount of people on a work site. Physical space and ventilation vs. number of people on site must be considered, particularly for interior locations.</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 with complex or difficult access, i.e. marine or alpine locations.</p> <p>Councils permitting filming activities will require a COVID-19 Safety Plan.</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>There are no restrictions on the amount of people on a work site. Physical space and ventilation vs. number of people on site must be considered, particularly for interior locations.</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.</p> <p>All productions MUST register with <a href="#">ScreenSafe</a>.</p> <p>Consideration 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>No restriction on locations, but Councils permitting filming activities will require a COVID-19 Safety Plan.</p> <p>All productions MUST register with <a href="#">ScreenSafe</a>.</p>





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<b>Personal Protective Equipment</b>	<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>Face coverings are mandatory for Close Proximity Work.</p> <p>Face coverings mandatory on flights, public transport, taxis, retail, public venues, recommended whenever leaving the house.</p> <p>PPE and training is 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 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 is 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>PPE must be available for those who wish to (or who are requested to) use it.</p> <p>Face coverings are mandatory on flights.</p> <p>Uncontrolled public spaces and some locations may mandate face coverings or other PPE specific to their MoH requirements.</p> <p>Continued 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>
<b>Post Production</b>	<p>Crew working remotely from home whenever possible.</p> <p>If required to go to the office or work site, physical distancing in the workplace of a minimum 1 metre is required.</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.</p> <p>Client and agency attendance numbers may be limited due to physical distancing recommendations. Others should 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>No restrictions.</p> <p>Provisions should be made to escalate levels.</p> <p>PPE must be available for those who wish to (or who are requested to) use it.</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>Appropriate systems in place if using vaccination passports.</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>Appropriate systems in place if using vaccination passports.</p>	<p>Each worksite must have a COVID-19 Safety Plan in place.</p> <p>Inductions for crew to understand the risk of COVID-19 in the workplace.</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> <p>Appropriate systems in place if using vaccination passports.</p>



	RED	ORANGE	GREEN
Physical Distancing	<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>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 possible if strict PPE and other hygiene measures are implemented.</p>	<p>Distancing should reflect the environment where the work is undertaken.</p> <p>For controlled work environments 1m physical distancing is recommended so far as reasonably practicable.</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 possible if PPE and other agreed hygiene measures are implemented. Please discuss Close Proximity requirements with your H&amp;S officer well in advance.</p> <p>Establish specific work bubbles and physically separate workspaces whenever possible, i.e. different stages, locations.</p>	<p>No physical distancing requirements.</p>



	RED	ORANGE	GREEN
<b>Supply Lines</b> <ul style="list-style-type: none"><li>• <b>Couriers</b></li><li>• <b>Suppliers</b></li></ul>	<p>No restrictions on freight movements.</p> <p>Equipment rental houses and suppliers should have appropriate COVID-19 protocols in place in regards to physical distancing, hygiene/sanitation and contact tracing.</p> <p>Couriers and parcel services not to enter facilities. Deliveries and should be processed in a contactless method.</p> <p>Runners are to be treated as a separate bubble to production bubble and will undertake steps to maintain and protect the bubbles including physical distancing.</p> <p>Couriers are required to wear a face covering when delivering goods.</p>	<p>No restrictions on freight movements.</p> <p>Equipment rental houses and suppliers should have appropriate COVID-19 protocols in place in regards to physical distancing, hygiene/sanitation and contact tracing.</p> <p>Couriers are required to wear a face covering when delivering goods.</p>	<p>No restrictions.</p> <p>Equipment rental houses and suppliers should have appropriate COVID-19 protocols in place in regards to hygiene/sanitation and contact tracing.</p>



	RED	ORANGE	GREEN
<b>Transport &amp; Domestic travel</b>	<p>Domestic travel permitted, but try to minimise all non-essential travel.</p> <p>If deemed an essential service, travel between regions should be limited.</p> <p>Review travel arrangements to avoid close contact (i.e. ideally 1 person per vehicle).</p> <p>Ride-sharing is not recommended.</p> <p>Shared vehicles must have a cleaning protocol in place.</p> <p>Travel to/from areas in lockdown is limited to essential workers or anyone returning to their permanent residence.</p> <p>Some International travel restrictions are still in place.</p> <p>If permitted to enter New Zealand you will need to RAT test on arrival and again on day 6. You do not have to self-isolate unless you test positive.</p>	<p>No restrictions on domestic travel.</p> <p>Ride-sharing is not recommended unless you are already in a small and regular work bubble and if physical distancing is maintained. Physical distancing and use of face coverings is strongly recommended.</p> <p>Some International travel restrictions are still in place.</p> <p>If permitted to enter New Zealand you will need to RAT test on arrival and again on day 6. You do not have to self-isolate unless you test positive.</p>	<p>No restrictions on domestic travel.</p> <p>Some International travel restrictions are still in place.</p> <p>If permitted to enter New Zealand you will need to RAT test on arrival and again on day 6. You do not have to self-isolate unless you test positive.</p>