

## Factual Film & TV Coronavirus working practices V2.2 for Sound Department

**The aim of this document is to provide guidance for safe working practices, specifically within the Sound Department, in relation to limiting the spread of Covid-19 and continuing work under Government restrictions and distancing measures**

Factual TV can be very different to drama production, with smaller crews, fewer resources, and a greater need for individuals to mix between departments. A mixed audio feed to camera is often vital for camera operators as well as, often being the primary source for the sound edit of the finished programmes audio. Radio mics are often the only practical solution for some sound acquisition.

These requirements, coupled with the shooting of unpredictable actuality in public and private spaces and fast daily turnaround, gives rise to the possibility of cross contamination of both personnel and equipment.

It is vital that safe practices be implemented to minimise the possibility of Coronavirus transmission. These should include increased general and specific Covid-19 planning prior to the shoot, and certain working practices during the shoot.

These guidelines should be read in conjunction with current PHE/UK government guidance found here:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/886668/COVID-19\\_Infection\\_prevention\\_and\\_control\\_guidance\\_complete.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/886668/COVID-19_Infection_prevention_and_control_guidance_complete.pdf)

<b>1. Pre Production</b>		
1.0	Sound Dept should travel to and from location in line with current government guidance.	<a href="https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers">https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers</a>
1.1	All Covid-19 safety procedures should be known in advance for any Organisation the production it aims to film within. This may include extra time needed for recce and pre-production.	
1.2	All available technologies will be utilized to minimize inter-departmental contact and facilitate social distancing. This may involve additional sound equipment.	
1.3	A kit safe-zone should be nominated for every location, which should be free from public access. Access to this space should be limited to certain personnel from each department. If practicable it should also have a high ventilation.	
1.4	All sound equipment, including but not limited to personal mics, transmitter packs, IEM's and headphones should be pre-sanitised prior to shoot day. Where possible,	

	equipment will be specifically assigned to cast and/or crew members. All waste from Sanitization should be treated as contaminated. Additional sound crew may be required to implement the necessary Covid-19 prevention measures and ensure a safe working environment	
1.5	No crew member should be working longer hours to implement the necessary safety measures. Production might consider use of staggered call times, shift patterns and job shares within the Sound department. The physical and mental wellbeing of the crew should be of paramount importance and an overriding factor when setting crewing levels and shooting schedules. Specific consideration should be given to the length of every working day.	
<b>2. On set</b>		
2.0	Appropriate PPE to be worn whilst shooting. Equipment from each dept to be handled only by a dedicated person from that department.	
2.1	Appropriate resources including consumables should be considered disposable including mic belts etc.	
2.2	Additional time to be given each day for breaks to include hand washing and personal corona virus hygiene/ decontamination.	
<b>3. Equipment</b>		
3.1	All equipment should be thoroughly sanitised, before and after use according to PHE guidance....	<a href="https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings">https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings</a>