



## Filming at UBC COVID-19 Protocols

The following protocols are in place to prevent the transmission of COVID-19 when filming at UBC.

The Film & Events Office is responsible for developing and updating this document to meet current mandated requirements as advised by [UBC](#), [BC Provincial Health Office](#), [WorkSafe BC](#), and [Creative BC](#), and are subject to change.

- Productions to provide their safety plan for review by UBC before consideration for filming can be provided
- Production to provide the name and contact information of the health/safety officer, or the appropriate person who is managing health/safety on set
- Anyone ill is not permitted to be on campus
- Anyone who has travelled must self-quarantine for 14 days prior to arriving on campus
- Anyone who has come in contact with someone who has been diagnosed with COVID-19, must self-quarantine for 14 days prior to arriving on campus
- Physical distancing of 2 meters to be maintained, as advised by the Provincial Health Officer
- Filming only be to be considered after July 20<sup>th</sup>
- Numbers of background will be restricted on campus, to be determined based on crew sizes, location, background/extras holding, etc.
- Only essential crew to be inside buildings when production is shooting
- All non-essential crew should remain outside with masks and practicing physical distancing
- Advance notice must be provided for location scouts to visit the campus for locations and possible filming. Access into buildings that remain closed may not be permitted.
- Tech survey to be conducted a minimum 15 days prior to prep.
- All filming details and requirements (eg, light tube changes, security requirements, etc.) to be provided a minimum 10 business days in advance of prep, last minute requests will **not be** considered
- Access to interior locations may be restricted due to faculty and staff that may be working, and classes that may be occurring inside the building
- Scouts of interior locations to be kept to a minimum and may only occur once a building has reopened
- Masks and gloves to be worn for interior scouts and tech surveys

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- Only one production will be permitted on campus at a time
- UBC to conduct cleaning prior to and immediately following filming. The additional cleaning will be billed to production. It is understood and approved that production may also need to conduct cleaning as per contract and insurance
- Use of atmospheric smoke or any special effect that could disburse droplets will not be permitted
- In some interior locations, 3-5 days may be required for the location to remain vacant before another production is approved to utilize the same space. Consideration may be given to episodic television series where the cast, crew and location would remain the same.
- Classroom/lecture theatre will not be considered for filming during July and August. September requests to film inside a classroom/lecture theatre are still being defined to accommodate physical distancing for in-person classes.
- UBC Robson Square will not be available for filming until at least January 2021

The above requirements are in addition to the standard film requirements of:

- Complete script to be provided to and approved by UBC for filming a minimum of 2 weeks prior to tech
- Refundable damage deposit of \$5,000 /shoot day. The damage deposit to be provided by wire/electronic funds transfer as the office remains closed
- Copy of provincial electrical permits for bringing and using generators on campus
- Minimum \$5million Certificate of Insurance (COI), with UBC named as additional insured - COI to be made out to "The University of British Columbia"

*July 1, 2020*