# Guidance for Safe Working in Post-Production and VFX during the COVID-19 Pandemic (Version control document)

## Version 1.3 Published 3rd July 2020

The following changes were made from version 1.2

### Paragraph 1.10

Note added regarding the point at which visitors will be allowed onto Company premises as a matter of course. It is approaching but is not yet here and that it is being kept under regular review.

### Section 5

Entire section replaced and renamed. Was “Current Government Restrictions” and comprised a summary of the headline policy. As the devolved nations are now significantly, the section has been updated to provide links to their websites. Summary of policy removed to avoid repetition, to facilitate ease of document maintenance and avoid confusion given the many possible variations in devolved nations. The section also acknowledges the existence of local lockdowns and the requirement of businesses to follow the restrictions which apply in their area.

### Paragraphs 7.2.1 and 7.3.5

Updated to refer to the end of shielding on August 1st for clinically extremely vulnerable individuals and the ending of SSP for those people

### Paragraph 7.3.1

Added reference to “support bubble”

### Section 9

Major updates to this entire section to align with new government guidance on the obligations of business to gather contact details of visitors to facilitate data sharing with NHS Test & Trace

### Paragraph 11.2.1

Updated list of who is allowed to be admitted to the premises to allow for changes after July 10th to government restrictions on who should self-isolate following foreign travel. This refers to the list of countries deemed to be of low or high risk for travellers. Also added an update regarding the pausing of shielding for clinically extremely vulnerable people after August 1st.

### Paragraph 11.6.2

Updated to refer to “1m plus” social distancing changes

### Paragraph 11.6.6

Sentence delated about never being closer than 2m as it conflicted with new 1m plus policy.

### Paragraph 12.5.8

New paragraph added in Audio Recording section highlighting the increased dangers of aerosol transmission from performers shouting, singing, or playing wind instruments.

### Appendix 1

Updated Health Declaration Form to be compatible with Contact Tracing requirements. (e.g. Collect telephone rather than email address).

Condition d) now references support bubbles

Condition e) now offers alternative wording for beyond July 10th for relaxed quarantine from certain countries.

Consent question now added to allow visitors to opt-out of sharing data with NHS Test & Trace.

Retention period of contact tracing data now set at 21 days

## Version 1.2 Published 22nd June 2020

The following changes were made from version 1.1

### Paragraph 9.1.1 to Paragraph 9.1.3 and Paragraph 11.2.1, Paragraph 11.10.9

References to the NHS smartphone app updated to be consistent with the current status of the app’s development

### Appendix 1

References to the NHS smartphone app removed from the questionnaire

### Paragraph 6.10.10

New paragraph to cover government requirement to contact your local health protection team if there is more than one case of Covid-19 in the workplace. Reference added for website to find your local team.

## Version 1.1 Published 15th June 2020

The following changes were made from version 1.0

### Paragraph 6.10.4

Added that Companies should strongly recommend that a suspected case of Covid 19 should order a test. Note added to identify the different names for the test and trace system in the devolved nations

### Paragraph 6.10.6

Changes to align with methodology of NHS test & trace and added recommendation that co-workers be sent home to self-isolate as a precaution prior to receiving an official notice to isolate from NHS test & trace.

### Paragraph 6.10.9

New paragraph to remind companies of their obligation to inform HSE under RIDDOR if an employee contracts COVID-19 at work

### Paragraph 9.1.1

Note added to identify the different names for the test and trace system in the devolved nations

### Paragraph 9.1.3

Clarified the action a worker must take ( i.e. go home immediately) if receiving a test and trace instruction whilst at work.

### Paragraph 9.1.6

New paragraph to emphasise the need for employees to tell employers of possible COVID-19 infection and that it may be a disciplinary offence to not disclose this. It may also be a disciplinary offence to attend the workplace in contravention of a test and trace notice

### Paragraph 9.1.7

New paragraph to clarify pay or SSP whilst in official self-isolation after notification by the test & trace system

## Paragraph 11.8.2

Changes made to sync with government regulation for mandatory wearing of face coverings on public transport. Note regarding Uber decision to ask drivers and passengers to wear face coverings.

## Version 1.0 Published 1st June 2020

First publication of the original document