

## I.A.T.S.E Broadcast Department Return-to-Work Guidelines; 6/26/20

The following is offered as general guidance based on Return-to-Work discussions with many prospective employers as well as other unions and guilds, reflecting current medical consensus. The IATSE and its Broadcast Department acknowledge and assert no medical opinion nor do we assess and/or approve the relative safety of any medical protocols, evaluations, testing, etc. Specifically, the IATSE will not assess and/or determine medical sufficiency of an employer's screening practices and will not declare any work site, screening procedure, or working protocol to be safe. Regardless that every employee will set his/her own tolerance for risks associated with COVID-19 in the workplace, the entire burden for employee safety rests with the employer and no liability for an unsafe workplace shall be shifted to the employee under these or any circumstances. To that end, the subject material herein is posed, generally, to familiarize technicians, employers, and employers' authorized medical staffing with IATSE's expectations for initiating hires, for travel, and for jobsite conduct relative to live sports and other broadcasts.

We propose 3 main goals as sports broadcast technicians return to work:

1. Create as safe an environment as possible given current medical guidance and the realities of the sports broadcast workflow
2. Bring as many people back to work as possible while maintaining bullet point 1.
3. Create the most efficient workflow possible while adhering to bullet points 1 and 2.

Each sport's broadcast requirements will necessitate different protocols to achieve the above three points but, in general, we can identify some principles and practices that should be implementable across the board. We discuss these issues below by grouping them into 3 categories: Employee Engagement, Sick Pay Protections, and Jobsite Protocols.

Employers may additionally require and expect adherence to off-worksite rules designed to ensure the continued health and safety of all individuals working on events (provided those rules are agreed to by the Union and enforced equally among all production personnel). Violation of such rules shall not constitute grounds for denial of sick pay program.

None of the above or following should take the place of good/common sense protocols for addressing the risk of COVID-19 transmission, including but not limited to general hygiene, social distancing, and reasonable efforts to limit the number of persons we interact with. Employees will make every reasonable effort to mitigate their risk of exposure. Individuals who decline work based on personal safety concerns shall not be denied access to future work opportunities.

### Employee Engagement Screening Protocols

#### **Testing**

Employer and Union acknowledge the challenges/inconsistencies associated with COVID-19 testing, including but not limited to availability, turn-around times, and accuracy. If employers require testing prior to engagement or make conditional offers of employment contingent on negative test results, parties acknowledge employers' obligation to compensate prospective employee for the testing process. Such compensation is detailed in the COVID-19 Sick Pay Program, *below*. In any event,

employers must advise prospective crew person at the time of engagement if they will be subject to testing prior to being APPROVED for work.

### **Screening and Monitoring**

Pre-hire or daily pre-work screening should include a survey of COVID-19 symptoms as recommended by CDC, questions about close contact in the last 14 days or since the last screen, and the individual's own COVID-19 status (in isolation, quarantine, recovered).

### **Additional Pre-Hire and Other Screening**

Pre-Hire screening process will likely be impacted by proximity of employee's residence to work site.

If employee is locally engaged, he/she may be subject to a two-phase process:

1. Pre-Hire Screening (may include prior contacts / COVID symptoms survey)
2. Medical Screening – Entry to Venue Grounds & Facilities

If employee will travel by air (or other common carrier), he/she may be subject to a three-phase process:

1. Pre-Departure Screening (may include prior contacts / COVID symptoms survey)
2. Arrival Screening – Arrival at distant location lodging/secured living compound
3. Medical Screening – Entry to Venue Grounds & Facilities

Prior to a technician being approved for work (including travel for work), we expect all employers to conduct prescreening by phone, email, or other electronic/contactless means, to determine the individual's current COVID-19 symptoms and status, if available, and adherence to currently in-place social distancing measures. Employers will likely make an interim hiring and/or travel approval decision based on the information provided in the pre-screen.

Employees are counseled not to sign any "Waiver of Liability" as a condition of employment.

### **Distant Hire / Traveling Employees: Pre-Departure Screening**

Prior to final approval, employers may require the prospective traveling employee to complete detailed screening, including but not limited to:

1. Social Responsibility Pledge (Employee's honor-system commitment not to risk exposure to others, or to report any recent contact with active COVID-19 patient or personal exhibition of any known COVID-19 symptoms); Failure to abide by any such Social Responsibility Pledge shall not constitute grounds for denial of benefits from the below detailed COVID-19 Sick Pay Program, nor shall the Pledge serve as any waiver of liability or shifting of responsibility for maintaining a safe work environment from the employer to the employees or any individual employee.
2. Employer sourced/provided COVID-19 testing;
3. Any additional COVID-19 Health Questionnaire Pre-Screening; *and/or*
4. Participate in video/teleconference interview

Employer will provide email, web portal, or alternate means for employees to deliver all pre-hire screening and/or other documents necessary to obtain travel authorization and workplace/venue access. Employer will also provide to union and employee and at all times maintain an active list of contacts (with cell phone numbers) for company safety officer, venue safety officer, on-site medical provider, and liaison to the league, conference, association, or entity representing the sporting figures which are the subject of the broadcast.

If an individual has completed Pre-Departure Screening and been offered work by the employer, such individual will be that employer's employee, thereafter triggering employer's obligation to compensate the employee under the COVID-19 Sick Pay Program, *below*.

#### **Post Arrival / Local Hire Pre-Entry Screening**

Upon arrival to the work site / event venue, and before entering the broadcast compound, employees may be asked to submit to additional questioning, health checks, and/or other preliminary screening efforts, including but not limited to:

1. Screening Questionnaire based on CDC guidelines;
2. COVID-19 test;
3. Temperature check; *and/or*
4. Review and signed consent to employer's Social Responsibility Pledge (see above)

After successfully completing any Arrival Screening, employer should provide employee with a packet containing his/her credentials (lanyard or wrist band), mask, sanitized writing instruments and any additional forms/documents which may be required. Parties acknowledge risks associated with the exchange of paperwork and will effort to minimize same.

Employer will identify/introduce its Dedicated Health & Safety Coordinator responsible for on-site safety practices and detail any additional notice, reporting, and/or contact protocols relevant thereto. Employee may be required to participate in additional Medical Screening.

#### **Positive Test Results**

Any individual testing positive for Covid-19 as a result of their first test will be given the opportunity for a second test within 3 days of the first positive result. Any individual who tests positive after their second test will be given the opportunity to re-apply for work opportunities after undergoing a 14-day self-quarantine period. Such individuals who subsequently test negative following the self-quarantine period will be considered eligible for future employment opportunities.

#### **Venue Access and Additional / Medical Screening**

Medical screening may be immediately available, or employer may require employee to report at a specific time. If asked to wait in a vehicle, employer will text or call employee to when time to report. We expect employer will require employee to wear their mask at all times during this phase of the medical screening. Employee will be on the clock for all waiting time.

Testing types and availability remains in flux and either may be determined by dates and/or regions where it is being performed. If actual COVID-19 viral status and/or antibody testing is available at the worksite, we expect it will be administered only by properly trained medical personnel. Additionally, any transport and handling of testing kits to be performed by professionals engaged for that specific purpose and, although limited publication of results may be required to maximize safety, the parties agree to protect the medical information and identity of individuals so tested.

#### **Post Test Protocol**

If a prospective employee passes the above threshold markers and is cleared to work, they shall have their credential marked to so indicate and the employee will display their credential at all times. If an employee does not pass the above thresholds to be cleared for work, in addition to falling under the provisions of the above-noted COVID-19 Sick Pay Program, such individual will be immediately

separated from other crew members and appropriate steps taken to insure that individual's safe return to home. Employer may choose to provide quarantine facilities (hotel or similar) for the purposes of retesting and/or contact tracing to further assess relative risk to others on the production.

## COVID-19 Sick Pay Program

To encourage and ensure a continued COVID-19 free work environment, employers and the IATSE will negotiate a program for the compensation of individuals who have been hired to work but subsequently fail a COVID-19 test or are exposed to infected individuals or exhibit symptoms of COVID-19 infection. Ideally the program should compensate affected employees for all work booked during a 14-day period after the failed test, exposure, or display of symptoms. Compensation may end sooner if the affected individual is subsequently medically cleared for return to work.

Employees who are required as a condition of employment to take a COVID-19 test outside of normal working hours will be compensated for time spent taking the test as follows: If the employee is hired within the pay period following the test in question, the employees will be compensated for 3 hours of non-worked pay at their base hourly rate of pay. If the employee is not booked for work within the pay period following the taking of the test, such employee will receive non-worked compensation equal to a half day of their base rate of pay.

## Jobsite Health and Safety Protocols

### Distance

- ❖ Increase physical space wherever possible between members of the production crew. All persons should be provided with and required to wear masks and/or respirators and/or gloves.
- ❖ Social distances of 6 feet apart must be maintained unless absolutely necessary. In situations where individuals have to work in closer proximity, masks and gloves shall be provided for those individuals.
- ❖ Barriers should be erected in situations where appropriate social distancing is not possible. (I.e. between video shading stations, front and back benches, etc.)
- ❖ Avoid situations which force any unnecessary physical contact.
- ❖ Whenever possible limit interaction between crew members and create crew "teams" which interact with each other when necessary but not with members of other "teams".
- ❖ All interviews must be conducted using microphone booms of sufficient length. Any provisions limiting an A2's ability to operate such booms will be waived as long as the length of time for an individual interview session is less than 10 minutes.
- ❖ Employees who, due to the nature of their job assignment, must be in close proximity/and/or interact with individuals who, due to the nature of their job assignment, must be non-masked, should be provided with N95 compliant respiratory protection.
- ❖ Attention should be paid to employees' arrival at the jobsite and their ability to travel between parking and the venue with minimal contact with outside persons.
- ❖ Secured areas of the truck compound, productions suites, and venues should be identified and communicated to employees, including recommended paths of travel between these areas. Travel between the areas should be kept to a minimum, and employees should confine themselves to designated safe areas and paths.

- ❖ Meetings should be kept to a minimum. When meetings are necessary, they should be held either in areas where proper social distancing can be maintained or virtually. The transfer of paper between individuals should be kept to a minimum or eliminated altogether.

### **Sanitation**

- ❖ Employees will be informed of the employer's jobsite safety protocols and provided training in donning, doffing, cleaning, and safe PPE use. The use of gloves to prevent transmission of COVID-19 is problematic and should be a last resort.
- ❖ Sanitation Stations: Employer shall provide sufficient handwashing facilities and hand sanitizer, both of which should be visible & available in all areas of the truck compound, production suites, announce booths and any other work areas. Persons working away from the truck compound shall be provided with sufficient individual hand sanitizer supply. Sanitation Stations shall be kept clean and well-stocked.
- ❖ Management and technicians shall also have the ability to frequently wash their hands with soap and water.
- ❖ Employer shall provide disposable, disinfecting wipes so that commonly used surfaces can be wiped down before and after each use.
- ❖ Employer shall provide respiratory protection (e.g. masks and/or respirators) and gloves (when appropriate) for all management and technicians to wear at all reasonable times.
- ❖ Workstations that require more than 1 person to build or set up shall be disinfected after build/setup and thereafter daily and when the operator changes. Only one person shall operate a piece of equipment/be staged at a workstation unless that piece of equipment has been cleaned between change of operators.
- ❖ Employer shall provide meals and secure individual storage area for individuals who wish to bring their own food. Production personnel should be given a choice of meal which should be served in individually packaged or wrapped portions, and meals should be made available to accommodate reasonable dietary restrictions. Enough space should be provided or mealtimes should be staggered to allow for crew to eat meals comfortably while maintaining required distancing same.
- ❖ Handwashing facilities and/or hand sanitizer must be readily accessible at the entrance of any designated eating area and shall be used when entering and leaving the area.
- ❖ A cleaning service must be engaged to clean the truck, production suite, announce booth and all work and meal areas daily. Cleaning products will be available and delivered to all remote camera, audio, and cable/fiber hub areas and technicians will be responsible for regular wipe downs of same.
- ❖ Employer will provide sanitized communications equipment to each member of the production crew. Said equipment shall be cleaned and disinfected before being issued to an individual and then at least once per day.

### **Enforcement**

- ❖ Employer shall identify a Dedicated Health & Safety Coordinator responsible for oversight of on-site safety practices.
- ❖ Employer shall inform employees of policies and restrictions of the league, venue, and facility/trucking company on any given show.

- ❖ There should be a Formal Training and Communication Program covering all aspects of the COVID-19 prevention efforts and responsibilities
- ❖ Crew members feeling sick with fever, cough, or difficulty breathing, must inform the employer and remain away from the work site while awaiting instruction from the employer. Employers should have a plan in place to compensate Individuals who are unable to report to work due to the above symptoms for the entirety of their employment commitment.
- ❖ Individuals displaying symptoms of respiratory illness, including fever or cough will be denied admittance to the work compound.
- ❖ Crew members must be notified if they have been exposed to an individual who has exhibited symptoms of COVID-19, has been in contact with an infected individual, or who has tested positive for COVID-19.
- ❖ Contact tracing of exposed co-workers should be carried out in cooperation with state and local health departments. Notification and quarantine of exposed workers should be carried out in such a way as to protect the identity of the individual infected with COVID-19.
- ❖ Employer will conduct symptom checks of crew and anyone entering the secured production area, truck compound, production suite, announce booth, and may conduct daily COVID-19 tests.
- ❖ Persons engaged to monitor and/or test crew onsite will be qualified health care professionals.
- ❖ There should be no co-mingling of production staff beyond that necessary for the accomplishment of production tasks.
- ❖ Crew members must not share communications equipment or other personal items.
- ❖ All persons should avoid shaking hands, bumping fists or elbows, and other physical contact. Also avoid sharing tools and office supplies as much as possible.
- ❖ Crew members should notify the Union and the Employer's representative immediately if other crew, production personnel, or others in their work environment refuse to use the safety PPE, keep a safe distance, or follow other established guidelines. No individual will be disciplined or denied employment opportunities due to their notification under this clause.