



THE BC MOTION PICTURE INDUSTRY COVID-19 PANDEMIC PRODUCTION GUIDE

7L TRANSPORTATION

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This is one section from [The BC Motion Picture Industry COVID-19 Pandemic Production Guide](#)

7.L. TRANSPORTATION

The following guidelines are intended to provide support to employers, supervisors and workers on identifying and mitigating potential COVID-19-related workplace hazards applicable to passenger vehicles, picture cars and work trucks. Guidelines related to hair/makeup and costume trailers is covered under [Section 7.G. Hair / Makeup / Costume](#).

Transport services have the potential to present challenges to physical distancing and hygiene requirements. Productions should consider a variety of the following guidelines when working to mitigate the risk of COVID-19 transmission with respect to vehicles and transportation.

GENERAL WORKPLACE POLICIES

In addition to guidelines in [Section 2.A.](#) , consider the following:

1. The use of private transportation/separate vehicles should be prioritized and encouraged. Whenever possible, workers should travel alone in their vehicles.
2. Consider the size of the passenger vehicles when planning equipment needs in order to ensure physical distancing requirements may be met. Employers should assess the number of workers being transported or sharing vehicles at any given time.
3. Digitizing paper-based procedures such as trip logs.
4. Keeping windows down to improve air circulation, weather permitting. Workers should set vents/air conditioning controls to allow outdoor air to flow in. Avoid setting vents to recirculate.
5. Assessing trailers that will be occupied by individuals doing production work to ensure that they provide for adequate ventilation.
6. Limiting eating/drinking in passenger vehicles any time that a passenger is present to prevent the removal of masks.

PHYSICAL DISTANCING

In addition to guidelines [in Section 2.B.](#), consider the following measures to mitigate the risk of potential exposure when there are multiple individuals in a vehicle.

7. Consider size of passenger vehicles and capacity to accommodate physical distancing. Establish vehicle occupancy limits and post notices on the vehicles.
8. No one (including passengers, swamper, etc.) should sit next to or behind the driver unless an appropriate physical barrier is in place.
9. Seat workers in such a way that a physical distance of 2 metres is maintained wherever possible. Identify and block out seats to allow physical distancing to be maintained. This may be done by using tape to create a barrier or by covering the seat. The appropriate signage should also be used.
10. Adjusting the number of workers per trip and the overall number of trips needed to transport workers to a worksite. If possible, use larger vehicles or multiple vehicles
11. Requiring the same individuals, (or work teams, as applicable) to ride in the same vehicle each day, when possible.
12. Implementing a process that allows for physical distancing when loading and unloading buses or other vehicles. Workers waiting for loading and unloading should maintain physical distancing while remaining safely away from traffic.

13. Consider assigning an individual(s) to monitor/organize the safe distancing of crew as they board shuttles.
14. Additional consideration should be given to space between vehicles to allow for safe distancing to be observed when loading, unloading, or working on vehicles.

PERSONAL HYGIENE

In addition to guidelines in [Section 2.C.](#), consider the following:

15. Passengers should refrain from touching vehicle surfaces, where possible. Consider limiting the touching of external door handles to the assigned driver. Appropriate signage should be considered.
16. Employers should have hand washing facilities or sanitizing stations available to workers as they enter and exit the vehicle.
17. Maintaining a supply of disinfectant materials and PPE (e.g. hand sanitizers, disinfecting wipes, masks or face coverings) readily accessible to each individual in each vehicle, without the need to breach any physical distancing or barriers that are in place.
18. Avoiding touching your face, and wash/sanitize hands before and after entering vehicles.
19. Consider the safe storage of hand sanitizers and disinfectants in vehicles, for e.g. in a cooler during hot months.

CLEANING AND DISINFECTING

Vehicles should be cleaned and disinfected regularly. In addition to guidelines in [Section 2.D.](#), consider the following:

20. Thoroughly cleaning and disinfecting all vehicles at the start or end of each day. Include a method for tracking start or end of shift cleaning. Individuals who use their personal vehicles for work should consider cleaning and disinfecting their vehicles at the end of the workday.
21. Cleaning and disinfecting shared work vehicles and passenger vehicles after each journey and prior to a change in operator, including all external and internal high-touch surfaces.
22. Regularly cleaning and disinfecting all high-touch surfaces (e.g. door handles, steering wheels, seatbelts and seatbelt clasps, headrests, hand holds, and window buttons).
23. Considering the need for secured trash receptacles in vehicles for the disposal of PPE, wipes, etc. All items that a passenger brings into a vehicle, including any garbage and PPE, should be removed by that individual and not left for the driver, or anyone else, to clean up. Consider placing trash receptacles at vehicles destinations for convenient disposal of PPE, wipes, and personal waste items.
24. Assessing the cleaning protocols of third-party vendors to determine if rented/leased vehicles will need to be cleaned and disinfected prior to use by the production.

EQUIPMENT

25. Consider work assignments to limit the instances in which multiple individuals will be required to utilize the same equipment. Such considerations may include assigning each vehicle to a specific driver(s), requiring that each vehicle be driven by no more than one driver each day, or assigning a driver(s)/vehicle(s) to a specific department.

Loading / unloading of vehicles should be carried out by the corresponding crew under the supervision of the driver.

PERSONAL PROTECTIVE EQUIPMENT

In addition to guidelines in [Section 2.F](#), consider the following:

26. Masks or face coverings should be worn in vehicles by all individuals (driver and passengers) when multiple individuals are present, even if physical distancing can be maintained.
27. Individuals being picked up from outside of the workplace should be provided with a mask or face covering in the event they do not have their own.

PICTURE VEHICLES

28. Clean and/or disinfect high touch surfaces in picture cars and ventilate them (windows down) prior to, and after performers use them. Avoid the sharing of vehicles between drivers whenever possible.
29. Minimize the number of people (cast and/or crew) entering a vehicle throughout the day to minimize the need for repetitive cleaning and disinfecting.
30. Where the size and design of the vehicle allows, consider installing a temporary physical barrier (e.g., plexiglass or temporary vinyl) between the front seats and the back seats, providing the barrier does not introduce any unintended hazards.
31. When possible, maintain physical distancing in picture vehicles.
32. If possible, utilize exterior camera options and remote sound equipment to limit the number of crew inside the vehicle.
33. When more than one person (cast or crew) is required inside a vehicle, where feasible, drive with the windows open to maximize ventilation. Minimize the time spent inside the vehicle by having cast step out of the vehicle between takes. Individuals inside the vehicle who are not on camera should wear a mask or face covering.

