

GENERAL HEALTH AND SAFETY GUIDELINES & CODE OF SAFE PRACTICES FOR CONSTRUCTION

A complete copy of the Injury and Illness Prevention Plan (IIPP) is available for review by any employee upon request to the Safety Program Director. The following general health and safety guidelines have been prepared to provide basic health and safety information for all employees, including those working in construction. These guidelines apply to a wide variety of work activities, only some of which may involve your work, but you should be aware of and comply with precautions and instructions throughout your work activities. Additional health and safety information and training will be provided during the production as specified in the IIPP.

GENERAL

1. **KNOW THE EMERGENCY PROCEDURES FOR EACH LOCATION.** The Emergency Action Plan for each production location is posted. Familiarize yourself with the location of emergency exits and safe refuge areas. Notify your supervisor if you are unaware of emergency procedures for your work area.
2. All unsafe acts or conditions must be reported to your supervisor immediately. All identified potential hazards should be addressed to prevent possible injury. Report these hazards to either your supervisor or the Safety Program Director. There will be no reprisal or disciplinary action for reporting unsafe conditions, work practices, or hazards. To report safety concerns anonymously, please contact the Safety Program Director as designated in the IIPP.
3. Report all injuries and accidents, no matter how minor, to your supervisor immediately so proper medical or first aid treatment can be arranged. All accidents and injuries must be reported on the day of occurrence. If there is a medic on site, consult the medic regarding all injuries or illnesses.
4. Attend all safety and training meetings for your department. Safety training will be provided when you are first assigned, each time new processes, equipment or machinery are introduced, and if unusual activity is scheduled. These meetings or trainings do not replace the requirement of standard safety training for your craft. If you are unable to attend a safety meeting or training, notify your supervisor so the information can be communicated to you.
5. Those working in construction are to attend Toolbox Safety Meetings at least once every ten (10) working days.
6. All work shall be well-planned and supervised to prevent injuries. Whenever a potentially hazardous or unusual activity is scheduled (e.g., stunt, special effect, pyrotechnics), all affected employees must attend additional safety meetings (as required by your supervisor).
7. A 4-foot perimeter must be maintained at all times around the interior walls of the stage. All exterior doors must remain unlocked, clear of debris or other obstructions and capable of being opened from the inside when building is occupied. Aisles, traffic lanes, electrical panels, and fire exits are to be kept clear at all times. All fire equipment must remain accessible at all times with a 3-foot clear perimeter. In the event of a fire, evacuate immediately and do not attempt to extinguish the fire.
8. If you are taking prescribed medication that may impede your ability to perform your job safely, please notify and discuss with your supervisor. Medications should be used only under the direction of your doctor.
9. The use of illegal drugs or alcohol is strictly prohibited while working or during breaks. Consumption of alcohol or illegal drugs during the work period, including breaks, will not be tolerated and may result in immediate termination of employment.
10. Always wear appropriate Personal Protective Equipment (PPE) for your job. This may include proper footwear, protective clothing, ear and eye protection, face shield, gloves, harnesses and other equipment. Use goggles or safety glasses when cutting, grinding or chipping; wear harnesses and lanyards when working above or outside of guardrails; wear hard hats when exposed to potential falling objects. PPE should be cleaned regularly or disposed of after use. Always keep PPE in good repair. Please ask your supervisor if you are unsure of your PPE requirements or have questions.

11. Inappropriate footwear or shoes, including open-toe shoes, open-back shoes, sandals, "flip flops," shoes with unsafe heels, or shoes with thin or badly worn soles shall not be worn.
12. Always wear hearing protection when noise levels exceed 85 decibels.
13. Horseplay, fighting, gambling, or pranks will not be tolerated. Be serious with your work and your safety.
14. Sanitary facilities and conditions must be maintained on the job. All trash should be placed in appropriate containers.
15. If decorative set materials may be exposed to high heat or ignition sources such as lights or fire effects, then such materials should be flame retardant or made of non-combustible material, as required by local regulations. A certificate stating the item is flame retardant should accompany any piece where the vendor claims it has been treated with a fire retardant or made flame proof.
16. Always be aware of people working above you or below you. When working at heights, in the catwalks, aerial lifts or ladders ensure that all tools and materials are secured to prevent falling on people below. This also includes lights, props, fixtures, backings, and other tools and materials.
17. When working below ground, such as digging a trench or a hole or putting your body into a trench or a location below ground surface, contact the Safety Program Director first. Special safety regulations may apply to work occurring below ground surface.
18. Establish and maintain good housekeeping practices. Walkways, work stations, storage areas are to be kept clear of combustible materials, equipment and trash.
19. Ensure all authorized visitors remain in a designated area that is a safe distance from construction and filming. All visitors must be accompanied by a member of production.

CHEMICALS, FLAMMABLES, AND HAZARD COMMUNICATION

1. These Guidelines and Code are designed to help employees work safely with any potentially hazardous materials that they may use. Your employer has a written Hazard Communication Program, which all employees may review. The Hazard Communication Program describes procedures for employees to become aware of chemical hazards that you may encounter and how to protect yourselves. You have the right to know about all hazardous or toxic chemicals to which you are exposed during your work.
2. Observe and comply with all warning signs that you encounter (e.g., DANGER; NO SMOKING).
3. Read, understand and obey warning labels that are attached to containers of products containing hazardous chemicals.
4. Check to see that all containers being used to store hazardous chemicals, including those that have been transferred from the original container, are labeled with the proper information that is available on the manufacturer's label.
5. Alert your supervisor when you discover unlabeled containers.
6. Material Safety Data Sheets (MSDS) or Safety Data Sheets (SDS), which may contain more in-depth information than is provided on the product label, are available for review by all employees. You can also request a copy of an MSDS/SDS for any product used by calling the 3E Company at (800) 451-8346. Your Safety Program Director can help you retrieve the MSDS/SDS from the 3E website.
7. In the event of a chemical emergency through contact or exposure, call 3E MSDS service at (800) 451-8346 immediately to retrieve the current MSDS/SDS on the product used.
8. Smoking is prohibited on stage or inside buildings. Designated smoking areas must be observed at all times. Smoking materials must be extinguished in appropriate receptacles.
9. All combustible or flammable materials must be properly handled, stored, and ventilated. Only approved safety cans and cabinets, with self-closing spring loaded doors and proper fire rating may

be used when storing flammable liquids. Secondary containers, any container that does not come from the manufacturer such as small generic paint buckets, must be properly labeled.

10. Do not accumulate excessive amounts of combustible debris, such as boxes, and paper.
11. Fuel-operated equipment must be kept clean and stored in designated areas. Caution must be exercised during refueling operations to minimize vapors and accidental spills. Immediately clean up any spilled fuel in compliance with applicable environmental regulations.
12. Only licensed persons shall be in immediate charge of explosives, pyrotechnics, and blasting.
13. Store chemicals in approved areas (e.g., flammable materials in flammable cabinets, acids in acid cabinets). Incompatible materials like flammable and oxidizing materials or inorganic acids and certain combustible materials can react violently if allowed to mix. Always store these incompatible materials separately. An MSDS/SDS should be consulted for specific incompatibility information.
14. Notify your supervisor before mixing together any hazardous materials. Conduct all mixing operations following the directions found on the product's warning label, the manufacturer's mixing instructions, or on the MSDS/SDS.
15. In the event of a spill, attempt to contain the spread of the hazardous material only if it is safe to do so.
16. Regularly inspect hazardous material containers for leaks or signs of deterioration. Notify your supervisor of containers in poor condition.
17. Exercise particular caution when using chemicals in areas with poor air circulation.
18. Employees shall not enter confined spaces (manholes, underground vaults, chambers, silos) until a Confined Space Plan has been developed and the oxygen and gas levels have been tested.
19. When heaters are used in confined spaces, special care shall be taken to provide sufficient ventilation in order to ensure proper combustion, maintain the health and safety of workers and limit temperature rise in the area.

TOOLS AND MACHINERY EQUIPMENT

1. Only trained and authorized personnel may use, handle or repair tools and machinery. Only appropriate tools shall be used for the job. Contact your supervisor if you think you need additional training or have any questions regarding the tool/machinery you are using.
2. All tools and equipment shall be maintained in good condition. Damaged tools or equipment shall be removed from Service and tagged "DEFECTIVE."
3. Work shall be well planned to minimize the potential for injuries in the handling of materials and equipment.
4. Loose or frayed clothing, long hair, dangling ties or earrings, finger rings, etc., shall not be worn around moving machinery or other sources of entanglement.
5. Machinery shall not be serviced, repaired, or adjusted while in operation, nor shall oiling of moving parts be attempted, except on equipment that is designed or fitted with safeguards to protect the person performing the work.
6. Welding operations may only be performed by an authorized and trained person.
7. NEVER attempt to alter, modify, displace, disable or remove any existing safety equipment, such as guards and switches.
8. Goggles or safety glasses must be used when grinding, sawing, chipping, using powder-actuated tools, open-air hoses, and blasting.
9. Portable electric tools shall not be lifted or lowered by means of the power cord. Use ropes or chains, properly rated, to lift or lower tools.

ELECTRICAL

1. All electrical wiring and equipment must be properly grounded and in good working condition, with no exposed or "live" parts. Grounding of electrical wiring and equipment can prevent potential shock or electrocution.
2. Inspect electrical cords on a regular basis. Electric wires shall not be exposed to damage from vehicles or mobile equipment. Do not use, and tag as "DEFECTIVE" if cord is damaged or frayed or a prong is missing from a 3-pronged plug.
3. All electrical panels must remain accessible at all times. Maintain a 3-foot clearance in front of all panels.
4. Electrical work can only be performed by a qualified person with appropriate technical knowledge, training and certifications.
5. Always assume overhead power lines are energized. It is recommended by OSHA that employees are made aware that most overhead lines are not insulated and this should always be assumed, when in doubt. Contact with these lines can cause serious injury including death.
6. Cal/OSHA designated safe distances must be maintained when working near electric power lines (see Industry Safety Bulletins #8C, #22A, and #25A for applicable regulations and safe distances). These regulations apply to all persons and equipment that may be in close proximity to power lines, such as aerial platforms/lifts, ladders, scaffolds, booms, forklifts, cranes, rigging sets, truss work and backdrops. All aerial equipment must remain at least 10 feet away from power lines up to 50,000 volts.

LOCK OUT/TAG OUT

1. Lock Out/Tag Out is a method of keeping equipment from being set in motion and endangering workers.
2. Lock Out/Tag Out is necessary whenever you are performing a service or maintenance around any machine or equipment where you could be injured by unexpected startup or movement.
3. The most common situations for Lock Out/Tag Out are: (a) when you are to remove or bypass a guard or other safety device, (b) when you are to place any part of your body where it could be caught in or by moving machinery, or (c) when using electrical circuits.
4. Whether the power switch is on or off, energy could be present in equipment.
5. Stored energy poses special problems. Employees are to be aware of the power source, i.e., hydraulic pressure, steam, electric charge, etc. All residual energy should be dissipated prior to work being performed.
6. Moving machinery and equipment must not be serviced while in operation. Lock Out/Tag Out procedures must be followed when servicing machinery or tools with moving parts. Stay clear of moving belts, pulleys, gears, and rollers at all times.
7. **Energy controls are applied according to a six-step procedure**
 1. Preparation for shutdown
 2. Equipment shutdown
 3. Equipment isolation
 4. Application of Lock Out/Tag Out devices
 5. Control of stored energy
 6. Equipment isolation verification

Removal of Lock Out/Tag Out Devices

8. Prior to removing Lock Out/Tag Out devices, make sure that the equipment is safe to operate by removing all tools and verifying that the system is fully assembled.
9. Lock Out/Tag Out devices are to be removed only by the person who put them on, except in an emergency. When the worker who applied a lock is not present to remove the lock, it can be removed only in an emergency, and only under the direction of the supervisor. Never remove a lock until you are absolutely sure that it is completely safe to do so.
10. Follow the manufacturer's checklist to re-energize the system.
11. If an outside contractor or other outside worker is performing service or maintenance, they are to coordinate their activities with the Safety Program Director, the head of the Electrical Department, or other appropriate department.
12. If servicing lasts more than one shift, Lock Out/Tag Out protection should not be interrupted.

COMPRESSED AIR

1. Compressed air or other compressed gases in excess of 10 pounds per square inch gauge shall not be used to blow dirt, chips, or dust from clothing while it is being worn.
2. Do not disconnect air hoses at compressors until the hose line has been bled.
3. Compressed air or gases are not to be used to empty containers of liquids where the pressure can exceed the container's safe working pressure.
4. Use personal protective equipment (PPE) such as safety glasses to protect employees from eye or body injury.
5. Abrasive blast cleaning nozzles are to be equipped with an operating valve, which are to be held open manually. A support is to be provided on which the nozzle may be mounted when not in use.
6. Compressed gases shall not be used to elevate or otherwise transfer any hazardous substance from one container to another unless the containers are designed to withstand (with a factor of safety of at least four) the maximum possible pressure that may be applied.

ENVIRONMENTAL CONCERNS

1. As required by strict environmental laws, hazardous waste must be managed properly at all times.
2. The usual types of hazardous wastes generated by production can include paint, solvents, asbestos, motor oil and cooking oil. These waste streams must be stored at the location and managed in accordance with environmental laws and regulations.
3. All universal waste, such as spent batteries and lighting, must be managed properly.
4. NEVER pour cooking oil down the drain. It should be collected and managed properly.
5. Contact the Safety Program Director for a list of approved environmental consultants, industrial hygienists, or engineering firms, to use for identifying and abating environmental hazards.
6. Transportation and disposal of hazardous waste must be documented as required by EPA and DOT regulations.
7. Gasoline shall not be used for cleaning purposes at anytime.
8. Bodily fluids such as blood, saliva, vomit, etc., shall only be cleaned up by persons that are fully trained in handling blood borne pathogens.
9. Dust masks will be available for the comfort of the employees when airborne nuisances require them. Only employees who are trained and fit tested are permitted to wear fitted respirators. Contact the Safety Program Director if you think you need a respirator.
10. Vehicle exhaust during idling situations has the potential to create an unhealthy work area. If an engine is to remain running, the area must be well ventilated.

11. Be aware of hazards associated with lead paint, mold and asbestos. If encountered, do not disturb and immediately report to your supervisor or to the Safety Program Director. Also be aware of all biological, environmental, chemical, physical, and blood-borne pathogen hazards. For more information, please contact the Safety Program Director.

LIFTING AND MOVING OBJECTS

1. Always bend at the knees, using your legs, to lift heavy loads. When lifting heavy objects, never bend at the waist as this may cause back strain.
2. Before lifting any load, walk your path to ensure it is clear from slip or trip hazards. Also check the piece you are moving for any sharp edges, loose or protruding parts. Check for slick surfaces to avoid having your hands slip,
3. Material handling and lifting must be done properly and with careful attention to the job. Use proper tools, methods, and gloves when hoisting equipment is being used.
4. If an object is too heavy for you to lift, ask for help. A few extra minutes now can save you from a lifetime of back problems.
5. Always make sure the area below is clear of personnel when working with overhead loads.

LADDERS AND STATIONARY WORK PLATFORMS

1. Use the proper ladder for the job. This not only includes height (i.e., can you reach your intended work surface without standing on the top 2 rungs or leaning off of the ladder), but also the load rating for the ladder. The load rating will be marked on the side of the ladder by the manufacturer. If the load rating cannot be found, use another ladder.
2. Inspect all ladders, scaffolds or working platforms before every use. Check for missing rungs, guardrails, midrails, toeboards, wheels, feet, etc.
3. NEVER stand on the top 2 rungs of any ladder.
4. Always face the ladder and maintain 3 points of contact while ascending or descending.
5. Ladders and scaffolds, working platforms, and walkways must be properly maintained and used in a safe manner in accordance with the manufacturer's guidelines.
6. DO NOT modify any scaffolding by removing guardrails or other safety features designed for the protection of employees.
7. NEVER move a ladder or scaffolding with a person aboard. This includes "hopping" a ladder or moving rolling scaffolding with people on it.
8. Ensure wheels are locked before using scaffolding.
9. Maintain the minimum safe distances, according to Cal-OSHA charts, from power lines and electrical sources when using any elevated platform, scaffold or ladder. A wooden ladder should be used when working in such areas.
10. Do not use scaffolds that do not have proper guardrails, midrails and toeboards (as appropriate).
11. Do not overload scaffolds. Follow manufacturer's safe working load recommendations.
12. Do not climb cross braces. Use only approved access ladders or steps and use both hands while climbing. When climbing, always maintain three points of contact.
13. Do not stand on guardrails, ladders or makeshift devices on top of scaffolds to gain greater height.
14. Never use scaffolds where contact can be made with live electrical circuits or power lines. Always maintain safe clearance from any electrical source.
15. Never apply shock loads to the scaffold platform. (Never jump down onto the platform.)

MOBILE EQUIPMENT AND VEHICLES

(This includes Booms, Cranes, Tow Dollies, Camera Dollies, Forklifts, Elevated Platforms, Cars, Motorcycles, All Terrain Vehicles, and Boats)

1. Only trained employees with proper certification may operate specialty equipment, such as aerial lifts, forklifts, and scissor lifts. Such training must be given by a qualified person per OSHA requirements. Employees must present proof of training before use of equipment. A forklift operator must present written certification demonstrating successful completion of training within the prior three years.
2. Personal Protective Equipment (PPE) such as safety harnesses, lanyards, and/or seat belts must be worn while operating mobile equipment and vehicles.
3. All employees must read the operating instructions or manuals prior to initial operation of the equipment. Only operate such equipment on safe surfaces and inclines, as described in the manual for that equipment.
4. All vehicles, including their peripheral safety equipment such as, harnesses, belts, roll-cage, fuel cells, etc. must undergo thorough safety inspection and testing on a daily basis by qualified experienced personnel.
5. Special safety precautions will apply to use of mobile equipment and vehicles. Contact your supervisor and/or Safety Program Director (or designee) for further instructions.

AERIAL PLATFORMS

1. For operations involving: (1) vertically operated elevating work platforms or “scissors lifts”; (2) boom-mounted telescoping and rotating elevating work platforms or “condors”; and (3) forklifts with attached work platforms, only persons trained in the safe operation of these work platforms shall be authorized and certified to operate aerial elevating work platforms described above.
2. Do not use this equipment if you feel dizzy, ill, or unsteady in any way. Do not use while under the influence of alcohol or drugs. Do not use outside a building if wind conditions prevent safe use.
3. Equipment shall be inspected prior to operation for condition, security, damage, and defects. This will include all operational controls, which shall be in proper functioning condition. All labels and placards on the equipment shall be legible and in good condition. Operators shall report discrepancies to their supervisors.
4. SAFETY HARNESSSES – an approved safety harness with lanyard shall be properly worn when using any aerial/elevating work platform that can telescope or rotate. The lanyard shall be securely attached to the boom, basket, tub, or platform. Belting off to an adjacent pole, structure or equipment while working from basket, tub, or platform is not permitted. The lanyard shall be attached in a manner that prevents a free fall of more than four feet.
5. All personnel should be clear when the platform is being raised or lowered. Operate all controls slowly to facilitate smooth platform movement.
6. Do not sit or stand on guardrails or use guardrails to carry materials. Do not allow overhang of materials when elevating platform.
7. Do not use without chain rail/guardrail in place. Work only within the platform guardrail area and do not attempt to increase the working height by any other means. Do not lean out over the platform railing to work.
8. Do not release the levers or outriggers or move the unit with a person or materials on board. The brake system shall be set whenever workers are being elevated in the vehicle. Outriggers should be on solid footing and shall be equipped with hydraulic holding valves or mechanical locks at the outriggers.
9. Do not use the lift to do work which would result in horizontal force being applied to the work platform.
10. Aerial baskets, tubs, or platforms shall not be supported by or attached to any adjacent structures.

11. Do not use near moving vehicles. Where traffic or moving vehicles are present, the work area around the aerial equipment shall be marked by flags, signs, traffic cones, or other means of traffic control.
12. Batteries shall be charged in well-ventilated areas free of sparks and open flames.
13. Do not exceed manufacturer's load capacity. Weigh the job to be done against the job site location for potential hazards.
14. "Climbers" pole-climbing equipment shall not be worn while performing work from an aerial device.
15. Do not operate an aerial elevating work platform within 10 feet of an energized, high-voltage source unless danger from accidental contact with the source has been effectively guarded against. Apply greater clearance distances with greater high voltage, energized sources.
16. The operation of aerial platforms OVER energized, high voltage sources of any kind is prohibited at all times.
17. Make sure the jobsite's surface is stable and will support the equipment and that there are no hazardous irregularities or accumulation of debris that might cause the moving platform to overturn or otherwise be unstable. Survey the route to be used. Check for overhead obstructions, traffic, holes in the pavement, ground, or shoulder, ditches, slope of the road, and other irregularities or hazards.
18. Soft surfaces or soundstage flooring with pits or weight restrictions may require grip track (to spread the load) or outriggers (to add stability) to be used. When in doubt, contact the Safety Program Director. Always observe stage floor load restrictions.
19. Operation of aerial platforms on inclined surfaces shall not exceed manufacturer's ratings. Wheel chocks shall be used on inclined surfaces.
20. No employee shall stand in front of or behind an aerial platform when it is being moved. Remote control operation may only be done from the side of the aerial platform – never in front of or behind the vehicle.

WORKING AT HEIGHTS – FALL PROTECTION GUIDELINES

Fall Prevention

1. The best way to avoid a fall is not to work from a height. Bring the work down to ground level whenever possible.
2. If you cannot bring the work to ground level, work from access equipment such as scaffolding, a platform, an aerial lift, or a ladder.
3. If the work environment does not allow you to use access equipment, secure the elevated work area with a passive fall prevention barrier system, such as guardrails or a 42" high parapet.
4. Adequate fall protection devices (e.g., guardrails, covers, personal fall arrest systems, barricades) shall be provided at all elevated surfaces, excavations, trenches, pits and floor openings that expose a worker to a potential fall of greater than 4 feet or less if the fall could result in serious injury.
5. Fall protection equipment may only be used with proper training and instruction.

Controlled Access Zone – Fall Restraint and Arrest Systems

1. If the work environment does not allow for the use of a fall prevention system, use an approved fall restraint system, if possible, and then – a fall arrest system, such as a rope grab kit or self-retracting lanyard.
2. For any work occurring at heights requiring personal fall protection equipment, such equipment must always be used when working at heights and such equipment must be inspected for wear, tear, and proper functioning, prior to each use.
3. When working outside the catwalks, in the unprotected area of the permanents known as the "ozone," you must use fall arrest equipment. You may work outside the catwalks only if you have been trained to do so and are being supervised. This equipment may include a full body harness and a self-

retracting lanyard (SRL) or shock absorbing lanyard. In addition, certain areas may have fixed horizontal wire rope cable fall arrest systems installed. Fall arrest equipment is available through the Safety Program Director.

STUNTS AND SPECIAL EFFECTS

1. Prior to the performance of a stunt or special effect, all appropriate department heads and personnel need to consult on the logistics and execution of the scene to ensure all health and safety concerns are addressed. A safety meeting must be held prior to performing the stunt to inform personnel of what will happen and what to do if something unforeseen occurs.
2. Special effects involving pyrotechnics, explosives and/or fire may only be performed by properly licensed individuals. Such events must have all necessary permits and notification to the proper authorities and jurisdictions. Often this will include notification to the local police and fire departments, as well as neighborhood organizations within the filming area. All special effects and stunts must be noted in advance on the call sheets.
3. Only persons authorized by the Special Effects and/or Stunt Coordinator are allowed in the area of the special effect or stunt. Any applicable safety equipment and/or PPE such as, ear, eye and face protection or lexan for the camera department, must be provided to employees, as appropriate.
4. There should be a designated "safe area" for all employees that do not need to be near the stunt or special effect to perform their job. For persons that need to be in the vicinity, there must be an escape plan with designated routes. Each employee should personally walk his/her closest route to become familiar with the area, in the event of an emergency.
5. Atmospheric smokes and fogs must be documented in advance on the call sheet. These artificial smokes, fogs and dust are regulated by different agencies which determine certain fogs and smoke that may be used in different situations, e.g., indoor use versus outdoor use. The MSDS/SDS for the product being used must be on file and be made available to any employee upon request.

WATER HAZARDS

1. When working on or near water, an employee shall inform his/her supervisor if the employee cannot swim or has a fear of water. All employees working in or from boats must wear an approved flotation device such as a life jacket.
2. A water safety team, which may include safety spotters, divers and/or additional safety boats, should be used when filming on any body of water. When filming in rivers or oceans, where strong currents may arise, additional safety measures such as nets or safety lines may be needed.
3. When using watercraft, consult with the captain or marine coordinator regarding load and rider capacity limits. Only required personnel should be on watercraft, all others should remain on land.
4. If employees are going to enter the water, some precautions may be necessary such as water testing for health hazards or animal wranglers for aquatic life. The production should always inquire about the conditions in the body of water and wildlife that may be present.

FIREARMS AND OTHER WEAPONS

1. Firearms and weapons can only be managed by a qualified Property Master or Armorer. When firearms are used on set, the Property Master should meet individually with cast members involved in the scene to explain the types of weapons, safety features of each weapon and how it responds (i.e., a small handgun may only eject the cartridge 4 feet whereas an automatic weapon may project the cartridge 15 feet).
2. Before the weapons are used on set, a safety meeting with all appropriate employees should be held to address any questions and safety concerns that may arise, such as camera and crew positions. The Property Master should show the weapon to the affected employees so they have the opportunity to inspect the weapon. A "safe zone area" should be designated for employees that do not need to be a part of the shot.

3. Treat all weapons as though they are loaded and ready to use. Do not play with weapons and never point one at anyone, including yourself. Follow the directions of the Property Master and or Armorer regarding all weapons.
4. The use of firearms and other weapons may require special permits and or operator certifications. All weapons must undergo thorough safety inspection, testing and cleaning on a daily basis by qualified personnel.

ANIMALS

1. To ensure the safety of all cast and crew, as well as the animals, only qualified professional trainers and/or handlers should be allowed to work with animals on productions.
2. When animals are used in filming, it should be noted on the call sheet or otherwise posted to inform employees.
3. Before the animal is brought to set, the wrangler or trainer should hold a safety meeting informing all employees of all safety concerns and precautions to be taken when working around the animal.
4. Production should restrict access to necessary employees only and post "closed set" signs whenever possible to help maintain minimal employee exposure.
5. Do not feed, pet or play with any animal without the permission and direct supervision of its trainer or handler. Defer to the animal trainers at all times.

When working with certain animals, it may be necessary to cable, fence or cage the animals to protect employees from potential harm.