



COVID-19
PROTOCOL
**audiovisuele
sector**

NETHERLANDS COVID-19 PROTOCOL FOR THE AUDIOVISUAL SECTOR

Preamble

The different professions that are involved in audiovisual productions want to continue their work in a safe and responsible way. This is because of the direct and indirect economic interests and because of the vital cultural and social function of audiovisual productions: these act both as a connective tissue for society and as a source of information, amusement, emotion and reflection.

This protocol contains hygiene guidelines, precautionary and protective measures and rules of behaviour. Their purpose is to ensure that workplaces and work situations are as safe as possible during the COVID-19 pandemic. The protocol provides clarity to everyone who is involved in audiovisual productions, including professionals, businesses, public service and commercial broadcasters, clients, financiers, and insurers/guarantee funds.

The protocol focuses on the development, preproduction, production and postproduction of audiovisual productions in the broad sense of the term, both scripted and non-scripted, including news and informative programmes, entertainment, commercials, fiction, documentaries, animation, and interactive productions.

Activities on behalf of professional audiovisual productions are regular business activities. Work can take place in studio spaces equipped for this purpose as well as at other indoor and outdoor locations.

Since every audiovisual production is different, in practice there may be a reason for parties to deviate from this protocol if the situation demands it. It is up to the parties involved - taking into account all precautionary

measures - to consider carefully whether an audiovisual production can be continued.

It is advised to always consult the websites of the Dutch government and RIVM (National Institute for Public Health and the Environment) for the current general measures and regulations. You should also always consult the current advice and regulations in the relevant safety region and/or municipality where the filming is planned. Additional measures may be taken for regions where infection rates are high for a longer period.

The protocol will be updated as soon as possible when new insights, advice or measures come into force. The protocol is published on the websites of NAPA and NCP, as is a list of Frequently Asked Questions.

- The [Sector Plan Corona](#) for the cultural and creative sector is specifically aimed at receiving audiences in a safe manner. It includes prevention and intervention measures related to four risk levels.
- The NOS broadcasting organisation has its own protocol (for employees, contractors, suppliers, and guests).
- For viewings on location, the protocol of the NVBF applies.
- For music recordings, performing artists and (music) companies should follow the protocols for performing arts and orchestras.

Where the text has been modified compared to versions 9.2 it is marked with an orange line.



Strategy

The protocol is in line with current Dutch government measures and RIVM recommendations. Starting point is the [basic advice to avoid infection](#):

- stay at home if you have corona-related symptoms;
- go into isolation in case of a positive (self) test;
- ensure good ventilation;
- maintain good (hand) hygiene;
- cough and sneeze into the inside of your elbow;
- keep your distance and wear a face mask where it is crowded;
- encourage working from home.

When elderly or people from other vulnerable population groups are involved in productions, extra care is required.

Current

Isolation and quarantine policy

- You must not have had any corona-related symptoms in the 24 hours before coming to the work site.
- If you have been diagnosed with a corona infection, you must comply with the current isolation and quarantine regulations, even if you do not have any complaints (yet). You can find these regulations at [Mijnvraagovercorona \(EN\)](#) and [Self-isolating after \(self\)testing positive for coronavirus](#).

Preventive testing?

Preventive testing means testing for the presence of the coronavirus *without* the person showing symptoms of COVID-19.

- There is currently no (urgent) recommendation to use preventive testing and/or PCR testing for persons involved in filming.
- However, (self-)testing in the event of corona-related symptoms remains important, as is compliance with the isolation guidelines in the event of a positive (self-)test.

Ventilation

- Ensure good 24-hour ventilation at all work sites.
- Open windows in indoor areas where people congregate, or ensure that ventilation installations in buildings are set up in such a way that fresh air is regularly brought into a building. Provide ventilation without recirculation if there is an increased risk of infection.
- Follow at least the [Dutch Building Decree \('Bouwbesluit'\) and the national guidelines for the ventilation of buildings](#) (in Dutch only).
- Where possible, use CO2 meters to monitor the air quality in common areas; avoid CO2 values of 1200 PPM or higher.

Workplace

Hybrid working (combination of working at home and at the office) should be encouraged. Wherever possible, use a home working policy for work that does not necessarily have to be done at the office or location. It is up to employers/commissioning parties and workers to agree on the best possible allocation.

Face masks and keeping distance

- There is currently no requirement to wear a face mask in the Netherlands.
- However, managers of certain buildings may require the wearing of a face mask on site.
- You are advised to wear a face mask inside and outside when it is busy. This helps prevent contamination of yourself and others. Always make sure the mask covers the nose, mouth and chin.
- It is no longer mandatory to stay 1.5 metres from others, but it remains a safe distance. So give each other enough space.

Travel

When travelling to and from abroad, always check the current travel advice and regulations, including those concerning testing and quarantine obligations. Follow advice and obligations. You can find the current travel advice and regulation via [Netherlandsworldwide.nl](https://www.netherlandsworldwide.nl) (EN) / [Nederlandwereldwijd.nl](https://www.nederlandwereldwijd.nl) (NL) or in the [Travel App of the Dutch Ministry of Foreign Affairs](#) (in Dutch only). Travel to countries marked orange or red is strongly discouraged.

- Currently, most travellers from countries inside and outside the European Union or Schengen zone, can enter the Netherlands without entry restrictions due to COVID-19 or other COVID-19 requirements.
- As of January 10, 2023, travellers from China with final destination the Netherlands must have a negative test certificate before boarding the plane to the Netherlands. In addition, travellers to and from China are urgently advised to wear a medical face mask on the plane. Upon arrival at Schiphol Airport, travellers from China will receive a free self-test.
- If you are travelling from the Netherlands within the EU/Schengen zone, you may need a Digital Corona Certificate (DCC). The DCC is available via the [CoronaCheck app](#).

- If you travel from the Netherlands to countries outside the EU/Schengen zone, always check whether special entry restrictions apply and what documents you need.

PRECAUTIONARY MEASURES

The following measures must always be observed by all persons present at work sites, such as in the office, in the studio and when recording on location indoors or outdoors, and for various productions.

1. Do you have any health complaints associated with corona, such as a cold, runny nose, sneezing, sore throat, slight cough, sudden loss of smell and/or taste, tightness in the chest, increased temperature or fever? Stay at home and inform your employer. Use a self-test or get tested via the GGD.
2. If you have been diagnosed with a corona infection, you must comply with the current isolation and quarantine regulations, even if you do not have any complaints (yet). You can find these regulations at [Mijnvraagovercorona \(EN\)](#) and [Self-isolating after \(self\)testing positive for coronavirus](#).
3. Do not come to the work site if you have had corona-related complaints in the previous 24 hours.
4. Ensure good 24-hour ventilation at all working locations.
5. Ensure good hand hygiene. Wash your hands regularly with soap and water and then dry them thoroughly, preferably with a paper towel that you throw away immediately. You can also use a disinfectant hand gel containing at least 70% alcohol. Always do this: before going out, when coming home or at work, after blowing your nose, after travelling with public transport, before eating and after going to the toilet.
6. Cough and sneeze into the inside of your elbow. Use paper tissues to blow your nose, then throw them away and wash your hands.

7. Keep your distance from others whenever possible. When setting up locations, make sure that this is possible (also when entering the location). Take into account room to move and walk, and the space taken up by furniture and equipment. Provide enough separate changing rooms.
8. Wear a face mask where required and advised due to crowding (indoors and outdoors).
9. Provide for daily and, if necessary, interim cleaning at the work location. Pay attention to frequently used hand contact points. Follow the [general hygiene guidelines](#) of the LCHV (Dutch National Center for Hygiene and Safety).
10. Appoint a Health & Safety Officer who has responsibility and authority for monitoring and ensuring compliance with the applicable protocol. If effective, combine this task with another function (for example, the in-house emergency and first-aid officer and/or the sustainability manager).
11. Ensure that everyone is aware of the instructions and precautionary measures that follow from the protocol and any specific elaboration per production. Ask contractors (freelance employees) to sign a declaration that they have read this protocol and agree to act accordingly.

The Health & Safety Officer should explicitly draw the attention of all persons who are unable to keep the required or advised distance from each other in their work to the fact that they must not have had any corona-related complaints in the preceding 24 hours before they are allowed to cooperate or come to the work location. They may be asked for their body temperature or it may be taken non-invasively without further processing.
12. When recording on location, always inform the municipality and/or Safety Region and (if applicable) local residents in advance in order to avoid ambiguity.

13. Always consult the current regulations in the relevant Safety Region and/or municipality where filming is planned. Additional measures may follow for regions where infection rates are high for a longer period.

14. When travelling to and from abroad, always check the current travel advice and the current regulations, including those relating to compulsory testing and quarantine. Follow the advice and obligations. You can find the current travel advice and regulation via [Netherlandsworldwide.nl](https://www.netherlandsworldwide.nl) (EN) / [Nederlandwereldwijd.nl](https://www.nederlandwereldwijd.nl) (NL) or in the [Travel App of the Dutch Ministry of Foreign Affairs](#) (in Dutch only).

15. Draw up a project plan for each production in which it is laid down how the protocol will be implemented.

16. Limit the number of people present. (Line) producers must be critical of who does or does not need to be present on the set or at the work location. Avoid unnecessary set visits or spectators.

17. Where possible, apply a home working policy for work that does not necessarily have to be done at the office or location, such as script development, research and editing.

18. Organise meetings, castings, auditions or other pre-production work as well as post-production work via (digital) communication means where possible.

19. Identify in advance which employees are strictly necessary to carry out the work during the shoot. Work as much as possible in permanent teams, so that there is a limited, manageable and controllable group of workers.

Make sure that employees are recognisable per department/discipline (for example, by means of coloured bands). This makes it clear who should/should be present at the work location.

20. Structure (the preparation for) shooting days in such a way that workflows follow each other as far as possible and do not overlap, so that one department finishes work before the next department arrives. In the case of recordings lasting several days, plan the activities as much as possible in a consecutive working week.

21. Avoid unnecessary group formation. For example, by taking turns taking breaks and/or using several rooms. Organize the change of (groups of) employees via walking routes where sufficient distance can be kept from others.

Also mark out walking routes in places where many people are likely to congregate at the same time (e.g. coffee corners, canteen/catering areas, toilets) in order to create as much one-way traffic as possible and to prevent 'cross traffic'. If necessary, place markings to monitor distances.

22. Clearly mark a filming location as a workplace and keep passers-by at a distance; for example, use construction fencing and other means such as information boards (by analogy with a building site). Ensure the presence of additional assistance for crowd control in the event of outdoor shoots.

23. If third-party locations are used or rented: do not use these locations if the owners or permanent users of this location - or their family members - are suffering from colds and fevers (38 degrees Celsius or higher) and/or tightness of the chest when they (also) use the room(s).

24. Where necessary, realize an extra separation of plexiglas or plastic between fixed workplaces if it is not possible to maintain a sufficient distance from others (for example, in production vehicles).

25. Catering staff should ensure extra good hand hygiene. Where possible, hand out drinks and food in sustainable single-serving containers, place them on a take-away table, or ensure that drinks and food are served.

26. Use personal equipment and tools as much as possible. Tools should preferably not be shared. Clean your hands before and after using



equipment, tools and other consumables, also from suppliers. If necessary, clean equipment and materials in the meantime.

27. Select the materials to be used in terms of size, weight and operation as far as possible on the basis of the possibility of one person operating them.

28. Where necessary, use extra equipment to ensure sufficient distance from others when recording (for example: monitors, rods, etc.).

29. Actors, presenters, performers, jury members and other participants should, where possible, provide their own clothing/styling/costume and make-up/hair and the placement of any audio transmitters.

30. If clothing/styling and make-up/hair are provided by an employee or in case of live instructions of stunts: always ensure good hand hygiene and use mouth masks where necessary. The same applies if a staff member applies audio transmitters to actors, presenters, jury members and other participants or guests.

31. All attributes used by a staff member are personal (e.g. personal make-up) or are only used once per actor, presenter, participant, jury member, extra or guest. Use a clear control system (e.g. logbook, colour/date stickers).

COLOPHON

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The Netherlands COVID-19 Protocol for the Audiovisual Sector has been adopted in consultation with and with input from professionals from DAFF (Dutch Academy For Film), the various industry and professional associations, public-service and commercial broadcasting organisations, businesses, funds and the Taskforce for the cultural and creative sector. The content of the protocol has also been coordinated with the Ministry of OCW (Education, Culture and Science); after adoption, the document has been submitted to the Ministries of OCW and EZK (Economic Affairs and Climate).

The protocol has been drawn up by a task force commissioned by NAPA (Netherlands Audiovisual Producers Alliance) and NCP (Association of Dutch Content Producers). The most recent version of the protocol is always available on the websites of both associations, as well as a list of Frequently Asked Questions.

[Netherlands Audiovisual Producers Alliance \(NAPA\)](#)
[Association of Dutch Content Producers \(NCP\)](#)

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