

## FAQs — Manitoba Media Production Industry COVID-19 Safety and Health

Additional information, resources and links can be found in the [Manitoba Media Production Industry COVID-19 Safety and Health Guide](#) and on the On Screen Manitoba [COVID-19 Information and Resources](#) page.

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## How can I keep myself safe at work?

Here are 5 basic actions you can take to keep yourself safe and help prevent the spread of COVID-19:

- **Stay at home** if you feel sick.
- **Maintain physical distancing whenever reasonably possible** (at least 2 metres).
- **Wash your hands** frequently and thoroughly using warm running water for 15 to 20 seconds or use hand sanitizer when warm running water and soap is not available (watch this [video](#) on best practices for hand-washing and this [video](#) on applying hand sanitizer).
- **Wear a mask** on set, on location, in the production office and on other production-related worksites whether indoors or outdoors (watch this [video](#) on safe use of masks).
- **Reduce your total number of contacts** whenever reasonably possible by working remotely or by working in smaller groups (“cohorts,” “teams” or “pods”).

## What are the employer’s responsibilities?

- Manitoba Workplace Safety and Health legislation requires employers to provide a safe workplace for their workers. This includes following Manitoba Public Health orders and COVID-19 health and safety guidance.
- Productions and production companies are encouraged to ensure COVID-19 Safety and Health Protocols for their specific production/workplace are:
  - clearly defined;
  - updated regularly according to government directives; and
  - communicated on a regular basis to all employers, employees, contractors, subjects, volunteers and affiliated officials.

## What are the responsibilities of employees, contractors, subjects, volunteers and affiliated officials attending the worksite?

- It is everyone’s (employers, employees, contractors, subjects, volunteers, affiliated officials attending the worksite) responsibility to stay informed, practice [COVID-19 safety basics](#) and ensure Manitoba Public Health COVID-19 safety and health guidelines and best practices are respected at all times.
- Everyone working in and affiliated with the media production industry is responsible for maintaining a safe worksite at all times.

## Is daily screening and testing for COVID-19 required on set and for other media production industry worksites?

- Every day, prior to attending any media production industry worksite, employers, employees, contractors, subjects, volunteers and affiliated officials must complete the [Shared Health Manitoba Screening Tool](#) and/or a screening tool provided by the employer (production or production company).
- Use the screening tool before you leave home but as close as you can to your start time. Do not complete the screening tool the night before you are scheduled to work.

- Productions and other workplaces may require everyone attending the workplace to have their temperature checked with a contactless thermometer at a designated check point prior to entering the worksite.
- Productions and other workplaces may require regular COVID-19 testing.

### What happens if someone working on a production tests positive for COVID-19?

- If someone attending a production worksite tests positive for COVID-19, Manitoba Public Health officials will conduct a public health investigation to determine if any steps need to be taken in the workplace. Manitoba Public Health is also responsible for contact tracing.
- Accurate record-keeping in regard to where and when employers, employees, contract workers, subjects, volunteers and affiliated officials attending the worksite have been on set, on location, in the production office and on other production-related worksites is important to facilitate the work of public health officials as they determine any steps that must be taken in your workplace as a result of a positive COVID-19 test or contact tracing.
- If you test positive for COVID-19, you must self-isolate and follow instructions from Manitoba Public Health officials.
- If you have downloaded the [COVID Alert App](#), and the app identifies that you may have been exposed to someone with COVID-19, it will provide instructions as to what to do to reduce the potential spread of the virus.

### Who is responsible for all of the extra cleaning now required in the workplace?

- Employers are responsible for providing appropriate sanitization/cleaning supplies, schedules and human resources for workspaces, common areas, equipment/supplies and high-touch objects.
- Cleaning may be carried out by the employer, employees, contractors, subjects, volunteers and affiliated officials in the course of their normal duties, but the employer must designate a trained individual who is responsible for ensuring cleaning and other COVID-19 safety protocols are being carried out properly and consistently. The employer must communicate clearly to employees, contractor workers, subjects, volunteers and affiliated officials who is responsible for supervising and implementing cleaning protocols.
- Employers, employees, contractors, subjects, volunteers and affiliated officials attending the worksite should work together to ensure cleaning protocols are implemented.

### Do people traveling to Manitoba from within Canada to work in the media production industry have to quarantine upon arrival?

- The January 28, 2021 [Self-Isolation Orders for Persons Entering Manitoba](#) continue to be in effect and states that all persons traveling to Manitoba, including from within Canada, must self-isolate for a period of 14 days; however, Article 2(1)(m) on page 6 indicates that “the cast and crew and other persons directly involved in a film

production, if they are not displaying any symptoms of COVID-19,” remain exempt from the self-isolation order.

Do people traveling to Manitoba from an international location to work in the media production industry have to quarantine upon arrival?

- **Canadian citizens and foreign nationals traveling to Manitoba from an international location must abide by [Federal regulations regarding COVID-19 testing and quarantine \(certain exceptions unrelated to the media production industry apply\)](#).** The [regulations for air travel](#) and the [regulations for land travel](#) both require specific COVID-19 tests and a 14-day quarantine.
  - When arriving by air, the traveler must complete the obligatory 3-night hotel quarantine and receive a negative COVID-19 test at which point they may travel on to Manitoba to complete the final 11 days of quarantine (and a second required COVID-19 test).
  - Note that if the traveler begins to show COVID-19 symptoms during their quarantine, are exposed to another traveller with symptoms, or test positive for COVID-19, they must begin an additional 14 days of isolation. Fines are in effect for those who do not follow federal and provincial public health regulations.
- **In regard to air travel, the traveler must work through this Government of Canada [pre-travel checklist](#). It includes information on:**
  - Who is [permitted to enter Canada](#);
  - The [preparation and submission of a quarantine plan](#) prior to arrival;
  - The specific required [pre-entry COVID-19 test\(s\)](#). Note that travellers with correspondence(s) may be required to take and pre-schedule a specific COVID-19 test in their correspondence airport;
  - The [required 3-night government-authorized hotel quarantine](#) in one of Vancouver, Calgary, Toronto or Montreal (the only airports currently allowed to receive international flights) that must be booked prior to travel;
  - The registration for the specific [COVID-19 test required upon arrival in a Canadian airport](#);
  - The [specific COVID-19 test required on day ten of the 14-day quarantine period](#);
  - [How to travel to your final destination to complete quarantine](#) after the required COVID-19 arrival test and mandatory 3-night hotel quarantine; and
  - [How to quarantine](#).
- **In regard to travel by land (driving) the traveler must work through this Government of Canada [pre-travel checklist](#). It includes information on:**
  - Who is [permitted to enter Canada](#);
  - The specific required [pre-entry COVID-19 test](#);
  - How to set up an [account for arrival testing](#);
  - Using [ArriveCAN](#) to submit your travel and quarantine plans;
  - The [ArriveCAN receipt, test results, and quarantine plans ready for assessment](#) by a Border Services Officer;
  - Completing [arrival testing at the border](#). [Register in advance](#) for arrival testing;

- [Instructions](#) for driving to you place of quarantine;
- [How to quarantine.](#)

### How are quarantine restrictions for international travelers monitored?

- Visit Government of Canada – [Mandatory quarantine or isolation](#) for complete information. In summary, the Government of Canada uses the information the traveler provided in [ArriveCAN](#) to verify that:
  - the traveller arrived at the place of quarantine; and
  - they provide daily symptom reports.
- In addition, the traveler:
  - will receive live or automated calls. They must answer calls from 1-888-336-7735 and answer all questions truthfully to demonstrate compliance with the law;
  - will receive email reminders of quarantine requirements; and,
  - they may receive in-person visits from a screening officer at their place of quarantine. Designated screening officers are contracted and trained to conduct on-site visits on behalf of the Government of Canada.

### How are COVID-19 protocols and guidelines for productions, specific production departments and other media production industry workspaces developed?

- The [Manitoba Media Production Industry COVID-19 Safety and Health Guide](#) is updated regularly and is designed to help employers, employees, contractors, subjects, volunteers and any affiliated officials attending the worksite (including producers, cast, background performers, interview subjects, crew, guests, etc.) meet the physical distancing, cleaning and hygiene practices required by the Manitoba Government to reduce the spread of COVID-19 when they are on set, on location, in a production office, on other production-related worksites and in the offices of a production company in Manitoba.
- The Guide provides basic recommendations for a wide range of types and sizes of production and may be used as a base document for production and company-specific COVID-19 safety protocols
- The Guide also includes some specific requirements for certain departments, including transportation, costume and make-up. Additional department-specific information is updated regularly on the [On Screen Manitoba COVID-19 Information and Resources](#) page.
- Employers and employees should consider the specific needs of individual departments and worksites to establish production-specific protocols and guidelines. These should be informed by the context of the specific production and worksite(s), including the type and size of the filming location, worksite and the number of people involved in any one worksite.

### Are the Health and Safety protocols different when working outdoors?

- Whether indoors or outdoors, employees, contractors, volunteers and affiliated officials must work with employers to ensure physical distancing, use of masks and/or face shields, access to hand-washing and/or hand sanitizer and cleaning of equipment and other high-touch objects are implemented at all times.

### Are the protocols different for unscripted, documentary, factual and commercial projects?

- Annex 2 of the [Manitoba Media Production Industry COVID-19 Safety Guide](#) provides guidelines specific to unscripted, documentary, factual and commercial projects.
- Due to the unique nature of unscripted, documentary, factual and commercial productions and in addition to the general media production industry COVID-19 safety protocols described above, the following is required:
  - When filming on location in Manitoba, all interview subject agreements will include a COVID-19 clause stating that the subject is free of symptoms and agrees to follow the physical distancing, mask use, hygiene, cleaning and other COVID-19 safety protocols described by the specific production.
  - Each production should designate a specific person who will be present during filming and who will be responsible for ensuring COVID-19 safety protocols are implemented.
  - When filming on location, the production company will provide employees, contract workers, volunteers, subjects and affiliated officials attending the worksite with necessary COVID-19 safety materials, including but not limited to non-medical masks, face shields, hand-washing facilities and/or hand sanitizer, gloves and Canada-approved cleaning and disinfecting supplies.
  - All written releases and paperwork should, as reasonably possible, be electronic.
  - Subjects, actors, volunteers, employers, employees and contract workers being recorded should be boomed or put on their own microphones.
  - Microphones must be cleaned before and after each use.
- *Documentary Production in the Era of COVID-19*, a guide produced by the Documentary Organization of Canada (DOC) provides more detail and is available in both [English](#) and [French](#).

### Can employers (production company or productions) require that employees, contract workers and others attending the worksite be vaccinated for COVID-19?

- The answer to this question is complex. Public discussion about the notion of “vaccination passports” is ongoing. We have provided links to resources in response to this question for your consideration:
  - According to the Manitoba legal team at Filmore Riley: “The brief answer is ‘probably not’ ....*The Human Rights Code of Manitoba* does not permit employment discrimination on medical grounds, which would very likely include

an employee's vaccination status....Objectors to vaccination on religious grounds might also find protection in *The Human Rights Code* from being obliged to be vaccinated." Read the [full article here](#). This article by [DLA Piper](#) provides further context.

- The media have also covered this issue. Here are a few articles: [CBC](#), [Winnipeg Free Press](#).

### What is the difference between cleaning, sanitizing and disinfecting?

- **Cleaning removes germs, dirt, and impurities from surfaces or objects.** Cleaning works by using soap (or detergent) and water to physically remove germs from surfaces. This process does not necessarily kill germs, but by removing them, it lowers their numbers and the risk of spreading infection.
- **Sanitizing lowers the number of germs on surfaces or objects to a safe level**, as judged by public health standards or requirements. This process works by either cleaning or disinfecting surfaces or objects to lower the risk of spreading infection.
- **Disinfecting kills germs on surfaces or objects.** Disinfecting works by using chemicals to kill germs on surfaces or objects. This process does not necessarily clean dirty surfaces or remove germs, but by killing germs on a surface after cleaning, it can further lower the risk of spreading infection.
- To ensure that germs are eliminated, **clean** and **disinfect** on a regular basis. Follow instructions on items to get cleaning information.
- **[If an item cannot be cleaned and disinfected, do not use it.](#)**
- Find more information about the differences between [cleaning, disinfecting and sanitizing](#). Here are instructions for [cleaning and disinfecting your facility](#).
- Find a poster about [cleaning and disinfecting public spaces \(high-touch surfaces and common areas\)](#) and always use [approved hard-surface disinfectants](#).

### When are productions required to designate or hire COVID-19 safety workers?

According to Workplace Safety and Health legislation, employers have a responsibility to provide a safe workplace for their workers.

- Employers must designate a health and safety representative if they have 10 to 19 workers, and a health and safety committee for a crew of 20 or more workers. Employers, representatives and committees should ensure all workers are following COVID-19 guidance recommendations.

In addition to the above legislative requirements, the Manitoba media production industry recommends that:

- Productions **with less than 10 people working at the same time designate a safety and health representative**, who is responsible for ensuring COVID-19 Safety and Health Guidelines are being met on set, on location, in production offices and on other production-related worksites in Manitoba.
- Productions with **11 to 25 people working at the same time hire one person dedicated to communicating and enforcing COVID-19 Safety and Health Protocols**.

- Productions with **more than 25 people working at the same time hire multiple persons dedicated to the coordination, implementation, communication and enforcement of COVID-19 Safety and Health** protocols, including a dedicated COVID-19 Safety and Health Supervisor or Officer.
- It is preferred that the COVID-19 Safety and Health Supervisor or Officer have completed advanced education in the medical field, health and safety or bioscience.
- Productions with 20 or more employees working at the same time should also form a COVID-19 Safety and Health Committee, which will include the Safety and Health Supervisor or Officer as well as the producer and department representatives ([See Manitoba Media Production Industry COVID-19 Safety and Health Guide \(Annex 5\)](#)).