

Health and Safety on Set

Emergency Information and Planning

In Case of Emergency Dial _____

Nearest Hospital _____

Set Medic Location _____

Primary Exit _____

Secondary Exit _____

Safe Assembly Point _____

IN CASE OF FIRE ALARM ACTIVATION

- Upon discovery of a fire or when you hear alarms call 911 and evacuate the stage or building
- Proceed to your designated Safe Assembly Area (noted above)
- Remain at Safe Assembly Area. Stay Clear of emergency personnel
- Never re-enter the building until instructed by Production Management
- Never attempt to fight a fire unless you are trained and authorized to do so

IN CASE OF MEDICAL EMERGENCY

- Dial 911
- Never attempt to move an injured person
- Keep bystander’s clear of the area
- Send someone outside to guide emergency services to the victim
- Respect the person’s privacy by keeping clear of the victim and responders

IN CASE OF EARTHQUAKE

DROP-COVER-HOLD

- Drop to floor
- Take cover under a sturdy object
- Hold on to that object until the shaking stops
- Once shaking stops inspect immediate area for injured and damage
- Never evacuate a stage or office unless instructed to do so by 1st AD or Production Management. It may be safer inside than outside
- If required to evacuate proceed to your Safe Assembly Area
- Be prepared for after shocks as they may occur at any time

Hazard Communication- Your Right to Know

- Information on hazardous chemicals used and stored in this area can be obtained from you Supervisor or the production Office
- Safety Data Sheets (SDS) are available at www.msdonline.com or by calling 1-888-362-7416 (identify yourself as Sony employee)
- Dispose of hazardous materials and hazardous waste properly. Consult your supervisor for disposal policies.

CODE OF SAFE PRACTICES

Revision July, 2025

Compliance with the Code of Safe Practices is mandatory. This Code of Safe Practices shall be provided to all crew members at hire and posted in conspicuous locations throughout the production. Supervisors will ensure that crew members have the Code of Safe Practices readily available. Crew members in violation of codes are subject to disciplinary action.

1. All crew members are responsible for; following the general safe work practices as outlined, following the specific safe work practices applicable to their job assignments or tasks, assisting in maintaining a safe work environment, and reporting all unsafe conditions or practices to their respective Supervisor, Department Head or Production Managment. There will be no reprisals or adverse consequences for reporting concerns relating to occupational safety and health.
2. Supervisors shall insist on crew members observing and obeying every rule, regulation and order as is necessary to ensure compliance, up to and including discharge.
3. Crew members will receive and shall attend safety training, which will be relevant to the work-related safety hazards to which they are exposed.
4. All occupational injuries, no matter how minor, shall be reported to Production Management and/or the crew members immediate Supervisor or Department Head. Always seek medical attention for occupational injuries and illnesses.
5. All accidents and near misses shall be reported immediately to Production Management, or the crew member’s Supervisor or Department Head. An investigation shall be completed to ensure any hazards are corrected, or the chance of a repeat occurrence is eliminated. All crew members are required to participate in any incident investigation.
6. Anyone known to be under the influence of drugs or intoxicating substances that impair the crew member’s ability to safely perform their assigned duties shall be subjected to disciplinary action.
7. When determined to be required, crew members will wear and properly maintain protective equipment applicable or relevant to the hazards to which they are exposed.
8. Horseplay, scuffling, and other acts adverse to the safe performance of work shall be prohibited.
9. All work shall be well planned, executed and supervised in a safe manner to prevent accidents and injuries.
10. No one shall knowingly be permitted or required to work while his/her ability or alertness is so impaired by fatigue, illness, or other causes that it might unnecessarily expose themselves or others to injury.
11. No crew member will be required to perform work activities that they feel places them in personal danger or exposes them to uncontrolled hazards that may result in personal injury or illness.
12. Crew members will not operate or use any mechanical equipment or vehicle in a manner that is inconsistent with established policies, procedures, or manufacturers recommended guidelines. Crew members shall be appropriately trained or licensed to operate any equipment or machinery that requires specialized training or qualification.
13. Crew members will be made aware of the location of, and methods to obtain, hazard communication and hazardous substance information, including access to Safety Data Sheets (SDS) applicable to their respective work activities, or to chemicals in which they come into contact during the course of work.
14. The use of hazardous materials will be kept to a minimum and be properly stored, used, and controlled at all times.
15. Crew members will familiarize themselves with established emergency procedures and exits for each location where they are assigned to work.
16. Crew members required to work at unguarded or unprotected heights, as per specific regulation, are required to wear fall protection equipment at all times. Consult your Supervisor or Department Head for specific trigger heights and policy.
17. Crew members will be made aware of general location safety concerns including extreme weather conditions, dangerous plants and/or animals, and geographic layouts that may present additional safety concerns. Review all postings, emails/distributions, or call sheet attachments relating to safety and health matters.
18. Crew members are required to attend all safety meetings. Daily safety meetings are to be held prior to production commencement, when significant events (i.e. Special Effects, Stunts) are to occur, or when production planning has been modified/enhanced significantly enough to warrant additional information to be disseminated.
19. Only qualified personnel are authorized to perform electrical work, install scaffolding or rigging, and operate aerial lifts/condors/forklifts.
20. Where applicable, crew members will be made aware of the Production’s working alone policy.
21. Bullying and harassment, or violent acts of any kind will not be tolerated. All such acts, whether actual or perceived, must be reported immediately to Production Management.

SAFETY AND HEALTH PROTECTION ON THE JOB

State of California
Department of Industrial Relations



California law provides workplace safety and health protections for workers through regulations enforced by the Division of Occupational Safety and Health (Cal/OSHA). This poster explains some basic requirements and procedures to comply with the state’s workplace safety and health standards and orders. The law requires that this poster be displayed. Failure to do so could result in a substantial penalty. Cal/OSHA standards can be found at www.dir.ca.gov/samples/search/query.htm.

WHAT AN EMPLOYER MUST DO:

All employers must provide work and workplaces that are safe and healthful. In other words, as an employer, you must follow state laws governing job safety and health. Failure to do so can result in a threat to the life or health of workers, and substantial monetary penalties.

You must display this poster in a conspicuous place where notices to employees are customarily posted so everyone on the job can be aware of basic rights and responsibilities. You must have a written and effective Injury and Illness Prevention Program (IIPP) meeting the requirements of California Code of Regulations, title 8, section 3203 (www.dir.ca.gov/title8/3203.html) and provide access to employees and their designated representatives. You must be aware of hazards your employees face on the job and keep records showing that each employee has been trained in the hazards unique to each job assignment.

You must correct any hazardous condition that you know may result in injury to employees. Failure to do so could result in criminal charges, monetary penalties, and even incarceration.

You must notify a local Cal/OSHA district office of any serious injury or illness, or death, occurring on the job. Be sure to do this immediately after calling for emergency help to assist the injured employee. Failure to report a serious injury or illness, or death, within 8 hours can result in a minimum civil penalty of \$5,000.

WHAT AN EMPLOYER MUST NEVER DO:

Never permit an employee to do work that violates Cal/OSHA workplace safety and health regulations.

Never permit an employee to be exposed to harmful substances without providing adequate protection.

Never allow an untrained employee to perform hazardous work.

EMPLOYEES HAVE CERTAIN WORKPLACE SAFETY & HEALTH RIGHTS:

As an employee, you (or someone acting for you) have the right to file a confidential complaint and request an inspection of your workplace if you believe conditions there are unsafe or unhealthful. This is done by contacting the local Cal/OSHA district office (see below). Your name is not revealed by Cal/OSHA, unless you request otherwise.

You also have the right to bring unsafe or unhealthful conditions to the attention of the Cal/OSHA investigator inspecting your workplace.

You and your designated representative have the right to access the employer’s IIPP. Any employee has the right to refuse to perform work that would violate an occupational safety or health standard or order where such violation would create a real and apparent hazard to the employee or other employees.

You may not be fired or punished in any way for filing a complaint about unsafe or unhealthful working conditions, or for otherwise exercising your rights to a safe and healthful workplace. If you feel that you have been fired or punished for exercising your rights, you may file a complaint about this type of discrimination by contacting the nearest office of the California Department of Industrial Relations, Division of Labor Standards Enforcement (Labor Commissioner’s Office) or the San Francisco office of the U.S. Department of Labor, Occupational Safety and Health Administration. (Employees of state or local government agencies may only file these complaints with the California Labor Commissioner’s Office.) Consult your local telephone directory for the office nearest you.

EMPLOYEES ALSO HAVE RESPONSIBILITIES:

To keep the workplace and your coworkers safe, you should tell your employer about any hazard that could result in an injury or illness to an employee. While working, you must always obey state workplace safety and health laws.

HELP IS AVAILABLE:

To learn more about workplace safety rules, you may contact Cal/OSHA Consultation Services for free information, required forms, and publications. You can also contact a local district office of Cal/OSHA. If you prefer, you may retain a competent private consultant, or ask your workers’ compensation insurance carrier for guidance in obtaining information.

Call the FREE Worker Information Helpline – (833) 579-0927			
DIVISION OF OCCUPATIONAL SAFETY AND HEALTH (CAL/OSHA)			
HEADQUARTERS: 1515 Clay Street, Ste. 1901, Oakland, CA 94612 – Telephone (510) 286-7000			
District Offices	Cal/OSHA Consultation Services		
American Canyon 3419 Broadway St., Ste. H-B, American Canyon 94503 (707) 649-3700			
Bakersfield 7718 Hearny Ave., Bakersfield 93308 (661) 588-6400			
Foster City 1065 East Hillsdale Bl., Ste. 110, Foster City 94404 (650) 573-3812			
Fremont 39141 Civic Center Dr., Ste. 310, Fremont 94538 (510) 794-2521			
Fresno 2550 Mariposa Street, Rm. 4000, Fresno 93721 (559) 445-5302			
Long Beach 1500 Hughes Way, Suite C-201, Long Beach 90810 (424) 450-2630			
Los Angeles 320 West 4th Street, Suite 820, Los Angeles 90013 (213) 576-7451			
Modesto 4206 Technology Drive, Ste. 3, Modesto 95356 (209) 545-7310			
Monrovia 800 Royal Oaks Drive, Suite 105, Monrovia 91016 (626) 239-0369			
Oakland 1515 Clay Street, Ste. 1303, Oakland 94612 (510) 622-2916			
Redding 381 Hemsted Drive, Redding 96002 (530) 224-4743			
Riverside 3737 Main Street, Suite 201, Riverside 92501 (951) 410-4250			
Sacramento 1750 Howe Ave., Suite 430, Sacramento 95825 (916) 263-2800			
San Bernardino 464 W. 4th Street, Ste. 332, San Bernardino 92401 (909) 383-4321			
San Diego 7575 Metropolitan Dr., Ste. 207, San Diego 92108 (619) 767-2280			
San Francisco 455 Golden Gate Ave., Rm. 9516, San Francisco 94102 (415) 557-0100			
Santa Ana 2 MacArthur Place, Suite 720, Santa Ana 92707 (714) 558-4451			
Santa Barbara 411 E. Canon Perdido St. Santa Barbara 93103 (805) 485-1048			
Van Nuys 6150 Van Nuys Blvd., Ste. 405, Van Nuys 91401 (818) 901-5403			
Regional Offices			
San Francisco 455 Golden Gate Ave., Rm. 9516, San Francisco 94102 (415) 557-0300			
Sacramento 1750 Howe Avenue, Suite 440, Sacramento 95825 (916) 263-2803			
Santa Ana 2 MacArthur Place, Suite 720, Santa Ana 92707 (714) 558-4300			
Monrovia 800 Royal Oaks Drive, Suite 105, Monrovia 91016 (626) 471-9122			
Fresno 2550 Mariposa St. Rm. 4000, Fresno 93721 (559) 445-5302			
Field / Area Offices			
Fresno / Central Valley 2550 Mariposa Mall, Rm. 2005 Fresno 93721 (559) 445-6800			
La Palma / Los Angeles 1 Centerpointe Dr., Ste. 150 La Palma 90623 (714) 562-5525			
Oakland / Bay Area 1515 Clay Street, Ste. 1103 Oakland 94612 (510) 622-2891			
Sacramento / Northern CA 1750 Howe Ave., Ste. 490 Sacramento 95825 (916) 263-0704			
San Bernardino 464 West Fourth St. Ste. 339 San Bernardino 92401 (909) 383-4567			
San Diego / Imperial Co. 7575 Metropolitan Dr., Ste. 204 San Diego 92108 (619) 767-2060			
San Fernando Valley 6150 Van Nuys Blvd., Ste. 307 Van Nuys 91401 (818) 901-5754			
Consultation Regional Office			
Fresno 2550 Mariposa Mall, Rm. 3014 Fresno 93721 (559) 445-6800			

Enforcement of Cal/OSHA workplace safety and health standards is carried out by the Division of Occupational Safety and Health, under the California Department of Industrial Relations, which has primary responsibility for administering the Cal/OSHA program. Safety and health standards are promulgated by the Occupational Safety and Health Standards Board. Anyone desiring to register a complaint alleging inadequacy in the administration of the California Occupational Safety and Health Plan may do so by contacting the San Francisco Regional Office of the Occupational Safety and Health Administration (OSHA), U.S. Department of Labor Tel: (415) 625-2547. OSHA monitors the operation of state plans to assure that continued approval is merited.

July 2025

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BE PREPARED

Download the Protect SPE Application to learn more about Emergency Preparedness and other safety health resources



Android

Apple/iOS



SAFETY HOTLINE

REPORT SAFETY CONCERNS

ANONYMOUSLY 24/7

(310) 244 - 7266 or (888) 833 - 7233

California Prop 65 Warning

This facility may contain chemicals known to cause cancer, birth defects or other reproductive harm