

# 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 your Supervisor or the Production Office
  - Safety Data Sheets (SDS) are available via the QR code or by calling 310-429-8469 (identify yourself as a 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 Management. 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.



### All workers have the right to:

- A safe workplace.
- Raise a safety or health concern with your employer or OSHA, or report a work-related injury or illness, without being retaliated against.
- Receive information and training on job hazards, including all hazardous substances in your workplace.
- Request a confidential OSHA inspection of your workplace if you believe there are unsafe or unhealthy conditions. You have the right to have a representative contact OSHA on your behalf.
- Participate (or have your representative participate) in an OSHA inspection and speak in private to the inspector.
- File a complaint with OSHA within 30 days (by phone, online or by mail) if you have been retaliated against for using your rights.
- See any OSHA citations issued to your employer.
- Request copies of your medical records, tests that measure hazards in the workplace, and the workplace injury and illness log.

### Employers must:

- Provide employees a workplace free from recognized hazards. It is illegal to retaliate against an employee for using any of their rights under the law, including raising a health and safety concern with you or with OSHA, or reporting a work-related injury or illness.
- Comply with all applicable OSHA standards.
- Notify OSHA within 8 hours of a workplace fatality or within 24 hours of any work-related inpatient hospitalization, amputation, or loss of an eye.
- Provide required training to all workers in a language and vocabulary they can understand.
- Prominently display this poster in the workplace.
- Post OSHA citations at or near the place of the alleged violations.

On-Site Consultation services are available to small and medium-sized employers, without citation or penalty, through OSHA-supported consultation programs in every state.

This poster is available free from OSHA.

Contact OSHA. We can help.



1-800-321-OSHA (6742) • TTY 1-877-889-5627 • www.osha.gov

## 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) 883 - 7233

## California Prop 65 Warning

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