

INSTRUCTION OF OCCUPATIONAL SAFETY

Production:

Project:

1) Company objectives: safety and health

The occupational safety and health play a large role in our film production.

We observe to the existing occupational safety directives / orders and regulations, which is valid for our branch and we improve the quality of the living conditions and terms of employment. It is our common aim to realise the forthcoming film project successfully and without accidents and incidents.

2) Potential hazards in the working area/ film motif

We will create for each location a specific motif risk assessment according to legal requirements. The results of this risk assessment will be announced on the respective daily Call Sheet. The data and information must be necessarily observed and / or implemented.

3) The handling of production equipment, machinery and equipment

Only experts or instructed persons can appropriate production equipment and installation. Unattended operating equipments and systems must be secured against unauthorized use.

4) Order and cleanliness at the workplace

The workplace should be kept clean and tidy at all times. Appropriate containers are allocated to spend the waste. It is not allowed to stand empty bottles around. Especially glass bottles need to be gathered and kept at a central location.

5) Behavior in cases of accidents, fires and damage

The production management and the recording director at the set need to be informed in case of accidents, fires and damages. Necessary emergency calls (Tel: 112) must be deducted over the telephone set. Please act and react always prudent.

6) Behavior in cases of defect in the occupational safety

It is absolutely necessarily to brief the production management if defects in the occupational safety are known or suspected. The safety officer or the safety specialist need to be consulted if there is any doubt. Everybody has to cease work until the existing defects are clarified.

7) Escape routes and emergency exits

The escape routes and emergency exits are listed in the daily call sheet for the specific motif. Escape routes and emergency exits need to be marked. Paths may not be delivered. They always have to keep clear. Emergency exits must be opened easily at any time without outside support. The proper distance of 1 meter has to keep between the peripheral walls , the rounded horizon and the decoration.

8) First aid kit and first aider

At the motif set, the first aid kit is placed at the location/ set, truck or transporter. At the office, the first aid kit is placed at the tea kitchen. All rendered first aid services need to register in the central first-aid book. The first-aid book is placed in the first aid kit. The First-Aider is responsible to register necessarily cases.

9) Fire extinguishers/ fire protection

Fire, open light and smoking are banned at the motif set and production areas (interior). This prohibition may be waived if there are only scenario-based reasons. Special fire protections are indispensable prerequisite (fire safety guard with fire extinguisher) The fire extinguisher is placed at the motif set, location, truck or transporter (sprinter).

10) First aider/ occupational safety specialist/ accident assurance

The contact persons are listed in the staff list and on the daily disposable. Other names and telephone numbers are on the first aid poster at the catering.

11) Ban on access

Each unnecessary staying in dangerous places is - also authorized person - prohibited.

12) Personal protective equipment

Wear protective helmets everywhere where the risk of head injuries from falling objects or by bumping into obstacles cannot be excluded, especially at the construction, dismantling, reconstruction, warehouse operations, transportations, filmings in the assembly hall. Use the PSE (harness) standing on aerial work platforms and elevating platform. The employees of the departments: scene construction, grip, lighting have to wear working gloves (protection class S3). The whole personal protective equipment will be provided through the film production free of charge.

13) Working ability

For the hours worked by the employee must be fully operational. The climate is therefore absolute alcohol and drug prohibition.

14) commissioning power generator

The mobile power generator (Genny) must only be grounded by the electrician.