

RESUMPTION OF DUBBING ACTIVITY JOINT CHARTER FOR GOOD HEALTH PRACTICES

Preamble

In order to organise the resumption of work and recordings in the dubbing studios under the best possible conditions, trade union organisations and dubbing companies have agreed on the need to set up common health rules in the sector through the drafting of a charter of good practices.

The purpose of this charter is to enact the minimum standards with which the companies and employees in the sector must comply so that activity can gradually resume under the desired health and safety conditions.

The signatory companies undertake to comply with the recommendations listed below which have been drawn up by the performing artists unions and the dubbing companies assisted by the CMB, whom we warmly thank for their support. Unions of salaried employees undertake to promote these provisions among artists. These provisions have been discussed as part of "the first phase" of de-confinement and are therefore likely to evolve.

All of the general health precautions included in government publications for confinement and the period of release from confinement following the COVID-19 pandemic are applicable in all situations of daily life. Within this charter, the general measures are supplemented by provisions specifically adapted to the nature of the actions carried out in the dubbing studios, using various materials and equipment.

This charter may change after consultation between the parties, in order to take into account the evolution of the health situation. A review will be carried out during the first half of June.

This charter will be displayed at the entrance to the studios.

1 MEASURES IN STUDIOS

- The signatory companies have implemented **minimum daily cleaning of the premises** as well as **regular cleaning of contact surfaces** (buttons, handles, doors, etc.). Individual assessment of the studios depending on the size and number of people may be necessary to determine a higher frequency of cleaning. To this end, a cleaning-frequency protocol will be posted by the company.
- The signatory companies undertake to **implement distancing measures for the people in the waiting areas**. Hands free garbage cans and hydroalcoholic gel will be available. Finally, "at risk" furniture such as sofas will be removed.
- The signatory companies undertake to **make liquid soap, disposable paper towels and covered bins available in bathrooms**.
- **The organisation of meal breaks will be adapted to the circumstances**: staggered meal times should be implemented to limit the number of people on break at the same time, social distancing must be maintained, communal equipment must be temporarily prohibited (microwaves, reusable cutlery and glasses etc) in favour of disposable material (wooden/plastic cutlery, cardboard cups, etc). Those using the facilities should therefore plan for a cold meal. Finally, regular cleaning of kitchens and dining rooms will be undertaken.
- The signatory companies undertake to **organise the premises in order to promote social distancing**: establish as far as possible a **direction of movement** with markings on the ground to separate traffic flow as well as **marks on the ground** denoting the minimum distances for shared spaces. Each person must have a minimum space of 4m² (the person must be in the centre of the 4m²). In addition, interior doors will remain open when possible.
- The signatory companies undertake to **provide an infrared thermometer in the studio** so that employees arriving and wishing to take their temperature can do so.

2 MEASURES IN AUDITORIUMS

- The signatory companies undertake that the **disinfection of equipment and furniture** (doors, lamps, switches, tables, chairs, curtains, etc.) **will be carried out daily and throughout the day, depending on attendance.**
- **Only air conditioning connected to an external air supply is permitted over the period**, otherwise they must be shut down. A maintenance certificate must be obtained by companies before activating the air conditioning. Systems operating in air recirculation mode are not permitted.
- **The use of equipment will be restricted and proportionate:** no bar unless requested by the performer; use of the cabins is forbidden, replacement of sofas with chairs etc.
- **Art directors and performers should, in so far as possible, provide their own headphones.** In cases where this is not possible, the headphones supplied by the studio must either be single use, equipped with disposable protection or disinfected before use.
- **Microphones:** depending on the area of activity: clean or replace the pop guard daily, only sound engineers will be able to handle the microphones, limit as much as possible the use of lapel microphones. If a lapel microphone is necessary, it will be cleaned after each use and will be put in place by the artist himself, under the direction of the engineer. In all cases, regular cleaning of microphones will be implemented.
- The signatory companies **undertake to prohibit the use of touch pads during the period for scripts** (AD and actors) as well as for **contracts and attendance sheets.** Paper or alternative systems (eg remote screen, electronic signature via email, personal telephone) will be favoured.

3 EVALUATION OF PROFESSIONAL PRACTICES

- The signatory companies undertake to **provide hydroalcoholic gel at all strategic points in the studio.**
- The signatory companies undertake to **provide protective masks to artistic directors and technicians working in their studio.** Additional protection (visors, plexiglass panels, etc.) may be offered by the studios depending on the situation.
- **An additional reserve of masks will be put in place where needed and for artists requesting it.** However, the use of gloves is not recommended; they will be available only for vulnerable people and for exceptional situations.

4 ATTENDING ARTISTS AND ORGANISATION OF WORK

- **Recording times may be postponed** on a case-by-case basis if the situation requires it (schedules arranged for the most vulnerable, adaptation possible upon request). Recommendations will then be sent to the artistic director within a reasonable time. In particular, it is advisable that attending artists using public transport should avoid peak hours. If necessary, administrative authorisations for movement must be sent to artists in good time.
- **A maximum waiting time of 15 minutes preceding the scheduled attendance time is in place for performers.**
- **The direction of movement will be controlled,** within the limits of architectural constraints, so that the various participants meet as little as possible.

4 ATTENDING ARTISTS AND ORGANISATION OF WORK

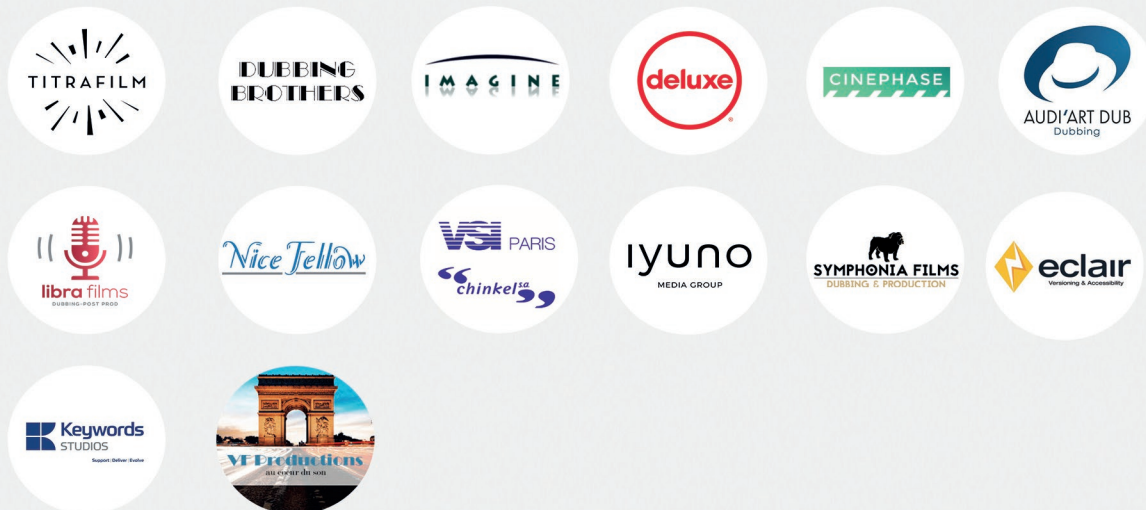
- The number of performers will be limited to 1 per auditorium and the total number of people to 3 (actor, technician, AD) during the first phase of de-confinement and a minimum distance of 2 metres between people must be maintained. It should be remembered that when the safety distances are respected, the wearing of masks is not compulsory.
- A minimum break of 5 minutes per hour will be implemented to allow for the ventilation of the studio.

5 STAKEHOLDER ACCOUNTABILITY

- All of the measures mentioned above can only be effective as part of a general awareness and a change in behaviour. Therefore, the signatory organisations call on all stakeholders to make everyone responsible for their actions during this difficult period. **Respect for barrier measures and the proper use of protective equipment is an absolute priority.** To this end, as a reminder, concerning barrier measures and physical distancing, the basis of de-confinement (page 5 of the national protocol for de-confinement for companies to ensure the health and safety of their employees) will be posted in every work area.
- It is strongly recommended that performers provide their own protective masks, pens and, when possible, their own headphones.
- In the event of symptoms and/or fever, individuals must stay at home and not enter the premises.

Paris, May 11, 2020

For dubbing companies:



For unions of salaried employees:

For Federation of Cinema,
Audiovisual and Multimedia Industries:

