



# Health & Hygiene Production Guidelines

## Cast, Crew, & Production Personnel

The information in this training is subject to change.  
Always consult your Employee Relations point of contact for the latest information.



# Moving Forward, **Together**

We are committed to every production environment being safe and hygienic so our cast, crew and production personnel can feel confident at work.

Maintaining a safe workplace depends on your efforts. Acting with a high degree of responsibility will maximize your own health and that of your fellow employees, to prevent illnesses spreading within the production environment.

By entering the workplace each day, cast and crew are attesting that they are not experiencing symptoms of illness. If an individual is experiencing any symptoms, their direct Supervisor should be immediately informed and if needed, consult their healthcare provider.





# Understanding Symptoms

Understanding symptoms of various illnesses is important for all cast and crew to mitigate the risk of on-set transmission. Some common illnesses and their symptoms are outlined below:

## Influenza (Flu) [CDC](#), [NHS](#) or [Health Canada](#) Guidance

- ❑ Signs and symptoms usually appear suddenly.
- ❑ Symptoms include: fever/chills, cough, sore throat, runny or stuffy nose, muscle or body aches, headaches and fatigue.

## Coronavirus (COVID-19) [CDC](#), [NHS](#) or [Health Canada](#) Guidance

- ❑ Symptoms may change with new COVID-19 variants.
- ❑ Common symptoms include: fever/chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste/smell, sore throat, congestion or runny nose.

## Norovirus [CDC](#), [NHS](#) or [Health Canada](#) Guidance

- ❑ Norovirus is the most common cause of vomiting and diarrhea and is not related to Influenza.
- ❑ Common symptoms include: diarrhea, vomiting, nausea and stomach pain.

## Upper Respiratory Infection [CDC](#), [NHS](#) or [Health Canada](#) Guidance

- ❑ Symptoms usually appear in stages and not all at once.
- ❑ Common symptoms include: runny nose, decrease in appetite, coughing, sneezing, fever and wheezing.

## Monkeypox (Mpox) [CDC](#), [NHS](#) or [Health Canada](#) Guidance

- ❑ Rash on hands, feet, chest, face, mouth or genitals.
- ❑ Other symptoms can include: fever/chills, swollen lymph nodes, exhaustion, muscle aches and backache, headache and respiratory symptoms.



**If you feel sick or exhibit any signs or symptoms of illness – stay home and contact your direct Supervisor and consult your health care provider if symptoms persist.**



# Illness **Response Measures**

If you experience any symptoms of illness, immediately inform your direct Supervisor and contact your health care provider if symptoms persist.



If you are at home, you should remain home.



If you are at work, discuss with your direct Supervisors about returning home.



You should contact your physician or healthcare provider if symptoms do not improve.



If urgent medical assistance is required onsite, emergency services will be called.

# Returning to Work

You may have to stay away from work if you become unwell and this time frame will depend on the illness. CDC, NHS and Health Canada advise the following:

## Influenza (Flu)

Do not return to work until you are free of fever for 24 hours and symptoms have improved.

## Coronavirus (COVID-19)\*

Do not return to work until you are free of fever for 24 hours and symptoms are improving. Wearing a mask through Day 10 is recommended and may be required in some regions.

## Norovirus

Do not return to work until at least 48 hours after last instance of vomiting or diarrhea.

## Upper Respiratory Infection

Do not return to work until you are free of fever for 24 hours and symptoms are improving.

## Monkeypox (Mpox)

Do not return to work until symptoms have improved, including when all scabs from the rash have healed and a new layer of skin has formed.

\*Please consult Employee Relations/Contact Tracing for advisement.



## Cleaning and **Hygiene**

- ❑ Practice good hand hygiene standards by washing hands often (especially before/after eating and using the toilet), with soap and water for 20 seconds. Use sanitizer if soap and water are not immediately available.
- ❑ Clean surfaces frequently.
- ❑ Clean equipment and clothing, where possible, between users.
- ❑ Cover mouth and nose when coughing and sneezing (without your hands if possible). Dispose of any used tissues appropriately, and wash hands following.



## Reducing the Risk

- ❑ Wear a face covering to reduce the risk of transmission of illness spread via respiratory droplets.
- ❑ Physical distancing can reduce the potential of transmission.
- ❑ Ensure good ventilation within a workspace, such as opening windows and doors, to encourage better air circulation and turn on ventilation systems to maximize fresh air, where possible.
- ❑ Individuals with symptoms of illness must stay home to prevent transmission to others.





# Further Information

Please contact your direct Supervisor, employer and Employee Relations/Contact Tracer point of contact if you have any further questions or to report symptoms of illness.

If you are out of state or country, ask your employer for contact details, where necessary, to assist with accessing healthcare or health advice.

Thank you for helping keep our workplace safe and hygienic for all production personnel.

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