

Ingestible Props Inventory

Production (Including code name)	Production Start Date	Production End Date
----------------------------------	-----------------------	---------------------

Key Personnel

Prop Master	Prop Master Contact Information (Phone & Email)
Production Manager / Producer	Production Safety Representative

Additional Personnel (handling and/or assisting)

Name	Job Title

Guideline Reminders

1. Source only new ingestible props for scenes requiring cast to use on set. Note: Real medications must never be used as props.
2. Obtain safety data sheets (SDS) or other informational document listing ingredients for the materials being purchased.
3. Ensure cast do not have allergies to any of the ingredients, respiratory limitations, or other medical conditions that could be affected by any of the products or their components.
4. Ensure all ingestible props are prepared using standard hygiene practices such as hair control, clean clothing, clean hands and nails, use of gloves, etc.
5. Ensure manufactured ingestible props are in manufacturer labeled packaging, listing name and ingredients at all times when not in use. Any manufactured ingestible prop within a prop container used for a scene may be used with or without labeling required for the scene, however, it must be returned to the original labeled container once the scene is complete.
6. Ensure absolute control over distribution of ingestible props. No other personnel will be allowed to handle or distribute unless they have been expressly instructed to do so by the Prop Master.
7. Inventory all ingestible props, return to original packaging and secure at the close of each day.
8. Ensure appropriate consent is received from the parent/legal guardian, studio teacher, production safety, and standards and practices, if a minor will be using ingestible props.

Disposal

1. Any expired ingestible props must be disposed of properly.
2. When production has concluded, all ingestible props, sealed and unsealed, must be disposed of properly.

